

THE RECORD OF DISCUSSIONS
BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM
AND THE AUTHORITIES CONCERNED OF
THE GOVERNMENT OF MALAYSIA
ON THE JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON FOUNDRY TECHNOLOGY UNIT
IN THE STANDARDS AND INDUSTRIAL RESEARCH INSTITUTE OF MALAYSIA

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. Shozo Kakuno, Director, Mining and Industrial Development Cooperation Department, JICA, visited Malaysia from 5th October 1988 to 13th October 1988 for the purpose of working out the details of the technical cooperation programme concerning the Project on Foundry Technology Unit in the Standards and Industrial Research Institute of Malaysia.

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

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

Shah Alam, October 12, 1988

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Mr. SHOZO KAKUNO
Leader,
Implementation Survey Team,
Japan International
Cooperation Agency,
Japan

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Dr. AHMAD ZAHARUDIN IDRUS
Controller,
Standards and Industrial
Research Institute of Malaysia,
On behalf of
The Secretary General,
Ministry of Science, Technology
and Environment,
Malaysia

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of Japan and the Government of Malaysia will cooperate with each other in implementing the Project on Foundry Technology Unit in the Standards and Industrial Research Institute of Malaysia (hereinafter referred to as "the Project") for the purpose of developing human resources for the transfer of technology in the field of foundry technology and thus contributing to the technological development of foundry industry in Malaysia.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

II. DISPATCH OF JAPANESE EXPERTS

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to provide at its own expense services of the Japanese experts as listed in Annex II through the normal procedures under the Colombo Plan Technical Cooperation Scheme.
2. The Japanese experts referred to in 1 above and their families will be granted in Malaysia, the privileges, exemptions and benefits in accordance with General Circular No. 1 of 1979 and Amendment to the said Circular of the Government of Malaysia.

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III. PROVISION OF MACHINERY AND EQUIPMENT

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to provide at its own expense such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2. The Equipment will become the property of the Government of Malaysia upon being delivered C.I.F. to the Malaysian authorities concerned at the ports and/or airports of disembarkation, and will be utilized properly and exclusively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II.

IV. TRAINING OF MALAYSIAN PERSONNEL IN JAPAN

1. In accordance with the laws and regulations in force in Japan, the Government of Japan will take necessary measures through JICA to receive at its own expense the Malaysian personnel connected with the Project for technical training in Japan through the normal procedures under the Colombo Plan Technical Cooperation Scheme.

2. The Government of Malaysia will take necessary measures to ensure that the knowledge and experience acquired by the Malaysian personnel from technical training in Japan will be utilized effectively for the implementation of the Project.

V. SERVICES OF MALAYSIAN COUNTERPART AND ADMINISTRATIVE PERSONNEL

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

2. The Government of Malaysia will allocate the necessary number of suitably qualified personnel corresponding to each Japanese expert to be dispatched by the Government of Japan as specified in Annex II for the effective and successful transfer of technology under the Project.

VI. MEASURES TO BE TAKEN BY THE GOVERNMENT OF MALAYSIA

1. In accordance with the laws and regulations in force in Malaysia, the Government of Malaysia will take necessary measures to provide at its own expense :
 - (1) Land, buildings and facilities as listed in Annex V;

 - (2) Supply or replacement of machinery, equipment, instrument, vehicles, tools, spare parts, and any other materials necessary for the implementation of the Project other than those provided through JICA under III above;

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

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

- (1) Expenses necessary for the transportation of the Equipment within Malaysia as well as expenses for the facilities and labour for the installation, operation and maintenance thereof;
- (2) Customs duties, internal taxes and any other charges, imposed on the Equipment in Malaysia;
- (3) All running expenses necessary for the implementation of the Project.

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VII. ADMINISTRATION OF THE PROJECT

1. The Controller of Standards and Industrial Research Institute of Malaysia (hereinafter referred to as "SIRIM") will bear the overall responsibility for the implementation of the Project.
2. The Head of the Foundry Technology Unit (hereinafter referred to as "FTU"), as the Head of the Project, under the supervision and direction of the Controller of SIRIM, will be responsible for the administrative, managerial and technical matters of the Project.
3. The Japanese Chief Advisor will provide necessary recommendation and advice on technical and administrative matters concerning the implementation of the Project to the Controller of SIRIM and the Head of the Project.
4. The Japanese experts will give necessary technical guidance and advice to the Malaysian counterpart personnel on matters pertaining to the implementation of the Project.
5. The Malaysian counterpart personnel nominated by the Malaysian side will work as researchers/instructors in FTU to ensure that the Project will fulfill its objectives.
6. For the effective and successful implementation of the Project, a Joint Committee will be established with the function and composition as referred to in Annex VI.
7. The Organization for the implementation of the Project is shown in Annex VII.

VIII. CLAIMS AGAINST JAPANESE EXPERTS

The Government of Malaysia will undertake to bear claims, if any arises, against the Japanese experts engaged in the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in Malaysia except for those arising from the willful misconduct or gross negligence of the Japanese experts.

IX. MUTUAL CONSULTATION

There will be mutual consultation between the two Governments on any major issues arising from, or in connection with this Attached Document.

X. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five (5) years from the date of signing of this Record of Discussions.

However, there will be a general review by the Joint Committee on the progress of the implementation of the Project during the fourth year, or earlier if necessary, of the cooperation period in order to assess whether the term of cooperation should be modified for the successful implementation of the Project.

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ANNEX I. MASTER PLAN

1. Objectives of the Project

The Project aims at developing human resources for the transfer of technology in the field of the foundry technology and, thus, contributing to the technological development of foundry industry in Malaysia.

2. Objectives of the Japanese Technical Cooperation

Objectives of the Japanese Technical Cooperation during the term of the cooperation are to provide technical guidance and advice to train Malaysian counterpart personnel as listed in Annex IV in the following fields;

- (1) Pattern making
- (2) Melting
- (3) Moulding
- (4) Quality Control
- (5) Test and Inspection
- (6) Finishing
- (7) Product Development

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3. **Scope of the Project**

1) **Advisory Service**

(a) To study the technical level of local industries, and to identify their technical problems.

(b) To provide mobile service of the Unit to local industries.

2) **Test and Inspection Services**

(a) To provide test and inspection services for products and materials to local industries.

(b) To upgrade technical know-how in quality control for local industries.

3) **Information Service**

To furnish information on new technology, modern manufacturing facilities to local industries.

4) **Training Program**

To conduct lectures and seminars including training courses in the field of foundry technology in FTU to local industries.

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ANNEX II. JAPANESE EXPERTS

Fields of the Japanese experts are as follows:

1. Chief Advisor
2. Coordinator
3. Experts in the field of:
 - (1) Pattern making
 - (2) Melting
 - (3) Moulding

Note : Short-term experts may be dispatched, if necessity arises, for the installation or operation of the machinery and equipment provided by the Government of Japan and for any other objectives.

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ANNEX III. LIST OF THE EQUIPMENT

1. Equipment for Pattern Making
2. Equipment for Melting
3. Equipment for Moulding
4. Equipment for Quality Control
5. Equipment for Test and Inspection
6. Equipment for Finishing
7. Equipment for Product Development
8. Other necessary equipment and materials to be mutually agreed upon for the effective implementation of the Project.

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ANNEX IV. LIST OF THE MALAYSIAN COUNTERPART AND
ADMINISTRATIVE PERSONNEL

1. Counterpart personnel to Japanese expert

- (1) Director, Industrial Research, SIRIM
- (2) Head, Metal Industry Development Centre
(hereinafter referred to as "MIDEC")
- (3) Head, FTU
- (4) Necessary number of Research Officers, Assistant Research
Officers and Technicians in the field of;
 - a. Pattern Making
 - b. Melting
 - c. Moulding
 - d. Quality Control
 - e. Test and Inspection
 - f. Finishing
 - g. Product Development

2. Administrative personnel

- (1) Clerical and service staff
- (2) A driver
- (3) Other necessary supporting staff mutually agreed upon.

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ANNEX V. LAND, BUILDINGS AND FACILITIES

1. Land

Address;

Block N,
Standards and Industrial Research Institute of Malaysia,
Persiaran Dato' Menteri,
40000 SHAH ALAM,
Selangor Darul Ehsan,
Malaysia.

2. Buildings and facilities

- (1) Foundryshop and its related facilities
- (2) Office rooms for the Japanese experts
- (3) Other facilities

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ANNEX VI. THE JOINT COMMITTEE

1. Functions

The Joint Committee will meet at least once a year and whenever necessity arises, and work:

- (1) To formulate the Annual Work Plan of the Project in line with the Tentative Schedule of Implementation formulated under the framework of this Record of Discussions;
- (2) To review the overall progress of the Technical Cooperation Programme as well as the achievements of the above-mentioned Annual Work Plan;
- (3) To review and and make recommendation when necessary on major issues arising from or in connection with the Technical Cooperation Programme;
- (4) Any other issues the Chairman may raise.

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2. **Composition**

(1) **Chairman:** Secretary General,
Ministry of Science, Technology and Environment
(hereinafter referred to "MOSTE")

OR

Controller, SIRIM

(2) **Members**

a. **Malaysian Side**

- 1) Director, Industrial Research, SIRIM
- 2) Representative of MOSTE
- 3) Representative of EPU
- 4) Head, MIDECA
- 5) Head, FTU
- 6) Personnel concerned with the Project
designated by the Chairman

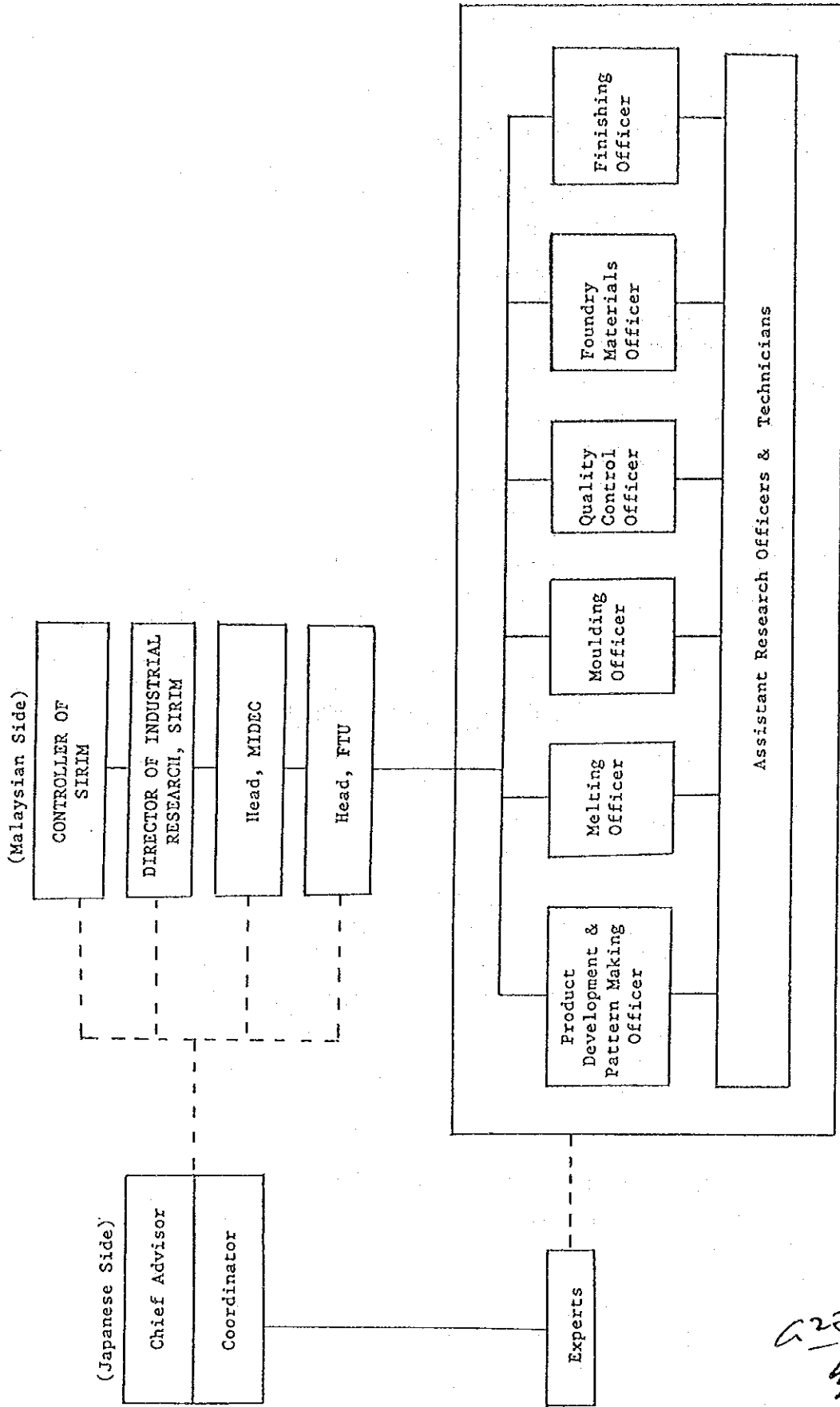
b. **Japanese Side**

- 1) Chief Advisor
- 2) Coordinator
- 3) The Japanese experts designated by the Chief Advisor
- 4) Representatives of JICA Malaysian Office
- 5) Personnel concerned with the Project to be
dispatched by JICA, if necessary

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

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ANNEX VII. ORGANIZATION CHART FOR THE IMPLEMENTATION OF THE PROJECT



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MINUTES OF MEETINGS
BETWEEN THE JAPANESE IMPLEMENTATION SURVEY TEAM
AND THE AUTHORITIES CONCERNED OF
THE GOVERNMENT OF MALAYSIA
ON THE JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON FOUNDRY TECHNOLOGY UNIT
IN THE STANDARDS AND INDUSTRIAL RESEARCH INSTITUTE OF MALAYSIA

Technical Cooperation based on the Record of Discussions signed on October 12, 1988 for Foundry Technology Unit, Metal Industry Development Centre (MIDEC), the Standards and Industrial Research Institute of Malaysia (SIRIM) will start its activities from the date of the signing of the Record of Discussions.

Both Japanese and Malaysian sides will take necessary measures in the attached document for its commencement.

Shah Alam, October 12, 1988



Mr. SHOZO KAKUNO
Leader,
Implementation Survey Team,
Japan International
Cooperation Agency,
Japan



Dr. AHMAD ZAHARUDIN IDRUS
Controller,
Standards and Industrial
Research Institute of Malaysia

THE ATTACHED DOCUMENT

The Japanese side is:

1. To take necessary measures to dispatch three (3) long term experts including one (1) Chief Advisor and one (1) Coordinator by early March, 1989. The A1 forms will be submitted to JICA by the end of November, 1988.
2. To take necessary measures to dispatch two (2) long term experts in the field of Pattern Making, Moulding and the necessary number of short term experts by the end of December, 1989.
3. To take necessary measures to receive three (3) counterpart personnel by June, 1989 in accordance with A2-3 forms which will be submitted to JICA.
4. To take necessary measures to start the procedure of provision of the Equipment within the Japanese fiscal year 1988. The A4 forms will be submitted to JICA by the end of October, 1988.
5. To dispatch the experts to supervise the installation procedures and commissioning of the Equipment if necessity arises.

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The Malaysian side is:

1. To provide staff and budget necessary for the operation and management of the Project throughout the cooperation period.
2. To submit the A1 forms for the above mentioned five (5) long term experts to JICA by the end of November, 1988.
3. To notify the number of counterpart personnel in the related fields to JICA Malaysia Office by the end of March, 1989.
4. To provide suitable office space for the Japanese experts in FTU by the end December, 1988.
5. To provide facilities and labour required for the installation of the Equipment.
6. To request the exemption for the payment of allowances as stipulated under item III 5 (1) and (2) of the Malaysian General Circular No. 1 of 1979 to be considered positively by the Japanese side in view of the present budgetary constraint. The exemption will be requested on submission of the A1 form for every expert.

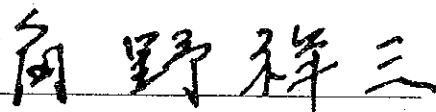
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TENTATIVE SCHEDULE OF IMPLEMENTATION
AND TECHNICAL COOPERATION PROGRAMME
OF THE JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON FOUNDRY TECHNOLOGY UNIT
IN THE STANDARDS AND INDUSTRIAL RESEARCH INSTITUTE OF MALAYSIA

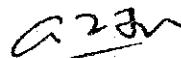
The Japanese Implementation Survey Team and the representatives of the Standards and Industrial Research Institute of Malaysia have jointly formulated the Tentative Schedule of Implementation and the Technical Cooperation Programme of the Project as annexed hereto.

These documents have been formulated in connection with Article I, Paragraph 2 of the Attached Document of the Record of Discussions signed between the Japanese Implementation Survey Team and Malaysian authorities concerned for the Japanese Technical Cooperation for the Project on Foundry Technology Unit in the Standards and Industrial Research Institute of Malaysia on condition that necessary budget will be allocated for the implementation of the Project, and are subject to change within the framework of the Record of Discussions when necessity arise in the cause of implementation of the Project.

Shah Alam, October 12, 1988



Mr. SHOZO KAKUNO
Leader,
Implementation Survey Team,
Japan International
Cooperation Agency,
Japan



Dr. AHMAD ZAHARUDIN IDRUS
Controller,
Standards and Industrial
Research Institute of Malaysia

ANNEX I Tentative Schedule of Implementation

Phase	Phase I				Phase II							
	1987	1988	1989	1990	1991	1992	1993	1994				
Calendar Year	I	II	III	IV	I	II	III	IV	I	II	III	IV
Fiscal Year	II	III	IV	I	II	III	IV	I	II	III	IV	I
Ters of the Project	R/D											
Malaysian side												
I. Staff Recruitment												
II. Reconstruction of the workshop												
1) Preparation												
2) Building Construction												
3) Foundation Construction												
III. Provision of Equipment												
Japanese Side												
I. Dispatch of Survey Teas												
1) Preliminary Survey Teas												
2) Experts Survey Teas												
3) Implementation Survey Teas												
4) Consultation Teas												
5) Technical Guidance Teas												
6) Technical Guidance Teas												
7) Consultation Teas												
8) Evaluation Teas												
II. Long-term experts												
1) Chief Advisor												
2) Coordinator												
3) Pattern Making												
4) Moulding												
5) Melting												
III. Short-term experts												
1) Pattern Making												
2) Product Development												
3) Moulding												
4) Melting												
5) Quality Control												
6) Test and Inspection												
7) Finishing												
8) Installation & Operation												

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Phase	Phase I				Phase II			
	1987	1988	1989	1990	1991	1992	1993	1994
Calendar Year								
Fiscal Year	II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV
IV. Training of C/P Personnel in Japan								
1) Pattern Making		T						
2) Product Development								
3) Moulding								
4) Melting								
5) Quality Control								
6) Test and Inspection								
7) Finishing								
V. Provision of Equipment								

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Phase	Phase I				Phase II			
	1987	1988	1989	1990	1991	1992	1993	
Calendar Year								
Fiscal Year	III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV	I : II : III : IV
Term of the Project								
B. Detail								
I. Pattern Making								
1) Dispatch of long term expert								
2) Dispatch of short term expert								
3) Preparation of textbook and sample								
4) Introduction of drawing								
5) Planning of gating system								
6) Pattern making by hand								
7) Installation of wood working machine								
8) Pattern making by machine								
9) Training of C/P personnel in Japan								
II. Product Development								
1) Dispatch of short term expert								
2) Basic technology of Product Development								
3) Training of C/P personnel in Japan								

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Phase	Phase I												Phase II											
	1988			1989			1990			1991			1992			1993								
	IV	III	II	IV	III	II	IV	III	II	IV	III	II	IV	III	II	IV	III	II						
Calendar Year																								
Fiscal Year																								
Tera of the Project																								
III. Moulding																								
1) Dispatch of long term expert																								
2) Dispatch of short term expert																								
3) Preparation of textbook and sample																								
4) Basic technology of sand preparation																								
5) Basic technology of moulding																								
6) Basic technology of core making																								
7) Installation of sand mixer																								
8) Operation of sand mixer																								
9) Installation of moulding machine																								
10) Operation of moulding machine																								
11) Installation of core making machine																								
12) Operation of core making machine																								
13) Training of C/P personnel in Japan																								

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Phase	Phase I												Phase II					
	1988			1989			1990			1991			1992			1993		
	I	II	III	I	II	III	I	II	III	I	II	III	I	II	III	I	II	III
Calendar Year																		
Fiscal Year	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III	IV
Terms of the Project																		
IV. Melting																		
1) Dispatch of long term expert																		
2) Dispatch of short term expert																		
3) Preparation of textbook and sample																		
4) Consultation for local industries																		
5) Lecture on principle of melting																		
6) Installation of high frequency induction furnace																		
7) Lining of furnace																		
8) Operation of furnaces																		
9) Test for melting																		
10) Training of C/P personnel in Japan																		

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Term of the Project	Phase I												Phase II											
	1987			1988			1989			1990			1991			1992			1993					
	III	IV	I	III	IV	I	III	IV	I	III	IV	I	III	IV	I	III	IV	I	III	IV				
V. Quality Control																								
1) Dispatch of short term expert																								
2) Lecture and guidance on quality control method																								
3) Casting defects analysis and trouble shooting																								
4) Quality improvement of casting products																								
5) Training of C/P personnel in Japan																								
VI. Test and Inspection																								
1) Dispatch of short term expert																								
2) Operation of X-Ray fluorescent analysis (foundry materials inspection)																								
3) Internal and metallurgical inspection																								
4) Visual and dimensional inspection																								
5) Training of C/P personnel in Japan																								

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Phase	Phase I				Phase II			
	1988	1989	1990	1991	1992	1993	1994	1995
Calendar Year								
Fiscal Year	1987	1988	1989	1990	1991	1992	1993	1994
	III	IV	I	II	III	IV	I	II
Term of Project								
VII. Finishing								
1) Dispatch of short term expert								
2) Installation of finishing equipment								
3) Operation of finishing equipment								
4) Lecture and guidance of finishing method								
5) Training of C/P personnel in Japan								

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