

19. ウルグアイ

紙 パルプ

第三国研修実施討議事録



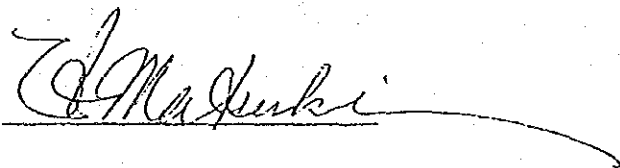
RECORD OF DISCUSSIONS BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM  
AND THE AUTHORITIES CONCERNED OF THE ORIENTAL REPUBLIC OF URUGUAY ON  
THE THIRD COUNTRY TRAINING PROGRAMME.

The Japanese Implementation Survey Team (hereinafter referred to as "the Team"), organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Hiroyuki Matsuki visited the Oriental Republic of Uruguay from June 25 to the 1st. of July, 1989 for the purpose of formulating a training course in the field of Pulp and Paper Industry under the Third Country Training Programme of JICA.

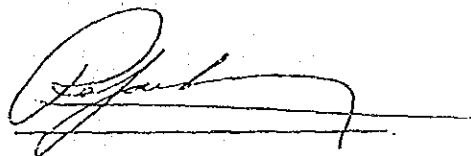
During its stay in the Oriental Republic of Uruguay, the Team had a series of discussions with the authorities concerned of the Oriental Republic of Uruguay, with respect to the framework of the above mentioned training course and the desirable measures to be taken by the Government of Japan and the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

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

Montevideo, June 30, 1989.



Mr. Hiroyuki Matsuki  
Leader  
Japanese Implementation  
Survey Team  
Japan International Cooperation  
Agency




Dr. Rafael Novoa  
General Director  
Ministry of Industry and  
Energy  
The Oriental Republic of  
Uruguay

## ATTACHED DOCUMENT

The Government of Japan and the Government of the Oriental Republic of Uruguay will cooperate with each other in organizing a training course in the field of small scale pulp and paper industry development, (hereinafter referred to as "the Course"), at the Technological Laboratory of Uruguay, under the Third Country Training Programme of JICA.

The Government of the Oriental Republic of Uruguay 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. Arrangements under items 3,4,5 and 8 supply for JFY 1989 alone and both parties will consult with each other to determine arrangements for the following years.



1. TITLE

The Course will be entitled "Small Scale Pulp and Paper Industry Development Seminar".

2. PURPOSE

The purpose of the Course is to promote the development of the paper industry in small scale production countries of Latin America, and contribute to increase the self-sufficiency and improve the quality of paper and paperboard in those countries.

3. OBJECTIVES

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

- (1) get the practical knowledge of pulp and paper technology.
- (2) master the technical skill of the quality control.
- (3) understand how to approach the quality improvement.

4. DURATION

The first Course will be held from March 12 to March 31, 1990.



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):  
Bolivia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Panama and Paraguay.

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 Oriental Republic of Uruguay shall not exceed five (5).

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 have a general background in the pulp and paper field.
- 8-3 To be presently engaged in the related public or private sector.
- 8-4 To be under fifty (50) years of age in principle.
- 8-5 To have a good command of spoken and written Spanish and
- 8-6 To be in good health, both physically and mentally, to complete the Course.

9. FACILITIES AND INSTITUTIONS

Technological Laboratory of Uruguay.  
Ministry of Industry and Energy.  
The Oriental Republic of Uruguay.

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 Oriental Republic of Uruguay through its diplomatic channels not later than sixty (60) days before the commencement of the Course.

*[Handwritten signature]*

10-2 The Government of the Oriental Republic of Uruguay 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. UNDERTAKINGS OF THE GOVERNMENTS OF JAPAN AND THE ORIENTAL REPUBLIC OF URUGUAY

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 Oriental Republic of Uruguay

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 the Technological Laboratory of Uruguay and
- (3) To notify the result of the selection to the respective Government through its diplomatic channels.



11-1-2 Technological Laboratory of Uruguay


- (1) To formulate the curriculum based of 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 Embassy of Japan in the Oriental Republic of Uruguay (hereinafter referred to as "the Embassy").
- (6) To arrange accommodations for the participants.
- (7) To arrange international air tickets for the participants from the invited countries and to meet and see them off at the airport.
- (8) To arrange domestic study tour(s) to be included in the Course.
- (9) To take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses financed by JICA.

*T. Matsui*

- (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 Embassy 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 the Technological Laboratory of Uruguay 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 Technological Laboratory of Uruguay 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 Uruguayan counterpart personnel(s) 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 personnel is acceptable or not in each Japanese fiscal year will be notified through the Embassy of Japan 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 The Technological Laboratory of Uruguay (hereinafter referred to as "LATU") will open a bank account in the Oriental Republic of Uruguay to receive the fund remitted by JICA, and inform the Embassy of the name of the bank, the account code number, and the name of the account holder.
- 12-2 LATU will submit to the Embassy a bill of estimate for the expenses to be born 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 LATU will submit to the Embassy 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 LATU 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, LATU 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 Estimated of Expenses to be borne by JICA (for the Japanese FY 1989).

*T. Masuda*



ANNEX I

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

DATE	SUBJECTS	ASSIGNED TO
	<u>Part-1: Laboratory activities</u>	
1 (Mon) 3/12	Arrival	L
2 (Tue) 3/13	Opening Ceremony	L I
3 (Wed) 3/14	Pulping	L I
4 (Thu) 3/15	Paper-making	L I
5 (Fri) 3/16	Coating	L I
6 (Sat) 3/17	(Holiday)	
7 (Sun) 3/18	(Holiday)	
8 (Mon) 3/19	Q.C. of Paper	L I
9 (Tue) 3/20	Q.C. of Paperboard and Corrugated Box	L I
	<u>Part-2: Mill visits</u>	
10 (Wed) 3/21	Explanation of the Five Paper Companies	I
11 (Thu) 3/22	Visit to FNP	L I
12 (Fri) 3/23	Visit to PAMER	L I
13 (Sat) 3/24	(Holiday)	
14 (Sun) 3/25	(Holiday)	
15 (Mon) 3/26	Visit to IPUSA, CICSSA and PC	L I
	<u>Part-3: Lectures and Discussions</u>	
16 (Tue) 3/27	Fiber Raw Materials and Produc- tion of Paper and Paperboard	J
17 (Wed) 3/28	History, Actual Situation and Perspective of forestation in Uruguay	I
18 (Thu) 3/29	Development Plan and Technical Cooperation	J
19 (Fri) 3/30	Closing Ceremony	L
20 (Sat) 3/31	Departure	L

(Remarks) L: Staff of LATU, I: Staff of Uruguayan Industry  
J: Japanese Expert

## ANNEX II

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

MONTH	URUGUAYAN SIDE	JAPANESE SIDE
June 1989	1. Signing of Record of Discussions	1. Signing of Record of Discussions
July "	1. Preparation of G.I.	
August "	1. Distribution of G.I. and Application Form	
September "	1. Submission of form A-1	
October "		1. Recruitment of Expert(s)
November "		1. Submission of Form B-1
December "	1. Selection of the participants	
January 1990	1. Notification of the selection of the Participants 2. Opening of Bank Account 3. Submission of Bill of Estimate	
February "		1. Remittance of Expenses
March "	1. Implementation of the Course	1. Dispatch of Expert(s)
April "	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 (U\$S)
I. Invitation Expenses		
1. Airfare (round trip)	for 20 persons	18.000
2. Per-diem	20 x 20 pers. x 22 days	8.800
3. Accommodation	25 x 20 pers. x 21 days	10.500
4. Medical Insurance Premiums	35 x 20 pers.	700
SUB TOTAL		38.000
II. Training Expenses		
1. Honoraria for External Lecturers	20 x 2 h x 10 pers.	400
2. Employment Fee Secretary	400 x 2,5 months x 1 pers.	1.000
3. Transportation		
3.1 Study Tour		
3.1. Bus Rental	100 x 15 days	1.500
3.2 Study Tour		
(1) Per-diem for Uruguayan Participants	20 x 5 pers. x 6 days	600
(2) Accommodation for Uruguayan participants	25 x 5 pers. x 5 days	625
(3) Bus rental	300 x 5 days	1.500
4. Material Procurement		5.000
5. Textbook		2.000
6. Meeting Expenses		
Opening Ceremony		1.500
Closing Ceremony		1.500
SUB TOTAL		15.625
GRAND TOTAL		53.625





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水 産 加 工  
第三国研修実施討議議事録



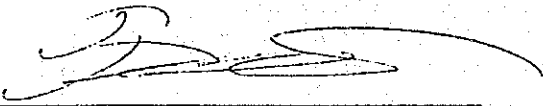
RECORD OF DISCUSSIONS  
BETWEEN  
THE RESIDENT REPRESENTATIVE OF JICA PERU OFFICE  
AND  
THE AUTHORITIES CONCERNED OF  
THE GOVERNMENT OF THE REPUBLIC OF PERU  
ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Evaluation Team organized by the Japan International Cooperation Agency ( hereinafter referred to as "JICA" ) and headed by Mr. Teruki Sasano visited the Republic of Peru from March 28 to April 5, 1989 for the purpose of evaluating the training course in the field of Fishery Product Processing Technology under the Third Country Training Programme of JICA, which has been carried out since the Japanese fiscal year of 1984 in the Republic of Peru.

Based on the Minutes of Meetings signed between the head of the Team and the Presidente del Consejo Directivo del Instituto Tecnologico Pesquero del Peru on April 3, 1989, the Resident Representative of JICA Peru Office had a series of discussions with the authorities concerned of the Government of the Republic of Peru with respect to the future implementation of the course.

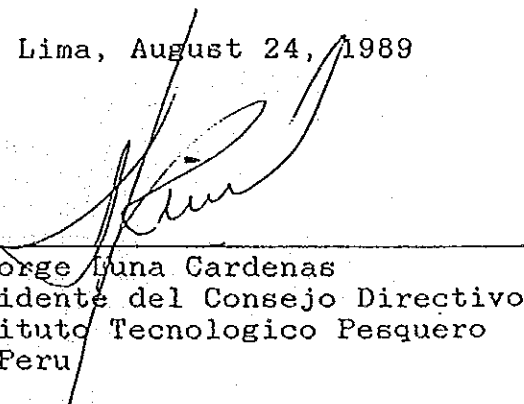
As a result of the discussions, both sides agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Lima, August 24, 1989



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Mr. Takao Mizobuchi  
Resident Representative,  
JICA Peru Office



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Mr. Jorge Luna Cardenas  
Presidente del Consejo Directivo  
Instituto Tecnologico Pesquero  
del Peru

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 fishery product processing technology at the Instituto Tecnológico Pesquero del Peru (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 (JFY) 1989 to JFY 1993, subject to an annual consultations between both Governments.

The Course will be operated in accordance with the followings;

1. TITLE

The Course will be entitled "International Training Course on Fishery Product Processing Technology".

2. PURPOSE

The purpose of the Course is to provide the participants from Latin American countries with an opportunity of refreshing and improving relevant techniques and knowledge necessary for the application of fishery product processing technology and thus to contribute to the effective utilization of marine protein resources.

3. OBJECTIVES

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

- 3-1 To understand general aspects of fish meat,
- 3-2 To understand preservation and treatment of materials,
- 3-3 To acquire techniques and knowledge on processing technology and quality control,
- 3-4 To acquire techniques and knowledge on container and package of fishery products,
- 3-5 To acquire knowledge on introduction and development of the products,
- 3-6 To set up the relationship among the participants to exchange their opinions and knowledge.

4. DURATION

The duration of the Course will be about six (6) weeks, and the Course for JFY 1989 will be held from January 15 to February 26, 1990.



5. CURRICULUM  
The tentative curriculum of the Course for JFY 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, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama, Paraguay, Uruguay 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 Peru 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 fishery product processing technology and have the experience of more than (3) years in this field,  
8-4 to be preferably between twenty-five (25) and thirty-five (35) years of age,  
8-5 to have a good command of spoken and written Spanish,  
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  
The Course will be conducted at the Instituto Tecnológico Pesquero del Peru ( hereinafter referred to as "ITP" ).
10. PROCEDURE OF APPLICATION  
10-1 The Government invited 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 JFY 1989 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.) of the Course to the invited Governments through its diplomatic channels,
- (2) To receive application forms and forward them to ITP, and
- (3) To notify the result of the selection to their respective countries through its diplomatic channels.

11-1-2 ITP

- (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 lectures/instructors for the Course,
- (4) To provide its training facilities and equipment for the Course,
- (5) To select participants for the Course, and inform the result of the selection to the Ministry of Foreign Affairs and the JICA Peru Office,
- (6) To arrange accommodations for participants,
- (7) To arrange international air tickets for participants 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 to the JICA Peru 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 dispatch short-term expert(s), following the regular procedures of its technical cooperation scheme, who will give advice to ITP 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 JFY 1989 is attached as ANNEX III),

- a) Such expenses pertaining to participants from the invited countries as international economy-class flight fare, accommodation, per diem and medical insurance premiums,
- b) Expenses by ITP relating to honoraria for external lecturers, arrangement of meeting(s), study tour(s), teaching aids, expendable supplies, copies, reprints and secretarial services.

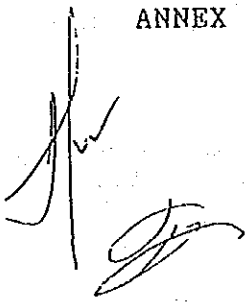
12. PROCEDURE OF REMITTANCE AND EXPENDITURE

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 ITP will submit to the JICA Peru 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 the ITP within thirty (30) days after the receipt of the bill of estimate.
- 12-3 The JICA Peru Office will make payment in coordination with ITP on the assessed expenses.

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 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

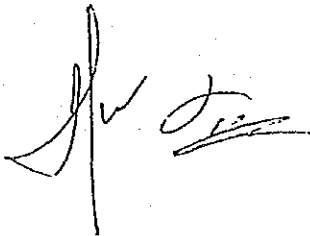
## TENTATIVE CURRICULUM OF THE COURSE

DATE	HOUR	THEME
MONDAY 15.01.90	9.00	-GENERAL ORIENTATION to the participants -Observation of ITP installations -OPENING CEREMONY
TUESDAY 16.01.90	9.00-11.00	-Lecture: ITP Technological Development -Visit to the technical areas
	13.00-16.00	-Lecture: Scientific and Technological Research in ITP
WEDNESDAY 17.01.90	9.00-10.30	-Lecture: Fish Chemical Composition and Variations
	10.45-12.15	-Lecture: Fish Freshness
	13.00-14.30	-Lecture: Fish Muscle Protein
	14.30-16.00	-Lecture: Fish Lipid and Oxidation
THURSDAY 18.01.90	9.00-10.30	-Lecture: Insulation and usage of ice in the raw material preservation
	10.45-12.15	-Lecture: Post-capture raw material handling
	13.00-14.30	-Lecture: Transport and distribution of the raw material
	14.30-16.00	-Lecture: Treatment in factory of the raw material
FRIDAY 19.01.90	9.00-12.15	-Practice: Preservation and chemical and organic-leptic control of fish
	13.00-16.00	-CONTINUATION
MONDAY 22.01.90	9.00-12.15	-Practice: Preservation and chemical and organic-leptic control of fish
	13.00-16.00	-CONTINUATION
TUESDAY 23.01.90	9.00-12.15	-Practice: Extractability of the fish Protein
	13.00-16.00	-Practice: Oxidation Determination Method

DATE	HOUR	THEME
WEDNESDAY 24.01.90	9.00-12.15	-Lecture: Method for the Microbian Impairment Determination
	13.00-16.00	-CONTINUATION
THURSDAY 25.01.90	9.00-12.15	-Lecture: Frozen Foods Processing Technology
	13.00-16.00	-CONTINUATION
FRIDAY 26.01.90	9.00-12.15	-Lecture: Freezing and Unfreezing of raw material
	13.00-16.00	-Lecture: Elaboration of Frozen prepared foods
MONDAY 29.01.90	9.00-12.15	-Practice: Pre-treatment and Freezing of the raw material
	13.00-16.00	-CONTINUATION
TUESDAY 30.01.90	9.00-12.15	-Practice: Elaboration of Frozen prepared foods
	13.00-16.00	-CONTINUATION
WEDNESDAY 31.01.90	9.00-12.15	-Practice: Elaboration of Breaded Products
	13.00-16.00	-CONTINUATION
THURSDAY 01.02.90	9.00-12.15	-Practice: Quality Control of the raw material and frozen prepared foods
	13.00-16.00	-CONTINUATION
FRIDAY 02.02.90	9.00-12.15	-DISCUSSIONS OF RESULTS
	13.00-16.00	-EVALUATION REPORTS
MONDAY 05.02.90	9.00-12.15	-Lecture: General Processing of Canned Foods
	13.00-16.00	-Lecture: Heat Treatment of Canned Foods

DATE	HOUR	THEME
TUESDAY 06.02.90	9.00-12.15	-Practice: Smoked Fish Processing in tin plate packing
	13.00-16.00	-CONTINUATION
WEDNESDAY 07.02.90	9.00-12.15	-Practice: Calculation of " F " Value
	13.00-16.00	-CONTINUATION
THURSDAY 08.02.90	9.00-12.15	-Practice: Canned Foods Processing in aluminum packing
	13.00-16.00	-CONTINUATION
FRIDAY 09.02.90	9.00-12.15	-Lecture: Double Closing in metal packing
	13.00-16.00	-Practice: Evaluation of double closing
SATURDAY 10.02.90	9.00-16.00	-STUDY TOUR
SUNDAY 11.02.90	9.00-16.00	-STUDY TOUR
MONDAY 12.02.90	9.00-16.00	-STUDY TOUR
TUESDAY 13.02.90	9.00-12.15	-SPECIAL THEME : by JAPANESE EXPERT
	13.00-16.00	-SPECIAL THEME : by JAPANESE EXPERT
WEDNESDAY 14.02.90	9.00-12.15	-SPECIAL THEME : by JAPANESE EXPERT
	13.00-16.00	-SPECIAL THEME : by JAPANESE EXPERT
THURSDAY 15.02.90	9.00-12.15	-Lecture: Fish Products Package
	13.00-16.00	-Practice: Package
FRIDAY 16.02.90	9.00-12.15	-Lecture: Promotion and Development of Fishery Products
	13.00-16.00	-CONTINUATION

DATE	HOUR	THEME
MONDAY 19.02.90	9.00-12.15	-TECHNICAL PRESENTATION: Expositions of works developed by the participants in their countries
	13.00-16.00	-CONTINUATION
TUESDAY 20.02.90	9.00-12.15	-TECHNICAL PRESENTATION: Expositions of works developed by the participants in their countries
	13.00-16.00	-CONTINUATION
WEDNESDAY 21.02.90	9.00-12.15	-TECHNICAL PRESENTATION: Expositions of works developed by the participants in their countries
	13.00-16.00	-CONTINUATION
THURSDAY 22.02.90	9.00-12.15	-FINAL EXAMINATION
	13.00-16.00	-CONTINUATION
FRIDAY 23.02.90	9.00-12.15	-COURSE EVALUATION
	13.00-16.00	-FINAL REPORT
MONDAY 26.02.90	9.00	-CLOSING CEREMONY



## ANNEX II

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

MONTH	PERUVIAN SIDE	JAPANESE SIDE
August 1989	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Preparation of G.I.</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> </ol>
Late August 1989	<ol style="list-style-type: none"> <li>1. Distribution of G.I. and Application Form</li> </ol>	
Early September 1989	<ol style="list-style-type: none"> <li>1. Submission of Forms A-1</li> </ol>	<ol style="list-style-type: none"> <li>1. Recruitment of Experts</li> </ol>
Early November 1989	<ol style="list-style-type: none"> <li>1. Submission of Bill of Estimate</li> <li>2. Receipt of Application Forms</li> </ol>	
Early December 1989	<ol style="list-style-type: none"> <li>1. Notification of the Selection of the Participants</li> </ol>	<ol style="list-style-type: none"> <li>1. Remittance of Expenses</li> <li>2. Submission of Forms B-1</li> </ol>
January- February 1990	<ol style="list-style-type: none"> <li>1. Implementation of Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Experts</li> </ol>
Late March 1990	<ol style="list-style-type: none"> <li>1. Submission of Course Report</li> </ol>	



## ANNEX III

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

ITEM OF EXPENSES	BREAKDOWN	AMOUNT(US\$)
<b>I. Invitation Expenses</b>		
1. Airfare (round trip)	1,078.85 x 20 persons	21,577
2. Per diem	15 x 20 persons x 46 days	13,800
3. Accommodation	19 x 20 persons x 45 nights	17,100
4. Medical Insurance	25 x 20 persons	500
<b>SUBTOTAL</b>		<b>52,977</b>
<b>II. Training Expenses</b>		
1. Honoraria		
(1) Interpreter	150 x 2 days	300
(2) Translator	6 x 50 pages	300
2. Employment fee		
(1) Secretary	150 x 2 months	300
3. Transportation		
(1) Daily Use	50 x 31 days x 2 serv.	3,100
(2) Study Tour		
a) Per diem	10 x 3 days x 12 persons	360
b) Accommodation	10 x 2 days x 12 persons	240
c) Transportation	600 x 3 days	1,800
4. Material Procurement		
(1) Raw materials	4 x 1,250 kg	5,000
(2) Expendable supplies		
a) Seasoning		1,500
b) Packing material		1,500
(3) Laboratory materials		
a) Consumables		2,000
b) Chemicals		2,600
c) Apparatus		400
(4) Meeting Expenses		
a) Opening Ceremony	10 x 70 persons	700
b) Closing Ceremony	10 x 70 persons	700
(5) Others		
a) General Information		300
b) Certificates		200
5. Textbooks		
(1) Printing textbooks	50 x 50 vol.	2,500
(2) Teaching material		2,000
(3) A.V.A. Supplies and others		1,100
<b>SUBTOTAL</b>		<b>26,900</b>
<b>GRAND TOTAL</b>		<b>US\$ 79,877</b>



21. パプア・ニューギニア

沿岸漁業開発  
第三国研修実施討議議事録



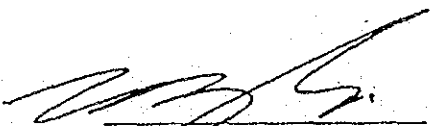
THE RECORD OF DISCUSSIONS  
BETWEEN  
THE RESIDENT REPRESENTATIVE OF JICA PAPUA NEW GUINEA OFFICE  
AND  
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF PAPUA NEW GUINEA  
ON THE THIRD COUNTRY TRAINING PROGRAMME

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 Dr. Yozo Tawara visited Papua New Guinea from 7 to 14 December, 1988 for the purpose of evaluating the Regional Training Course in Coastal Fisheries Development under the Third Country Training Programme of JICA which has been carried out since the Japanese fiscal year of 1984.

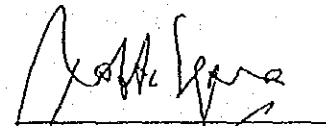
Based on the Minutes of Meetings signed between the head of the Team and the Vice Chancellor of the University of Papua New Guinea on 13 December, 1988, the Resident Representative of JICA Papua New Guinea Office had a series of discussions with the authorities concerned of the Government of Papua New Guinea 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 .

Port Moresby, 25 August, 1989



Mr. Toshio Okazaki  
Resident Representative  
JICA Papua New Guinea  
Office



Mr. Robert Igara  
First Assistant Secretary  
Foreign Aid Management  
Division,  
Department of Finance &  
Planning



Prof. John Lynch  
Vice Chancellor  
University of Papua  
New Guinea

ATTACHED DOCUMENT

The Government of Japan and the Government of Papua New Guinea will cooperate with each other in organizing a training course in the field of coastal fisheries development at the University of Papua New Guinea (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of Papua New Guinea 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 (JFY) 1989 to JFY 1993, subject to annual consultations between both Governments.

The Course will be arranged in accordance with the following:

1. TITLE

The Course will be entitled  
"Regional Training Course in Coastal Fisheries Development".

2. PURPOSE

The purpose of the Course is to provide an opportunity of refreshing and improving relevant techniques and knowledge to extension workers engaged in fisheries activities in the South Pacific region.

3. OBJECTIVES

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

- 3-1. To have a basic understanding on the theory and techniques of fishing gear construction, emphasizing line fishing techniques and marine engine maintenance,
- 3-2. To have understanding of the development of coastal fishing gear and methods, and
- 3-3. To set up the relationship among the participants to exchange their opinions and knowledge.

4. DURATION

The duration of the Course will be about three (3) weeks, and the Course for JFY 1989 will be held from 20 November to 13 December, 1989.



5. CURRICULUM

The tentative curriculum of the Course for JFY 1989 is attached as ANNEX I.

6. INVITED COUNTRIES

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

Cook Islands, Fiji, Kiribati, Marshall Islands, Federated States of Micronesia, Nauru, Niue, Palau, Solomon Islands, Tonga, Tuvalu, Vanuatu and Western Samoa.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed ten (10) in total, and the number of participants from Papua New Guinea shall not exceed six (6).

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 the practical experience of more than two (2) years in the field of fisheries services,
- 8-3 To be engaged in extension work in a public or private organization in the field of fisheries services,
- 8-4 To be under forty (40) years of age in principle,
- 8-5 To have a good command of spoken and written English,
- 8-6 To be citizens of the nominating countries or regions, and
- 8-7 To be in good health, both physically and mentally to complete the Course,

9. FACILITIES AND INSTITUTIONS

Department of Fisheries, Faculty of Science,  
University of Papua New Guinea

## 10. PROCEDURE OF APPLICATION

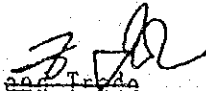
10-1. The Government invited for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of Papua New Guinea through its diplomatic channels not later than two (2) months before the commencement of the Course.

10-2 The Government of Papua New Guinea 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. The schedule of the course operation for JFY 1989 is attached as ANNEX II.

11-1 The Government of Papua New Guinea

11-1-1. Department of Foreign Affairs 

- (1) To forward the General Information brochures (G.I.) to the invited Governments through its diplomatic channels,
- (2) To receive application forms and forward them to the University of Papua New Guinea (hereinafter referred to as "UPNG") , and
- (3) To notify the result of the selection to their respective countries through its diplomatic channels.

11-1-2. The University of Papua New Guinea

- (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 Papua New Guinea Office of the result of the selection,
- (6) To arrange accommodations for participants,
- (7) To arrange international air tickets for participants 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 Papua New Guinea 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 as international economy -class flight fare, accommodation, per-diem, and medical insurance premiums,
  - b) Expenses by UPNG relating to 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 UPNG will open a bank account in Papua New Guinea to receive the funds remitted by JICA and inform the JICA Papua New Guinea Office of the name of the bank, the account code number, and the name of the account holder.
- 12-2 UPNG will submit to the JICA Papua New Guinea 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 UPNG will submit to the JICA Papua New Guinea Office a statement of expenditures within thirty (30) days after termination of the Course.



- 12-5 In case any amount of funds remitted by JICA remains unspent, UPNG 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, UPNG 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. MANAGING COMMITTEE

For the effective and successful implementation of the Course, a managing committee will be established with the composition as follows;

Representatives of UPNG, Department of Finance and Planning, Department of Foreign Affairs, Department of Fisheries and Marine Resources and JICA Papua New Guinea Office.

14. This Attached Document and the following Annexes 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 for the Course  
(for the Japanese FY 1989)

## ANNEX I

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

DATE	08:00 - 12:00	13:30 - 17:30	19:00 -
November			
19 (Sun)	Arrival of participants		
20 (Mon)	Registration Opening ceremony	Orientation & settle down	Welcome party
21 (Tue)	Lecture : fishing gear for coastal fisheries	Practice : splice & hitching	
22 (Wed)	Lecture : elements of gear materials & designing	Practice : net mending	
23 (Thu)	-- Study tour --		
24 (Fri)	Lecture : small scale line fishing	Practice	vertical longline construction
25 (Sat)	Country report	Free	
26 (Sun)	-- Field trip --		
27 (Mon)	Application : vertical long line fishing	Practice : gear maintenance & discussion.	
28 (Tue)	Application : vertical long line fishing	Film show	
29 (Wed)	Lecture : elements of fish identification	Country report	
30 (Thu)	Application : deep hand line fishing	Practice : Hand reel construction	
December			
1 (Fri)	Application : deep hand line fishing	Film show	
2 (Sat)	Lecture : fish preservation & hygiene	Free	
3 (Sun)	-- Excursion --		
4 (Mon)	Lecture : OBM maintenance.	Practice : OBM maintenance	
5 (Tue)	Practice : OBM maintenance	Practice : OBM maintenance	
6 (Wed)	Practice : OBM maintenance	Practice : OBM maintenance	
7 (Thu)	Application : trolling line fishing	Practice : trolling line construction	
8 (Fri)	Application : trolling line fishing	Practice : gear maintenance & discussion	
9 (Sat)	City tour and shopping		
10 (Sun)	-- Field trip --		
11 (Mon)	Lecture : tuna longline fishing	Practice : tuna long line construction	
12 (Tue)	Application : tuna longline	Practice : gear maintenance & discussion	
13 (Wed)	Application : tuna longline	Evaluation discussion Closing ceremony & Farewell party	
14 (Thu)	Departure of participants Evaluation meeting		

## ANNEX II

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

MONTH	PAPUA NEW GUINEAN SIDE	JAPANESE SIDE
Late August <del>July</del> 1989	1. Signing of Record of Discussions 2. Preparation of G.I.	1. Signing of Record of Discussions
Early September <del>July</del> 1989	1. Distribution of G.I. and Application Form	
Late September <del>July</del> 1989	1. Submission of Forms A-1	1. Recruitment of Experts
Early September <del>July</del> 1989	1. Opening of Bank Account 2. Submission of Bill of Estimate 3. Receipt of Application Forms	
Early October 1989	1. Notification of the Selection of the Participants	1. Remittance of Expenses 2. Submission of Forms B-1
November - December 1989	1. Implementation of Course	1. Dispatch of Experts
Late January 1990	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 (K)
I. Invitation Expenses		
1. Airtickets (round trip)	1,600 X 10 persons	16,000
2. Travelling Allowance	240 X 10 persons	2,400
3. Perdiem	26 X 10 persons X 27 days	7,020
4. Accommodation	15 X 10 persons X 26 nights	3,900
5. Medical Insurance	90 X 10 persons	900
<b>SUB TOTAL</b>		<b>K 30,220</b>
II. Training Expenses		
1. External Lecturers		
(1) Honoraria	22 X 11 times	242
(2) Accommodation	45 X 14 days	630
(3) Airfare	186 + 368	554
2. External Instructors	33 X 5 persons X 26 days	4,290
3. Employment Fee (secretary)	20 X 26 days	520
4. Transportation		
(1) Bus Rental	58 X 26 days	1,508
(2) Petrol		200
5. Study Tour	26 X 10 persons X 4 days	1,040
6. Material Procurement		
(1) Consumables		
a. Fuels for vessels		500
b. Stationery	30 X 16 persons	480
(2) Teaching Materials		
a. Nets and Ropes	150 X 16 persons	2,400
b. Outboard Motors	1,450 X 3	4,350
c. Maintenance Tools	180 X 3 sets	540
(3) Meeting Expenses	15 X 60 persons X 2 times	1,800
(4) Others		
a. Printing & Copy		1,500
b. Communication		800
<b>SUB TOTAL</b>		<b>K 21,354</b>
<b>GRAND TOTAL</b>		<b>K 51,574</b>



## 22. シンガポール

排気ガス規制  
第三国研修実施討議議事録





RECORD OF DISCUSSIONS BETWEEN  
THE HEAD OF THE JAPANESE DELEGATION FOR THE ANNUAL CONSULTATION  
ON TECHNICAL COOPERATION BETWEEN JAPAN AND SINGAPORE  
AND THE AUTHORITIES CONCERNED FROM THE GOVERNMENT OF THE REPUBLIC  
OF SINGAPORE ON THE INTER-ASEAN TECHNICAL EXCHANGE PROGRAM

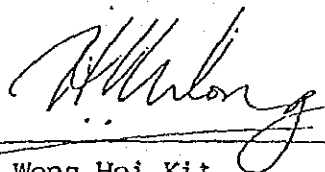
The Japanese Preliminary Survey Team (hereinafter referred to as "the Team"), organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Ms Kayoko Mizuta had a series of discussions with the authorities concerned from the Government of Singapore from 16 to 20 April, 1989 to work out the framework of the training course in the field of vehicular exhaust emission control under the Inter-ASEAN Technical Exchange Program, and the desirable measures to be taken by the authorities concerned with this program to ensure its successful implementation.

Based on the above discussions, the Head of the Japanese Delegation for the Annual Consultation on Technical Cooperation between Japan and Singapore, the Ministry of the Environment of Singapore and the ASEAN National Secretariat of Singapore agreed to recommend to their respective authorities the matters referred to in the documents attached hereto.

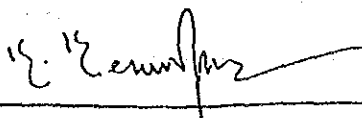
Singapore, 30th August, 1989



Mr Atsushi Nishioka  
Deputy Director  
Development Cooperation Division  
Economic Cooperation Bureau  
Ministry for Foreign Affairs



Mr Wong Hoi Kit  
Deputy Secretary  
Ministry of the Environment  
Republic of Singapore



Mr K. Kesavapany  
Director-General  
ASEAN National Secretariat  
of Singapore

ATTACHED DOCUMENT

The Government of Japan and the Ministry of the Environment of Singapore will cooperate with each other in organizing a training course in the field of vehicular exhaust emission control at the Ministry of the Environment of Singapore (hereinafter referred to as "the Course") under the Inter-ASEAN Technical Exchange Program.

The Ministry of the Environment of Singapore will organize the Course with the support of the technical cooperation scheme of the Government of Japan.

The Course will be arranged in accordance with the following:

1. TITLE

The Course will be entitled "Workshop on Control of Vehicular Exhaust Emission in the ASEAN Region".

2. PURPOSE

The purpose of the Course is to upgrade the technical expertise of pollution control authorities in the region, and to provide an opportunity for these professionals to interact and hence have better insight into the problems faced by their neighbouring countries.

3. OBJECTIVES

At the end of the Course, the participants are expected to acquire relevant techniques and knowledge on vehicular exhaust emission control and be able to:

- i) identify control policies appropriate to their countries' needs;
- ii) identify implementation strategies for their control programs;

*Handwritten initials/signatures*

- iii) identify training needs; and
- iv) review legislations to improve the effectiveness of their control programs.

4. DURATION

The Course will be held from 4 December to 8 December 1989.

5. CURRICULUM

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

6. INVITED COUNTRIES

The following countries will be invited to apply for the Course by nominating their applicant(s):  
Brunei Darussalam, Indonesia, Malaysia, Philippines, Singapore and Thailand.

7. NUMBER OF PARTICIPANTS

The total number of participants from the invited countries shall not exceed eighteen (18) and the number of participants from each country shall not exceed three (3) in principle.

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are:

- 8-1. To have a degree in Engineering or Science or equivalent, with at least five (5) years working experience,
- 8-2. To be presently engaged at the policy level in vehicular exhaust emission control in Governmental or public organisations,

*Handwritten initials/signature*

- 8-3. To have at least three (3) years of relevant working experience in the field of vehicular exhaust emission control
- 8-4. To have a good command of spoken and written English and
- 8-5. To be in good health, both physically and mentally, to complete the Course.

9. VENUE

Environment Building  
Ministry of the Environment, Singapore

10. PROCEDURE OF APPLICATION

- 10-1. The ASEAN National Secretariat (hereinafter referred to as "ANS") of each invited country shall forward five (5) copies of the prescribed application form for each nominee to the ANS of Singapore not later than sixty (60) days before the commencement of the Course.
- 10-2. The ANS of Singapore will inform the ANS of applying countries 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 IMPLEMENTING ENTITY, ASEAN NATIONAL SECRETARIAT, AND GOVERNMENT OF JAPAN

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

11-1. Ministry of the Environment, Singapore

- (1) To formulate the curriculum based on ANNEX I.
- (2) To draft and print the General Information brochures (G.I.).
- (3) To assign an adequate number of its staff as lecturers/instructors for the Course.
- (4) To provide the training facilities and equipment for the Course.
- (5) To arrange the assignment of external lecturers/instructors necessary for the Course from among the ASEAN countries.
- (6) To arrange travel and accommodations for the external lecturers/instructors.
- (7) To select participants for the Course, and to convey the result of the selection to the ANS of Singapore and the office of JICA in Singapore (hereinafter referred to as "the JICA Office").
- (8) To arrange accommodations for participants.
- (9) To arrange international air tickets for participants from the invited countries and to meet and see them off at the airport.
- (10) To arrange the visits to be included in the Course.
- (11) To take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses financed by JICA.
- (12) To issue certificates to the participants who successfully complete the Course after it ends.
- (13) To forward a course report and a statement of expenditure to the JICA office within thirty (30) days after the termination of the Course, and
- (14) To coordinate any matter related to the Course.

*As*

*DR*

11-2. ANS of Singapore

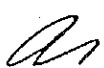
- (1) To forward the G.I. to the ANS of the invited countries,
- (2) To receive application forms and forward them to the Ministry of the Environment of Singapore,
- (3) To notify the result of the selection to the ANS of the respective countries, and
- (4) To forward a course report to the ANS of the Philippines (the current coordinating ASEAN country to Japan)

11-3. Government of Japan

- (1) To dispatch expert(s) on a short-term basis, upon the request from the Ministry of the Environment of Singapore (hereinafter referred to as "ENV") through the ANS of Singapore, to give advice to ENV 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 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 ENV as honoraria for external lecturers, arrangement of meeting(s) and visits, 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 the Government of Japan will be arranged in accordance with the following procedure:



- 12-1. ENV will forward to the JICA Office a bill of estimate for the expenses to be borne by the Government of Japan not later than sixty (60) days before the opening of the Course.
  - 12-2. JICA will assess the estimated bill and provide the assessed amount of expenses for ENV within thirty (30) days after the receipt of the bill of estimate.
  - 12-3. ENV will forward to the JICA Office a statement of expenditures within thirty (30) days after the termination of the Course.
  - 12-4. In the event any amount of the fund provided by JICA is not completely used up, ENV 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 premium shall not be appropriated for any other purposes.
  - 12-5. By the request of JICA, ENV will make available for JICA's reference all the receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.
13. This Attached Document and the following Annexes attached hereto shall be deemed to be a part of the Record of Discussions:

ANNEX I : Tentative Curriculum of the Course

ANNEX II : Schedule of the Course Operation

ANNEX III : Tentative Estimate of Expenses to be borne by JICA.

## TENTATIVE CURRICULUM OF THE COURSE

<u>DATE</u>	<u>PROGRAM</u>
3 December 1989	Arrival at Singapore
4 December 1989	Opening Ceremony Presentation of Country Reports
5 & 6 December 1989	<ul style="list-style-type: none"> <li>. Effects of Vehicle Exhaust Emission</li> <li>. Monitoring and Assessment of Vehicular Exhaust Emission Problems</li> <li>. Control Strategies, Policies and Standards</li> <li>. Emission Test Equipment and Facilities</li> </ul>
7 December 1989	Field Visits
8 December 1989	Recommendations of Training Course Closing Ceremony
9 December 1989	Departure from Singapore

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## SCHEDULE OF THE COURSE OPERATION

DATE	SINGAPORE		JAPAN
	ANS	ENV	
August 1989	Signing of R/D	Signing of R/D Preparation of G.I.	Signing of R/D
August	Distribution of G.I. Submission of A1 Form	Preparation for the Course Preparation of A1 Form.	
September	Receive application Forms	Selection of the Participants/ Asean Experts Submission of Bill of Estimate	Recruitment of Experts
October	Notification of the Participants		Remittance of the Expenses Submission of B1 Form
December		Implementation of the Course	Dispatch of the Expert(s)
January 1990	Submission of Course Report (to ANS Philip)	Submission of Course Report (to JICA) Submission of Statement of Expenditure	

## TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA

ITEM	BREAKDOWN	AMOUNT (S\$)
<u>I Invitation Expenses</u>		
1. for Participants		
a) Flight fare	@ 800 x 15 pers.	12,000
b) Per-diem	@ 45 x 15 pers. x 7 days	4,725
c) Accommodation	@ 78 x 15 pers. x 6 days	7,020
d) Medical Insurance Premiums	@ 20 x 15 pers.	300
2. for Lecturers		
a) Flight fare	@ 800 x 3 pers.	2,400
b) Per-diem	@ 45 x 3 pers. x 7 days	945
c) Accommodation	@ 78 x 3 pers. x 6 days	1,404
d) Medical Insurance Premiums	@ 20 x 3 pers.	60
Sub Total		28,854
<u>II Training Expenses</u>		
1. Honoraria for lecturers	@ 300 x 4 sessions	1,200
2. Field Visists Bus Rental		800
3. Secretarial Services (Overtime)		750
4. Materials		
a) Backdrop		200
b) Programme folders	\$20 x 35 pp	700
c) Stationery		200
d) Certificates		200
e) Printing & Photo- copying		1,000
f) Token		200
5. Meeting expenses		
a) Tea/Coffee breaks	\$2 x 8 breaks x 35 pp	560
b) Opening Reception	\$10 x 80 pp	800
c) Closing Reception	\$50 x 40 pp	2,000
Sub Total		8,610
TOTAL		S\$ 37,464

## 23. シンガポール

コンピュータ・ソフトウェア技術  
第三国研修実施討議事録

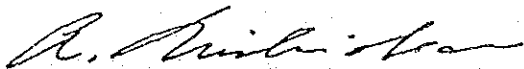


RECORD OF DISCUSSIONS BETWEEN  
THE HEAD OF THE JAPANESE DELEGATION FOR  
THE ANNUAL CONSULTATION ON TECHNICAL COOPERATION BETWEEN  
JAPAN AND SINGAPORE  
AND  
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF SINGAPORE  
ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Team headed by the Resident Representative of Japan International Cooperation Agency (hereinafter referred to as "JICA") Singapore Office had a series of discussions with the authorities concerned of the Government of Singapore with respect to the framework of the training course in the field of computer software technology under the Third Country Training Programme of JICA, and to desirable measures to be taken by the authorities concerned of both Governments to ensure its successful implementation.

Based on the above discussions, the Head of the Japanese Delegation for the Annual Consultation on Technical Cooperation between Japan and Singapore and the Chairman of Japan-Singapore Institute of Software Technology Management Council agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Singapore, 30 August, 1989



Mr Atsushi Nishioka  
Deputy Director  
Development Cooperation Division  
Economic Cooperation Bureau  
Ministry of Foreign Affairs



Mr Lim Swee Say  
Chairman, Japan-Singapore  
Institute of Software  
Technology Management  
Council

ATTACHED DOCUMENT

The Government of Japan and the Government of Singapore will cooperate with each other in organizing a training course in the field of computer software technology at the Japan-Singapore Institute of Software Technology (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of Singapore 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 (JFY) 1989 to JFY 1993, subject to annual consultations between both Governments.

The Course will be arranged in accordance with the following:

1. Title

The Course will be entitled "Computer Software Technology".

2. Purpose

The purpose of the Course is to provide a basic knowledge of the Systems Analysis and Design life cycle and of the tools and techniques used during each of the SA/SD stages.

3. Objectives

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

- (a) identify the stages in a system development life-cycle.
- (b) identify and explain the use of popular tools and techniques in computerized projects and use them in various stages of the projects.

4. Duration

The duration of the Course will be about eight (8) weeks, and the Course for JFY 1989 will be held from January 2, 1990 to February 28, 1990.

5. Curriculum

The tentative curriculum of the Course for JFY 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):-

Brunei, Indonesia, Malaysia, Philippines, Sri Lanka and Thailand.

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 Singapore shall not exceed three (3).

8. Qualifications for Applicants

Applicants for the Course for JFY 1989 are:-

- 8.1 to be nominated by their respective Governments in accordance with the procedure mentioned in 10.1 below;
- 8.2 to be high school or university graduates;
- 8.3 to have some experience in programming with COBOL;
- 8.4 to be less than thirty-five (35) years of age;
- 8.5 to have a sufficient 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

The Japan-Singapore Institute of Software Technology (hereinafter referred to as "JSIST").

10. Procedures of Application

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

10.2 The Government of Singapore 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. Undertakings of Government of Japan and Government of Singapore

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 in ANNEX II.

11.1 The Government of Singapore

11.1.1 Ministry of Foreign Affairs

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

11.1.2 JSIST

- (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 Singapore (hereinafter referred to as "the JICA Office"),
- (6) To arrange accommodations for participants,
- (7) To arrange international air tickets for participants 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 have successfully completed 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 matters 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 JSIST and deliver lectures on some special topics upon the request by JSIST.
- (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 as international economy-class flight fare, accommodation, per-diem and medical insurance premiums.
  - (b) Expenses by JSIST relating to arrangements of meeting(s) and study tour(s), teaching aids, expendable supplies, copies and reprints and other relevant items.

#### 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 JSIST will open a bank account in Singapore 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 JSIST 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 JSIST 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, JSIST 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, JSIST will make available for JICA's reference all receipts and other documentary evidence necessary to certify the expenditures stated in 12.4 above.
13. This Attached Document and the following Annexes attached hereto shall be deemed to be part of the Record of Discussions:
- ANNEX I : Tentative Curriculum of the Course (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)

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

COURSE NAME: SYSTEM ANALYSIS AND DESIGN1. SYLLABUS

- 1) INTRODUCTION  
Definition of a system, system development environment, user-analyst relationship.
- 2) SYSTEM LIFE CYCLE  
Problem definition, feasibility study, detailed analysis, system design, implementation, maintenance and evaluation.
- 3) OVERVIEW OF SA/SD TOOLS AND TECHNIQUES  
Necessity for SASD tools and techniques; cost/benefits analysis; dataflow diagrams; flowcharting; NS chart; structured English; Pseudo codes; HIPO charts; decision tables.
- 4) STRUCTURED ANALYSIS  
Data flow diagrams (DFD): DFD conventions; guidelines for drawing DFDs; evaluation and refinement of DFDs.  
Data dictionary (DD): the use of DD; definitions in the DD; Logical data structures.  
Process specification : description of primitives; Process specification using Structured English, decision table, decision trees.  
System modelling: physical vs logical modelling; building logical models of the current system and the proposed system; physical models for the proposed system.  
Packaging the structured specification.
- 5) STRUCTURED DESIGN  
Structured design concepts: the definition of a module; Structure charts : the symbols and charting techniques; binding and coupling and other good design guidelines; transform analysis; transaction analysis.
- 6) NEW ASPECT OF SOFTWARE ENGINEERING
- 7) SA/SD CASE STUDY (GROUP PROJECT)

COURSE NAME: SYSTEM ANALYSIS AND DESIGN

DETAILED SCHEDULE FOR FY 1989

DATE	DURATION	EVENTS	REMARKS
2 Jan 90	Day 1	Arrival in Singapore	
3 Jan 90	Day 2	Registration Opening speech Welcome reception JICA and JSIST orientation	at JSIST
4 Jan 90	Day 3	Overview of the course Definition of a system SA/SD life cycle	JSIST Lecture Room
5 Jan 90	Day 4	Overview of SA/SD tools and techniques	
6 - 12 Jan 90	Day 5 to 11	Structured Analysis	6 days including 1 Saturday
13 - 19 Jan 90	Day 12 to 18	Structured Design	6 days including 1 Saturday
20 Jan 90	Day 19	Group Project Briefing	1 Saturday
22 - 23 Jan 90	Day 21 to 22	New Aspects of Software Engineering	Conducted by JEX

DATE	DURATION	EVENTS	REMARKS
24 Jan - 22 Feb 90	Day 23 to 52	Group Project in SA/SD	24 days including 4 Saturdays, 2 company visits during this period
23 - 24 Feb 90	Day 53 to 54	Preparation for project presentation	2 days including 1 Saturday
26 Feb 90	Day 56	Project presentations	
27 Feb 90	Day 57	Course debrief Farewell reception	
28 Feb 90	Day 58	Return to respective countries	

NB: For subsequent years, the course will begin on the first week of January and will run for 58 days

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

MONTH	SINGAPOREAN SIDE	JAPANESE SIDE
August	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> <li>2. Distribution of G.I. and Application Form</li> <li>3. Submission of Form A-I</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of Record of Discussions</li> </ol>
September/ October	<ol style="list-style-type: none"> <li>1. Submission of Bill of Estimate</li> <li>2. Selection of the Participants</li> </ol>	
November	<ol style="list-style-type: none"> <li>1. Notification of the Selection of the Participants</li> </ol>	<ol style="list-style-type: none"> <li>1. Remittance of Expenses</li> <li>2. Submission of Form B-1</li> </ol>
January/ February	<ol style="list-style-type: none"> <li>1. Implementation of the Course</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of Experts</li> </ol>
March	<ol style="list-style-type: none"> <li>1. Submission of Statement of Expenditures</li> <li>2. Submission of Course Report</li> </ol>	

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

ITEM OF EXPENSES	BREAKDOWN	AMOUNT (S\$)
<b>I. INVITATION EXPENSES</b>		
1. Airfare (round trip)	@900 for 20 pers	18,000
2. Per-diem	@45 x 20 pers x 58 days	52,200
3. Accommodation	@105 x 11 rooms x 58 days	66,990
4. Medical Insurance Premiums	@30 x 20 pers	600
<b>SUBTOTAL</b>		<b>137,790</b>
<b>II. TRAINING EXPENSES</b>		
1. Brochures	@3.50 x 500 pieces	1,750
2. Certificate	@20 x 23 pers	460
3. Stationery	@160 x 23 pers	3,680
4. Transportation (for study tour)	@360 x 2 visits	720
5. Meeting Expenses	@35 x 80 pers x 2 times	5,600
6. Banner and Direction	@450 x 1 unit	450
7. Name Plate	@15 x 20 pieces	300
<b>SUB-TOTAL</b>		<b>12,960</b>
<b>GRAND TOTAL</b>		<b>150,750</b>





24. タ イ

食品データ・ネットワーク  
第三国研修実施討議議事録



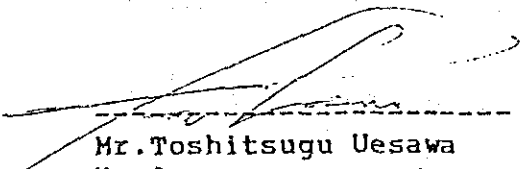
RECORD OF DISCUSSIONS  
BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM  
AND MAHIDOL UNIVERSITY OF THAILAND  
ON THE INTER-ASEAN TECHNICAL EXCHANGE PROGRAM

The Japanese Implementation Survey Team (hereinafter referred to as "the Team"), organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Toshitsugu Uesawa visited Thailand from 11 to 16 September, 1989 for the purpose of formulating a plan for workshop in the field of ASEAN Food Data Network under the Inter-ASEAN Technical Exchange Program.

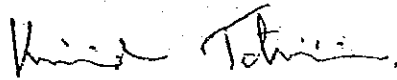
During its stay in Thailand, the Team had a series of discussions with the authorities concerned of Thailand with respect to the framework of the above mentioned workshop and the desirable measures to be taken by the Government of Japan and Mahidol University of Thailand to ensure its successful implementation.

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

Bangkok, September 15, 1989



Mr. Toshitsugu Uesawa  
Head.  
Japanese Implementation  
Survey Team,  
Japan International Cooperation  
Agency



Prof. Dr. Kraissid Tontisirin  
Vice President for Planning  
and Research  
Mahidol University

## ATTACHED DOCUMENT

The governments of Japan and Thailand will cooperate with each other in organizing a Workshop in the field of the ASEAN food data network by Mahidol University (hereinafter referred to as "the Workshop") under the Inter-ASEAN Technical Exchange Program (hereinafter referred to as "IATEP").

Mahidol University will conduct the Workshop with the support of technical cooperation of the Government of Japan.

The Workshop will be arranged in the Japanese fiscal year of 1989 in accordance with the following:

### 1. TITLE

The Workshop will be entitled "ASEAN WORKSHOP ON FOOD DATA SYSTEM"

### 2. OBJECTIVES

The purposes of the Workshop are to

- 1) assess the activities relating to food composition data system among ASEAN countries during 1986-1989,
- 2) develop a guideline for systematic generation of food composition data among ASEAN countries,
- 3) formulate a program for collaborative activities relating to food data systems among ASEAN countries in the next three (3) years (1990-1993).

### 3. EXPECTED OUTCOME

At the end of the Workshop, the ASEAN food data network is expected to possess:

- 1) a guideline for systematic development of food composition data among ASEAN countries,
- 2) future collaborative programs to strengthen the national and ASEAN food data networks, i.e.
  - a training program for instrument and analytical methodology,
  - a long-term quality assurance program,
  - an information exchange system.

### 4. DURATION

The Workshop will be held from October 25 to October 27, 1989.

5. PROGRAM OF THE WORKSHOP

A tentative program of the Workshop is attached as ANNEX I.

6. PARTICIPANTS

Each ASEAN member country will be invited to nominate three (3) qualified participants to attend the Workshop.

7. VENUE

Bangkok, Thailand.

8. UNDERTAKINGS OF MAHIDOL UNIVERSITY OF THAILAND AND GOVERNMENT OF JAPAN

In organizing and implementing the Workshop, each party will take the following measures in accordance with the relevant laws and regulations in force in each country. The schedule of the Workshop operation is attached as ANNEX II.

8.1 Mahidol University, represented by Institute of Nutrition.

- (1) To formulate the program of the Workshop,
- (2) To draft and print the General Information brochures (G.I.) and forward them to the authorities concerned of the individual ASEAN countries,
- (3) To assign an adequate number of its staff for the Workshop,
- (4) To arrange the assignment of external lecturers/instructors necessary for the Workshop from amongst ASEAN countries,
- (5) To arrange travel and accommodations for the external lecturers/instructors,
- (6) To compile the names of the participants and inform the ASEAN National Secretariat (hereinafter referred to as "the ANS") of Thailand and the office of JICA in Thailand (hereinafter referred to "the JICA Office"),
- (7) To arrange accommodations for participants,
- (8) To arrange international air tickets for participants and to meet and see them off at the airport,
- (9) To submit a statement of expenditure to the JICA Office within the thirty (30) days after the termination of the Workshop,
- (10) To submit a report of the Workshop to the ANS of Thailand which will forward it to the ANS coordinating country,
- (11) To take necessary measures for conducting the Workshop and coordinate any matter related to the Workshop.

## 8.2 The Government of Japan

- (1) To dispatch short-term expert (s), in compliance with the request from Mahidol University through the ANS of Thailand, who will give advice to Mahidol University 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 Workshop is attached as ANNEX III).
  - a) Such expenses relevant to participants as international economy-class flight fare, accommodation, per-diem and medical insurance premium,
  - b) Such expenses relevant to organizing the Workshop as honoraria for external lecturers, arrangement of meeting (s) and study tour (s), teaching aids, expendable supplies, copies and reprints and secretarial services.

## 9. PROCEDURE OF REMITTANCE AND EXPENDITURE

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

9.1 Mahidol University will submit to the JICA Office a bill of estimate for expenses to be borne by the Government of Japan not later than thirty (30) days before the opening of the Workshop.

9.2 JICA will assess the estimated bill and provide the assessed amount of expenses for Mahidol University within thirty (30) days after the receipt of the bill of estimate.

9.3 Mahidol University will submit to the JICA Office a statement of expenditures within thirty (30) days after the termination of the Workshop.

9.4 In case any amount of the fund remitted by JICA remains unspent, Mahidol University 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.

9.5 Upon request of JICA, Mahidol University will make available for JICA's reference all receipts and other documentary evidence necessary to certify the expenditures stated in 9.3 above.

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

ANNEX I : Tentative Program of the Workshop  
ANNEX II : Schedule of the Program Operation  
ANNEX III : Tentative Estimate of Expenses to be borne by JICA. (for the Japanese FY 1989)

215.

ANNEX I

TENTATIVE SCHEDULE

WORKSHOP TITLE: ASEAN WORKSHOP ON FOOD DATA SYSTEM

Venue : Bangkok, Thailand.

Date : 25-27 October, 1989

25 Oct. 1989

08.30-09.00	Registration
09.00-09.30	Opening ceremony
09.30-10.00	Coffee break
10.00-11.00	Systematic Development of National Food Composition Data: a guideline
11.00-12.00	Food Composition Data Systems in Japan
12.00-13.00	Lunch
13.00-13.15	Report on the activities of the ASEAN Food Data Network
13.15-14.30	Country Report. Activities on food composition data generation and compilation -Brunei -Indonesia -Malaysia
14.30-15.00	Coffee break
15.00-16.30	Country report. Activities on food composition data generation and compilation -Philippines -Singapore -Thailand
18.00-	Reception

26 Oct. 1989

09.00-09.45	Elements for quality assurance program: interlaboratory at the national and regional level
09.45-10.30	The ASEAN Interlaboratory Trial on Nutrient Analysis.
10.30-11.00	Coffee break
11.00-12.00	Discussion: - Sampling guideline - Existing problems on method of nutrient analysis - Quality assurance program for food composition analysis
12.00-13.00	Lunch
13.00-14.30	Discussion (continue)
14.30-15.00	Coffee break
15.00-16.30	Summary of Discussion
18.30-	Dinner

K5.



27 Oct. 1989

09.00-09.45	Computer system for food composition data compilation.
09.45-10.30	ASEAN activities on food composition data system in the next 3 years (1990-1993).
10.30-11.00	Coffee break
11.00-11.45	Discussion (continue)
11.45-12.30	Conclusion and closing ceremony
12.30-	Lunch

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ANNEX II

SCHEDULE OF THE PROGRAM OPERATION

DATE	THAILAND	JAPAN
September, 1989	<ol style="list-style-type: none"> <li>1. Signing of R/D</li> <li>2. Preparation of G.I.</li> <li>3. Distribution of G.I.</li> <li>4. Organizing the Workshop</li> <li>5. Submission of Request Form for Japanese Experts</li> <li>6. Nomination of the Participants</li> <li>7. Submission of Bill of Estimate</li> </ol>	<ol style="list-style-type: none"> <li>1. Signing of R/D</li> <li>2. Recruitment of Expert (s)</li> <li>3. Remittance of the Expenses</li> </ol>
October	<ol style="list-style-type: none"> <li>1. Implementation of the Workshop</li> </ol>	<ol style="list-style-type: none"> <li>1. Dispatch of the Expert (s)</li> </ol>
November	<ol style="list-style-type: none"> <li>1. Submission of a Report of the Workshop</li> <li>2. Submission of a statement of a expenditure</li> </ol>	

R.T.

## ANNEX III

## TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA

ITEM	TOTAL (US \$)	DETAILS (US \$)
<b>I. Invitation expenses</b>		
1.1 Air Fares (Economy)	2,475	825 x 3 (Indonesia)
(Round trip)	1,515	505 x 3 (Malaysia)
	2,682	894 x 3 (Philippines)
	2,001	667 x 3 (Singapore)
	2,130	710 x 3 (Brunei)
1.2 Per diem	2,070	30 US\$ x 15 A.D. x 4 days 30 US\$ x 3 T.D. x 3 days
1.3 Accommodation	3,000	50 US\$/day x 15 A.D. x 4 days
1.4 Medical Insurance Premiums (at cost)	200	
Subtotal	16,073	
<b>II. Seminar Expenses</b>		
2.1 Honoraria for speakers	96	32 US\$ x 3 speakers
2.2 Transportation		
2.2.1 Bus Rental (including driver)	600	300 US\$ x 2 (pickup and drop off at airport)
2.2.2 Per diem for coordinators	240	30 US\$ x 4 days x 2 persons

H.T.

2.2.3 Accommodation for coordinators	300	50 US\$ x 3 days x 2 persons
2.3 Secretarial Services	1,000	40 US\$ x 5 days x 5 persons
2.4 Materials for the Workshop	1,800	
2.4.1 Computer accessories (diskettes, carbon copy, computer paper)	200	
2.4.2 Computer Maintenance	100	
2.4.3 Xerox machine rental	150	
2.4.4. Paper	300	30 Participants x 6 countries x 10 pages for 1 country report x 5 speakers x 5 pages/ speakers
2.4.5 Stationery Supplies (notepads (30), pencils, (60) pens(30))	50	
(Stencil corrector (30)		
Liquid paper (2)),	10	
(Stencil paper (2 packs)		
Black ink (2 packs)	10	
Carbon copy (2 packs)	10	
Folders w/Label	170	
2.4.6 Proceedings of the Workshop	800	8 US\$ x 100 copies
2.5 Meeting Expenses	3,400	
2.5.1 Reception for opening ceremony	600	15 US\$ x 40 persons
2.5.2 Dinner for closing ceremony	1,000	25 US\$ x 40 persons

H.T

2.5.3 Working Lunch	1,800	20 US\$ x 3 days x 30 persons
2.6 Telecommunications (telephone, facsimile telex, letters)	400	

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Subtotal	7,836
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Total	23,909
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\*A.D. = ASEAN Delegates

\*\*T.D. = THAI Delegates



## 25. フ ィ リ ピ ン

適 性 技 術

第三国研修実施討議議事録






RECORD OF DISCUSSIONS BETWEEN  
THE JAPANESE PRELIMINARY SURVEY TEAM  
AND THE REPRESENTATIVE OF APPROTECH ASIA  
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 Kumagai visited the Republic of the Philippines from October 25 to October 31, 1989 for the purpose of formulating a training course in the field of appropriate technology development under the Third Country Training Programme of JICA.

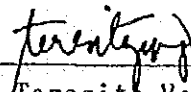
During its stay in the Philippines, the Team had a series of discussions with the authorities concerned of the Government of the Republic of the Philippines and the representatives of the Asian Alliance of Appropriate Technology Practitioners (hereinafter referred to as "APPROTECH ASIA") with respect to the framework of the above mentioned training course, and the desirable measures to be taken by JICA and APPROTECH ASIA to ensure their successful implementation.

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

Manila, October 30, 1989

  
Mr. Akira Kumagai  
Head, Japanese Preliminary  
Survey Team,  
Japan International  
Cooperation Agency

  
Ms. Lilia O. Ramos  
Executive Officer,  
Asian Alliance of Appropriate  
Technology Practitioners

Witnessed by :   
Ms. Teresita Vergara  
Chairman, Advisory Committee,  
Special Committee on Scholarship,  
National Economic and  
Development Authority

## ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of the Philippines will cooperate with each other in organizing a training course in the field of appropriate technology development at APPROTECH ASIA (hereinafter referred to as "the Course") under the Third Country Training Programme of JICA.

The Government of the Republic of the Philippines through APPROTECH ASIA will organize the Course with the support of technical cooperation scheme of the Government of Japan. The Course will be held once a year in the Japanese fiscal year (JFY) 1989 and JFY 1990, subject to annual consultations between both Governments.

The Course will be arranged in accordance with the following:

1. TITLE

The Course will be entitled

"Regional Training Orientation Course on the Principles and Practices of Appropriate Technology Development."

2. PURPOSE

The purpose of the Course is to provide an opportunity for deepening the understanding of appropriate technology as a strategy for development, and sharing and improving relevant techniques and methods for development workers of non-governmental organizations engaged in appropriate technology development in Asian countries.

3. OBJECTIVES

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

- 3-1. to have an understanding of the NGO's history, the problems they encountered, the beliefs and life aspirations of the staff and leadership, and the vision of their work.
- 3-2. to understand techniques and methods in technology development, approaches to community and evaluation of the work and personnel.

- 3-3. to have a basic understanding of NGO's particular expertise  
(eg. integrated organic farming system, small scale coconut  
processing technology and low cost alternative housing technology).
- 3-4. to establish relationship for exchange of their opinions and  
knowledge.

4. DURATION

The duration of the Course will be about one (1) month, and the Course  
for JFY 1989 will be held from March 1 to March 30, 1990.

5. CURRICULUM

A tentative curriculum of the Course for JFY 1989 is attached as  
ANNEX I.

6. INVITED COUNTRIES

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

Bangladesh, India, Indonesia, Malaysia, Pakistan, Singapore,  
Sri Lanka, and Thailand.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed  
twenty-five (25) in total, and the number of participants from the  
Philippines shall not exceed ten (10).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are;

- 8-1. To be nominated by their respective members of APPROTECH ASIA in  
accordance with the procedure mentioned in 10-1 below,
- 8-2. To have the practical experience of more than two (2) years in the  
field of appropriate technology development,
- 8-3 To be engaged in extension work in the field of appropriate technology  
with either public or private organization,
- 8-4 To be under forty (40) years of age in principle,
- 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

The Secretariat of the Asian Alliance of Appropriate Technology Practitioners and its members in the Philippines

10. PROCEDURE OF APPLICATION

10-1. The Non-Governmental Organizations (NGOs) invited for the Course shall forward two (2) copies of the prescribed application form for each nominee to the APPROTECH ASIA Secretariat not later than two (2) months before the commencement of the Course.

10-2 The APPROTECH ASIA Secretariat will inform the applying NGOs 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 THE APPROTECH ASIA SECRETARIAT AND THE GOVERNMENT OF JAPAN

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. The schedule of the Course operation for JFY 1989 is attached as ANNEX II.

11-1 The APPROTECH ASIA Secretariat

- (1) To forward the General Information brochures (G.I.) to the invited NGOs through its channels,
- (2) To receive application forms, select participants in the Course, and inform the JICA Philippines Office and the National Economic and Development Authority (NEDA) of the result of the selection,
- (3) To notify the result of the selection to their respective NGOs through its channels,
- (4) To formulate the curriculum based on ANNEX I
- (5) To draft and print the G.I.,
- (6) To assign an adequate number of its members and staff as lecturers and facilitators for the Course,
- (7) To provide whatever training facilities and equipment are needed for the Course,
- (8) To arrange accommodations for participants,
- (9) To arrange international air tickets for participants and to meet and see them off at the airport.

- (10) To arrange study tours with Philippine NGOs,
- (11) To take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses financed by JICA,
- (12) To issue certificates to the participants who have successfully completed the Course,
- (13) To submit a course report and a statement of expenditures to the JICA Philippines Office, and
- (14) To coordinate any matter related to the Course.

#### 11-2. The Government of Japan

- (1) To dispatch, following the normal 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, (The tentative estimate of expenses for JFY 1989 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 the APPROTECH ASIA Secretariat relating to, 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 The APPROTECH ASIA Secretariat will open a bank account in the Philippines to receive the funds remitted by JICA and inform the JICA Philippines Office of the name of the bank, the account code number, and the name of the account holder.
- 12-2 The APPROTECH ASIA Secretariat will submit to the JICA Philippines 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 The APPROTECH ASIA Secretariat will submit to the JICA Philippines 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, the APPROTECH ASIA Secretariat 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 By the request of JICA, the APPROTECH ASIA Secretariat 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 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 for the Course  
(for the Japanese FY 1989)

## ANNEX I

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

Date	Activity	Responsibility
March 1	Registration, Opening Ceremony	APPROTECH ASIA Secretariat
March 2	Overview Lecture on Principles and Practices of Appropriate Technology / Country Reports	APPROTECH ASIA Secretariat / Guest Lecturers
March 3	Briefing, Travel to Calauan (CRTD), Lecture on History of CRTD	PBSP / CRTD
March 4-7	Workshop on Appropriate Technology and Integrated Farming	PBSP / CRTD
March 8	Travel to Manila / Negros or Bohol (FFI)	APPROTECH ASIA Secretariat / FFI
March 9	Break	
March 10	Lecture on History of FFI	FFI
March 11-14	Workshop on Appropriate Technology and Small Scale Coconut Processing	FFI
March 15	Travel to Cebu (PF)	
March 16	Lecture on History of PF	PF
March 17-20	Workshop on Appropriate Technology and Alternative Housing Technology	PF
March 21	Travel to Manila	
March 22-24	Summing up Sessions	APPROTECH ASIA Secretariat / CRTD / FFI / PF
March 25	Break	

March 26-27	Lectures on the Other Aspects of Appropriate Technology Utilization	APPROTECH ASIA Secretariat / Guest Lecturers
March 28-29	Planning Sessions and Alloted Time for Spill	APPROTECH ASIA Secretariat / Facilitators
March 30	Closinig Ceremony	APPROTECH ASIA Secretariat

- PBSP : Philippine Business for Social Progress (Manila)  
 CRTD : Center for Rural Technology Development (Calauan near Manila)  
 FFI : Filipinas Foundation Inc. (Negros or Bohol)  
 PF : Pagtambayayong Foundation (Cebu)



## ANNEX II

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

MONTH	PHILIPPINE SIDE	JAPANESE SIDE
Late October 1989	1. Signing of Record of Discussions 2. Preparation of G.I.	1. Signing of Record of Discussions
Late November 1989	1. Distribution of G.I. and Application Form	
Early December 1989	1. Submission of Forms A-1	1. Recruitment of Experts
Early January 1990	1. Opening of Bank Account 2. Submission of Bill of Estimate 3. Receipt of Application Forms	
Early February 1990	1. Notification of the Selection of the Participants	1. Remittance of Expenses 2. Submission of Forms B-1
March 1990	1. Implementation of Course	1. Dispatch of Experts
Late March 1990	1. Submission of Statement of Expenditures	
Late April 1990	1. 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)	900 X 25 persons	22,500
2. Per diem	20 X 25 persons X 32 days	16,000
3. Accommodation		
(in the city)	30 X 25 persons X 21 nights	15,750
(in the province)	15 X 25 persons X 10 nights	3,750
4. Medical Insurance	20 X 25 persons	500
SUB TOTAL		58,500
II. Training Expenses		
1. Employment Fee		
(1) Coordinator	300 X 3 months	900
(2) Secretary	200 X 3 months	600
2. Study Tour		
(1) Air fare	150 X 35 persons	5,250
(2) Land transportation		1,000
(3) Per diem	20 X 10 persons X 19 days	3,800
(4) Accommodation		
(in the city)	30 X 10 persons X 8 nights	2,400
(in the province)	15 X 10 persons X 10 nights	1,500
3. Material Procurement		
(1) Consumables	100 X 35 persons	3,500
(2) Teaching Materials	50 X 35 persons	1,750
(3) Meeting Expenses	15 X 60 persons X 2 times	1,800
(4) Others		
a. Printing & Copy		1,500
b. Communication		1,500
SUB TOTAL		25,500
GRAND TOTAL		84,000

## 26. 象牙海岸

内視鏡

第三国研修実施討議議事録



RECORD OF DISCUSSIONS BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM  
AND THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE REPUBLIC OF  
COTE D'IVOIRE ON THE THIRD COUNTRY TRAINING PROGRAMME

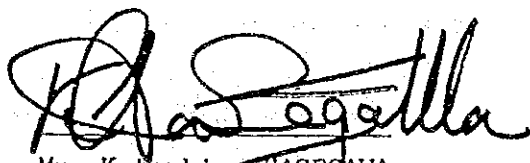
The Japanese Evaluation Team organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Dr. Ken Kimura visited the Republic of Côte d'Ivoire from April 2 to April 8, 1989 for the purpose of evaluating the training course in the field of endoscopy of gastroenterology, which has been carried out since the Japanese fiscal year of 1984.

Based on the Minutes of Meetings signed between the head of the Evaluation Team and Director of Cabinet, Ministry of Health and Population on April 7, 1989, the Japanese Implementation Survey Team organized by JICA and headed by Mr. Katsuhisa Hasegawa visited the Republic of Côte d'Ivoire from January 18 to January 27, 1990 for the purpose of formulating a future training course under the Third Country Training Programme of JICA.

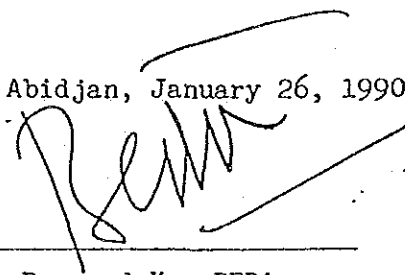
During its stay in the Republic of Côte d'Ivoire, the Implementation Survey Team had a series of discussions with the authorities concerned of the Government of the Republic of Côte d'Ivoire with respect to the framework of the above mentioned training course.

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

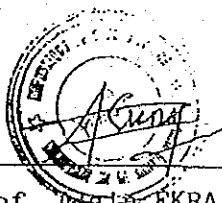
Abidjan, January 26, 1990



Mr. Katsuhisa HASEGAWA  
Head of the Japanese  
Implementation Survey Team,  
Japan International  
Cooperation Agency



Prof. Bernard Yao BEDA  
Director of Internal Medicine  
Department,  
University Hospital Center  
of Treichville.



Witnessed by : Prof. ~~ASPIN~~ EKRA  
Minister of Health  
and Population.

ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of Côte d'Ivoire will cooperate with each other in organizing a training course in the field of endoscopy of gastroenterology at the University Hospital Center of Treichville (hereinafter referred to as "the Course") under the Third Country Training programme of JICA.

The Government of the Republic of Cote d'Ivoire will conduct the Course with the support of technical cooperation of the Government of Japan. The Course will be held once a year during the Japanese fiscal years (JFY) 1990 to 1993, subject to annual consultations between both Governments.

The Course will be arranged in accordance with the followings;

1. TITLE

The Course will be entitled "Regional Training Course in Endoscopy of Gastroenterology".

2. PURPOSE

The purpose of the Course is to provide the participants from African countries with an opportunity of refreshing and improving relevant techniques and knowledge in the field of endoscopy of gastroenterology.

3. OBJECTIVES

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

- 3-1. To acquire the general knowledge of gastrointestinal diseases,
- 3-2. To understand manipulation and maintenance of endoscopes and their accessories,
- 3-3. To be able to diagnose gastrointestinal diseases by means of endoscopy,
- 3-4. To exchange views, information and practical experiences on endoscopy of gastroenterology and thus to establish relationship for information exchange among participating countries.

.../...

4. DURATION

The duration of the Course will be approximately three months and half (3,5) and the Course for JFY 1990 will be held from December 18, 1990 to March 29, 1991.

5. CURRICULUM

A tentative curriculum of the Course for JFY 1990 is attached as ANNEX I.

6. INVITED COUNTRIES

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

Benin, Burkina Faso, Burundi, Cameroon, Central Africa, Chad, Gabon, Guinea, Madagascar, Mali, Niger, Senegal and Togo.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed eight (8) in total, and the number of participants from Côte d'Ivoire shall not exceed two (2).

8. QUALIFICATIONS FOR APPLICANTS

Applicants for the Course are :

8-1. to be nominated by their respective Governments in accordance with the procedure provided for in 10-1 below,

8-2. to be medical doctors,

8-3. to be under forty (40) years of age in principle,

8-4. to have a good command of spoken and written French,

8-5. to be citizens of the applying countries, and

8-6. to be in good health, both physically and mentally, to complete the Course.

9. FACILITIES AND INSTITUTIONS

The Course will be given at the University Hospital Center of Treichville (hereinafter referred to as "CHU Treichville").

.../...

10. PROCEDURE OF APPLICATION

10-1. The Governments invited to nominate applicants for the Course shall forward five (5) copies of the prescribed application form for each nominee to the Government of the Republic of Côte d'Ivoire through its diplomatic channels not later than sixty (60) days before the commencement of the Course.

10-2. The Government of the Republic of Côte d'Ivoire will inform the nominating 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 COTE D'IVOIRE

In organizing and implementing the Course, the Government of Japan and of the République of Côte d'Ivoire will take the following measures in accordance with the relevant laws and regulations in force in each country:

A schedule of the Course operation for JFY 1990 is attached as ANNEX II.

11-1. The Government of the Republic of Côte d'Ivoire

11-1-1. Ministry of Foreign Affairs

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

11-1-2 CHU Treichville

- (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 inform the result of the selection to the Ministry of Foreign Affairs and the Embassy of Japan in Côte d'Ivoire,
- (6) To arrange accommodations for participants,
- (7) To arrange international air tickets for participants 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 borne 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 to the Embassy of Japan in Côte d'Ivoire 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 normal procedures of its technical cooperation scheme, who will give advice to CHU Treichville and deliver lectures for the Course,
- (2) To bear the following expenses through JICA (A tentative estimate of expenses for JFY 1990 is attached as ANNEX III),
  - a) Expenses for international economy-class flight fare, accommodation, per diems, and medical insurance premiums for participants,
  - b) Expenses of CHU Treichville for honoraria for external lecturers, arrangement of meeting (s), study tour (s), teaching aids, expendable supplies, copies, reprints, secretarial services and other relevant items.

12. PROCEDURE OF REMITTANCE AND EXPENDITURE

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

- 12-1 CHU Treichville will open a bank account in Côte d'Ivoire to receive the funds remitted by JICA and inform the Embassy of Japan in Côte d'Ivoire of the name of the bank, the account code number, and name of the account holder.
- 12-2 CHU Treichville will submit to the Embassy of Japan in Côte d'Ivoire 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 to the account referred to in 12-1 above within thirty (30) days after the receipt of the bill of estimate.
- 12-4 CHU Treichville will submit to the Embassy of Japan in Côte d'Ivoire a statement of expenditures within thirty (30) days after termination of the Course.
- 12-5 In case there is any unspent remainder of the amount remitted by JICA, CHU Treichville will reimburse the unspent amount to JICA in accordance with the instructions given by JICA. The funds allocated for the flight fare, accommodation, per diems, and medical insurance premiums shall not be appropriated for any other purpose.
- 12-6 By the request of JICA, CHU Treichville will make available for JICA's reference all receipts and other documentary evidence necessary to certify the expenditures stated in 12-4 above.
13. This Attachment and the following Annexes attached hereto are part of the Record of Discussions :
- ANNEX I : Tentative Curriculum of the Course (in the Japanese FY 1990)
- ANNEX II : Schedule of the Course Operation (for the Japanese FY 1990)
- ANNEX III: Tentative Estimate of Expenses to be borne by JICA (for the Japanese FY 1990)

.../...

ANNEX I

TENTATIVE CURRICULUM OF THE COURSE (IN THE JAPANESE FY 1990)

The following subjects will be covered in the Course,

A. Theory

1. Anatomy and physiology

- (1) Esophagus
- (2) Stomach
- (3) Bulb and Duodenum
- (4) Anus
- (5) Colon
- (6) Liver and Spleen

2. Diagnosis of Gastrointestinal Diseases

B. Practice

1. Anoscopy

- (1) Presentation of Anoscope
- (2) Disassembly, Assembly and Maintenance of Anoscope
- (3) Preparation for Anoscopy
  - a. Preparation of Patient
  - b. Position of Patient
  - c. Palpation of Anus
  - d. Manipulation of Anoscope
  - e. Results of Examination
- (4) Treatment of Hemorrhoids

2. Rectoscopy

- (1) Presentation of Rectoscope
- (2) Disassembly, Assembly and Maintenance of Rectoscope
- (3) Preparation for Rectoscopy
  - a. Preparation of Patient
  - b. Position of Patient
  - c. Palpation of Rectum
  - d. Manipulation of Rectoscope
  - e. Results of Examination
  - f. Biopsy of Rectal Mucosa

.../...

### 3. Laparoscopy

- (1) Presentation of Laparoscope
- (2) Disassembly, Assembly and Maintenance of Laparoscope
- (3) Preparation for Laparoscopy
  - a. Preparation of Patient
  - b. Position of Patient
  - c. Insufflation Technique
  - d. Incision Technique
  - e. Manipulation of Laparoscope
  - f. Results of Examination
  - g. Particular Case
- (4) Management of Accident

### 4. Fiberscopy

- (1) Presentation of Different Types of Fiberscopes
- (2) Explanation for Roles of Each Parts in Fiberscope
- (3) Explanation for Observed Images
- (4) Study of Stomach and Colon by Plastics Models
- (5) Preparation for Upper Gastrointestinalscopy
  - a. Preparation of Patient
  - b. Position of Patient
  - c. Study of X-ray Film
  - d. Manipulation of Fiberscope
  - e. Results of Examination
  - f. Maintenance of Fiberscope
- (6) Preparation for Colonoscopy
  - a. Preparation of Patient
  - b. Position of Patient
  - c. Study of X-ray Film
  - d. Manipulation of Fiberscope
  - e. Results of Examination
  - f. Maintenance of Fiberscope
- (7) Management of Accident

### 5. Photographic Technique

- (1) Manipulation of Endoscope Camera
- (2) Sensibility of Film
- (3) Exposure Time

### 6. Manipulation of Endoscope Accessories

### 7. Biopsy Technique

### 8. Manipulation of Endoscope Illuminator

### C. Final Examination

### D. Study Tour

### E. Final Report

## ANNEX II

## SCHEDULE OF THE COURSE OPERATION (FOR THE JAPANESE FY 1990)

MONTH	IVOIRIAN SIDE	JAPANESE SIDE
January 1990	1. Signing of Record of Discussions 2. Preparation of G.I.	1. Signing of Record of Discussions
May 1990	1. Distribution of G.I. and Application Form	
June 1990	1. Submission of Forms A-1	1. Recruitment of Experts
October 1990	1. Submission of Bill of Estimate 2. Receipt of Applica- tion Forms	
November 1990	1. Notification of the Selection of the Participants	1. Remittance of Expenses 2. Submission of Forms B-1
December 1990 - March 1991	1. Implementation of Course	1. Dispatch of Experts
April 1991	1. Submission of Course Report and Statement of Expenditure	

## ANNEX III

TENTATIVE ESTIMATE OF EXPENSES TO BE BORNE BY JICA  
(FOR THE JAPANESE FY 1990)

EXPENSES	BREAKDOWN	AMOUNT (CFA)
I. Invitation Expenses		
1. Airtickets (round)	216,415 X 8 persons	1,731,320
2. Per diem	11,000 X 8 X 103 days	9,064,000
3. Accommodation	10,000 X 8 X 103 nights	8,240,000
4. Medical Insurance	30,000 X 8	240,000
SUB-TOTAL		19,275,320
II. Training Expenses		
1. Study Tour		
(1) Transportation	200,000 X 3 days	600,000
(2) Per diem	11,000 X 10 pers. X 3 days	330,000
(3) Accommodation	10,000 X 10 pers. X 2 nights	200,000
2. Material Procurement		
(1) Consumables	50,000 X 10 pers.	500,000
(2) Teaching materials	40,000 X 10 pers.	400,000
(3) Meeting expenses	6,000 X 50 pers. X 2	600,000
(4) Printing & Copy	30,000 X 10 pers.	300,000
SUB TOTAL		2,930,000
GRAND TOTAL		22,205,320









