

ヴェトナム社会主義共和国 情報処理研修計画 実施協議調査団報告書

1997年3月

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国際協力事業団

ヴェトナム社会主義共和国情報処理研修計画実施協議調査団報告書

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ヴェトナム社会主義共和国
情報処理研修計画
実施協議調査団報告書

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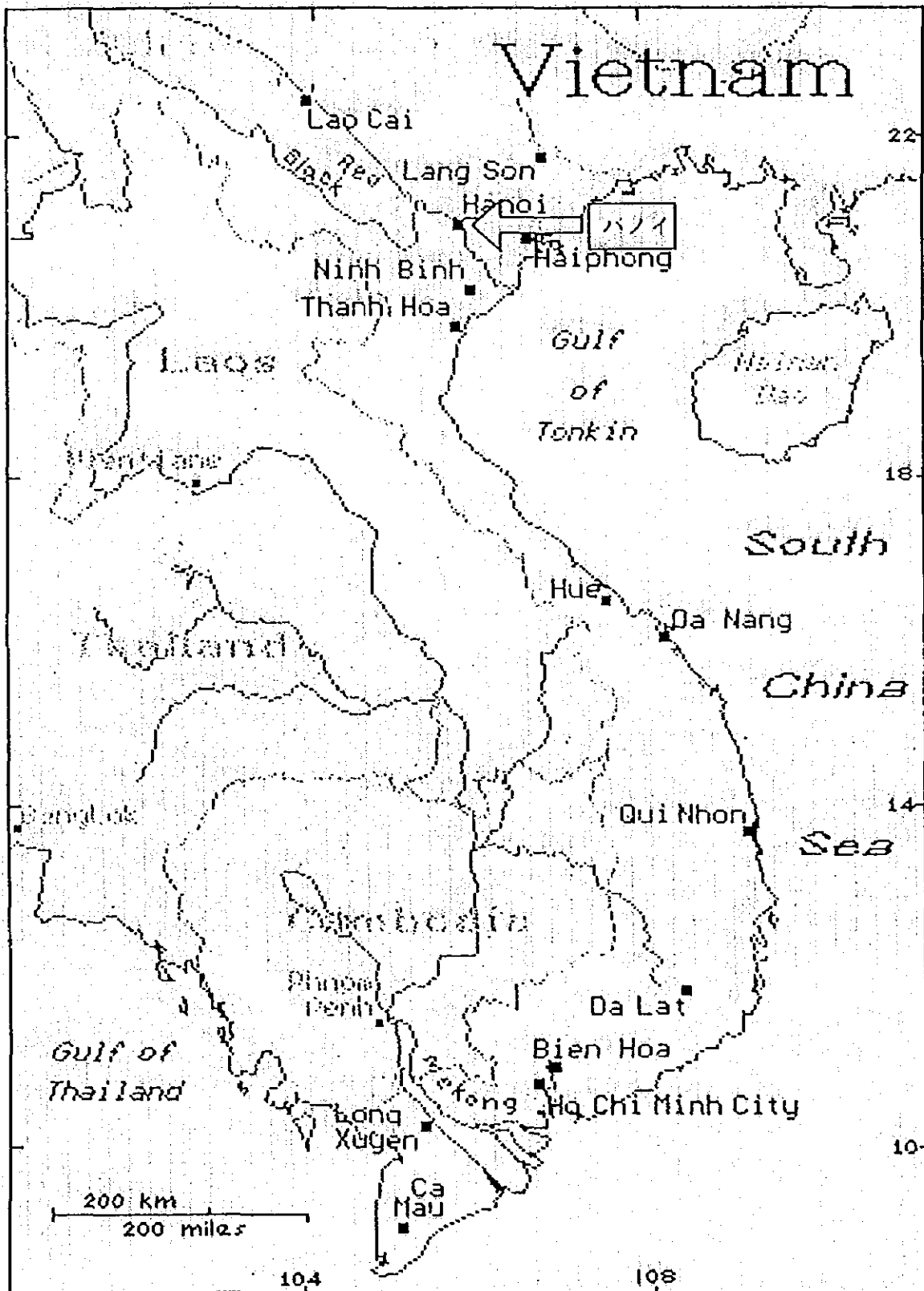
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序 文

- (1) ヴィエトナム社会主義共和国（以下ヴィエトナム）政府は、ドイモイ政策の一環として、1993年8月、情報処理振興政策のためのマスタープラン「IT2000」を策定し、2000年までに、情報分野整備計画に基づいた、生産性向上、品質管理推進及び各種サービス向上が可能となる「情報社会」を目指すことを明らかにした。この計画においては、官民を問わず広くコンピューター導入を計画し、当該計画推進のため、情報処理分野の技術者及びインストラクター等の人材養成を緊急な課題としていた。
- (2) このような背景の下で、ヴィエトナム政府は、ヴィエトナム国家大学に情報処理研修所を設立し、情報処理分野における技術者及びインストラクターの育成・質的向上を図ることにより、同国の産業、科学技術研究等を向上させることを目的として、情報処理分野で先端的な技術を有し、産業界での実績をもつ我が国に対し、プロジェクト方式技術協力を要請してきた。
- (3) この要請を受けて、我が国は1996年9月に事前調査団及び第1次長期調査員を派遣し、要請内容を把握するとともに協力内容の詳細について協議を行った。
- さらに、同年12月に第2次長期調査員と実施協議調査団を派遣し、越側実施体制の整備状況の確認を行い、討議議事録（R/D）、暫定実施計画（T S I）及び協議議事録（M/D）を策定したが、先方政府の内部手続き上の問題から右文書の実際の署名交換は実施されず、その経緯を含めた左記3文書の取り扱いを協議議事録（M/D）の形で取りまとめ、署名交換した。
- その後、討議議事録（R/D）は越側政府の承認手続きを経て、越側署名者をヴィエトナム国家大学長、日本側をJICA事務所長とし、1997年3月署名・交換を行った。
- 本報告書は、同調査団の調査結果を取りまとめたものである。
- ここに本調査団の派遣に関し、ご協力いただいた日本国及びヴィエトナム国両国の関係各位に対し深甚の謝意を表するとともに、あわせて今後のご支援をお願いする次第である。

1997年3月

国際協力事業団
鉱工業開発協力部
部長 松澤憲夫



プロジェクトサイトの位置図

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1. 実施協議調査団派遣

1-1 要請内容及び背景

ヴェトナム政府は、ドイモイ政策の一環として、1993年8月、情報処理振興政策のためのマスタープラン「IT2000」を策定し、2000年までに、情報分野整備計画に基づいた生産性向上、品質管理推進及び各種サービス向上が可能となる「情報社会」を目指すことを明らかにした。この計画においては、官民を問わず広くコンピューター導入を計画し、当該計画推進のため、情報処理分野の技術者及びインストラクター等の人材養成を緊急な課題としていた。

このような背景の下で、ヴェトナム政府は、ヴェトナム国家大学に情報処理研修所を設立し、情報処理分野における技術者及びインストラクターの育成・質的向上を図ることにより、もって同国の産業、科学技術研究等を向上させることを目的として、情報処理分野で先進的な技術を有し、産業界での実績をもつ我が国に対し、プロジェクト方式技術協力を要請してきた。

この要請を受けて、我が国は、要請内容を把握するとともに協力内容の詳細について協議するため、1996年9月に事前調査団及び第1次長期調査員、同年12月に第2次長期調査員を派遣している。

1-2 調査団派遣の目的

- (1) 1. の経緯を踏まえ、1996年12月、越側実施体制の整備状況を確認した後、討議議事録(R/D)、暫定実施計画(TSI)及び協議議事録(M/D)を策定し、署名・交換するため、実施協議調査団を派遣することとした。なお、上記派遣期間内に上記R/D及びM/Dにかかる越国政府内の内部手続きが間に合わない場合は、今回の協議内容及び越国政府の内部手続きを了した時点で上記書類について、JICAヴェトナム事務所長とVNU学長との間で署名交換を行う旨を記したM/Dを作成し、署名・交換を行うこととした。
- (2) その他プロジェクト運営管理上の問題点の有無についても確認を行うこととした。

1-3 調査団の構成

担 当	氏 名	所 属
団長・総括	山崎 章	国際協力事業団 鉄工業開発協力部 次長
技術協力計画	前田 典之	通商産業省機械情報産業局 電子機器課 通信機器係長
機材計画	岩本 雅道	国際協力事業団 鉄工業開発協力部 鉄工業開発協力課 特別嘱託
業務調整	福島 浩司	国際協力事業団 鉄工業開発協力部 鉄工業開発協力課 職員

1-4 調査日程

日順	日付	曜日	行程及び調査内容		
1	12月15日	日	午前 午後	<ul style="list-style-type: none"> ・移動 成田(9:40) (CX509)→香港(13:50) 香港(14:45) (CX791)→ハノイ(15:45) 	
2	12月16日	月	午前	<ul style="list-style-type: none"> ・JICAヴィエトナム事務所打合せ ・在ヴィエトナム日本大使館表敬 ・計画投資省(MPI)表敬 	
			午後	<ul style="list-style-type: none"> ・科学技術環境省(MOSTE)表敬 ・教育訓練省(MOET)表敬 	
3	12月17日	火	午前 午後	<ul style="list-style-type: none"> ・ヴィエトナム国家大学 (第1回協議) 	
4	12月18日	水	午前	<ul style="list-style-type: none"> ・ヴィエトナム国家大学 (第2回協議、M/D作成) 	
			午後		
5	12月19日	木	午前	<ul style="list-style-type: none"> ・M/D又はR/D署名交換 	
			午後	<ul style="list-style-type: none"> ・JICAヴィエトナム事務所、在ヴィエトナム日本大使館報告 	
6	12月20日	金	午前	<ul style="list-style-type: none"> ・ハノイ科学大学 (C/P受け入れ、供 与機材に関する打合 合せ) 	山崎団長 <ul style="list-style-type: none"> ・移動 ハノイ(9:55) (CX790)→香港(12:40) 香港(15:10) (JL064)→成田(19:50)
			午後		
7	12月21日	土	午前 午後	<ul style="list-style-type: none"> ・移動 ハノイ(9:55) (CX790)→香港(12:40) 香港(15:20) (CX500)→成田(20:00) 	

1-5 主要面談者

(1) ヴィエトナム側

ヴィエトナム国家大学 (Vietnam National University, Hanoi)

Prof. Dr. DAO TRONG THI	Vice-President, VNU Rector, Hanoi University of Science
Prof. NGUYEN HUU XY	Vice-Rector, Hanoi University of Science Director of Institute of Electronics and Informatics
Prof. Dr. HO SI DAM	Dean of the Faculty of Information Technology, Vice-Director of Institute of Electronics and Informatics
Dr. NGUYEN DUN HOA	Vice-Dean, Faculty of Mathematics, Mechanics and Informatics
Mr. VU NGOC TU (M.A.)	Director, International Relations Department, VNU
Mr. NGUYEN DOAN HUU	Vice-Director, International Relations Department, VNU
Mr. PHAN DUY NGA	Director, Department of Administration and External Relation Service, Hanoi University of Science
Dr. NGO DIEN TAP.	Member of Institute of Electronics and Informatics
Dr. DO TRUNG TUAN	Member of Institute of Electronics and Informatics
Mr. HA QUANG THUY	Member of Institute of Electronics and Informatics
Mr. DAO KIEN QUOC	Member of Institute of Electronics and Informatics
Mr. NGUYEN HAM HAI	Member of Institute of Electronics and Informatics

計画投資省 (Ministry of Planning and Investment (MPI))

Mr. BUI LIEM	Senior Officer, Foreign Economic Relations Department
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教育訓練省 (Ministry of Education and Training (MOET))

Dr. BUI CONG THO	Vice-Director, International Relations Department
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科学技術環境省 (Ministry of Science Technology and Environment (MOSTE))

Mr. DAU DINH LOI	Director, Department of International Relations
Mr. NGUYEN XUAN BAO TAM	Senior Officer, Department of International Relations

(2) 日本側

JICA ヴィエトナム事務所

等々力 勝	所長
大久保 久光	職員
広瀬 英貴	企画調査員

在ヴィエトナム日本大使館

和田 純一	一等書記官
伊藤 泰之	二等書記官

2. 実施協議結果の要約

(1) 協議結果の概要

計画投資省 (MPI) への表敬において、リム国際協力局副局長から、本件プロジェクト方式技術協力に関して十分にサポートするとの表明があった。さらに、プロジェクトに日越両国が投入する機材 (ハードのみ) の金額が合計で150万米ドルを超える場合、ヴィエトナム政府の討議議事録 (R/D) 承認内部手続きは、ヴィエトナム国家大学 (VNU) → MPI → 首相府の3機関で行われる必要があること、MPIとしても努力するが、VNUにおいても早急な事務処理が不可欠であるとの説明があった。

また、科学技術環境省 (MOSTE) 及び教育訓練省 (MOET) は今回のプロジェクトに関する意志決定のライン上にはないこと、敢えて関係を求めるならば関連協力機関であるとの説明があった。

R/D案、付属M/D案・TSI案等に関する具体的協議は、ハノイ科学大学副学長 (VITTIの所長となる予定) の Nguyen Huu Xy 教授を団長とするヴィエトナム側代表と実施協議調査団との間により行われた。協議結果の詳細は、別添R/D案、M/D及びTSIの通りであるが、主要ポイントは以下の通り。

なお、前述の通り、R/D案に関するヴィエトナム政府部内の承認手続きが必要であり、調査団現地滞在中にはそれが終了しなかったため、R/Dの署名は、ヴィエトナム側の手続きが整い次第、JICAヴィエトナム事務所長とVNU学長 (必要に応じMPIの代表者を加える) との間で実施することとし、その旨並びにR/D、M/D、TSI案の取扱等を記載したM/Dを別途取りまとめ、署名、交換した。

その後、討議議事録 (R/D) 等は越側政府の承認手続きを経て、越側署名者をヴィエトナム国家大学長、日本側をJICAヴィエトナム事務所長とし、97年3月署名・交換を行った。

(2) プロジェクトの名称

ヴィエトナム情報処理研修計画。

(3) プロジェクトの実施機関

ヴィエトナム国家大学情報処理研修所 (VITTI)。

(4) プロジェクトの総括責任者及び実施責任者

総括責任者はヴィエトナム国家大学学長、実施責任者はVITTI所長。

(5) プロジェクトの開始時期及び期間

1997年3月1日から5年間。

実施協議調査に先立つ各省会議においてプロジェクト期間は4又は5年間のいずれかとすることとなっていたが、調査の結果、以下の理由により5年間とした。

- 1) 本プロジェクト実施期間中に必要とする技術移転の内容が広範にわたることがヴィエトナム産業界に対する96年12月長期調査時に実施したアンケート結果等により確認された。
- 2) カウンターパート候補者の技術レベルが比較的高いことから、5年を期間とすれば技術移転が完了すると考えられる。
- 3) 情報技術の急速な進展に伴って生じる機材の陳腐化の問題については、機材の供与を段階的に実施することにより軽減できると考えられる。また、一定の陳腐化は当然にやむを得ないものであることをヴィエトナム側も合意した。
- 4) V I T T I が新設の組織であることから、VNUの教師陣がC/Pとして任命される等の全面的なヴィエトナム政府の支援があるとしても、運営体制の確立等に当初想定外の問題が生じる可能性もあり、プロジェクト期間にも若干の余裕を見込む必要がある。
- 5) 第一陣の5人の長期専門家のうち、後から派遣される2名については、その時期が現状において1997年12月ごろになると想定されていることから、その分野において、プロジェクト後半期間を担当する長期専門家に関し、技術移転がしやすいよう赴任期間を調整できる余地を残す、また同専門家のリクルートに期間的な余裕をもたせることができる。

(6) プロジェクトの上位目標

ヴィエトナム産業界における情報処理技術（I T）関連分野の人材が育成されること。

(7) プロジェクトの目標

ヴィエトナム国家大学情報処理研修所（V I T T I）が、産業界のニーズに応じた情報処理関連の研修コース、セミナーを持続的に開催・運営できるようになる。

(8) プロジェクトの成果

- 1) 情報処理研修の中核機関としての運営体制が確立される。
- 2) 情報処理研修のためのカリキュラム及び教材が開発・確立される。
- 3) カウンターパートが研修コースの運営管理・評価を行うコース・プランナー及びインストラクターとして育成される。
- 4) 研修コースに必要な施設・機材が整備され維持管理される。

(9) 長期専門家及び各専門家の技術協力分野

1) 長期専門家5名

チーフアドバイザー

業務調整

ネットワークエンジニアリング

アプリケーションエンジニアリング

プロジェクトマネジメント

なお、長期専門家（ネットワークエンジニアリング及び業務調整）はプロジェクト開始時に派遣する予定である。また、チーフアドバイザーは1997年6～7月ごろ、残り2人の情報処理技術長期専門家は、前述の通り、1997年12月ごろ派遣する見込みである。

2) 短期専門家

短期専門家については、必要に応じて派遣する。なお、プロジェクト開始後の早い時期に、機材配置設計のための短期専門家派遣を予定している。

(10) 研修員受入れ

研修員受入れは年間2～3名。なお、プロジェクト開始前の平成8年度第4四半期においても準高級研修員1名を日本に受け入れる計画である。

(11) 機材供与

サーバー、端末機器、OS、アプリケーション・ソフトウェア、ソフトウェア開発ツール、車両ほか。

なお、1997年度分の機材については、JICAの予算の許す範囲で、C/Pが研修コース1クラスを運営していくために必要な上記機材を供与することで合意している。

(12) C/P配置

VNUでは現時点で6人の専任C/Pを指名しているが、プロジェクト開始後の1997年時点で専任8名、兼任10名を配置し、最終年の2001年度までには専任16名、兼任26名に順次増強していくことを計画している。

(13) その他

PDMを、プロジェクトの進捗状況の把握及び将来の評価のためのツールとして用いることについて双方が合意し、PDM案を討議し、M/Dに添付した。

なお、このPDM案は、プロジェクト開始後、専門家を中心とする具体的技術移転の進め

方及び内容の検討を踏まえて、計画打合せ調査時点までに両者で確立するよう検討を進めることとした。

3. 調査結果

調査項目	現状及び問題点	対処方針	調査結果
1 プロジェクトの実施機関	<ul style="list-style-type: none"> 事前調査、長期調査において、実施機関は、ヴィエトナム国家大学(VNU)であることが確認されている。 事前調査、長期調査において、総括機関もヴィエトナム国家大学であることが確認されている。 事前調査において、実施機関における実施責任者が、VNU 学長であり、プロジェクトの運営、技術的事項についての責任者が、ハノイ科学大学の副学長であることが確認されている。 	<ul style="list-style-type: none"> 実施機関を確認する。 総括機関を確認する。 プロジェクトの管理・実施についての全面的な責任者を確認し、R/D の付属文書のIV. 1のプロジェクトダイレクターの欄に記載する。 また、プロジェクトの運営、技術的事項についての責任者を確認して、R/D の付属文書IV. 2のプロジェクトマネージャーの欄に記載する。 	<ul style="list-style-type: none"> 左記を確認し、ミニッツに記載した。 左記を確認し、ミニッツに記載した。 左記を確認し、R/D 案に記載した。
2 協力期間	<ul style="list-style-type: none"> 協力期間を4年あるいは5年とすることが、事前調査で確認されており、長期調査でのアンケートの結果、5年が適当であることが確認されている。なお、97年3月以降専門家の派遣を開始して差し支えないことが長期調査において確認されている。 	<ul style="list-style-type: none"> 協力開始を97年3月1日とし、協力期間を4年間とするか5年間とするか、ヴィエトナム側と協議を行い、結果を R/D の付属文書のVIIIの欄に記載する。 (なお、3月1日に協力開始ができるよう、R/D の署名・交換を1月末までに行えるよう、申し入れる。) 	<ul style="list-style-type: none"> 協力期間を97年3月1日より5年とすることで合意し、R/D 案に記載した。
3 プロジェクトの名称	<ul style="list-style-type: none"> 本プロジェクトの名称が以下の通りであることが事前調査において確認されている。 The Project on The Vietnam Information Technology Training Institute (邦訳：ヴィエトナム情報処理研修所計画) 	<ul style="list-style-type: none"> 日本側より、下記案を提示し協議を行い、結果を R/D 等に反映させる。 (案) The Project on The Vietnam Information Technology Training (邦訳：ヴィエトナム情報処理研修計画) 	<ul style="list-style-type: none"> 左記案で合意した。 The Vietnam Information Technology Training Institute (VITII) とすることで合意し R/D 案に記載した。
4 実施場所	<ul style="list-style-type: none"> 本プロジェクトの主たる実施場所が、VNU のハノイ科学大学内に建設中の建物であることが事前調査において確認されている。 	<ul style="list-style-type: none"> 左記を再度確認する。 	<ul style="list-style-type: none"> 左記を確認した。
5 プロジェクトの目標	<ul style="list-style-type: none"> 事前調査において、本プロジェクトの上位目標が、「産業界における IT 関連分野の人材が育成さ 	<ul style="list-style-type: none"> 左記を確認して、R/D のマスタープランに記載する。 	<ul style="list-style-type: none"> プロジェクト上位目標については、左記のとおりであるが、プロジェクト目標については、プロジェクト名

調査項目	現状及び問題点	対処方針	調査結果
	<p>れる」ことであり、プロジェクト目的が、「ヴィエトナム国家大学情報処理研修所が、産業界のニーズに応じた情報処理関連の研修コース、セミナーを持続的に開催・運営できるようにする」ことであることが確認されている。</p>		<p>称の変更に合わせて「ヴィエトナム情報処理研修所（VITI）が産業界のニーズに応じた情報処理関連の研修コース、セミナーを持続的に開催・運営できるようにする」とすることで合意し、R/D案に記載した。</p>
<p>6 プロジェクトの成果及び活動</p>	<p>・事前調査において、本プロジェクトの成果が、</p> <ol style="list-style-type: none"> 1. 情報処理研修の中核機関としての運営体制が確立される。 2. 情報処理研修のためのカリキュラム及び教材が開発・確立される。 3. カウンターパートが研修コースの運営管理・評価を行うコースプランナー及びインストラクターとして育成される。 4. 研修コースに必要な施設・機材が整備され維持管理される。 <p>であり、本プロジェクトの活動が、</p> <ol style="list-style-type: none"> 1-1 他の IT 関連機関との調整を行う。 1-2 コンピューターによる運営管理を行う。 1-3 他の IT 研修職員への再研修を行う。 2-1 情報処理コースの産業界のニーズを調査する。 2-2 IT 研修カリキュラム、標準教育要領に関する調査・研究を行う。 2-3 研修コースの計画を立てる。 2-4 主な情報関連誌の定期購読をする。 2-5 情報処理カリキュラム開発者を育成する。 2-6 カリキュラム開発・短期専門家を活用する。 2-7 研修コースに必要な教材の調査を行う。 2-8 海外での研修コース教材を入手する。 2-9 研修コース教材の開発と改善を行う。 3-1 IT 研修プログラムを作成する。 	<p>・確認して、R/D のマスタープランに記載する。</p>	<p>・下記のとおり、「成果」「活動」とすることで合意し、R/Dに記載した。</p> <p>[成果]</p> <ol style="list-style-type: none"> 1. 情報処理研修の中核機関としての運営体制が確立される。 2. 情報処理研修のためのカリキュラム及び教材が開発・作成される。 3. カウンターパートが研修コースの企画・運営管理・評価を行うコースプランナー及びインストラクターとして育成される。 4. 研修コースに必要な施設・機材が有効に利用・維持管理される。 <p>[活動]</p> <ol style="list-style-type: none"> 1-1 他の IT 関連機関との連携・調整を行う。 1-2 コンピューターを使った VITI の効果的な運営管理を行う。 1-3 他の IT 研修機関職員への再研修を行う。 2-1 情報処理技術 (IT) への産業界のニーズ調査を実施する。 2-2 IT 研修の項目、カリキュラムに関する調査を実施する。 2-3 研修コースの計画を立てる。 2-4 情報処理カリキュラム開発者を育成する。 2-5 研修コースに必要な教材の調査を行う。 2-6 海外での研修コース教材を入手する。 2-7 研修コース教材の開発を行う。 3-1 IT にかかわる研修プログラムを作成する。 3-2 優れた職員を上級研修の

調査項目	現状及び問題点	対処方針	調査結果
	3-2 職員の海外研修を行う。 3-3 研修生募集計画を立てる。 3-4 研修生を募集する。 3-5 研修方法を開発する。 3-6 IT 研修コースを開催する。 3-7 IT 研修コースを評価する。 4-1 IT 機器を調達・設置する。 4-2 研修所職員に対し IT 機器操作の研修を行う。 4-3 IT 機器の維持・管理の研修を行う。 4-4 IT 機器を維持・管理する。 4-5 研修機材に熟知する。		ため海外へ派遣する。 3-3 研修生募集計画を立てる。 3-4 研修生を募集する。 3-5 研修方法を開発する。 3-6 IT 研修コースを開催する。 3-7 IT 研修コースを評価する。 4-1 IT 機器を調達・設置する。 4-2 VITTI 職員に対し、IT 機器操作の研修を行う。 4-3 IT 機器の維持・管理の研修を行う。 4-4 IT 機器の維持・管理・アップグレードをする。 4-5 他の研修用機材を調達する。
7 技術移転分野	・長期調査において、本プロジェクトの技術移転分野が、 1. アプリケーション技術 2. プロジェクトマネジメント 3. ネットワーク技術 4. 上記1.～3.に関するカリキュラム開発技術であることが確認されている。	・確認して、概要を R/D のマスタープランに記載するとともに、詳細を TCP 及びミニッツに記載する。	・左記について以下のとおりとすることを合意し、R/D 案に記載した。 1 カリキュラム開発論 (1) コース設計 (2) カリキュラム開発 (3) コースウェア開発 (4) 講習技術 2 アプリケーションエンジニアリング (1) システムアナリシス及びシステム設計論 (2) クライアント/サーバー技術 3 プロジェクトマネジメント (1) システム監査 (2) プロジェクトマネジメント (3) 品質管理 4 ネットワークエンジニアリング (1) アーキテクチャー&プロトコール (2) ネットワーク設計&構築 (3) LAN&WAN (4) インターネット&イントラネット
8 越前実施事項 8-1 プロジェクトサイトの確保	・本プロジェクトの実施のために、ヴェトナム側より、新規建物が建設中であることが、事前調査、長期調査において確	・現在建設中の建屋の建設状況を確認するとともに、それらのレイアウトを確認する。 ・確認するポイントとしては、日本人専門家執務室の配置、コンピュ	・建屋は現在 3 階部分まで外壁工事が終了しており、4 階部分の外壁工事を行っている。 レイアウト図及び各部屋の

調査項目	現状及び問題点	対処方針	調査結果
8-2 越側機材の利用についての措置	<p>認されている。</p> <p>・ハノイ科学大学内には、使用可能な PC があることが、事前調査において確認されている。</p>	<p>・一ターラーム等機材の搬入される部屋の配置、LAN 等の配線の設置環境等</p> <p>・来年度供与機材が到着するまでの機材措置について、現地機材を使用できるように申し入れる。</p> <p>・日本側から供与されない必要な機材は、ベトナム側で調達することを確認し、その旨をミニッツに記載する。</p>	<p>・配置図を入手しミニッツに添付した。 (ANNEX 6 参照)</p> <p>・左記確認した。</p>
8-3 資機材に係る措置		<p>・日本側からの供与機材のスムーズな通関手続き、ベトナム国内での機材の輸送・保管・据え付け及び調整に係る労役をベトナム側が負担することを確認し、その旨をミニッツに記載する。</p>	<p>・左記確認した。</p>
8-4 カウンターパート (C/P)、スタッフの配置・組織	<p>・事前調査において、来年度以降 5 か年の人員配置計画が確認されている。</p>	<p>・C/P の配置計画を確認して、その概要を R/D 案の ANNEX に記載するとともに、プロジェクト期間中の年ごとの配置計画をミニッツに記載する。</p>	<p>・左記確認し、ミニッツに添付した。 (ANNEX 9 参照)</p>
8-5 予算措置	<p>・事前調査において、来年度以降 5 か年の予算措置が確認されている。</p>	<p>・プロジェクト期間中の年ごとの予算計画を確認して、ミニッツに記載する。</p>	<p>・左記確認し、ミニッツに添付した。 (ANNEX 10 参照)</p>
8-6 専門家の優遇措置について		<p>・日本人専門家の免税特権等の優遇措置に関し、他のプロジェクトと同様に行われることを確認し、R/D に記載する。</p>	<p>・左記確認した。</p>
9 日本側実施事項			
9-1 調査団派遣	<p>・事前調査において、プロジェクト終了前 6 か月以内に日・越側合同でプロジェクトの目標達成状況等につき評価を実施することが確認されている。</p>	<p>・1 年目………計画打合せ ・2 年目………巡回指導 ・3 年目………計画打合せ ・4 年目………巡回指導 ・5 年目………終了時評価であることを確認し、暫定的に派遣時期を決定する。</p> <p>・確認し、R/D に記載する。</p>	<p>・左記確認した。</p> <p>・左記確認した。</p>
9-2 専門家派遣	<p>・事前調査、長期調査において、チームアドバイザー、業務調整、情報処理技術 3 分野を派遣し、短期専門家に関しては必</p>	<p>・確認し R/D の ANNEX に記載する。 なお、情報関連技術者に関しては、その具体的分野を R/D には記載せず、ミニッツにて対応する</p>	<p>・左記確認し、R/D 案に記載した。</p>

調査項目	現状及び問題点	対処方針	調査結果
	<p>要に応じて適宜派遣することが確認されている。</p>	<p>こととする。</p> <ul style="list-style-type: none"> 以下の通り派遣する予定であることを説明する。 <ul style="list-style-type: none"> チーフアドバイザー (97年6～7月よりプロジェクト終了まで) 業務調整員 (プロジェクトスタートよりプロジェクト終了まで) 情報処理技術 (ネットワークエンジニアリング) (プロジェクトスタートよりプロジェクト終了まで) 情報処理技術 (アプリケーションエンジニアリング) (97年11月頃よりプロジェクト終了まで) 情報処理技術 (プロジェクトマネージメント) (97年11月頃よりプロジェクト終了まで) R/D に署名交換後速やかに、A1フォームを MPI を通して日本大使館へ提出することを要請し、結果をミニッツに記載する。 	<ul style="list-style-type: none"> 説明し、ミニッツに記載した。 左記確認し、ミニッツに記載した。
9-3 研修員受け入れ	<p>事前調査において、情報処理分野について、必要に応じて受け入れることで合意されている。</p>	<ul style="list-style-type: none"> 左記確認する。 今年度中に1名の受け入れが可能なことを説明し、A2-3フォームを早急に MPI を通して日本大使館へ提出することを確認し、その旨をミニッツに記載する。 	<ul style="list-style-type: none"> 左記確認した。 左記確認し、96年12月中にA2-3フォームを提出するよう要請した。
9-4 機材供与	<p>事前調査、長期調査において、情報処理に関する研修コースを開設するために必要な、ハードウェア及びソフトウェア、その他の機材が予算の範囲内で日本側より供与することが確認されている。</p>	<p>供与される機材の概要を確認し、ANNEX として、R/D に添付するとともに、これら機材の詳細について、リストを作成してミニッツに添付し、予算の範囲内で対応することを説明する。</p>	<p>左記確認し、R/D 案に記載するとともに、来年度機材の詳細をミニッツに記載した。</p>
10 その他 10-1 合同調整委員会 (JCC)	<p>事前調査、長期調査において、プロジェクト実施期間中に、プロジェクトの円滑な実施のために少なくとも年1回合同調整委員会を開催することが確認されている。</p>	<p>目的、構成について確認し、R/D に記載する。</p>	<p>左記確認し、R/D 案に記載した。 なお、合同調整委員会は年1回開催することとした。</p>
10-2 暫定実施計画 (TSI)	<p>事前調査、長期調査において、暫定実施計画案が作成されている。</p>	<p>上記「8. 越側実施事項」「9. 日本側実施事項」の調査結果をもとに暫定実施計画 (TSI) を取りまとめる。</p>	<p>TSI を取りまとめ、R/D 案に添付した。</p>
10-3 技術協力計画 (TCP)		<p>上記「7. 技術移転分野」の各項目について、技術移転の開始終了時</p>	<p>TCP を取りまとめ、R/D 案に添付した。</p>

調査項目	現状及び問題点	対処方針	調査結果
10-4 技術移転に使用される言語	事前調査において技術移転に使用される言語は英語であることが確認されている。	<p>期を検討して技術移転計画(TCP)を取りまとめる。</p> <p>・共通語を英語とすることを確認する。</p>	左記確認し、ミニッツに記載した。

4. 討議議事録（R/D）署名について

今回の調査団派遣期間中に、R/Dに対するヴェトナム政府内の承認手続きが終了しなかったため、今回作成した討議議事録の最終案に対するヴェトナム政府の承認が得られた後速やかにJICAヴェトナム事務所長とヴェトナム国家大学長との間で署名交換する旨を記載したミニッツにR/D案、ミニッツ案及びT S I案を添付し、そのミニッツを署名・交換した。

その後越国政府内で、計画投資省が主管となり確認及び承認手続きが行われ、等々力勝JICAヴェトナム事務所長とダオ・ヴェトナム国家大学長の2者署名として、1997年3月21日に署名交換を実施した。

5. 調査団所見

(1) ヴィエトナム側関係者は等しく調査団に対し、ヴィエトナムにおける情報処理技術者育成のニーズが極めて高いこと、このため政府としてもIT2000計画の推進を強力に押し進めていく予定であるとの見解を示し、このヴィエトナム情報処理研修計画というプロジェクト方式技術協力が極めて重要な役割を果たすものとして位置づけられ、各々の立場からできる限りの支援をしていく考えであること等を表明しており、関係者の意気込みの強さが実感された。

併せて、これまでの事前調査、長期調査等によってヴィエトナム側における技術協力の形態、内容等について一定の理解が進んでいることから、実施協議そのものは順調に進められた。

しかしながら、ヴィエトナムにおいてプロジェクト方式技術協力は開始されたばかりであり、実面的には、案件ごとに手探りで具体的な実施運営上の課題を解決していく必要があると考えられる。特に、機材や専門家に対する免税措置等については、関係機関への周知等において現在まで、必ずしも満足すべき状態でない事例が散見されてきたこともあり、本プロジェクトが開始された後においてもフォローしていくことが必要である。

なお、ドイモイ政策の中で政府組織の改編（計画投資省の発展的発足、今回のVNUの教育訓練省からの独立・強化等）が今後もありうるので、指揮命令系統の変更がないかの確認に留意が必要である。

(2) 本プロジェクトの実施主体であるVITTIは、VNUがその傘下に「公法的な法人格をもつ組織」（ヴィエトナム語は「財団法人」（ただし、ヴィエトナム語発音））であるが基本的運営資金は国が全額を（VNU経由）支出するもので日本における同名の組織とは異なる）として設立されるものであり、産業界、社会人等に対して広く有料で情報技術研修を実施していく計画となっている。

このVITTIの主力となるのは、当面ハノイ科学大学の教師等のファカルティ・メンバーで、現在までに前述の通り6人が指名されており、この範囲においては知識・経験ともに潜在的能力が高いと評価できる。しかしながら今後のC/P配置においても同等以上の実力のある専任C/Pの計画的増強を確保していくことが望まれ、その実現は、プロジェクトの将来にとって極めて重要である。

一方、VITTIにおける研修コースの設定やそのための技術移転のスケジュール検討において、ヴィエトナム側が、外部のニーズに即効的に対応したいとの観点から、幅広いものを

短期間に並行して行うことを希望することが想定される。そのためC/Pの既存の得意分野を組み合わせた基礎的なコースの設定を検討したり、本筋の高度な内容のコースは年度展開レベルで考えた段階的な技術移転とその水準に見合ったカリキュラムの設定を考えるなど、バランスが必要であろう。特に、「日本の技術協力により実施されている研修」ということが、V I T T Iの「研修事業」としてセールスポイントとなる可能性が高く（それ自身は良いことであるとしても）、O J Tのレベルを超えた専門家自身による直接的な教育が主体という体制にならないように研修コースを計画・設定していく必要がある。

- (3) 本プロジェクトにおいては、技術進歩が早く、機材の陳腐化が急速に生じる情報処理技術分野での訓練計画であることから、技術移転の計画とも連動した形で機材の時系列的に分割した供与という方式を採用することとした。このため、プロジェクトにおける技術移転計画の進捗状況（機材の調達期間を想定に入れると約半年先までの実績見込み）を的確に把握していくことが特に重要性を増すこととなった。このため計画打合せ調査が時期を失することなく実施されるようにスケジュール調整することが必要である。あわせて、機材の調達においてベトナム事務所はじめ関係者の協力をお願いしたい。

本プロジェクトにおいてはまた、長期専門家のうち2名の派遣時期が遅れることが想定されているため、国内支援委員会等によるプロジェクト当初のタイミングでの技術移転計画作成や研修コース設計等に対する強力な支援が必須となる。

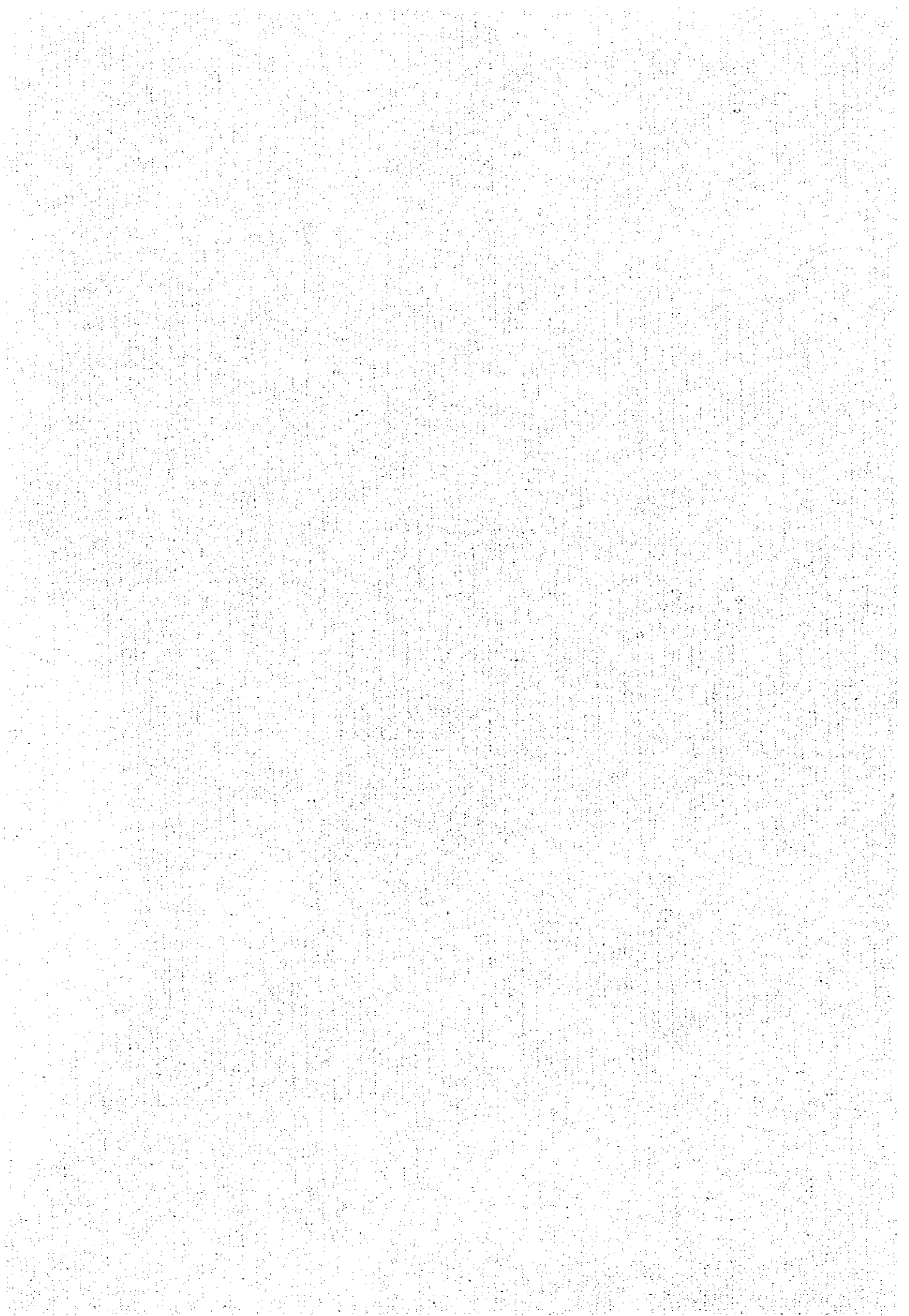
付 属 資 料

資料1 1996年12月19日付け協議議事録 (M/D)

資料2 1997年3月21日付け討議議事録 (R/D)

資料3 1997年3月21日付け協議議事録 (M/D)

資料4 情報処理研修所のR/D署名の件に関する越側内部文書



資料 1 . 1996年12月19日付け協議議事録 (M/D)


MINUTES OF DISCUSSIONS
BETWEEN
JAPANESE IMPLEMENTATION STUDY TEAM
AND
AUTHORITIES CONCERNED
OF GOVERNMENT OF THE SOCIALIST REPUBLIC OF VIETNAM
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON THE VIETNAM INFORMATION TECHNOLOGY TRAINING

The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Akira Yamazaki visited the Socialist Republic of Vietnam from December 15, 1996 to December 21, 1996 for the purpose of working out the details of the technical cooperation program concerning the Project on the Vietnam Information Technology Training (hereinafter referred to as "the Project") in the Socialist Republic of Vietnam.

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

As a result of the discussions, the Team and the Vietnamese authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

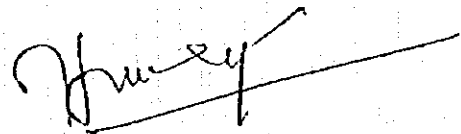
Hanoi, December 19, 1996



Mr. Akira Yamazaki

Leader

Implementation Study Team
Japan International Cooperation Agency
Japan.



Prof. NGUYEN HUU XY

Vice-Rector

Hanoi University of Science
Socialist Republic of Vietnam

ATTACHED DOCUMENT

A. Finalized Draft Record of Discussions

Both sides agreed that the Record of Discussions (hereinafter referred to as "the R/D"), the Minutes of Discussions to supplement the R/D (hereinafter referred to as "the supplementary M/D") and the Tentative Schedule of Implementation (hereinafter referred to as "the TSI"), as Annex 1, Annex 2 and Annex 3 attached with the Minutes of Discussions, were finalized. Both sides also agreed that the finalized draft Record of Discussions will be signed between the Resident Representative of JICA Vietnam Office and the Vietnamese authorities concerned soon after the R/D authorized by the Government of the Socialist Republic of Vietnam.

B. Provisions of the R/D

1. Organization of the Vietnam Information Technology Training Institute

With regard to R/D Section IV on Administration of the Project, both sides shared the recognition that Vietnam Information Technology Training Institute (hereinafter referred to as "the VITTI") should be suitably organized enough to start the implementation of the Project and schematically strengthened as a central institution to lead IT trainings in Vietnam during and after the term of the Project. The organization chart of the VITTI and the Tentative List of the Counterpart Personnel of the Project are shown in Annex 4 and Annex 5.

2. Assignment of the Vietnamese Counterpart Personnel

The Vietnamese side confirmed that they would inform the Japanese side of the organization chart of the Project and names of the Director and other related personnel and that the Vietnamese counterpart personnel would be assigned till the R/D would be signed. The Vietnamese side agreed to prepare the office for the Japanese experts in the building of the Project.

3. The Buildings of the Project

The Vietnamese side informed the Japanese side that the building for the Project will be constructed by March, 1997. The layout of the building are shown in Annex 6.

4. Language for the Technology Transfer

Both sides agreed that the Japanese experts, dispatched under II-1 of the Attached Document of the R/D, would use English for their technology transfer and the technical training in Japan to the Vietnamese counterpart personnel under II-3 of the Attached Document of the R/D would be also given in English.

5. The Japanese Experts for the Project

As for the Japanese experts necessary for the technical transfer referred to in Annex II of the Attached Document of the R/D, both sides agreed that five Japanese long-term experts in the following field will be dispatched.

- | | |
|--|--------------------------------------|
| (1) Chief Advisor | (Be Dispatched in June or July 1997) |
| (2) Coordinator | (Be Dispatched in March 1997) |
| (3) Information Technology (Network Engineering) | (Be Dispatched in March 1997) |

- (4) Information Technology (Application Engineering) (Be Dispatched in about December 1997)
- (5) Information Technology (Project Management) (Be Dispatched in about December 1997)

6. The Machinery and Equipment for the Project

As for the machinery and equipment necessary for the technical transfer referred to in Annex III of the Attached Document of the R/D, the Japanese side expressed that the equipment listed in Annex 7 in the Minutes of Discussions would be considered on the condition that necessary budget would be allocated by the Government of Japan.

7. Allocation of Expenditure for the Equipment Installation

Both sides agreed that the measures specified in Annex 8 of the Minutes of Discussions should be taken by both Governments for smooth installation and operation of machinery and equipment.

8. Allocation of the Vietnamese Manpower and Budget

As for the allocation of the Vietnamese staff listed in Annex V of the Attached Document of the R/D, allocation plans of the Manpower and Budget are shown in Annex 9 and Annex 10 respectively. The Japanese side stressed that the counterpart personnel should be allocated on the full time basis and assigned on each technical transfer field.

9. Document Required

The Vietnamese side agreed that though the normal procedure under the technical cooperation scheme of Japan referred to in II-1, II-2, and II-3 of the Attached Document of the R/D, following documents would be submitted to the Embassy of Japan in the Socialist Republic of Vietnam.

(1) A-1 Forms of the Japanese experts

- (a) A-1 forms for the long-term experts referred to in B-4 above are to be submitted soon after the R/D will be signed.
- (b) A-1 forms for the short-term experts are to be submitted as soon as the R/D will be signed.

(2) A-2 and A-3 forms for counterpart personnel training in Japan on the information technology training (one person for the Japanese fiscal year 1996) are to be submitted by the end of December, 1996.

(3) A-4 forms for the requested machinery and equipment are to be submitted by the end of March, 1997.

10. Technology Transfer Item

Both sides agreed that the transfer of technology concerning the following fields would be implemented from the Japanese experts to the Vietnamese counterpart personnel.

(1) Curriculum Development Methodology

- (a) Course Design
- (b) Curriculum Development
- (c) Course-ware Development
- (d) Instruction Technique

- (2) Application Engineering
 - (a) System Analysis & Design Methodology
 - (b) Client / Server Technology

- (3) Project Management
 - (a) System Auditing
 - (b) Project Management Technique
 - (c) Quality Control

- (4) Network Engineering
 - (a) Architecture & Protocol
 - (b) Network Design & Construction
 - (c) LAN & WAN
 - (d) Internet / Intranet

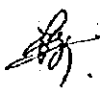
11. Project Management

After mutual agreement, the draft of the Project Design Matrix (PDM) was frame as shown in Annex 11.

With respect to PDM, the Team and the Vietnamese side agreed that PDM is subject to change in accordance with implementation of the project.

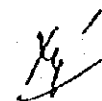
12. List of Participants

A list of participants in the discussions is shown in Annex 12.



ANNEX LIST

- Annex 1 Final Draft Record of Discussions
- Annex 2 Final Draft Supplementary Minutes of Discussions
- Annex 3 Final Draft Tentative Schedule of Implementation
- Annex 4 Organization Chart of the VITTI
- Annex 5 The Tentative List of the Counterpart Personnel
- Annex 6 The Layout of the Building
- Annex 7 List of Machinery and Equipment
- Annex 8 Allocation of Expenditure for the Equipment Installation
- Annex 9 Allocation Plan of Manpower
- Annex 10 Allocation Plan of Budget
- Annex 11 Project Design Matrix
- Annex 12 List of participants



Annex 1 Final Draft Record of Discussions

[Draft]
RECORD OF DISCUSSIONS
BETWEEN
JAPANESE IMPLEMENTATION STUDY TEAM
AND AUTHORITIES CONCERNED OF
GOVERNMENT OF THE SOCIALIST REPUBLIC OF VIETNAM
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT
ON THE VIETNAM INFORMATION TECHNOLOGY TRAINING

The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Akira Yamazaki visited the Socialist Republic of Vietnam from December 15, 1996 to December 21, 1996 for the purpose of working out the details of the technical cooperation program concerning the Project on the Vietnam Information Technology Training (hereinafter referred to as "the Project") in the Socialist Republic of Vietnam.

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

As a result of the discussions, the Team and the Vietnamese authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Hanoi, ()

Mr. Masaru Todoroki
Resident Representative
JICA Vietnam Office
Japan.

Prof. Dr. NGUYEN VAN DAO
President
Vietnam National University, Hanoi
the Socialist Republic of Vietnam

Ministry of Planning and Investment
the Socialist Republic of Vietnam

ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of the Socialist Republic of Vietnam will implement the Project in cooperation with the Government of Japan.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan, the Government of Japan will take, at its own expense, the following measures through JICA according to the normal procedures under the Technical Cooperation Scheme of Japan.

1. DISPATCH OF JAPANESE EXPERTS

The Government of Japan will provide the services of the Japanese experts as listed in Annex II.

2. PROVISION OF MACHINERY AND EQUIPMENT

The Government of Japan will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The Equipment will become the property of the Government of the Socialist Republic of Vietnam upon being delivered CIF to Vietnamese authorities concerned at the ports and /or airports of disembarkation.

3. TRAINING OF VIETNAMESE PERSONNEL IN JAPAN

The Government of Japan will receive for the Vietnamese personnel connected with the Project technical training in Japan.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE SOCIALIST REPUBLIC OF VIETNAM

1. The Government of the Socialist Republic of Vietnam will take necessary measures to ensure self-reliant operation of the Project will be during and after the period of Japanese technical cooperation, through full and active involvement in the Project of all related authorities, beneficiary groups and institutions.
2. The Government of the Socialist Republic of Vietnam will ensure that the technologies and knowledge acquired by the Vietnamese nationals as a result of Japanese technical cooperation will contribute to economic and social development of the Socialist Republic of Vietnam.
3. The Government of the Socialist Republic of Vietnam grants, in the Socialist Republic of Vietnam, privileges, exemptions and benefits as listed in Annex IV, and will grant privileges, exemptions and benefits no less favorable than those granted to experts of third countries or international organizations performing similar missions as the Japanese experts referred to in II -1 above and their families.



4. The Government of the Socialist Republic of Vietnam will ensure that the Equipment referred to in II -2 above will be utilized effectively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II .
5. The Government of the Socialist Republic of Vietnam will take necessary measures to ensure that the knowledge and experience acquired by the Vietnamese personnel from technical training in Japan will be utilized effectively in the implementation of the Project.
6. In accordance with the laws and regulations in force in the Socialist Republic of Vietnam, the Government of the Socialist Republic of Vietnam will take necessary measures to provide, at its own expense, for the Project:
 - (1) Services of the Vietnamese counterpart personnel and administrative personnel as listed in Annex V ;
 - (2) Land, buildings and facilities as listed in Annex VI ;
 - (3) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under II -2 above;
 - (4) Urban transportation facilities for Japanese Experts; and
 - (5) Find suitably furnished accommodations for the Japanese experts and their families.
7. In accordance with the laws and regulations in force in the Socialist Republic of Vietnam, the Government of the Socialist Republic of Vietnam will take necessary measures to meet:
 - (1) Expenses necessary for the transportation within the Socialist Republic of Vietnam of the Equipment referred to in II -2 above as well as for the installation, operation and maintenance thereof;
 - (2) Customs duties, internal taxes and any other charges, imposed in the Socialist Republic of Vietnam on the Equipment referred to in II -2 above; and
 - (3) Running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The President of Vietnam National University, Hanoi, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
2. The Director of the Vietnam Information Technology Training Institute, as the Project Manager, will be responsible for the managerial and technical matters of the Project.
3. The Japanese Team Leader (Chief Advisor) will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.

4. The Japanese experts will provide necessary technical guidance and advice to the Vietnamese counterpart personnel on technical matters pertaining to the implementation of the Project.
5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the two Governments through JICA and the Vietnamese authorities concerned, (at the middle and) during the last six months of the cooperation term in order to examine the level of achievement.

VI. CLAIMS AGAINST JAPANESE EXPERTS


The Government of the Socialist Republic of Vietnam shall bear claims, if any arise, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Socialist Republic of Vietnam except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

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

VIII. TERM OF COOPERATION

The duration of technical cooperation for the Project under this Attached Document will be five years from March 1, 1997 to February 28, 2002.



ANNEX LIST

Annex I	Master Plan
Annex II	Japanese Experts
Annex III	List of Equipment
Annex IV	Privileges, Exemptions and Benefits
Annex V	List of Vietnamese Counterpart and Administration Personnel
Annex VI	Building and Facilities
Annex VII	Joint Coordinating Committee

ANNEX I. MASTER PLAN

I. Objectives of the Project

1. Overall Goal

IT specialists are fostered for necessity in industry.

2. Project Purpose

The Vietnam Information Technology Training Institute (hereinafter referred to as "the VITTI") can operate and manage sustainably IT training courses and seminars based on the needs of industry.

II. Output and activities of the Project

1. Output of the Project

- (1) Management system is established as a leading institute for IT training.
- (2) Curriculum and teaching materials for IT training are developed.
- (3) Technical capability of counterparts is upgraded to play the roles of planners and instructors in planning, conducting and evaluating the IT training courses.
- (4) IT equipment and facilities are effectively utilized and maintained.

2. Activities of the Project

- (1)-1 Coordinate with other IT authorities and organizations.
 - 2 IT equipment is effectively utilized in management of the VITTI.
 - 3 Retraining staff of other IT training institutes.
- (2)-1 Identify industry needs for IT.
 - 2 Study IT syllabus and curriculum.
 - 3 Make a plan for IT courses.
 - 4 Train curriculum developers.
 - 5 Identify materials needed.
 - 6 Sourcing of new course materials abroad.
 - 7 Develop course materials.
- (3)-1 Undertake training program for IT.
 - 2 Qualified staff to be sent abroad for advanced training.
 - 3 Make a plan to recruit trainees.
 - 4 Recruit trainees.
 - 5 Develop training method.
 - 6 Implement IT courses.
 - 7 Evaluate courses.
- (4)-1 Facilitate with IT equipment.
 - 2 Train VITTI staff on use of IT facilities.
 - 3 Train VITTI staff for facilities maintenance.
 - 4 Maintain and upgrade facilities.
 - 5 Acquire other training facilities.

ANNEX II JAPANESE EXPERTS

1. Long-term experts

- (1) Chief Advisor
- (2) Coordinator
- (3) Experts in Information Technology

2. Short-term experts

Short-term experts will be dispatched when the necessity arises.

1/1

1/1

ANNEX III LIST OF EQUIPMENT

1. Hardware: Servers
Terminals
2. Software: Operating systems (for servers and terminals)
Application software packages
System development tools
3. Other items indistensable for the Project

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ANNEX IV PRIVILEGES, EXEMPTIONS AND BENEFITS

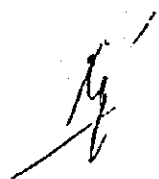
1. The Government of the Socialist Republic of Vietnam will grant exemptions from income tax and other charges of any kind imposed on or in connection with allowances remitted from abroad.
2. The Government of the Socialist Republic of Vietnam will grant exemptions from customs duties with respect to importation of personal effects by the Japanese experts and their families, as well as importation of machinery and equipment related to their activities.

4/1

1/2

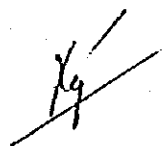
ANNEX V LIST OF VIETNAMESE COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Project Director
2. Project Manager
3. Management Service personnel
4. General Office Administration Service personnel
5. Training Course Development and Administration personnel
6. IT Information Center personnel
7. Instructors (Faculty members)



ANNEX VI BUILDING AND FACILITIES

1. Administration Office
2. JICA Experts Offices
3. Training Rooms
4. Meeting Rooms
5. Computer System Rooms
6. Library
7. Other



ANNEX W JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee will meet once a year and whenever the necessity arises, and work:

- (1) To formulate an Annual Work Plan for the Project under the framework of the Record of Discussions.
- (2) To review the overall progress of the technical cooperation program as well as the above-mentioned annual work plan.
- (3) To review and discuss major issues arising from or related to the technical cooperation program.

2. Composition

(1) Chairman

President, Vietnam National University, Hanoi

(2) Vietnamese side

- 1) Director, VITTI
- 2) Director, Department of International Economical Relations, Ministry of Planning and Investment.
- 3) Director, Department of International Relations, Ministry of Education and Training.
- 4) Director, Department of International Relations, Ministry of Science Technology and Environment.
- 5) Representative, Steering Committee of National Program on Information Technology.

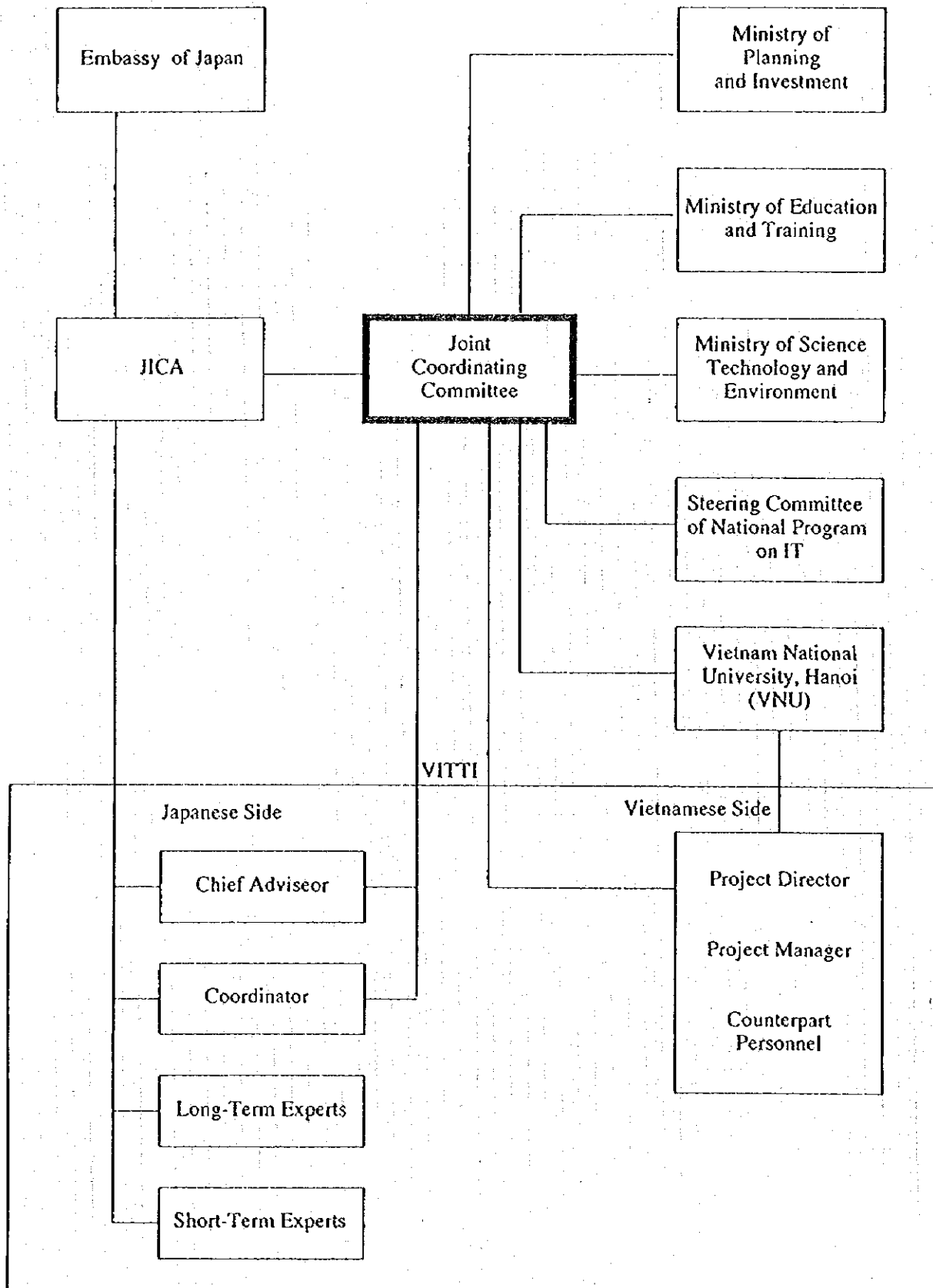
(3) Japanese side

- 1) Chief Advisor.
- 2) Experts.
- 3) Coordinator.
- 4) Resident Representative of JICA Vietnam Office.
- 5) Personnel concerned with the Project to be dispatched by JICA, if necessary.

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



3. Chart of the Joint Coordinating Committee



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(Draft)
MINUTES OF DISCUSSIONS
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON
THE VIETNAM INFORMATION TECHNOLOGY TRAINING
IN
THE SOCIALIST REPUBLIC OF VIETNAM

Pursuant to the Japanese Implementation Study Team Dispatched in December 1996 to finalize the Record of Discussions (R/D) on the Technical Cooperation for the Project on the Vietnam Information Technology Training, a series of discussions were held in December 1996 between the Leader of the Implementation Study Team and the President of Vietnam National University. The purpose of these discussions was to further clarify the content of the above-mentioned R/D.

As a result of the discussions, both sides confirmed the main items described in the attachment hereto, and reached an agreement that the Minutes herein would be regarded as a supporting document to the R/D.

Hanoi, ()

Mr. Masaru Todoroki
Resident Representative
JICA Vietnam Office
Japan.

Prof. Dr. NGUYEN VAN DAO
President
Vietnam National University, Hanoi
the Socialist Republic of Vietnam

Ministry of Planning and Investment
the Socialist Republic of Vietnam



ATTACHMENT

1. Regarding R/D Section III on Measures to be taken by the Government of the Socialist Republic of Vietnam, VNU recognized the necessity of Vietnam's contribution to the application of R/D. However, both sides understood that there is some flexibility for coverage by the Japanese side of local expenses necessary for the Japanese Experts to carry out their assignment and related activities in the case that VNU does not have enough resources for matters which require immediate attention. Arrangement of such expenses is subject to a prior consensus of the two parties.

2. With regard to R/D Annex IV on the Privileges, Exemptions and Benefits, the two sides agreed that the following stipulations will be in accordance with the laws and regulations in force in the Socialist Republic of Vietnam:

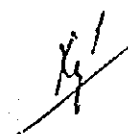
- a) Exemption from income taxes and any similar charges based on income or on any living allowances to be remitted from overseas to the Japanese experts dispatch within the framework of the Project.
- b) Exemption from taxes of the temporary importation and re-exportation in accordance with current law in Vietnam of their personal and household effects as well as machinery and equipment relating to their functions.

Both sides agreed that machinery and equipment here may include automobiles.

3. With regard to R/D Section IV on Administration of the Project, both sides shared the recognition that Vietnam Information Technology Training Institute should be suitably organized enough to start the implementation of the Project and schematically strengthened as a central institution to lead IT trainings in Vietnam during and after the term of the Project.

4. VNU ensures prompt procedures to grant the Japanese Experts and their families with multiple entry and exit visas to permit them to enter, leave and sojourn in the Socialist Republic of Vietnam for the duration of their assignment.

5. It was agreed by the two sides that it would be beneficial if the details of all of the above-mentioned points would be determined in the near future by a separate, more comprehensive agreement between the two Governments.



[Draft]
TENTATIVE SCHEDULE OF IMPLEMENTATION
AND TECHNICAL COOPERATION PROGRAM
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON VIETNAM INFORMATION TECHNOLOGY TRAINING
IN THE SOCIALIST REPUBLIC OF VIETNAM

The Japanese Implementation Survey Team and the Vietnam authorities concerned jointly formulated the Tentative Implementation Schedule and Technical Cooperation Program concerning the Project on the Vietnam Information Technology Training in the Socialist Republic of Vietnam (hereinafter referred to as "the Project") as annexed hereto.

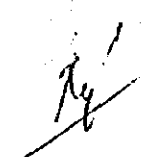
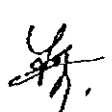
Those documents have been formulated in connection with the paragraph I. of the Attached Document of Record of Discussions signed between Japanese Implementation Survey Team and the Vietnam authorities concerned on the technical cooperation for the Project on condition that the necessary budget will be allocated for the implementation of the Project by both sides, and that the schedule will be subject to change within the framework of the Record of Discussions when necessity arises in the course of the implementation of the Project.

Hanoi, ()

Mr. Masaru Todoroki
Resident Representative
Japan International Cooperation Agency,
Japan

Prof. Dr. NGUYEN VAN DAO
President
Vietnam National University, Hanoi
the Socialist Republic of Vietnam

Ministry of Planning and Investment
the Socialist Republic of Vietnam



Annex A

Tentative Schedule of Implementation

Year	1996	1997	1998	1999	2000	2001
Activities	Start		Middle		Finish	
A. Vietnamese side						
a) Building Preparation						
b) Facilities Preparation						
c) Budgetary Allocation						
d) Manpower Allocation						
B. Japanese side						
a) Dispatch of Survey Team						
1. Preliminary Survey	▲					
2. Expert Survey	▲▲					
3. Implementation	▲					
4. Consultation		▲		▲		
5. Advisory			▲		▲	
6. Evaluation						▲
b) Dispatch of Experts						
- Long Term Experts						
1. Chief Advisor						
2. Coordinator						
3. Information Technology (Network Engineering)						
4. Information Technology (Application Engineering)						
5. Information Technology (Project Management)						
- Short Term Experts(*)						
c) Counterpart Training in Japan						
e) Provision of Equipment						
C. Training Course						
Course 1						
Course 2						
Course 3						
Course 4						
Course 5						
Seminar 1						
Seminar 2						

Note : (*) - On specific fields, if necessary.

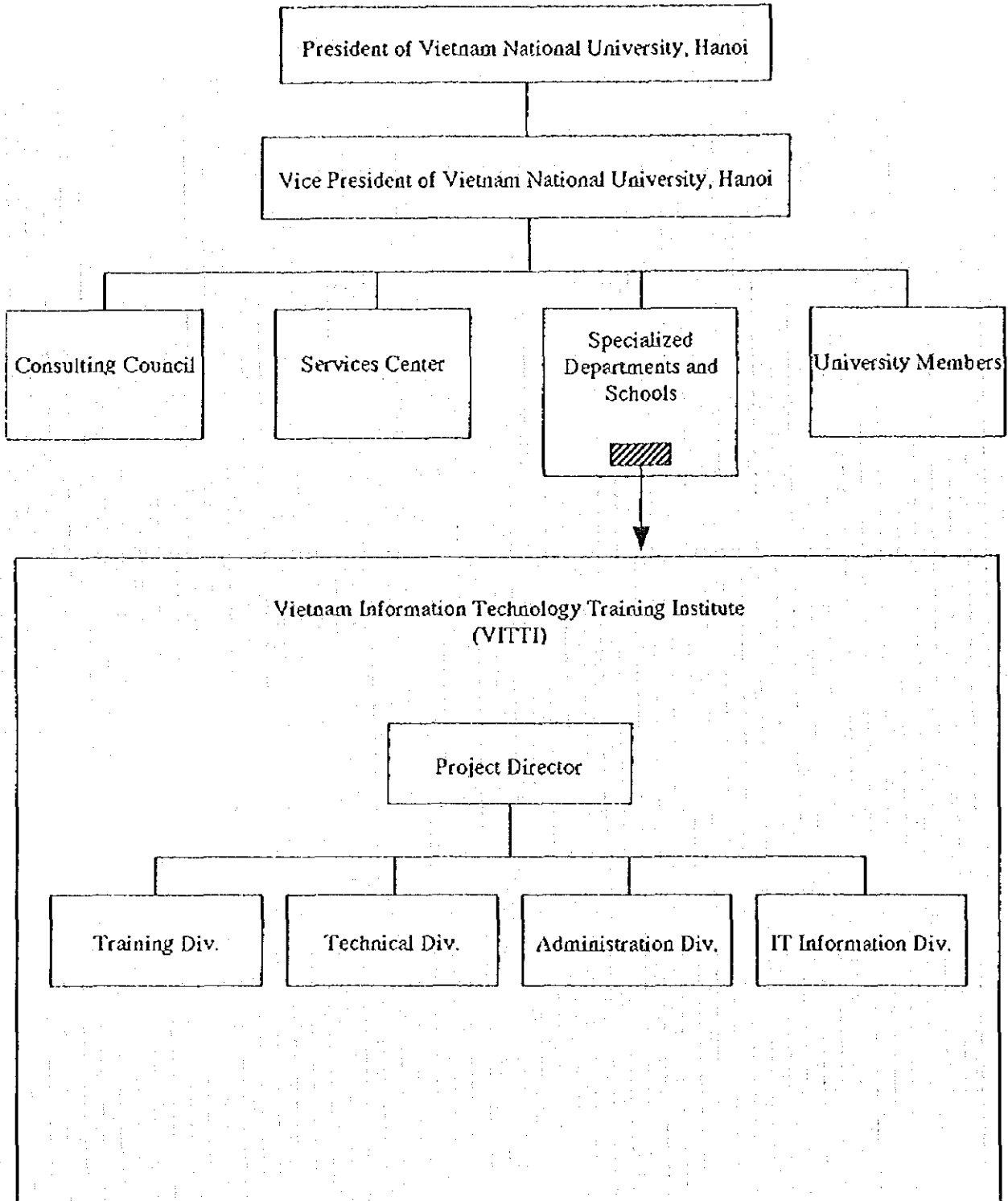
Annex B

Technical Cooperation Program

Calendar Year	1 9 9 7				1 9 9 8				1 9 9 9				2 0 0 0				2 0 0 1				2 0 0 2							
Quarter	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 Project																												
A. Curriculum Development Methodology																												
B. Application Engineering																												
C. Project Management																												
D. Computer Network & Data Communication																												

Note : This schedule is subject to change within framework of the Record of Discussions, when necessity arises in course of implementation of the project.

Annex 4 Organization Chart of the Project

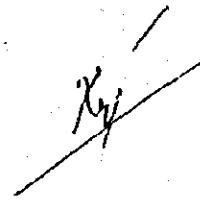


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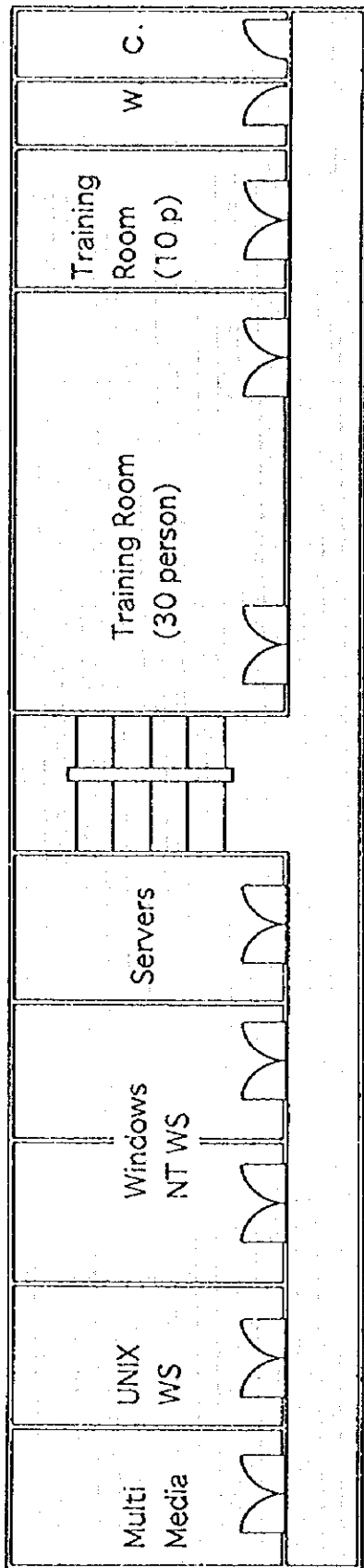
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Annex 5 Tentative List of Couterpart Personnel (as to December 19, 1996)

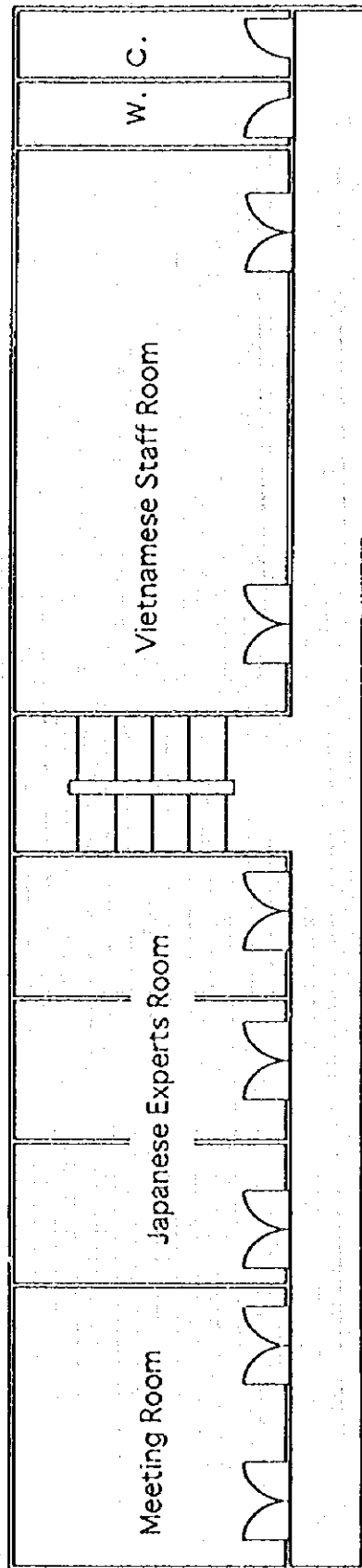
Project Director	Prof. Dr. NUGUYEN VAN DAO	President, Vietnam National University, Hanoi
Project Manager	Prof. NGUYEN HUU XY	Vice-Rector, Hanoi University of Science. Director of Institute of Electronics and Informatics
Project Sub-manager	A. Prof. Dr. HO SI DAM	Dean of the Faculty of Information Technology, Vice-Director of Institute of Electronics and Informatics
Instructor	Dr. NGUYEN DUN HOA	Vice-Dean, Faculty of Mathematics, Mechanics and Informatics
Instructor	Dr. DO TRUNG TUAN	Member of Institute of Electronics and Informatics
Instructor	Mr. HA QUANG THUY	Member of Institute of Electronics and Informatics
Instructor	Mr. DAO KIEN QUOC	Member of Institute of Electronics and Informatics
Instructor	Mr. NUEN NAM HAI	Member of Institute of Electronics and Informatics



Annex 6-(1) The Layout of The Building

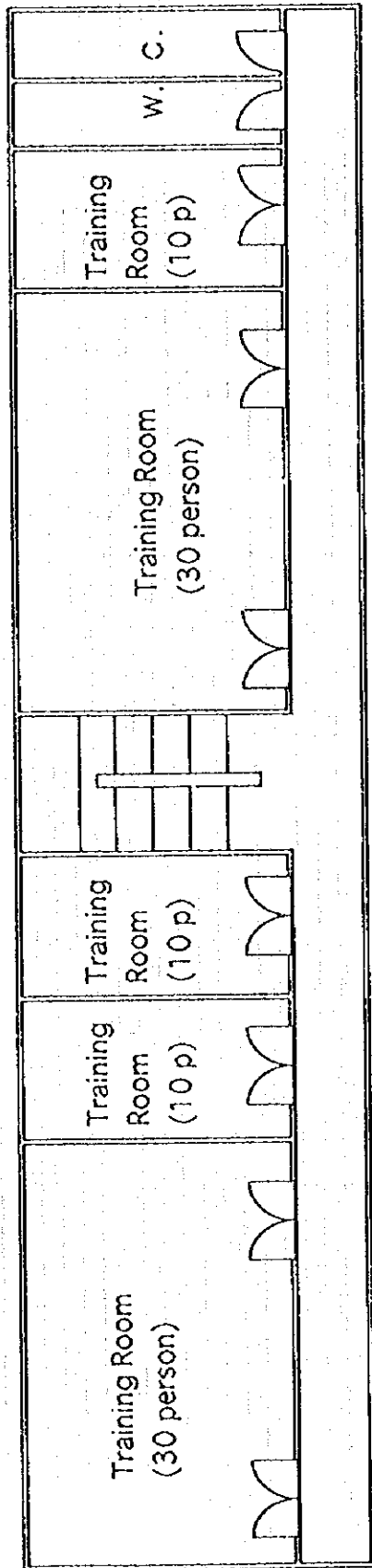


1st FLOOR



2nd FLOOR

Annex 6-(2) The Layout of The Building



3rd FLOOR

Annex 7 - 1

List of Machinery and Equipment

1) Server

1.1) UNIX Server

Main memory 300 MB or more
Hard Disk 6 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)
CMT (8mm 5GB or more)
Software
 UNIX OS(SVR4) with User Licenses
 C/C++ with Licenses
 Database with Licenses
 HTTP Server
 CAI

1.2) Windows NT Server

Pentium Pro (200MHz or more)
Main memory 64 MB or more
Hard Disk 4 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)
CMT (8mm 5GB or more)
Software
 Windows NT Server (latest version) with Licenses
 Mail Server with Licenses
 Database with Licenses
 System Management Tool

2) Workstation

2.1) PC-UNIX Workstation

Pentium Pro (200MHz or more)
Main memory 48 MB
Hard Disk 2 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)
Software
 PC-UNIX OS
 C/C++
 CDE
 WWW Browser

2.2) WindowsNT Workstation

Pentium Pro (200MHz or more)



Main memory 48 MB
Hard Disk 2 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)

Software

Windows NT Workstation (Latest Version)
Office Application
Visual C++
Visual Basic
Java Development Tool
4GL Development Tool
CASE Tool
WWW Browser

2.3) Windows95 Computer

Pentium Pro (200MHz or more)
Main memory 32 MB
Hard Disk 1 GB or more
LAN Card (10BaseT)

Software

Windows95 (Latest Version)
Office Application
Visual C++
Visual Basic
WWW Browser

3) Multimedia System

3.1) Multimedia Computer

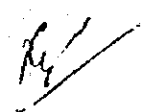
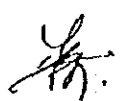
Pentium Pro (200MHz or more)
Main memory 64 MB
Hard Disk 2 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)
MO Drive (640 MB)
CD-R Drive

Software

Windows NT Workstation (Latest Version)
Multimedia Software
Video Editing System

3.2) Multimedia Peripheral

Digital Camera
Digital Video Camera
Synthesizer
Microphone
Speaker
Video Scanner



S-VHS VTR
Video Editing System
Video monitor
CD Player
Double Cassette Deck
Audio Mixer
Portable DAT
High Eight Editor
Color Page Printer

4) Printer, Plotter, Scanner

Page Printer
Laser Printer
Matrix Printer
Plotter
Digitizer (Tablet)
Scanner

5) Networking Equipment

ATM Router
Switch
HUB
Modem
Twist Pair Cable (Category 5)

6) Stabilizer, UPS

7) Office Equipment

Projector
Photocopier

8) Vehicle

Annex 7 - 2

List of Machinery and Equipment requested by Vietnamese Government for Japanese Fiscal Year 1997

1) Server

1.1) UNIX Server 1 set

Main memory 300 MB or more
Hard Disk 6 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)
CMT (8mm 5GB or more)
Software

UNIX OS(SVR4) with User License
C/C++ with License
Database with License
HTTP Server
CAI

1.2) Windows NT Server 1 set

Pentium Pro (200MHz or more)
Main memory 64 MB
Hard Disk 4 GB or more
CD-ROM Drive (8times or faster)
LAN Card (100BaseTX)
CMT (8mm 5GB or more)
Software

Windows NT Server (latest version) with License
Mail Server with License
Database with License
System Management Tool

2) Workstation

2.1) Windows95 Computer 35 sets

Pentium Pro (200MHz or more)
Main memory 32 MB
Hard Disk 1 GB or more
LAN Card (10BaseT)
Software

Windows95 (Latest Version)
Office Application
Visual C++
Visual Basic
WWW Browser

3) Printer, Plotter, Scanner
Laser Printer 4 units
Scanner 1 units

4) Networking Equipment
Switch 1 unit
(10 Mbps 48 Ports
100 Mbps 12 Ports)
HUB (8 ports) 4 units
Twist Pair Cable (Category 5)

6) Stabilizer, UPS 3 sets

7) Office Equipment
Projector 1 unit

8) Vehicle 1 unit



Annex 8

ALLOCATION OF EXPENDITURE FOR EQUIPMENT INSTALLATION

Allocation of Expenditure
 V = Vietnamese Side
 J = Japanese Side

1. Transportation

- (1) From Japan to Port of Vietnam J
- (2) From Port of Vietnam to VITTI V

2. Installation adjustment

- (1) Dispatch of supervisor for installation and adjustment J & V
- (2) Workers for installation, unpacking, etc. V

3. Maintenance expenditure for computer system, conditioning system, etc. V

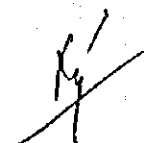
4. Boundary of installation

- (1) Power supply V
 - (A) Utility power (commercial power, transformer, molded circuit breaker)
 - (B) Main PDB (power Distribution Board)
 - (C) UPS (Uninterruptible Power Supply) for server
 - (D) PDBs for server and workstations
 - (E) PDBs for air-conditioner
 - (F) Transformer for 100 VAC, when necessary
 - (G) Cabling route for power supply (cable duct, trench, cable rack, conduit pipe)
 - (H) Cabling materials for power
- (2) LAN V
 - (A) Cabling route for LAN cables (cable duct, trench, cable rack, conduit pipe)
 - (B) Cabling materials
- (3) Grounding works V
 - (A) Grounding materials
 - (B) Installation of (A) above
- (4) Air-conditioning facilities V
 - (A) Air-conditioner for installation sites of devices
 - (B) Air-conditioner for staff rooms and other necessity rooms
 - (C) Seal for windows (installation sites)
- (5) Other interior works V
 - (A) Renovation for existing rooms
 - (B) Partition wall
 - (C) Painting
 - (D) Construction of (A) to (C) above

(6) Other preparation works

V

- (A) Adequate fire extinguisher facilities
- (B) Desks and chairs for server and workstations
- (C) Desks and chairs for Japanese Experts
- (D) Desks and chairs for staff and trainees
- (E) Blind for windows
- (F) Cabinets and racks for staff and library
- (G) Others
- (H) Preparation of (A) to (G) above



**Annex 9 Tentative Schedule of Allocation Plan
of the Counterpart Personnel**

(Unit: Person)

Year	1997	1998	1999	2000	2001
Project Director	1	1	1	1	1
Project Manager	1	1	1	1	1
Management Service	2	2	2	2	2
General Office Administration Services	2	2	3	3	3
Training Course Development and Administration	1	2	2	2	2
IT Information Center	1	2	3	3	3
Faculty					
Full Time	8	12	16	16	16
Part Time	10	15	26	26	26
Total	26	37	54	54	54

Annex 10 Plan of Local Costs

(Unit: US\$)

Year	1997	1998	1999	2000	2001
Personnel Salaries	13,600	23,600	32,800	36,600	44,700
Part-Time Faculty fees	4,800	8,000	14,900	16,400	17,900
Utilities	1,500	2,800	4,000	4,400	4,800
Office Supplies	3,000	5,000	5,000	6,000	7,000
Travel & Transportation	6,000	7,000	8,000	8,000	8,000
Marketing	2,000	2,000	2,000	2,000	2,000
Others (Include Maintenance Fees)	4,000	4,300	6,100	6,600	7,600
Total Expenses	34,900	52,700	72,800	80,000	92,000

Annex 11

PDM (Draft) : Vietnam Information Technology Training Institute

Narrative Summary	Indicators	Means of verifications	Important Assumptions
<p>Super Goal Economy and industry are promoted based on the IT development</p>	<p>Rate of computerization / Computer per person No of popular business soft No of holder of IT certificate of accreditation</p>		<ul style="list-style-type: none"> National program of IT 2000 is high priority Computer is highly utilized in economic sector IT market is extended Telephone line is well connection
<p>Overall Goal IT specialists are fostered in industry</p>	<p>Total No of IT qualified professionals Total No of IT faculty and IT school</p>		<ul style="list-style-type: none"> IT professional is high demand Regulation on IT-certification is established
<p>Project Purpose VITTI can operate and manage IT training courses and seminar sustainably based on the needs of industry</p>	<p>Total No of course and seminar operation Total No of trainees and their evaluation</p>		<ul style="list-style-type: none"> Many applicants for the courses Staff of VITTI is not quit Keep good coordination with industry sector
<p>Outputs 1. Management system is established as a leading institute for IT training 2. Curriculum and teaching materials for IT training are developed 3. Technical capability of counterparts is upgraded to play a role of course planner and instructor in planning, conducting and evaluating the IT training courses 4. IT equipment and facilities are effectively utilized and maintained</p>	<p>Budget portion / Full time staff No of developed materials and text books No of course instructors</p>		<ul style="list-style-type: none"> Good relation among relevant IT organization Staple power supply is available
<p>Activities 1-1 Coordinate with other IT authorities and organizations 1-2 IT equipment is effectively utilized in management of VITTI 1-3 Retraining staff of other IT training institute 2-1 Identify industry needs for IT 2-2 Study IT syllabus and curriculum 2-3 Make a plan of IT course 2-4 Subscribe to major IT publication 2-5 Train curriculum developers 2-6 Request/utilize expert on course curriculum developer under JICA's program 2-7 Identify materials needed 2-8 Sourcing of new course material abroad 2-9 Develop course materials 3-1 Undertake training program for IT 3-2 Qualified staff to be sent abroad for advance training 3-3 Make a plan of recruit for trainees 3-4 Recruit for trainees 3-5 Develop training method 3-6 Implement IT courses 3-7 Evaluate courses 4-1 Facilitate with IT equipment 4-2 Train VITTI staff on use of IT facilities 4-3 Train banding VITTI staff for facilities maintaining management 4-4 Maintain/upgrade facilities 4-5 Acquire other training facilities</p>		<p>Input Term of Cooperation : 5 years (Vietnam) 1. Allocation of operation cost 2. Assignment of counterpart personnel and staff 3. Allocation of maintenance cost for IT facilities Japan) 1. Dispatch of Experts 2. Accepting counterpart personnel for training in Japan 3. Provision of machinery and equipment</p>	<ul style="list-style-type: none"> VITTI operations are financially sustainable Preparation of VITTI building is completed Appointment of initial VITTI staff

Annex 12 List of attendants of the discussion

The Japanese Side

Mr. Akira YAMAZAKI	Leader, Implementing study Team, JICA
Mr. Noriaki MAEDA	Member, Implementing Study Team, JICA
Mr. Masamichi IWAMOTO	Member, Implementing Study Team, JICA
Mr. Koji FUKUSHIMA	Member, Implementing Study Team, JICA
Mr. Hideyuki ADACHI	Member, Expert Survey Team, JICA
Mr. Katamitu KONO	Member, Expert Survey Team, JICA
Ms. Ran NAGAI	Interpreter, JICE
JICA Vietnam Office	
Mr. Masaru TODOROKI	Resident Representative
Mr. Hisatoshi OKUBO	Assistant Resident Representative staff
Mr. Taro HIROSE	Formation Advisor
Embassy of Japan	
Mr. Jun-ichi WADA	Commercial Attache First Secretary
Mr. Yasuyuki ITO	Second Secretary

The Vietnamese Side

Vietnam National University, Hanoi	
Prof. Dr. DAO TRONG THI	Vice-President, VNU, Rector, Hanoi University of Science
Prof. NGUYEN HUU XY	Vice-Rector, Hanoi University of Science.
A. Prof. Dr. HO SI DAM	Director of Institute of Electronics and Informatics Dean of the Faculty of Information Technology, Vice-Director of Institute of Electronics and Informatics
Dr. NGUYEN DUN HOA	Vice-Dean, Faculty of Mathematics, Mechanics and Informatics
Mr. VU NGOC TU (M.A.)	Director, International Relations Department, VNU
Mr. NGUYEN DOAN HUU	Vice-Director, International Relations Department, VNU
Mr. PHAN DUY NGA	Director, Department of Administration and External Relation Service, Hanoi University of Science
Dr. NGODIEN TAP	Member of Institute of Electronics and Informatics
Dr. DO TRUNG TUAN	Member of Institute of Electronics and Informatics
Mr. HA QUANG THUY	Member of Institute of Electronics and Informatics
Mr. DAO KIEN QUOC	Member of Institute of Electronics and Informatics

Mr. DAO KIEN QUOC

Member of Institute of Electronics and Informatics

Mr. NGUYEN NAM HAI

Member of Institute of Electronics and Informatics

Ministry of Planning and Investment (MPI)

Mr. BUI LIEM

Senior Officer, Foreign Economic Relations Dept.,

Ministry of Education and Training (MOET)

Dr. BUI CONG THO

Vice-Director, International Relations Department

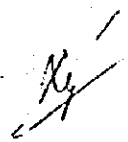
Ministry of Science Technology and Environment (MOSTE)

Mr. DAU DINH LOI

Director, Department of International Relations

Mr. NGUYEN XUAN BAO TAM

Senior Officer, Department of International Relations





RECORD OF DISCUSSIONS
BETWEEN
JAPANESE IMPLEMENTATION STUDY TEAM
AND AUTHORITIES CONCERNED OF
GOVERNMENT OF THE SOCIALIST REPUBLIC OF VIETNAM
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT
ON THE VIETNAM INFORMATION TECHNOLOGY TRAINING

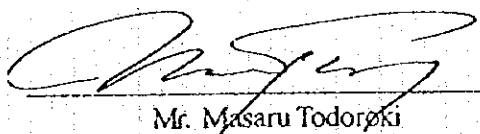
The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Akira Yamazaki visited the Socialist Republic of Vietnam from December 15, 1996 to December 21, 1996 for the purpose of working out the details of the technical cooperation program concerning the Project on the Vietnam Information Technology Training (hereinafter referred to as "the Project") in the Socialist Republic of Vietnam.

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

In accordance with the result of discussions above-mentioned, Mr. Masaru Todoroki, Resident Representative of JICA in the Socialist Republic of Vietnam, held a series of discussions with Vietnamese authorities concerned.

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

Hanoi, 21 March, 1997



Mr. Masaru Todoroki
Resident Representative
JICA Vietnam Office
Japan.



Prof. Dr. Nguyen Van Dao
President
Vietnam National University, Hanoi
the Socialist Republic of Vietnam

ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of the Socialist Republic of Vietnam will implement the Project in cooperation with the Government of Japan.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan, the Government of Japan will take, at its own expense, the following measures through JICA according to the normal procedures under the Technical Cooperation Scheme of Japan.

1. DISPATCH OF JAPANESE EXPERTS

The Government of Japan will provide the services of the Japanese experts as listed in Annex II.

2. PROVISION OF MACHINERY AND EQUIPMENT

The Government of Japan will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The Equipment will become the property of the Government of the Socialist Republic of Vietnam upon being delivered CIF to Vietnamese authorities concerned at the ports and /or airports of disembarkation.

3. TRAINING OF VIETNAMESE PERSONNEL IN JAPAN

The Government of Japan will receive for the Vietnamese personnel connected with the Project technical training in Japan.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE SOCIALIST REPUBLIC OF VIETNAM

1. The Government of the Socialist Republic of Vietnam will take necessary measures to ensure self-reliant operation of the Project will be during and after the period of Japanese technical cooperation, through full and active involvement in the Project of all related authorities, beneficiary groups and institutions.
2. The Government of the Socialist Republic of Vietnam will ensure that the technologies and knowledge acquired by the Vietnamese nationals as a result of Japanese technical cooperation will contribute to economic and social development of the Socialist Republic of Vietnam.
3. The Government of the Socialist Republic of Vietnam grants, in the Socialist Republic of Vietnam, privileges, exemptions and benefits as listed in Annex IV, and will grant privileges, exemptions and benefits no less favorable than those granted to experts of third countries or international organizations performing similar missions as the Japanese experts referred to in II -1 above and their families.

4. The Government of the Socialist Republic of Vietnam will ensure that the Equipment referred to in II -2 above will be utilized effectively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II .
5. The Government of the Socialist Republic of Vietnam will take necessary measures to ensure that the knowledge and experience acquired by the Vietnamese personnel from technical training in Japan will be utilized effectively in the implementation of the Project.
6. In accordance with the laws and regulations in force in the Socialist Republic of Vietnam, the Government of the Socialist Republic of Vietnam will take necessary measures to provide, at its own expense, for the Project:
 - (1) Services of the Vietnamese counterpart personnel and administrative personnel as listed in Annex V;
 - (2) Land, buildings and facilities as listed in Annex VI;
 - (3) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under II -2 above;
 - (4) Urban transportation facilities for Japanese Experts; and
 - (5) Find suitably furnished accommodations for the Japanese experts and their families.
7. In accordance with the laws and regulations in force in the Socialist Republic of Vietnam, the Government of the Socialist Republic of Vietnam will take necessary measures to meet:
 - (1) Expenses necessary for the transportation within the Socialist Republic of Vietnam of the Equipment referred to in II -2 above as well as for the installation, operation and maintenance thereof;
 - (2) Customs duties, internal taxes and any other charges, imposed in the Socialist Republic of Vietnam on the Equipment referred to in II -2 above; and
 - (3) Running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The President of Vietnam National University, Hanoi, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
2. The Director of the Vietnam Information Technology Training Institute, as the Project Manager, will be responsible for the managerial and technical matters of the Project.
3. The Japanese Team Leader (Chief Advisor) will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.

4. The Japanese experts will provide necessary technical guidance and advice to the Vietnamese counterpart personnel on technical matters pertaining to the implementation of the Project.
5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the two Governments through JICA and the Vietnamese authorities concerned, (at the middle and) during the last six months of the cooperation term in order to examine the level of achievement.

VI. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Socialist Republic of Vietnam shall bear claims, if any arise, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Socialist Republic of Vietnam except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

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

VIII. TERM OF COOPERATION

The duration of technical cooperation for the Project under this Attached Document will be five years from 24 March, 1997 to 23 March, 2002.

ANNEX LIST

Annex I	Master Plan
Annex II	Japanese Experts
Annex III	List of Equipment
Annex IV	Privileges, Exemptions and Benefits
Annex V	List of Vietnamese Counterpart and Administration Personnel
Annex VI	Building and Facilities
Annex VII	Joint Coordinating Committee

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ANNEX I. MASTER PLAN

I. Objectives of the Project

1. Overall Goal

IT specialists are fostered for necessity in industry.

2. Project Purpose

The Vietnam Information Technology Training Institute (hereinafter referred to as "the VITTI") can operate and manage sustainably IT training courses and seminars based on the needs of industry.

II. Output and activities of the Project

1. Output of the Project

- (1) Management system is established as a leading institute for IT training.
- (2) Curriculum and teaching materials for IT training are developed.
- (3) Technical capability of counterparts is upgraded to play the roles of planners and instructors in planning, conducting and evaluating the IT training courses.
- (4) IT equipment and facilities are effectively utilized and maintained.

2. Activities of the Project

- (1)-1 Coordinate with other IT authorities and organizations.
-2 IT equipment is effectively utilized in management of the VITTI.
-3 Retraining staff of other IT training institutes.
- (2)-1 Identify industry needs for IT.
-2 Study IT syllabus and curriculum.
-3 Make a plan for IT courses.
-4 Train curriculum developers.
-5 Identify materials needed.
-6 Sourcing of new course materials abroad.
-7 Develop course materials.
- (3)-1 Undertake training program for IT.
-2 Qualified staff to be sent abroad for advanced training.
-3 Make a plan to recruit trainees.
-4 Recruit trainees.
-5 Develop training method.
-6 Implement IT courses.
-7 Evaluate courses.
- (4)-1 Facilitate with IT equipment.
-2 Train VITTI staff on use of IT facilities.
-3 Train VITTI staff for facilities maintenance.
-4 Maintain and upgrade facilities.
-5 Acquire other training facilities.

ANNEX II JAPANESE EXPERTS

1. Long-term experts

- (1) Chief Advisor
- (2) Coordinator
- (3) Experts in Information Technology

2. Short-term experts

Short-term experts will be dispatched when the necessity arises.

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ANNEX III LIST OF EQUIPMENT

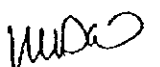
1. Hardware: Servers
Terminals
2. Software: Operating systems (for servers and terminals)
Application software packages
System development tools
3. Other items indispensable for the Project

AS

MDO

ANNEX IV PRIVILEGES, EXEMPTIONS AND BENEFITS

1. The Government of the Socialist Republic of Vietnam will grant exemptions from income tax and other charges of any kind imposed on or in connection with allowances remitted from abroad.
2. The Government of the Socialist Republic of Vietnam will grant exemptions from customs duties with respect to importation of personal effects by the Japanese experts and their families, as well as importation of machinery and equipment related to their activities.



ANNEX V LIST OF VIETNAMESE COUNTERPART AND ADMINISTRATIVE PERSONNEL

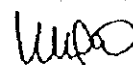
1. Project Director
2. Project Manager
3. Management Service personnel
4. General Office Administration Service personnel
5. Training Course Development and Administration personnel
6. IT Information Center personnel
7. Instructors (Faculty members)

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ANNEX VI BUILDING AND FACILITIES

1. Administration Office
2. JICA Experts Offices
3. Training Rooms
4. Meeting Rooms
5. Computer System Rooms
6. Library
7. Other



ANNEX VI JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee will meet once a year and whenever the necessity arises, and work:

- (1) To formulate an Annual Work Plan for the Project under the framework of the Record of Discussions.
- (2) To review the overall progress of the technical cooperation program as well as the above-mentioned annual work plan.
- (3) To review and discuss major issues arising from or related to the technical cooperation program.

2. Composition

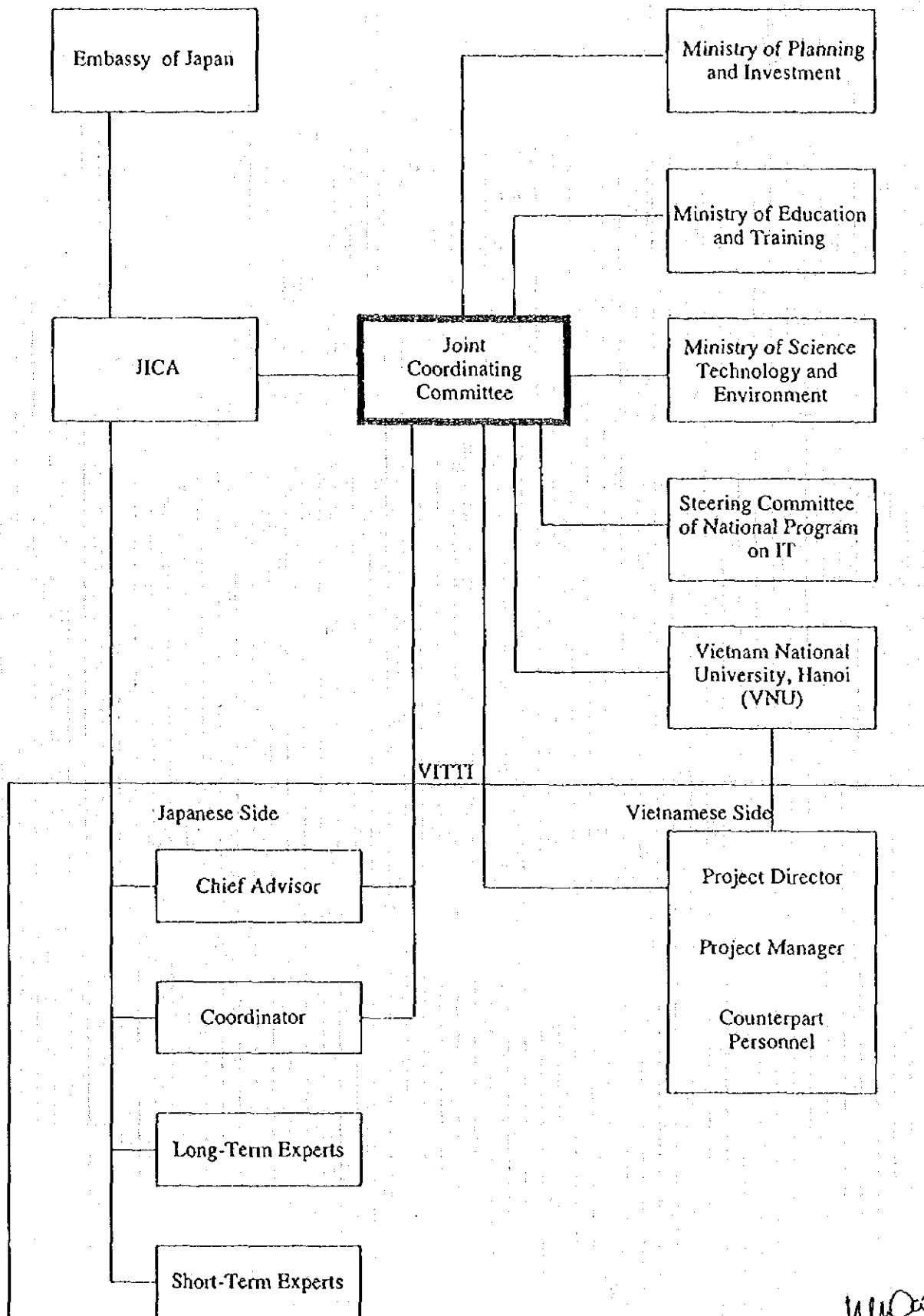
- (1) Chairman
President, Vietnam National University, Hanoi

- (2) Vietnamese side
 - 1) Director, VITTI
 - 2) Director, Department of International Economical Relations, Ministry of Planning and Investment.
 - 3) Director, Department of International Relations, Ministry of Education and Training.
 - 4) Director, Department of International Relations, Ministry of Science Technology and Environment.
 - 5) Representative, Steering Committee of National Program on Information Technology.

- (3) Japanese side
 - 1) Chief Advisor.
 - 2) Experts.
 - 3) Coordinator.
 - 4) Resident Representative of JICA Vietnam Office.
 - 5) Personnel concerned with the Project to be dispatched by JICA, if necessary.

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

3. Chart of the Joint Coordinating Committee



AS

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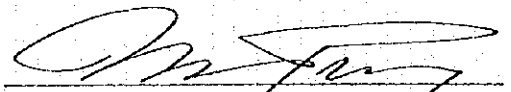
MINUTES OF DISCUSSIONS
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON
THE VIETNAM INFORMATION TECHNOLOGY TRAINING
IN
THE SOCIALIST REPUBLIC OF VIETNAM

Pursuant to the Japanese Implementation Study Team Dispatched in December 1996 to finalize the Record of Discussions (R/D) on the Technical Cooperation for the Project on the Vietnam Information Technology Training, a series of discussions were held in December 1996 between the Leader of the Implementation Study Team and the President of Vietnam National University. The purpose of these discussions was to further clarify the content of the above-mentioned R/D.

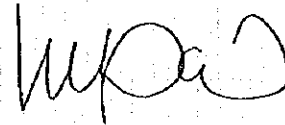
In accordance with the result of discussions above-mentioned, Mr. Masaru Todoroki Resident Representative of JICA in the Socialist Republic of Vietnam, held a series of discussions with Vietnamese authorities concerned.

As a result of the discussions, both sides confirmed the main items described in the attachment hereto, and reached an agreement that the Minutes herein would be regarded as a supporting document to the R/D.

Hanoi, 21 March, 1997



Mr. Masaru Todoroki
Resident Representative
JICA Vietnam Office
Japan.



Prof. Dr. Nguyen Van Dao
President
Vietnam National University, Hanoi
the Socialist Republic of Vietnam

ATTACHMENT

1. Regarding R/D Section III on Measures to be taken by the Government of the Socialist Republic of Vietnam, VNU recognized the necessity of Vietnam's contribution to the application of R/D. However, both sides understood that there is some flexibility for coverage by the Japanese side of local expenses necessary for the Japanese Experts to carry out their assignment and related activities in the case that VNU does not have enough resources for matters which require immediate attention. Arrangement of such expenses is subject to a prior consensus of the two parties.

2. With regard to R/D Annex IV on the Privileges, Exemptions and Benefits, the two sides agreed that the following stipulations will be in accordance with the laws and regulations in force in the Socialist Republic of Vietnam:

- a) Exemption from income taxes and any similar charges based on income or on any living allowances to be remitted from overseas to the Japanese experts dispatch within the framework of the Project.
- b) Exemption from taxes of the temporary importation and re-exportation in accordance with current law in Vietnam of their personal and household effects as well as machinery and equipment relating to their functions.

Both sides agreed that machinery and equipment here may include automobiles.

3. With regard to R/D Section IV on Administration of the Project, both sides shared the recognition that Vietnam Information Technology Training Institute should be suitably organized enough to start the implementation of the Project and schematically strengthened as a central institution to lead IT trainings in Vietnam during and after the term of the Project.

4. VNU ensures prompt procedures to grant the Japanese Experts and their families with multiple entry and exit visas to permit them to enter, leave and sojourn in the Socialist Republic of Vietnam for the duration of their assignment.

5. It was agreed by the two sides that it would be beneficial if the details of all of the above-mentioned points would be determined in the near future by a separate, more comprehensive agreement between the two Governments.

資料 3 . 1997年 3月21日付け協議議事録 (M/D)

TENTATIVE SCHEDULE OF IMPLEMENTATION
AND TECHNICAL COOPERATION PROGRAM
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON VIETNAM INFORMATION TECHNOLOGY TRAINING
IN THE SOCIALIST REPUBLIC OF VIETNAM

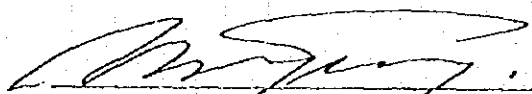
The Japanese Implementation Study Team and the Vietnam authorities concerned jointly formulated the Tentative Implementation Schedule and Technical Cooperation Program concerning the Project on the Vietnam Information Technology Training in the Socialist Republic of Vietnam (hereinafter referred to as "the Project") as annexed hereto.

Those documents have been formulated in connection with the paragraph I. of the Attached Document of Record of Discussions signed between Japanese Implementation Study Team and the Vietnam authorities concerned on the technical cooperation for the Project on condition that the necessary budget will be allocated for the implementation of the Project by both sides, and that the schedule will be subject to change within the framework of the Record of Discussions when necessity arises in the course of the implementation of the Project.

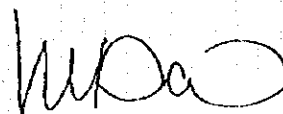
In accordance with the result of discussions above-mentioned, Mr. Masaru Todoroki Resident Representative of JICA in the Socialist Republic of Vietnam, held a series of discussions with Vietnamese authorities concerned.

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

Hanoi, 21 March, 1997



Mr. Masaru Todoroki
Resident Representative
Japan International Cooperation
Agency,
Japan



Prof. Dr. Nguyen Van Dao
President
Vietnam National University, Hanoi
the Socialist Republic of Vietnam

Annex A

Tentative Schedule of Implementation

Year	1996	1997	1998	1999	2000	2001
Activities		Start		Middle		Finish
A. Vietnamese side						
a) Building Preparation						
b) Facilities Preparation						
c) Budgetary Allocation						
d) Manpower Allocation						
B. Japanese side						
a) Dispatch of Survey Team						
1. Preliminary Survey	▲					
2. Expert Survey	▲▲					
3. Implementation	▲					
4. Consultation		▲		▲		
5. Advisory			▲		▲	
6. Evaluation						▲
b) Dispatch of Experts						
- Long Term Experts						
1. Chief Advisor						
2. Coordinator						
3. Information Technology (Network Engineering)						
4. Information Technology (Application Engineering)						
5. Information Technology (Project Management)						
- Short Term Experts(*)						
c) Counterpart Training in Japan						
e) Provision of Equipment						
C. Training Course						
Course 1						
Course 2						
Course 3						
Course 4						
Course 5						
Seminar 1						
Seminar 2						

Note : (*) - On specific fields, if necessary.

Annex B

Technical Cooperation Program

Calendar Year	1 9 9 7				1 9 9 8				1 9 9 9				2 0 0 0				2 0 0 1				2 0 0 2							
Quarter	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 Project																												
A. Curriculum Development Methodology																												
B. Application Engineering																												
C. Project Management																												
D. Computer Network & Data Communication																												

Note : This schedule is subject to change within framework of the Record of Discussions, when necessity arises in course of implementation of the project.

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BỘ KẾ HOẠCH VÀ ĐẦU TƯ

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM
Độc lập - Tự do - Hạnh phúc

Số: 63 BKH/VPTD

Hà Nội, ngày 15 tháng 3 năm 1997

**QUYẾT ĐỊNH CỦA BỘ TRƯỞNG BỘ KẾ HOẠCH VÀ ĐẦU TƯ
về dự án Đào tạo Công nghệ Thông tin Việt Nam bằng viện trợ
(ODA) của Chính phủ Nhật Bản.**

BỘ TRƯỞNG BỘ KẾ HOẠCH VÀ ĐẦU TƯ

Căn cứ Nghị định 75/CP, ngày 01.11.1995 của Chính phủ về chức năng, nhiệm vụ, quyền hạn và tổ chức bộ máy của Bộ Kế hoạch và Đầu tư;

Căn cứ Nghị định 42/CP, ngày 16.7.1996 của Chính phủ về việc ban hành Điều lệ quản lý đầu tư và xây dựng; Thông tư liên bộ 04/TTLB ngày 16.7.1996 về hướng dẫn thi hành Điều lệ quản lý đầu tư và xây dựng; Nghị định 20/CP, ngày 15.3.1994 của Chính phủ về việc ban hành Quy chế quản lý và sử dụng nguồn hỗ trợ phát triển chính thức;

QUYẾT ĐỊNH

Điều 1. Phê duyệt dự án Đào tạo Công nghệ Thông tin bằng viện trợ chính thức (ODA) của Chính phủ Nhật Bản với nội dung chủ yếu sau đây:

- 1) Tên dự án: Đào tạo Công nghệ Thông tin Việt Nam
- 2) Mục tiêu dự án: tăng cường năng lực đào tạo về công nghệ thông tin cho Viện Đào tạo Công nghệ Thông tin (trực thuộc Đại học Quốc gia Hà Nội) trong thời gian dự án cũng như sau dự án nhằm đáp ứng nhu cầu phát triển kinh tế - xã hội của Việt Nam.
- 3) Chủ dự án: Đại học Quốc gia Hà Nội.
- 4) Địa điểm: Số 90, Nguyễn Trãi, Đống Đa, Hà Nội (trong khuôn viên của Đại học Tổng hợp Hà Nội trước đây).
- 5) Khuôn khổ và thời gian thực hiện dự án:
 - Dự án thực hiện trong 5 năm (1997-2002) dựa trên khả năng cấp vốn hàng năm của Chính phủ Nhật Bản và khả năng bố trí vốn đối ứng của Chính phủ Việt Nam;
 - Kế hoạch triển khai dự án trong từng năm do đại diện của phía Nhật Bản và phía Việt Nam lập và trình Chính phủ hai nước xem xét quyết định; nội dung kế hoạch thực hiện dự án trong từng năm phải phù hợp với mục tiêu của dự án, định hướng phát triển công nghệ thông tin của Việt Nam và khả năng cấp vốn của Chính phủ hai nước.
 - Đóng góp chính của phía Việt Nam: sử dụng khu nhà 4 tầng (1570m² sàn) với đầy đủ tiện nghi và thiết bị nội thất để tổ chức thực hiện các khoá đào tạo công nghệ thông tin, phòng lắp đặt hệ thống thiết bị công nghệ thông tin và văn phòng làm việc cho dự án; chi phí hoạt động dự án; chi phí bảo trì các thiết bị công nghệ thông tin; lương, các khoản phụ cấp khác cho toàn bộ cán bộ người Việt Nam làm việc cho dự án.

- Đóng góp chính của phía Nhật Bản: cử các chuyên gia cần thiết để hỗ trợ quản lý thực hiện dự án; chuyên gia đào tạo công nghệ thông tin; đào tạo cho Việt Nam một số chuyên gia công nghệ thông tin tại Nhật Bản; cung cấp các thiết bị công nghệ thông tin phục vụ cho hoạt động đào tạo công nghệ thông tin tại Việt Nam.

6) Vốn đầu tư và nguồn vốn:

- Vốn trong nước: dự kiến khoảng 3,7 tỷ đồng trong 5 năm (trong đó năm 1997 dự kiến khoảng 0,4 tỷ đồng); nguồn vốn do Đại học Quốc gia Hà Nội tự cân đối từ các nguồn hợp pháp.

- Vốn viện trợ của Nhật Bản dự kiến cho năm 1997 gồm: 600.000 đôla Mỹ cho thiết bị công nghệ thông tin; 300.000 đôla Mỹ cho chuyên gia nước ngoài làm việc tại Việt Nam; 100.000 đôla Mỹ cho việc đào tạo chuyên gia Việt Nam tại Nhật Bản.

- Nguồn vốn cấp cho các năm còn lại sẽ được trình Chính phủ hai nước xem xét quyết định cùng với kế hoạch triển khai dự án theo từng năm.

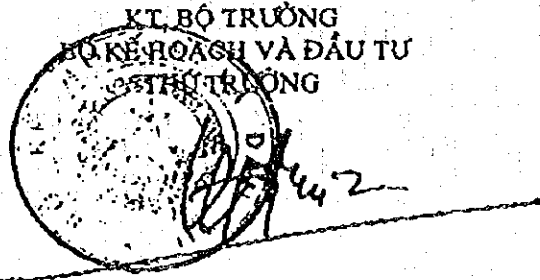
7) Quản lý và thực hiện dự án: theo khuôn khổ văn bản đã được hai bên ký kết và được Chính phủ Việt Nam và Chính phủ Nhật Bản phê chuẩn.

Điều 2.- Ủy nhiệm Giám đốc Đại học Quốc gia Hà Nội bổ nhiệm bộ máy và nhân sự quản lý thực hiện dự án, chỉ đạo việc huy động vốn trong nước để thực hiện dự án theo qui định hiện hành của Việt Nam; quyết định chọn chuyên gia nước ngoài vào Việt Nam để triển khai thực hiện dự án; chỉ đạo bộ máy quản lý dự án phối hợp với các cơ quan có liên quan để tổ chức triển khai thực hiện dự án phù hợp với các văn bản do hai bên ký kết và được Chính phủ hai nước phê chuẩn.

Nơi nhận:

- VPCP.(thay báo cáo)
- Bộ Ngoại giao
- Bộ GD&ĐT
- Bộ KHCN&MT
- Bộ Tài chính
- Bộ Thương mại
- Ban Chỉ đạo Quốc gia về CNTT
- Đại học Quốc gia Hà Nội
- Các vụ: VPTD, KTDN, KHCN&MT.
- Lưu VP.

KT. BỘ TRƯỞNG
 BỘ KẾ HOẠCH VÀ ĐẦU TƯ
 CHỦ TRƯỞNG



Võ Hồng Phúc

MI 539 = 4/5

**Decision of Minister of Planning and Investment on the
Project on Information Technology Training sponsored by Japan ODA**

Minister of Planning and Investment

Pursuant to the Decree 75/CP dated Nov. 11, 1995 of the Government on duties, powers and responsibilities of Ministry of Planning and Investment

Pursuant to the Decree 42/CP dated Jul. 16, 1996 of the Government on issuance of regulations on investment and construction; interministerial circular 04/TTLB dated Jul. 16, 1996 on guidance of implementing regulations on management of investment and construction, Decree 20/CP dated Mar. 15, 1994 of the Government on issuance of regulations on management and usage of ODA fund.

DECISION

Article 1: Minister of Planning and Investment decided to approve project on Information Technology Training with the following main contents:

- 1) Name of project: Vietnam Information Technology Training
- 2) Objective of the project: strengthening training ability of Institute of Information Technology Training under Hanoi National University during period of carrying out project as well as afterward in order to meet the demand of Socio-economic development in Vietnam
- 3) Project owner: Hanoi National University
- 4) Project site: 90 Nguyen Trai Road, Dong Da Dist., Hanoi (inside Hanoi National University)
- 5) Scope and project duration:
 - The project will last for 5 years (1997-2002) based on capital disbursement of Japanese and Vietnamese Government.
 - Project implementing plan in each year will be worked out by Japanese and Vietnamese side and submitted to the two Governments for consideration and decision; a content of this plan should be in accordance with project objective, developing orientation of information technology in Vietnam and capital providing ability of the two Governments.
 - Contribution of Vietnamese side: usage of 4-storey building (1570 m²) with full equipment and furniture for organizing training course on information technology and for project office, expense of project operation, expenditure of maintaining technological equipment, salary, and other allowances for Vietnamese staff working for project.
 - Contribution of Japanese Government: Dispatching experts who will support managing project implementation and in charge of training on information technology in Vietnam, training Vietnamese staff on information technology in Japan, supplying technological equipment for training activities in Vietnam.
- 6) Investment capital and capital source:
 - Domestic capital: estimated at VND 3.7 billion in 5 years (about VND 0.4 billion for 1997), this amount will be mobilized from legal sources by Hanoi National University itself

MI 539 5/15

- Estimated funding provided by Japanese Government in 1997 will include: US\$ 600,000 spent on technological equipment, US\$ 300,000 on sending Japanese experts to Vietnam and US\$ 100,000 on training Vietnamese staff in Japan.
- Capital source for the rest 4 years will be considered and decided by the two Governments in compliance with project implementing plan for each year.

7) Project management and implementation: in accordance with the document signed and approved by the two Governments.

Article 2: Entrust to President of Hanoi National University to appoint personnel working for project, to direct the mobilization of domestic capital sources for project implementation according to current regulations, to decide choosing foreign experts for carrying out the project, to guide project management board in coordination with relevant agencies to realize the project in compliance with the documents signed and approved by the two Governments.

For and on behalf of Minister of Planning and Investment
Vice Minister

(Signed and sealed)

Vo Hong Phuc

JICA