

MINISTRY OF EDUCATION AND TRAINING
THE SOCIALIST REPUBLIC OF VIET NAM

No.

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BASIC DESIGN STUDY REPORT

ON

THE PROJECT FOR

CONSTRUCTION OF

VIET NAM – JAPAN HUMAN RESOURCES

COOPERATION CENTER IN HO CHI MINH CITY

IN

THE SOCIALIST REPUBLIC OF VIET NAM

SEPTEMBER 2000

JAPAN INTERNATIONAL COOPERATION AGENCY
NIPPON KOEI CO., LTD.

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PREFACE

In response to a request from the Government of the Socialist Republic of Vietnam, the Government of Japan decided to conduct a Basic Design Study on The Project for Construction of Vietnam-Japan Human Resources Cooperation Center in Ho Chi Minh City and entrusted the Study to the Japan International Cooperation Agency (JICA).

JICA sent to Vietnam a Study Team from February 27 to March 18, 2000.

The team held discussions with the officials concerned of the Government of Vietnam, and conducted a field study at the Study area. After the team returned to Japan, further studies were made. Then, a mission was sent to Vietnam in order to discuss a draft basic design, and as this result, the present report was finalized.

I hope that this report will contribute to the promotion of the project and to the enhancement of friendly relations between our two countries.

I wish to express my sincere appreciation to the officials concerned of the Government of the Socialist Republic of Vietnam for their close cooperation extended to the teams.

September 2000



Kunihiko Saito
President
Japan International Cooperation Agency

September, 2000

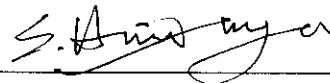
Letter of Transmittal

We are pleased to submit to you the basic design study report on the Project for Construction of Vietnam-Japan Human Resources Cooperation Center in Ho Chi Minh City in the Socialist Republic of Vietnam.

This study was conducted by Nippon Koei Co., Ltd., under a contract to JICA, during the period from February 20, 2000 to October 2, 2000. In conducting the Study, we have examined the feasibility and rationale of the Project with due consideration to the present situation of Vietnam and formulated the most appropriate basic design for the Project under Japan's grant aid scheme.

Finally, we hope that this report will contribute to further promotion of the Project.

Very Truly Yours,



Shin Hinomizu
Project Manager
Basic Design Study Team on
The Project for Construction of
Vietnam-Japan Human Resources
Cooperation Center in Ho Chi Minh City
Nippon Koei Co., Ltd.

ABBREVIATIONS

Organizations of Viet Nam

- CBAM : College of Business Administration for Managers
DPF : Department of Planning and Finance
EVC : Electricity of Viet Nam
FTU : Foreign Trade University
MOET : Ministry of Education and Training
MOFA : Ministry of Foreign Affairs
MPI : Ministry of Planning and Investment
VCCI : Viet Nam Chamber of Commerce and Industry
VJCC-HCMC: Viet Nam-Japan Human Resources Cooperation Center in Ho Chi Minh City (Ho Chi Minh Center)
VJCC-HNC: Viet Nam-Japan Human Resources Cooperation Center in Hanoi (Hanoi Center)

Japanese and International Organizations

- ADB : Asian Development Bank
AIT : Asian Institute of Technology
ASEAN : Association of Southeast Asian Nations
DAC/OECD : Development Assistance Committee, Organization for Economic Cooperation and Development
EOJ : Embassy of Japan
IRRI : International Rice Research Institute
IDA : International Development Association
JBIC : Japan Bank for International Cooperation
JICA : Japan International Cooperation Agency
JOCV : Japan Overseas Cooperation Volunteers
NIS : New Independent States
NGO : Non-Governmental Organization
ODA : Official Development Assistance
UNDP : United Nations Development Program
UNESCO : United Nations Educational, Scientific, and Cultural Organization
UNICEF : United Nations Children's Fund
EU : European Union

General and Technical

A/V	: Audio Visual
E/N	: Exchange of Notes
GDP	: Gross Domestic Product
GNP	: Gross National Product
JIS	: Japanese Industrial Standards
LAN	: Local Area Network
MBA	: Master of Business Administration
M/D	: Minutes of Discussion
PC	: Personal Computer
UPS	: Uninterrupted Power Supply Equipment

EXCHANGE RATE

US\$1 = 14,000 VND (Vietnamese Dong)



Viet Nam Map

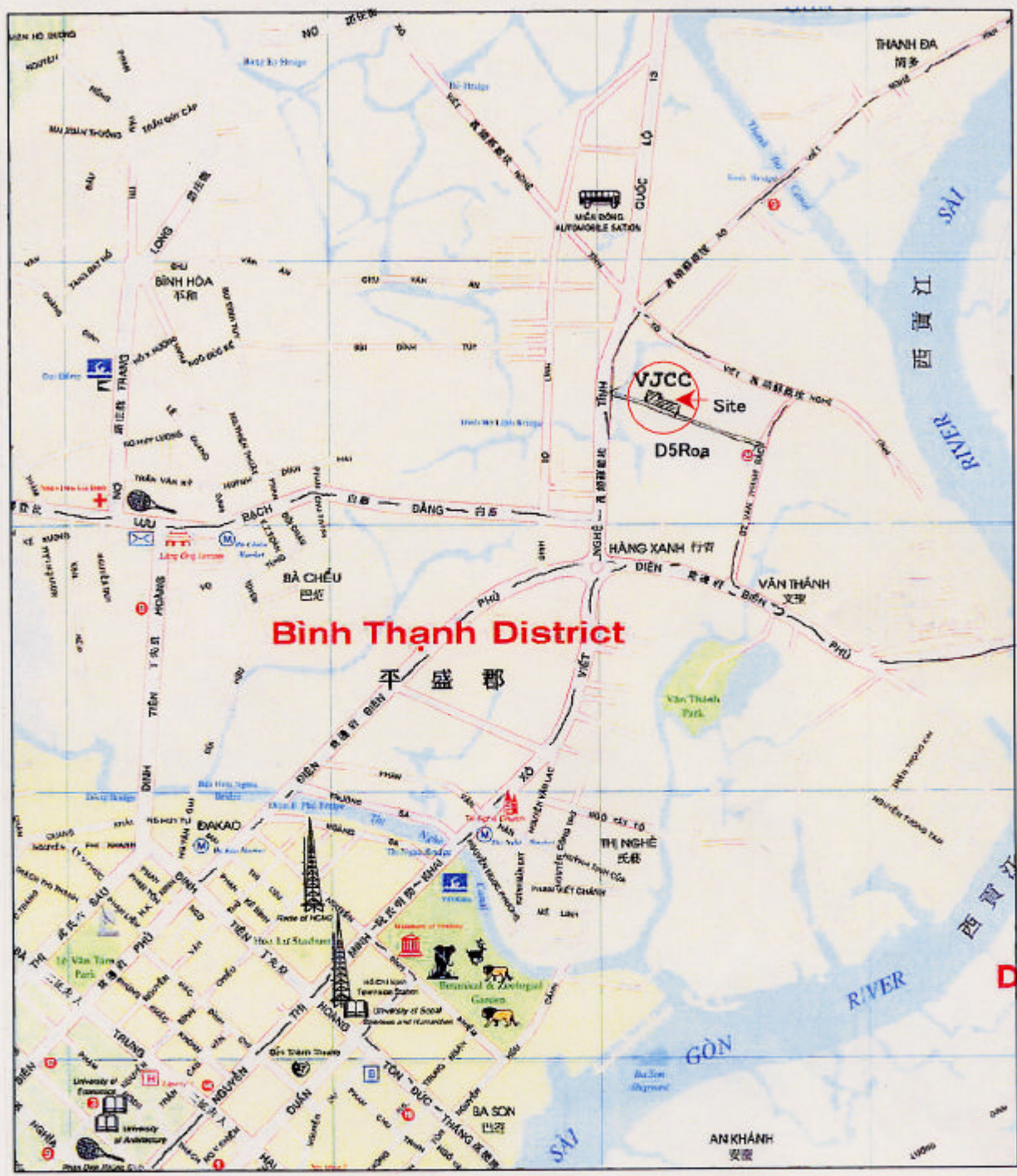


Ho Chi Minh City : Location Map

THE PROJECT FOR CONSTRUCTION OF
VIET NAM-JAPAN HUMAN RESOURCES
COOPERATION CENTER IN HO CHI MINH CITY
IN THE SOCIALIST REPUBLIC OF VIET NAM

LOCATION MAP OF HO CHI MINH CITY

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THE PROJECT FOR CONSTRUCTION OF
 VIET NAM-JAPAN HUMAN RESOURCES
 COOPERATION CENTER IN HO CHI MINH CITY
 IN THE SOCIALIST REPUBLIC OF VIET NAM

VJCC-HCMC LOCATION MAP

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D5 Road

West part of the Site



Center part of the Site



East part of the Site

D5 Road

THE PROJECT FOR CONSTRUCTION OF
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VJCC-HCMC SITE
(Mar. 12, 2000)



Looking west along D5 Road. The site is to the right. The photograph was taken from about the center of the site boundary with D5 Road.

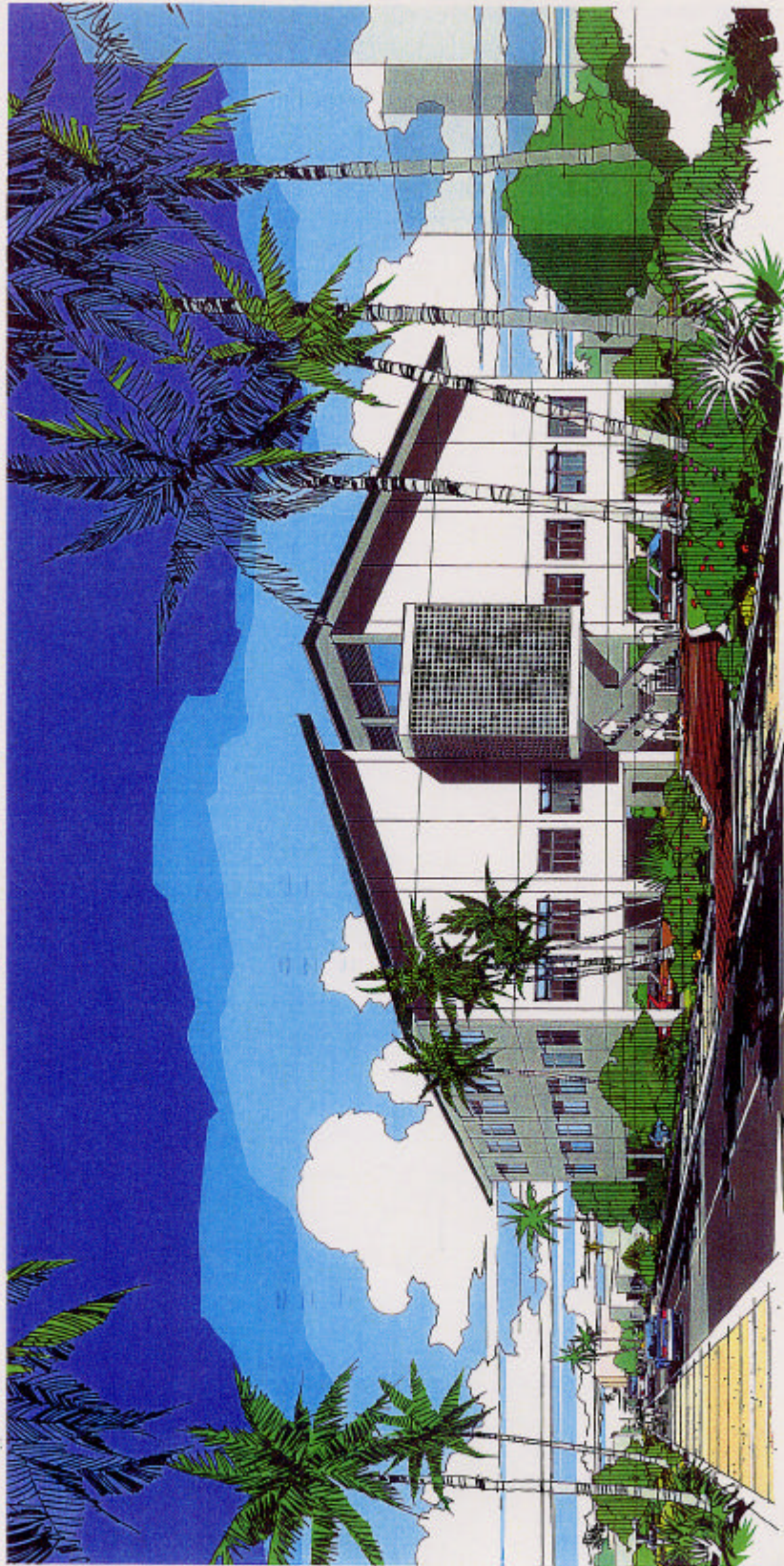


Looking east along D5 Road. The site is to the left from around the small palm tree.

THE PROJECT FOR CONSTRUCTION OF
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JAPAN INTERNATIONAL COOPERATION AGENCY

PROGRESS ON D5 ROAD
AS OF AUGUST 2000



THE PROJECT FOR CONSTRUCTION OF
VIET NAM-JAPAN HUMAN RESOURCES
COOPERATION CENTER IN HO CHI MINH CITY
IN THE SOCIALIST REPUBLIC OF VIET NAM

PERSPECTIVE DRAWING OF
VJCC-HCMC

JAPAN INTERNATIONAL COOPERATION AGENCY

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CHAPTER 1

BACKGROUND OF THE PROJECT

CHAPTER 1 BACKGROUND OF THE PROJECT

Viet Nam lies in a north-south direction stretching about 1,700 km along the eastern edge of the Indochina Peninsula and is one of the regional socialist republic countries group along with Laos and Cambodia. Having well over 73 million population, it is a large country, comparable to Thailand. Though liberated from French colonialism after the end of World War II, the country was politically divided into North and South governments and has experienced extreme hardship through the national liberation movement launched in 1960 and the ensuing internal war until the unification of the divided countries in 1975.

The most urgent policy of the unified Vietnamese Government upon the end of the internal war was the recovery of food producing capacity to feed its people. Throughout the “Second Five-Year Development Plan (1976 – 80)”, the first national development plan after unification, massive efforts was made in revival and expansion of cultivated land and development of irrigation systems. Afterwards, priority was shifted toward industrialization of the country with particular emphasis on heavy industries and socialization of southern Viet Nam (the former South Viet Nam). However, the efforts did not succeed in achieving the targets mainly owing to inefficiency characteristic of state-run enterprises. Industrial production stagnated and the socialization of southern Viet Nam faced a number of difficulties.

As a result of the slump in the economic sector, the central government in 1979 decided to adopt the “New Economic Policy” which subsequently was to evolve into the current Doi Moi policy. The worldwide economic collapse of socialist countries, coupled with national economic stagnation, forced Viet Nam to follow a path toward rapid market-orientation of its economy. In December 1986 at the Communist Party convention, it officially adopted the Doi Moi policy in an effort to achieve rapid economic growth by economic re-structuring and external liberation policy.

In the “Five-Year Educational Development Plan (1996 – 2000)”, a part of the Doi Moi policy, development of human resources by higher education to meet the challenge of market-based economy was, along with comprehensive nationwide primary education, one of the highest priority issues.

However, the Asian Development Bank (ADB) in a report published in 1997 concerning a project to construct a vocational training school, noted that the present secondary and higher education system is not graduating students who meet the requirements of the new market oriented enterprises due to outdated equipment, curricula, and evaluation system of students. The report further noted that the official lending agencies such as the World

Bank had put their main emphasis on primary education development and that investment and assistance to secondary and tertiary education was lacking.

The Japanese Government, in its official economic assistance programs for Viet Nam, also places the greatest emphasis on the human resources development sector. In this respect, the Japanese Government launched in 1994 and has since then continually extended assistance in running the so called “Japan Center” in New Independent States (NIS) countries of the previous Soviet Union as the base to train people of these countries to run a market-based economy. The “Japan Center” concept is designed to assist socialist-bloc countries to adapt to a market-oriented economy.

Under these circumstances, the Japanese Government dispatched a project formation mission to Viet Nam in July 1998 with an aim to discuss setting up a similar center which would contribute to similar human resources development. The Vietnamese Government, cordially welcoming the idea, proposed on its part to put the center in the Foreign Trade University (FTU) in Hanoi.

In response to this proposal, the Japan International Cooperation Agency (JICA) dispatched a Preliminary Survey Mission in January 1999 to work out a concrete plan for the “Viet Nam-Japan Human Resources Cooperation Center”. As a result of the discussion between the mission and the Vietnamese party, it was agreed that centers be set up in both Hanoi, which is the capital and the source of most of the country’s leaders, and Ho Chi Minh, the commercial capitol, which has the largest concentration of private enterprises in Viet Nam. Technical assistance of the Japanese government by “Project-type Technical Cooperation Scheme” was also agreed to be extended to support this undertaking.

Following this development, the Vietnamese Government submitted to the Japanese Government an additional request for assistance in March 1999 for constructing building and supplying training equipment under a Grant Aid Scheme to expedite the realization of the Project. The Project-type Technical Cooperation Scheme in the meantime is to be commenced from October 2000, not awaiting the completion of the facilities to be constructed by the Grant Aid Scheme, using facilities provided by utilizing modified rooms in the new Library building.

The basic design study for the sister facility of the Project, the Hanoi Center, was dispatched to Hanoi in August, 1999 and the basic design study report submitted in December. Subsequently, the E/N between the Government of Japan and Viet Nam was signed on 30th, June 2000 and the Hanoi Center is now in the process of detailed design and is scheduled to be completed by January 2002.

CHAPTER 2
CONTENTS OF THE PROJECT

CHAPTER 2 CONTENTS OF THE PROJECT

2-1 Objectives of the Project

The proposed Viet Nam-Japan Human Resources Cooperation Center in Ho Chi Minh City (VCC-HCMC) is planned to develop human resources responding to the reorientation of the Vietnamese economy to a market-based economy and to strengthen mutual understanding between Viet Nam and Japan. The Center will initially be the operation base for the Project-type Technical Cooperation Scheme to be conducted by the Japanese Government. This Grant Aid Scheme aims at providing the necessary space (center building) and training equipment to enable the smooth execution of various activities and thereby achieve the intended objectives of the Project-type Technical Cooperation Scheme. Business seminars including computer courses, Japanese language courses, and cultural exchange activities of both countries are planned for the Center. The Project-type Technical Cooperation Scheme is under preparation to be executed both at Hanoi and Ho Chi Minh cities. The Ho Chi Minh Center is intended as the branch of the main center in Hanoi, which is scheduled to be completed by January, 2002.

2-2 Basic Concept of the Project

2-2-1 Basic Concept of the Project

(1) Activities of the Center

The major activities formulated by the Preliminary Mission for Project-type Technical Cooperation Scheme for the center are mentioned below. All design requirements of the VJCC-HCMC will be determined on the basis of the following activities.

1) Business Courses

Ten business courses will be organized, with 30 courses in total conducted throughout the year. Thirty to forty people will be accommodated in each course. The purpose of the seminars will be to train people in international standard practices in accounting, marketing, business planning, foreign trade, company management diagnosis, financing and securities, and practical business computer skills. They are designed to provide the students with

the skills to meet the challenge of reorientation of the economy to a market basis.

2) Japanese Language Courses

The Japanese language courses will be designed to train prospective students for overseas study or workers for job training in Japan. The courses will provide an advanced training beyond day-to-day conversation level and not compete directly with established Japanese language schools.

3) Information Services and Cultural Exchange

The library and presentation areas will be furnished with several audio-visual equipment, literature on Japan and access facilities. These facilities will provide the general public as well as the trainees with information on Japan to deepen understanding of Japan. Cultural exchange activities will be held to introduce Japanese culture and thereby develop personal contacts to strengthen friendly relationship between Viet Nam and Japan.

(2) Basic Composition and Site of the Center

It was agreed between the two sides that the basic composition of the Center facilities was to follow the Hanoi Center. FTU presented documents from the Chief Architect of Ho Chi Minh City requiring buildings in the site area to be more than three stories high and the Study Team agreed in principle to design the center facilities accordingly.

The main portion of the site is reserved for the proposed buildings of the FTU Ho Chi Minh Branch, including a 5-story, 4,000m² classroom building and a 450m², 3-story instructor's residence. It was confirmed that it would be difficult to change the layout of the proposed branch buildings as it had already been approved by the Peoples Committee of Ho Chi Minh City.

The Site selected for the Center is in the southwest corner of the Site, approximately 28 m wide, 35 m deep, and with an area of about 1,000m². The selected area agreed with the preliminary studies conducted by the Study Team and the proposed arrangement of the FTU buildings. (See Table 2-1.)

The space requirements for each room of the Center will be determined following the above criteria and consideration for the branch status of the Center in relation to the main Hanoi Center.

Table 2-1 VJCC HO CHI MINH CENTER SITE PLAN STUDY

	CASE-1	CASE-2	CASE-3
SITE PLAN			
Volume Study			
Notes	<p>CASE-1 shows a site plan with the least distance between Classroom Building and VJCC. The Guest House has been placed in the south east corner of the site. Not enough space for vehicular approach to Guest house. Service approach to VJCC uses piloti's space under Classroom Building. Long and winding access. Main Building volumes are concentrated in western half of site. Not well balanced.</p>	<p>Central open space defined by three main buildings with VJCC in east of site. Distribution of pedestrian walking spaces, vehicular traffic circulation not as good as CASE-3. Service entrance to VJCC is separate..</p>	<p>Basically same as CASE-2, but VJCC in west of site. Main entrance and approach are centered on Guest House.. Pedestrian spaces and vehicular circulation better balanced than CASE-2.. Central open space is visually divided into two separate areas....</p>
Evaluation	△	○	◎

(3) Components of the Center

1) Activities of the VJCC-HCMC

It was agreed that the activities of VJCC-HCMC are to be based on the Hanoi Center and will be arranged into Cultural Exchange/Lobby Zone, Seminar Zone and Administration Zone.

The most obvious difference from the Hanoi Center is that while Hanoi is already heavily built up, the Ho Chi Minh site is still open land, with no firm schedule for construction of the FTU Branch buildings. From a practical view point, the branch buildings will not be ready before the opening of the VJCC-HCMC and various student amenities such as parking spaces for motorbikes and bicycles, canteen, etc will not be available. Therefore, the required that student parking and canteen and guard man room will be provided within Project components.

2) Library Functions

The reading area in the library was strongly requested by FTU to be enlarged from 12 seat capacity to at least 15 seat capacity. The Study Team agreed in principle to the request. The internet access equipment was also agreed to be increased to 10 units in line with the Hanoi Center. Internet cafes, etc are popular in Viet Nam and the request was included in the Minutes of Discussion (M/D). FTU has an annual budget of approximately US\$500,000 for maintenance from which research materials and library books are procured.

The initial Japanese contribution is planned to be 3,000 books, but allowance will be made for up to 5,000 books in book storage room, in order to accommodate input from the Project-type Technical Cooperation Scheme and books procured by the Center on its own.

3) Seminar Facilities

The seating capacity of the multi-purpose room was increased to 100 seats and the two seminar rooms to seating capacity between 30 to 40 seats each. The computers for instructional use were also increased to 20 units in line with the Hanoi Center. A space capable of being converted into a translators booth has also been provided for the multi-purpose room.

4) Other Components

The required number of student motorbike parking spaces is estimated to be about 150 bikes and bicycles. In addition, 8 to 9 car parking spaces are required for the instructors. The pilotis space on the first floor is the most appropriate space for these facilities and a guard room with separate toilet is also provided. Generators, pump room and power room are also required in consideration of the current power and water supply conditions and a realistic appraisal of the construction schedule for the FTU branch facilities.

Basic infrastructure, such as water supply, power supply, sewerage connection, and telephone line connection will be provided by Vietnamese side.

(4) Basic Principles Concerning Air Conditioning

The basic principles of the air conditioning design will be described in comparison with the Hanoi Center. In Hanoi, there are seasonal climatic changes and both heating and cooling equipment are required. There are also periods between the hot season and cold season when ventilation would suffice to control room temperature. In these conditions it was appropriate to design air conditioning for the entire building.

In contrast, Ho Chi Minh is hot and humid throughout the year and it will be uneconomical to provide air conditioning equipment throughout the entire building. Therefore, the large central lobby has been designed for natural ventilation, with vertical voids and high clerestory ventilation louvers to maximize air circulation through the building.

For the same reasons, major activity rooms will be designed to be air conditioned to maintain appropriate room conditions for study. Similar existing facilities visited by the Study Team in Ho Chi Minh, such as internet cafes and business schools were found to be mostly air-conditioned.

(5) Training Equipment Components

The Project facilities and equipment will be designed to provide services following the 'Japan Center' concept and the tentative course structure outlined in the 'Preliminary Report' by the Preliminary Study Team for the Project-type Technical Cooperation Scheme.

1) Cultural Exchange/Lobby Zone

- Lobby : One large panel display and one set of furniture

- Library : 10 internet access booths with computer sets, two audio-visual booths, 5 study carrels, two printers, one copy machine and full set of library furniture.
- 2) Seminar Zone
- Multi-purpose Room: One set of audio equipment, one set of projector equipment and full set of furniture.
 - Seminar Room : One set of audio equipment, one set of projector equipment and full set of furniture.
 - Computer Room : 21 sets of computer terminals and full set of furniture.
 - Japan Club : Full set of furniture.
- 3) Administration Zone
- Director Room, Reception Room, Administrative Office, Lecturer's Room, Meeting Room and Secretary Room:
Full set of furniture, copy machine facsimile machine.

(6) Other Components

1) Expression of 'Japanese Character'

The Japanese character of the facility will be expressed by designing a small pond (lotus pond, etc) over which the main entrance staircase is designed to cross. This is a design paradigm common to both Japan and Viet Nam, as can be seen in various famous buildings in both countries. The lobby is designed with finishing details that will impart a distinctive Japanese 'feel' to the space.

2) Policy to People with Disabilities

As with the Hanoi Center, a three story structure prevents the effective design of facilities for people with disabilities. Bicycles and motorbikes provide the main means of transportation in Ho Chi Minh and public transportation is minimal. In these conditions, it is not reasonable at present to provide facilities for people with disabilities, although provision for future accommodation will be carefully considered

2-2-2 Major Components of the Project

Major dimensions of the Project Facilities are outlined below:

(1) Building Components

Structure:	Reinforced concrete structure, 3 stories high,
Total Floor Area:	1,308 m ²

Covered Ground Area: 660 m² (Including 544m² ground floor pilotis space for car parking)

(2) Facilities

The Center is composed of three zones. The rooms in each zone are described below:

1) Cultural Exchange/ Lobby Zone

- Lobby : This is the entrance to the entire facility, used by all participants, including students, the general public, instructors and staff. A large flat panel video display will continually provide information introducing Japan and will be supplemented by normal graphical presentations. The lobby area is open to the general public.
- Library : The library will be provided with reading areas for 24 persons, book racks for 5,000 books, 10 internet browsing facilities, 5 self study booths, 2 A/V booths and 2 guidance desks.

2) Seminar Zone

- Multi-Purpose Room:
This room has seating capacity for 100 persons and can also be divided into three separate rooms by movable partitions.
- Seminar Rooms:
Two seminar rooms with 36 seat capacity are provided for business seminars and Japanese language instruction. The two rooms can be joined into one large room by movable partitions.
- Computer Room:
This room will be provided with 20 computers for student use and one unit for the instructor, with appropriate desks and chairs.
- Cultural Exchange Room:
This will be a Japanese 'tatami' style room, with seating for 10~12 persons. The anteroom will provide spectator space for demonstrations of Japanese dancing, tea ceremony, etc. The anteroom will also be used as back up storage for desks and chairs when the multi-purpose room is used for special functions.
- Japan Club:
This room will be used by JOCV's, Japanese resident associations and returned trainees to maintain contact and further enhance their experiences in Ho Chi Minh through various activities. Seating for 8 persons is provided.

3) Administration Zone

- Director Room:
The room is provided for one Vietnamese Director, but will also be the office of the Japanese Co-Director, who normally resides in Hanoi, when in Ho Chi Minh City.
- Reception Room:
Reception space for 15 persons is provided.
- Administration Office:

Office space for 6 staff is provided, including one Japanese administrative expert to be sent under Project-type Technical Cooperation Scheme.

- Instructor Room:
Office space for 9 instructors for the three courses is provided.
- Meeting Room:
Meeting space for 15 persons is provided.
- Secretary Space:
Secretary space is provided adjacent to the Director Room. The secretary will also be responsible for checking of entrants to the office area.

2-2-3 Procurement of Training Equipment

Each room will be provided with the following equipment:

- 1) Cultural Exchange/ Lobby Zone:
 - a) Lobby

Large Flat Panel Display	1 set	
Lobby Furniture	1 set	
 - b) Library

Internet Access Computers	10 sets	
Audio-visual Information booths & Equipment	2 sets	
Self Study Booths	5 sets	
Printer		2 units
Copy machine	1 unit	
Library Furniture including guidance desks	1 lot	
Book Racks	1 lot	
- 2) Seminar Zone:
 - a) Multi-Purpose Room

Audio-visual Equipment		1 set
Seminar Furniture	1 lot	
 - b) Seminar Rooms

Portable Audio-visual Equipment (Seminar Rm.)	1 set	
Seminar Furniture	1 lot	
 - c) Computer Room

Personal Computers (Computer Room)	20+1 sets	
Computer Desks	1 lot	
 - d) Cultural Exchange Room

8 'joh' Japanese room & ante-room	8-tatami size room	
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 - e) Japan Club

Seminar Furniture	1 lot	
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- 3) Administration Zone: