

## 付 属 資 料

### 要請書

M/M (プロジェクト形成基礎調査)

在外プロジェクト形成基礎調査TOR

パイロットプロジェクト例

S/W (予備調査)

M/M (予備調査)

132号決議 (仮訳 - 未定稿)

在外プロジェクト形成基礎調査報告書

10 years  
- 10 years of your career,  
of whom chief years.

伝統工芸を活用した地域振興計画調査

**PROJECT OUTLINE PROPOSAL**  
(Projects use Granting Aid from Japan)

TOR

**Project Title :** Scope of work for the study on rural development master plan based on the non-farm activity (Artisan craft development for poverty eradication) in Vietnam.

**Location:** Vietnam  
**Duration:** 18 month

**Implementing organization:** Ministry of Agricultural and Rural Development (MARD)

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CÔNG VIÊN	
STT	25078
Ngày	25-7-2000

**I- Introduction**

Job and income of rural people are emergent problem of Vietnam. In parallel with development of Agriculture in the direction of intensive farming, one of the most promising measures for creating the jobs and income for rural people is developing non-agricultural profession.

At present, in rural areas of Vietnam the number of proper farming households is as high as 62.22%, the number of houserholds, working for agriculture in intergration with other profession, is about 26.49% and non-farming households are estimated at 11.29%. The majority of poor households is included in the number of proper farming one. In the last years, the number of non professional farming households is increasing rapidly due to lack of employment and low income.

Non- farm activities in rural areas are of diversity. There are hundreds of profession, among which someone could be the focal point of labour of a great number of household in a village, forming the professional villages. The rural profession could be categorized on the basis of raw material or of technology. Commonly, there are 3 groups, as following:

- Group of processing of products of agriculture, forestry and fishery: 17.26%
- Group of handicraft, rural industry, construction: 32.50%
- Group of services: 49.88%

Despite the smallness of scale and existing too much difficulties and impediments, in the last time (the trend of restoration and development of rural industries) is appreciable, wich are creating the employment for people and producing a great quantity of consumable goods with traditional characteristics, contributing to socio-economic development and increasing income of labourers and export turnover as well (in 1999 export value of artisan craft goods is about 250 million US dollars). Among the non-farm activities, the products of traditional arts and artisan crafts play an important role. These products, besides above

mentioned socio-economical significance, have pregnant with national cultural character, invisible value of which can not be valued.

In order to identify the developing direction and general solution for development problem of non-farm activities, in general, and of handicraft, in particular, in rural, especially in remote areas, it is necessary to promote the study on the non-farm activities of these regions for establishing a master plan for rural development.

For these reasons, there is the need for carrying out an outline proposal project on "Scope of work for the study on rural development master plan based on the non-farm activity in Vietnam.", centre of which is artisan crafts. This work requires a great funding, attracting the contribution of many experienced specialists within country and from abroad.

Japan is a country, where the traditional industries are developed and there are many experienced specialists in this fields. Despite in Japan the modern industries highly developed, the rural industries are playing an important role in the socio-economic development of the country. Thus, the MARD of Vietnam has a proposal for the contribution of Japanese Program for Technical Cooperation and Japanese Chiba University in carrying out the survey for establishing of this project outline proposal.

## **II- Objectives of the Study**

The objectives of the Study are as follows:

1- To formulate a non-farm activity based rural development master plan for the target year 2005, 2010 and 2020 in Vietnam, highlighting artisan craft development in rural and mountainous areas and its social and economic impact as a practical means for poverty eradication;

2- Marking the map of artisan crafts goods and planning of the traditionally professional villages.

3- To conduct a pre-feasibility study on high priority projects; and

4- To facilitate the transfer of technology in planning for artisan craft development in rural and mountainous areas and in managerial aspects to the counterpart personnel in Vietnam.

## **III- Study Area**

The study area covers the whole country of Vietnam.

## **IV- Scope of the Study**

To achieve the above mentioned objectives, the study shall cover the following tasks and activities:

### ***A. Analysis of Current Conditions:***

1) Selection of targeted provinces from 61 provinces of Vietnam.

- 2) Analysis of current social-economic conditions of non-farm sectors in the selected provinces.
- 3) Analysis of existing artisan craft: crafts in the selected provinces, including:
  - Attributes of crafts: crafts households, number of craftspeople, status of production, production process, raw materials, product quality, etc.;
  - Attributes of crafts villages and communes: population, socioeconomic conditions, etc.; and
  - Trade and marketing potential.
- 4) Analysis of organizational and administrative aspects of communes and the Central Government as well as the support facilities for promotion of the selected crafts.
- 5) Analysis of environmental aspects for raw materials and production of the selected crafts.
- 6) Marking the map of non-farm, artisan crafts villages of Vietnam

#### ***B. Future Development potential Study***

- 1) Socioeconomic impacts on development of traditional artisan crafts.
- 2) Training requirements for craftspeople, designers and government officials.
- 3) Future market potential under "alive" preservation

#### ***C. Formulation of Master plan in a Phased Manner-targeting the year 2005, 2010, and 2020***

- 1) Policy and program formulation for poverty eradication using handicraft development as a core program and for "alive" preservation and promotion of Vietnamese traditional art crafts and occupation village.
- 2) Managerial, technical and financial support provided by the Government and People's Committees.
- 3) Institutional development planning including establishment of various focal points for policy and program implementation, artisan craft development centers, research centers, training center, etc.

#### ***D. Pre-feasibility Study on High Priority Projects***

- 1) Identification and prioritization of essential projects including establishment of regional focal points having functions of, inter alia, technology transfer, training, business advisory service for artisan craft development of a model for some new non-farm villages, development of a model for some new non-farm villages, etc.
- 2) For the selected high priority projects, carry out the following:
  - Selection of the provinces where high priority projects are to be established;
  - Demand analysis;
  - Organization/managerial analysis for its pilot implementation;
  - Cost estimates for the physical establishment;
  - Implementing arrangements; and
  - Economic and financial analysis.

## V- Committees

To smoothly carry out the study, the following committees are to be the officials concerned to work with the Study Team.

### *V.1. Coordinating Committee:*

- 1) Consists of the concerned officials from the Ministry of Agricultural and Rural Development and People's Committees of the selected provinces for pre-feasibility study. (Some members may be the same as those of the Technical Committees below);
- 2) Provides the Study Team with necessary guidance on:
  - i. Government policies on rural development;
  - ii. Support programs on artisan craft development; and
  - iii. Current programs and projects undertaken by international organizations and bilateral donors for rural development focusing on poverty eradication as well as specific measures currently undertaken for artisan craft development.
- 3) Undertakes discussion and analyses on poverty eradication, rural development, covering (2)(i), (ii) and (iii) above; and artisan craft development; and
- 4) Facilitates a harmonized approach and solution to artisan craft development matters among government authorities.

### *V.2. Technical Committees on the Entity Level:*

- The Technical Committee of MARD and  
- The Technical Committee of People's Committee of the selected provinces for a pre-feasibility study.

- 1) Consists of the official of MARD and the People's Committee responsible for rural development, non-farm sector development;
- 2) Provides the Study Team with necessary data available and assists them in obtaining additional data;
- 3) Undertakes discussions and analysis of non-farm activity based rural development related matters, highlighting artisan crafts development;
- 4) Works with the Study Team to formulate the Master plan; and
- 5) Has close coordination with the other Technical Committees and the Coordinating Committee during the course of the formulation of the Master Plan.

## VI- Study schedule

The study will be carried out in accordance with the attached tentative study schedule (see Appendix)

## VII- Reports

Study Team shall prepare and submit the following reports in English to the Government of Viet Nam in accordance with the attached tentative work schedule.

- 1- Inception Report  
Thirty (30) copies at the commencement of the work in Viet Nam.
- 2- Progress Report  
Thirty (30) copies at the end of the work in Viet Nam.
- 3- Interim Report  
Thirty (30) copies at the commencement of the second work in Viet Nam.
- 4- Draft final Report  
Thirty (30) copies within thirteen (13) months after the commencement of the study.  
The written comments on the Draft final Report from the Government of Viet Nam shall be submitted to Study Team within one (1) month after submission of the report.
- 5- Final Report  
Fifty (50) copies within one (1) month after receipt of the comments on the Draft final Report.

The Ministry of Agricultural and Rural Development (MARD) shall act as counterpart agency in the Study and also as a coordinating body in relation with other concerned government and non-government organizations for the smooth implementation of the Study.

The MARD shall, at its own expense and in cooperation with other organizations concerned, provide the Team with the following:

#### Tentative schedule of the Study

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Government officer																		
Japanese officer work in Vietnam																		
Japanese officer work in Japan																		
Report	IC/R				P/R			IT/R				DF/R			F/R			

Abbreviation: IC/R: Inception report  
P/R : Progress Report  
IT/R : Interim Report  
DF/R: Draft final Report  
F/R : Final report.

# TÓM TẮT DỰ ÁN ĐỀ NGHỊ VIỆN TRỢ CỦA CHÍNH PHỦ NHẬT BẢN

Tên dự án: Khảo sát, nghiên cứu, xây dựng quy hoạch tổng quan phát triển ngành nghề phi nông nghiệp ở Việt nam

Thời gian thực hiện : 18 tháng.

Địa điểm thực hiện: Dự án được thực hiện trên toàn lãnh thổ Việt nam

Cơ quan thực hiện: Bộ Nông nghiệp và Phát triển nông thôn.

Cơ quan triển khai: Cục Chế biến Nông lâm sản và ngành nghề nông thôn

Dự kiến thời gian bắt đầu: Tháng 4/2001

## I. GIỚI THIỆU

Việc làm và thu nhập của người dân nông thôn đang là vấn đề nổi cộm trong nông thôn Việt Nam. Đi đôi với việc phát triển nông nghiệp theo hướng thâm canh tăng vụ thì một biện pháp có thể giải quyết được nhiều việc làm và tăng thu nhập cho người dân nông thôn là phát triển ngành nghề phi nông nghiệp.

Hiện nay, trong nông thôn Việt nam, hộ nông nghiệp thuần chiếm 62,22%, hộ kiêm chiếm 26,49% và hộ, cơ sở chuyên sản xuất ngành nghề phi nông nghiệp chiếm 11,29%. Phần lớn các hộ nghèo nằm trong số các hộ thuần nông. Những năm gần đây, hộ kiêm phát triển mạnh vì sản xuất nông nghiệp không có đủ việc làm và cho thu nhập thấp.

Ngành nghề phi nông nghiệp ở nông thôn Việt nam rất đa dạng, có hàng trăm nghề, có những nghề được tập trung cho nhiều hộ trong làng cùng làm, hình thành các làng nghề. Để phân loại ngành nghề nông thôn thường căn cứ vào nguyên liệu đầu vào hoặc công nghệ sản xuất. Thông thường, người ta chia ra làm 3 nhóm ngành chính như sau:

- Nhóm chế biến nông, lâm, thủy, hải sản: chiếm 17,26%
- Nhóm tiểu thủ công nghiệp, xây dựng : chiếm 32,50%
- Nhóm dịch vụ : chiếm 49,88%.

Mặc dù quy mô còn nhỏ bé và gặp nhiều khó khăn, trở ngại, nhưng ngành nghề nông thôn Việt nam trong thời gian gần đây có xu hướng phục hồi và phát triển, mang lại các cơ hội việc làm đáng kể cho người dân nông thôn, tạo ra khối lượng hàng hoá tiêu dùng cho xã hội và góp phần đáng kể làm tăng thu nhập cho người dân nông thôn, tăng kim ngạch xuất khẩu (năm 1999, xuất khẩu hàng Thủ công mỹ nghệ đạt 250 triệu USD). Trong đó, đặc biệt có ý nghĩa là các nghề sản

xuất ra sản phẩm Thủ công mỹ nghệ truyền thống, các sản phẩm này, ngoài giá trị kinh tế - xã hội, còn chứa đựng giá trị văn hoá dân tộc là những giá trị vô hình mà không thể đo đếm được.

Để có những định hướng và giải pháp tổng thể cho việc phát triển các ngành thủ công mỹ nghệ nói riêng, các ngành nghề phi nông nghiệp nói chung ở nông thôn, nhất là vùng sâu và vùng núi cao cần phải tiến hành khảo sát, nghiên cứu đầy đủ và xây dựng Quy hoạch tổng quan cho lĩnh vực này.

Vì vậy, việc tiến hành xây dựng dự án “Khảo sát, nghiên cứu xây dựng quy hoạch tổng quan phát triển ngành nghề phi nông nghiệp ở Việt nam” mà trọng tâm là các nghề thủ công mỹ nghệ là việc làm cần thiết. Việc làm này đòi hỏi phải có kinh phí lớn và huy động được sự tham gia của các chuyên gia giàu kinh nghiệm trong nước, sự giúp đỡ của các chuyên gia nước ngoài.

Qua nghiên cứu và tìm hiểu cho thấy Nhật Bản là quốc gia có nhiều kinh nghiệm trong việc duy trì và phát triển nghề Thủ công mỹ nghệ truyền thống. Mặc dù đã là nước công nghiệp phát triển, nhưng lĩnh vực ngành nghề phi nông nghiệp ở Nhật Bản vẫn được quan tâm và có vai trò nhất định trong sự phát triển kinh tế - xã hội khu vực nông thôn. Vì vậy, Bộ Nông nghiệp và Phát triển nông thôn đề nghị Chương trình hợp tác kỹ thuật Nhật bản và Trường Đại học Chi Ba (Nhật bản) phối hợp thực hiện cuộc điều tra, khảo sát và xây dựng quy hoạch tổng quan này.

## II. MỤC TIÊU CỦA DỰ ÁN:

1- Xây dựng quy hoạch tổng quan phát triển ngành nghề nông thôn trên cơ sở chiến lược phát triển nông thôn tới năm 2005, 2010 và 2020. Chú trọng phát triển các sản phẩm mỹ nghệ truyền thống ở nông thôn, đặc biệt quan tâm tới vùng núi cao, vùng sâu như là một phương tiện hữu hiệu xoá đói, giảm nghèo và phát triển kinh tế xã hội.

2- Xây dựng bản đồ hiện trạng và quy hoạch các làng nghề sản xuất các sản phẩm được là hàng Thủ công mỹ nghệ truyền thống.

3- Thiết lập các dự án tiền khả thi cho các lĩnh vực ưu tiên trong phát triển ngành nghề phi nông nghiệp nói chung và ngành thủ công mỹ nghệ nói riêng.

4- Thực hiện việc chuyển giao công nghệ trên cơ sở các kế hoạch phát triển hàng thủ công mỹ nghệ ở khu vực nông thôn miền núi và kế hoạch phát triển, đào tạo nguồn nhân lực, các nhà quản lý doanh nghiệp ngành nghề ở nông thôn Việt nam.



### III. ĐỊA BÀN NGHIÊN CỨU VÀ THỰC HIỆN DỰ ÁN

Việc khảo sát và thực hiện dự án sẽ tập trung nghiên cứu, xây dựng quy hoạch tổng quan duy trì và phát triển nghề Thủ công mỹ nghệ tại các địa phương trong cả nước.

### IV. NỘI DUNG CỦA DỰ ÁN

Nhằm thực hiện các mục tiêu đã đề ra, cuộc nghiên cứu sẽ bao gồm những nội dung sau:

#### ***A. Phân tích thực trạng, điều kiện phát triển hiện tại của ngành nghề phi nông nghiệp hiện nay, trong đó tập trung vào ngành nghề Thủ công mỹ nghệ:***

A1. Lựa chọn các tỉnh sẽ được nghiên cứu khảo sát.

A2. Phân tích các điều kiện Kinh tế-xã hội của hoạt động phi nông nghiệp của các tỉnh đã được lựa chọn.

A3. Phân tích sự phát triển của ngành nghề thủ công mỹ nghệ của các tỉnh đã lựa chọn, bao gồm:

- Đặc tính của sản xuất hàng thủ công mỹ nghệ: Quy mô, tổ chức sản xuất, số lượng lao động, thực trạng sản xuất, quá trình sản xuất, tiêu thụ, nguồn nguyên liệu, chất lượng sản phẩm v.v.

- Các đặc tính của làng nghề, xã nghề: Dân số, điều kiện xã hội, môi trường v.v.

- Những tiềm năng tiếp thị và thương mại.

A4. Phân tích ảnh hưởng của việc tổ chức, quản lý của Chính quyền Địa phương, Chính quyền Trung ương cũng như các yếu tố xã hội khác trong việc khuyến khích phát triển đối với các sản phẩm thủ công mỹ nghệ đã được lựa chọn.

A5. Phân tích các ảnh hưởng môi trường đối với nguồn nguyên liệu và quá trình sản xuất các sản phẩm đã được lựa chọn.

A6. Xây dựng bản đồ hiện trạng của ngành nghề nông thôn nói chung, bản đồ hiện trạng về các làng nghề thủ công và thủ công mỹ nghệ nói riêng phục vụ cho công tác quy hoạch và hỗ trợ việc phục hồi, phát triển các nghề thủ công mỹ nghệ truyền thống.

#### ***B. Nghiên cứu các khả năng phát triển***

B1. Các tác động về mặt xã hội của việc phát triển hàng Thủ công mỹ nghệ.

B2. Yêu cầu đào tạo đối với thợ thủ công, nhà thiết kế và cán bộ quản lý nhà nước.

B3. Tiềm năng thị trường và việc bảo tồn các sản phẩm truyền thống.

**C. Xây dựng quy hoạch tổng thể và kế hoạch phát triển cho các giai đoạn 2005, 2010 và 2020.**

Từ các kết quả thu được, tiến hành xây dựng quy hoạch phát triển ngành nghề nông thôn trong cả nước cũng như từng vùng, từng địa phương. Trên cơ sở đó, xây dựng các kế hoạch dài hạn và các dự án phát triển cho từng ngành hàng, từng địa phương theo các giai đoạn thích hợp. Song song với các nội dung trên, dự án cần xây dựng, đề xuất các chính sách nhằm bảo đảm cho sự phục hồi, bảo tồn và phát triển hàng Thủ công mỹ nghệ.

C1. Xây dựng các chính sách và chương trình về phát triển ngành nghề ở nông thôn trong đó có nội dung duy trì và phát triển các sản phẩm mỹ nghệ truyền thống của Việt nam; góp phần xoá đói giảm nghèo và tạo việc làm, tăng thu nhập cho người dân nông thôn.

C2. Hỗ trợ về tài chính, kĩ thuật và quản lý cho các Cơ quan của chính phủ và chính quyền địa phương nhằm tăng cường khả năng phát triển bền vững của các ngành nghề Thủ công mỹ nghệ cũng như các làng nghề truyền thống.

C3. Xây dựng kế hoạch phát triển trong đó trọng tâm là thiết lập các chính sách và chương trình hành động cụ thể, xây dựng các trung tâm phát triển hàng thủ công mỹ nghệ, các trung tâm nghiên cứu, trung tâm đào tạo v.v.

**D. Nghiên cứu tiên khả thi các dự án ưu tiên**

D1. Thiết lập, tuyển chọn các dự án ưu tiên bao gồm việc xây dựng các trung tâm của vùng với các chức năng hướng dẫn, chuyển giao công nghệ, tập huấn, tư vấn về kinh doanh đối với việc phát triển các ngành nghề thủ công mỹ nghệ, bảo tồn một số làng nghề truyền thống, phát triển các làng nghề mới.

D2. Để lựa chọn đúng các dự án ưu tiên, cần thực hiện:

- Lựa chọn các tỉnh có tiềm năng phát triển để xây dựng các dự án ưu tiên
- Phân tích nhu cầu về sự cần thiết phải xây dựng và triển khai các dự án.
- Phân tích các yếu tố tổ chức/quản lý đối với các cơ sở thủ công mỹ nghệ tại địa phương.
- Tính toán các chi phí cần thiết
- Các hoạt động chuẩn bị khác
- Phân tích tài chính và kinh tế.

## V. CÁC BAN CÔNG TÁC

Để thực hiện tốt việc nghiên cứu, những Ban công tác sau sẽ được thành lập gồm các chuyên viên thuộc các cơ quan hữu quan để làm việc với đoàn nghiên cứu:

### V.1 .Ban phối hợp điều hành dự án

1. Bao gồm một số cơ quan, cán bộ của Bộ Nông nghiệp và PTNT và UBND tỉnh được lựa chọn cho việc nghiên cứu dự án khả thi.
2. Cung cấp cho Đoàn nghiên cứu những hướng dẫn cần thiết về các vấn đề:
  - Chính sách phát triển nông thôn của Chính phủ
  - Chương trình hỗ trợ phát triển nghề thủ công mỹ nghệ
  - Chương trình hiện tại và các dự án được thực hiện bởi các Tổ chức Quốc tế và trong nước nhằm phát triển nông thôn tập trung vào giảm nghèo cũng như các giải pháp đặc biệt để phát triển hàng thủ công mỹ nghệ.
3. Tiến hành các cuộc thảo luận và phân tích về quá trình giảm nghèo, phát triển nông thôn đã nói ở mục 2 trên đây và phát triển hàng thủ công mỹ nghệ.
4. Xây dựng mối quan hệ điều hoà và các giải pháp hoạt động tối ưu phát triển hàng thủ công mỹ nghệ giữa các cấp chính quyền.

### V.2. Ban kĩ thuật về phát triển ngành thủ công mỹ nghệ

- Ban Kĩ thuật của Bộ Nông nghiệp và Phát triển nông thôn
  - Ban Kĩ thuật của UBND các tỉnh được lựa chọn để tiến hành điều tra.
1. Tập hợp các cán bộ của Bộ Nông nghiệp và Phát triển nông thôn và chính quyền các địa phương có trách nhiệm về phát triển nông thôn và ngành nghề nông thôn.
  2. Cung cấp cho đoàn nghiên cứu những điều kiện cần thiết và hỗ trợ trong quá trình thu thập tư liệu bổ xung
  3. Tổ chức các cuộc thảo luận và phân tích về các hoạt động phi nông nghiệp trên cơ sở các vấn đề liên quan tới phát triển nông thôn, liên quan tới phát triển hàng thủ công mỹ nghệ.
  4. Làm việc với đoàn nghiên cứu để xây dựng kế hoạch tổng thể.
  5. Quan hệ chặt chẽ với Ban kĩ thuật, Ban điều hành trong thời gian xây dựng kế hoạch tổng thể.

## VI. KẾ HOẠCH THỰC HIỆN

Kế hoạch thực hiện sẽ được tiến hành như trong lịch công tác kèm theo dưới đây.

## VII. CÁC BÁO CÁO

Đoàn nghiên cứu sẽ chuẩn bị những báo cáo sau đây cho Chính phủ và theo lịch công tác:

1. Báo cáo về kết quả triển khai ban đầu
2. Báo cáo tiến độ.
3. Báo cáo giữa kì.
4. Dự thảo báo cáo tổng kết (Sẽ gửi bản dự thảo báo cáo cho các cơ quan hữu quan của Việt nam xem xét).
5. Báo cáo tổng kết (Hoàn thành trong vòng một tháng sau khi nhận được các ý kiến đóng góp đối với bản dự thảo báo cáo tổng kết).

Bộ Nông nghiệp và Phát triển nông thôn vừa là đối tác trong quá trình tiến hành điều tra, nghiên cứu, vừa là cơ quan điều phối trong việc hợp tác, quan hệ với các cơ quan của Nhà nước cũng như các Tổ chức phi Chính phủ khác nhằm giúp cho việc điều tra, nghiên cứu tiến hành được thuận lợi.

Bộ Nông nghiệp và Phát triển nông thôn sẽ cung cấp vốn đối ứng theo thông lệ để giúp đoàn nghiên cứu tiến hành công việc theo đúng kế hoạch đề ra.

## LỊCH CÔNG TÁC DỰ KIẾN

Tháng	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Chuyên gia Việt Nam																		
Chuyên gia NB làm việc tại VN																		
Chuyên gia NB làm việc tại NB																		
Báo cáo	IC/R					P/R		IT/R			DF/R				F/R			

Ghi chú: IC/R: Báo cáo triển khai ban đầu

P/R : Báo cáo tiến độ

IT/R : Báo cáo giữa kì

DF/R: Dự thảo báo cáo tổng kết

F/R : Báo cáo tổng kết



Minutes of Meeting  
Between  
the Ministry of Agriculture and Rural Development  
of the Socialist Republic of Vietnam  
and  
the JICA Project Formulation Study Team  
on  
a Development Study on Rural Development Master Plan Based  
on the Artisan Craft  
in  
the Socialist Republic of Vietnam

Hanoi, 03 August 2001

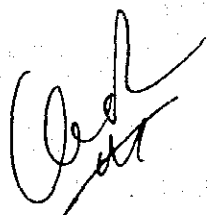
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Mr. Nguyen Ngoc Khanh  
Director,  
Agro-Forest Products Processing  
& Rural Industries Department,  
Ministry of Agriculture and Rural Development

渡辺 泰久  
Mr. WATANABE Taisuke  
Leader,  
Project Formulation Study Team,  
Japan International Cooperation  
Agency

---

Mr. Vuong Xuan Chinh,  
Deputy Director,  
Department of Agriculture  
and Rural Development,  
Ministry of Planning and Investment



A project formulation study team (hereinafter referred to as "the Team"), organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. WATANABE Taisuke, visited the Socialist Republic of Vietnam (hereinafter referred to as "Vietnam") from 29th of July to 4th of August, 2001, in order to have preliminary discussions with the Vietnamese authorities concerned on a prospective development study project on rural development master plan based on the artisan craft in Vietnam.

The Team had a series of discussions on the subject matter with representatives of the Ministry of Agriculture and Rural Development (hereinafter referred to as "MARD"), and other Vietnamese authorities concerned (hereinafter referred to as "the Vietnamese side").

This minutes of meeting summarizes the major points discussed and agreed on in the series of meetings.

(1) Framework of the development study project

The Team and the representatives of Vietnamese authorities (hereinafter referred to as "both sides") discussed the framework of the development study project, and agreed to the title, the objectives, and the scope of the study, and the implementing body to be organized for the study as stipulated in the appendix II.

(2) The role of MARD

H.E., Dr. Cao Duc Phat, the Vice-Minister of Agriculture and Rural Development, pledged that MARD should assign an appropriate number of personnel to conduct the development study project and should play a main role to implement the master plan to be formed in the project.

(3) Undertakings of the Government of Vietnam

The Team expounded to the Vietnamese side on the procedural flow, and the necessary undertakings of the both sides to implement the development study project in accordance with "Agreement on Technical Cooperation between the Government of Japan and the Government of the Socialist Republic of Viet Nam". The Vietnamese side accepted the procedure expounded.

List of Attendants

Vietnamese Side

Ministry of Agriculture and Rural Development

Dr. Cao Duc Phat, Vice Minister of Agriculture and Rural Development

Mr. Nguyen Ngoc Khanh, Director, Agro-Forest Products Processing and Rural Industries Department.

Mr. Ha Duc Ho, Deputy Director, Agro-Forest Products Processing and Rural Industries Department.

Eng. Ha Son, Vice Head Div. of Rural Industries, Agro-Forest Products Processing and Rural Industries Department.

Ms. Dao Thi Loc, International Cooperation Department

Mr. KUMAGAI Toru, International Cooperation Department

Mr. Mai Chan Loi, Senior Economist, Department of Policy

Ministry of Planning and Investment

Mr. Vuong Xuan Chinh, Deputy Director, Department of Agriculture and Rural Development

Mr. Nguyen Xuan Tien, Senior Expert, Foreign Economic Relation Department

Japanese Side

Project Formulation Study Team

Mr. WATANABE Taisuke, Leader

Mr. KAKUNO Shinji, Member

Mr. KOBAYASHI Tomoki, Member

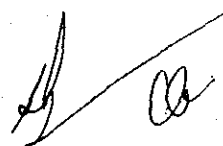
Embassy of Japan

Mr. UOTANI Satoshi, Second Secretary

JICA Vietnam Office

Mr. WATANABE Kozo, Deputy Resident Representative

Mr. NAKASONE Kunihiro, Deputy Resident Representative

後 



Scope of the Study on Rural Development Master-plan Based  
on the Artisan Craft

1. Title of Study

Study on Rural Development Master-plan Based on the Artisan Craft

2. Scope of the Study

2-1. Objectives of the study

To formulate rural development master-plan, based on the artisan craft, which contributes to alleviate poverty in Vietnam

2-2. Expected Outputs

- A. Rural development master-plan for the target year 2010 in Vietnam, focusing artisan craft development
- B. Map of artisan craft goods in Vietnam
- C. Institutional Building for Implementing the Master-plan for Artisan Craft Development and Technology Transfer

2-3. Study Area

The Whole Country of Vietnam

2-4. Scope of the Study

A. Analysis of Current Condition

A-i. Background and national policy

National Economic condition and Development Plan  
Development plan for rural development and tourism

A-ii. Current condition of Artisan crafts industry

Relevant policy, regulation, institution, and promotion programme by the  
Government

Aid by NGOs and Donors

Human Resource Development

Marketing and Distribution

3/2 

Factories, Cooperatives

Country-wide mapping of artisan crafts

A-iii. Current Condition of artisan craft in the selected province

Selection of targeted province

Detailed mapping of artisan crafts and identification of their market potential

Program and institution to promote artisan craft

Socio-economic analysis of producers, traders, and consumers

Human resource development

Production technology, production and quality control, raw materials

B. Formulation of Master-Plan

B-i. National master-plan

Goal for the target year 2010

Measures to be taken, and the Institutional and financial plan to  
implement the master-plan

Identification of priority projects

Cost estimation for the implementation of the master-plan

B-ii. Action plan in the selected province

Goal for the target year 2010

Action plan, and the Institutional and financial plan to take the actions

Cost estimation

Scoping for environment impact assessment on actions

B-iii. Pilot projects

Pilot projects are conducted in order to identify effective measure for  
promotion of artisan craft

3. Implementing body

3-1. Steering Committee

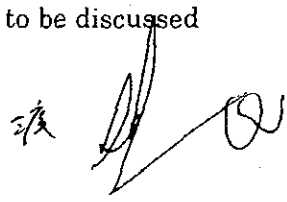
A. Function

To supervise and advise to the Study

To provide the Study Team with necessary information and coordinate with  
relevant authorities.

B. Members

Representatives from the Ministry of Agriculture and Rural Development,  
the Ministry of Planning and Investment, the Ministry of Commerce, the  
Prime Minister's Office, and related organization to be discussed



### 3-2. Working Groups

Working groups for the master-plan and action plans for the selected provinces should be formulated for smooth implementation of the Study

#### A. Function

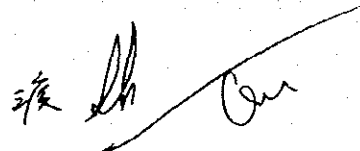
To survey and analyze the present condition of artisan craft of area concerned together with the Study Team.

To formulate and draft the master-plan or the action plan together with the Study Team

To provide the Study Team with necessary information and coordinate with relevant authorities.

#### B Members

To be discussed

A handwritten signature in black ink, consisting of stylized characters and a long horizontal stroke extending to the right.

**BASELINE STUDY ON RURAL DEVELOPMENT MASTER PLAN  
BASED ON ARTISAN CRAFT DEVELOPMENT IN  
RURAL AND MOUNTAINOUS AREAS OF VIETNAM.  
(Proposal of the Study Team)**

---

### **I. Objective**

The objective of this baseline study on artisan craft development in rural and mountainous areas in Vietnam for the Rural Development Master Plan is to collect basic information on the current status of artisan craft industry and its promotion in Vietnam.

### **II. Contents and scope of the study towards the Project formulation**

#### **Part 1. Promotion of Artisan Craft**

- 1.1 Obtain a copy of law and/or regulations concerned with the promotion of Artisan Craft (issued officially or draft by the Government or Ministries as related in Vietnam).
- 1.2 Describe briefly the present management organization system of the Rural Industry and Artisan Craft Industry within the Ministry of Agriculture and Rural Development and in other Ministry as related to promotion of Artisan Craft in Vietnam
- 1.3 Identifying types of Rural Industries in the Vietnamese rural areas
- 1.4 Collect information of the following Organizations (organizational structure, history, mandate, role and function, budget, staff capacity, and activities as related to the promotion of Artisan Craft in Vietnam:
  - Ministry of Agriculture and Rural Development (MARD).
  - Dept. of Agriculture and Rural Development (DARD).
  - People's Committee on various administrative levels
  - Agricultural Cooperatives and Vietnam Cooperatives Alliance (renamed from the former Vietnam Institute for Cooperatives and small and Medium-sized Enterprises), etc.
  - Industrial Associations related to the promotion of Artisan Craft (if any).

### 1.5 Role and development orientation of Artisan Craft; Programs/Projects as carried out on this area:

- The role of the promotion of Artisan Craft as placed by the Vietnamese Government in the national development plan. Describe how the idea of promoting Artisan Craft in Vietnam evolved and how it is likely to develop in the future including the policy direction of the Vietnamese Government, particularly referring to the 7<sup>th</sup> and 8<sup>th</sup> National Development Plans.
- The role of the Artisan Craft development as placed by the Ministry of Agriculture and Rural Development (MARD) and its policy direction, particularly with reference to MARD plan for Agriculture Development till the year 2010.
- Describe any government Programs and/or Projects related to the promotion of Artisan Craft, specifying the period and the level and budget inputs.
- Obtain information on Programs and/or Projects concerned with the promotion of Traditional Craft and/or Handicraft in Vietnam conducted by other donors and NGO's, e.g Oxfam and Craft Link, etc.
- Collect information on UNIDO's Project TF/VIE/96/10E: Establishment of a Traditional Art and Craft Village in 1996. Analyze the impacts that this Project provides on the policy direction in the promotion of Artisan Craft in Vietnam, and other possible resulting aspects obtained from this Project (through interviewing officials from MARD and the People's Committee of Ninh Binh Province and craft makers.

## Part 2 A. Artisan Craft Industry

### 2.1 Definitions of terminology

- Clarify the definitions of Artisan Craft, Handicraft and Traditional Craft. Conduct a mapping of manufacturing locations of main Artisan Craft, Handicraft and Traditional Craft respectively in the three typical provinces under field survey.

### 1.2 Obtain Artisan Craft Industry information from field survey

- Describe physical flow of the typical Artisan Craft products of three selected craft villages in typical regions in Vietnam from procurement of raw materials, manufacturing and processing and distribution to the final customers through markets:
  - In the North: one craft village in Ninh Binh Province. Ninh Binh is one among 7 provinces in the Red River Delta. The Province has a long history of traditional development. It covers plain, coastal, hilly and mountainous areas, the province produces food and other industrial crops, providing lots of agricultural materials available for used in local rural industries. Rush mat processing, stone carving and embroidery lines have become popular and the local craft products are widely adopted.

- In the Central: Historically, Thua Thien - Hue was an old capital of the last ancient dynasty of Vietnam. The traditional craft industries of the Province are: bronze casting, embroidery, and hat making that are attractive to visitors.
- In South Vietnam: Presently, the Province of Dong Nai is an area where large industrial park is located (Bien Hoa area). Dong Nai produces principally industrial crops. The well-known craft industry in the Province is porcelain and ceramic making.
- Describe social and economic features of typical artisan craft producers.
- Collect market information of Artisan Craft Industry by interviewing retailers (demand and supply, method/mechanism of price setting, features of typical customers with regards to selected/typical artisan craft products).
- Collect information provided by retailers on the condition of access to possible guidance and finance sources to producers, if exists.

## Part 2 B. Rural Development

- Clarify the definition of Craft Villages and Traditional Villages.
- Clarify how the Vietnamese Government places Rural development and the role of non-farm activities in the national development planning, particularly referring to the 7<sup>th</sup> and the 8<sup>th</sup> National Development Plan.
- Describe how the Ministry of Agriculture and Rural Development places rural development and the role of non-farm activities in the national development planning, particularly referring to MARD 2010. Describe any government programs and/or projects related to the promotion of Artisan Craft and Rural Industries (specifying the period and the level of staff and budget inputs, if exists).
- Collect basic socio-economic data and statistics of rural economies in Vietnam.
- Collect information on financing schemes which the people who are engaged in non-farm activities in rural areas can utilize, such as: Agricultural Cooperatives, Vietnam Bank for the Poor, Vietnam Bank for Agriculture and Rural Development (VBARD), Micro-Credit by MPDF.

## Part 3. Tourism Development

- Describe how the promotion of tourism industry is placed in the national development planning particularly with reference to the 7<sup>th</sup> and 8<sup>th</sup> National Development Plan.
- Collect information of sightseeing tours to craft villages conducted by Travel Agencies.

- Analyze the role of Artisan Craft Industry in the overall development of the tourism industry in Vietnam.

#### Part 4. List of Human and Organization Resources

- Make a list of human and organization resources being engaged in Artisan Craft Industry and its promotion, rural development, tourism and participatory development (academics, researchers, organizations in both public and private sectors, facilitators for participatory development workshop, etc, that the Study Team will contact in the study or not. Specify their contact details, tasks and activities and experiences in the above fields; clarify the name of the focal points for the purpose of future contact.

#### Part 5. Collection of Documents/Information on Projects concerned.

1. Collect the Project completion Reports of the followings (translate into English in case the original text is in Vietnamese):

- Decision issued by the Government on the Rural Industrial Development
- Decision issued by the Government on the Assistance for the Development of Rural Industry within the National Program for Hungry Alleviation and Poor Reduction.
- Project Report on: Establishing a Traditional Vietnamese Art and Craft village (TF/VIE/96/10E) conducted by UNIDO.
- Handicraft Villages Employment Program conducted by UNIDO in collaboration with Ninh Binh People's Committee (PC).
- Rural Industrial Development Program in Vietnam - Strategy for Employment Generation and Regionally Balanced Development (UNIDO and MARD).
- Assistance to promote Small and Medium-sized Enterprises in Vietnam (UNIDO and MPI).
- Training Program for Women Entrepreneurs in Food Processing Industries (UNDP and SOHASIPH)
- Assistance for Preparation of Medium-term Industrial Development Strategy and an Industrial Competitiveness Review (UNIDO & DSI, MPI)
- The Vietnam National Cleaner Production Center (UNIDO & INEST of Hanoi Univ. of Tech.
- Cleaner Production Demonstration Project in HCMC (UNIDO, DOSTE-HCMC).
- Rural Finance Project (WB, 1996-2000)

- World Bank Policy Study on Lao Cai - A Participatory Poverty Assessment in 2000.
- World Bank Policy Study on Ha Tinh - A Participatory Poverty Assessment in 2000.
- World Bank Policy Study on Tra Vinh -A Participatory Poverty Assessment in 2000.
- Technical Assistance to the Socialist Republic of Vietnam for strengthening the Planning capacity of MARD (ADB).
- Cooperative Law (1996)
- Rural Industrialization: " Rural Development Strategy Document (various authors for Lincoln International Ltd. as part of UNDP Project, "Strengthening the Capacity for the Renewal of Rural Development in Vietnam" (Phase1), (VIE/96/008).

*(Note: A Report may include Project Completion Report, Project Evaluation Report, Progress Report and Case Study Report, etc.)*

## 2. Collect Documents and/or information on the following Projects:

- Rural Credit Project conducted by ADB since 1996
- Agricultural Diversification Project conducted by WB since 1998
- Northern Mountains Poverty Reduction Project to be conducted by WB since 2001

- Notes:
1. Industrial statistics (total amount of production, transaction, and their transition on Craft Industry nationwide as requested in Part 2-A are still not available.
  2. There is still not an official certification system on Craft Villages, Traditional Villages in Vietnam. Therefore, data and information on: list of above certified villages and its distribution map as well as the conditions for providing certificate to such the above villages, are not available.

## III. Outputs:

- Interim Report 1: 5 copies covering Issue I, Issue II (Part 1 and Part 2-B).
- Interim Report 2 5 copies covering Part 2-A
- Draft Final Report: 5 copies
- Final Report: 20 printed copies
- Collected documents: 2 sets of collected documents referred to the above Part 5 together with the original Vietnamese Texts (if exist).



CD-R

1 set incorporating Final Report and selected Documents collected and translated into English

#### IV. Schedule:

- |                                     |                           |
|-------------------------------------|---------------------------|
| - Submission of Interim Report 1:   | Early September           |
| - Submission of Interim Report 2:   | Early October <i>Sept</i> |
| - Submission of Draft Final Report: | Mid October               |
| - Submission of Final Report:       | Mid November              |

#### VII. Budget Proposed (USD):

- Consultant fee: USD500 x 3.5 months:	1,750
- Gathering Reports/Documents/Information:	800
- Translation of the Vietnamese Documents :	1,000
- Making Report and copies:	600
- Travel fee (round airtickets/hiring car, accommodation in target provinces, districts and communes, etc.,	2,000
<hr/>	
<b>Total:</b>	<b>USD 6,150</b>

## パイロットプロジェクト例

本格調査において、モデル省（モデル村）におけるパイロットプロジェクトの実施を予定しているが、以下のようなものが想定できる。また、プロジェクトの実施は工芸品の産地単位（村レベル）を想定するが、内容によって省レベルの場合で実施する場合もある。

本格調査開始後、事前に選定クライテリアを設定した上で、全国レベルのマッピングの後、パイロットプロジェクトのサイトと内容をあわせて決定する。

### (1) ビジネススキルセミナー

ビジネスに不慣れな職人達のビジネス知識の向上を目的として、職人／農家に対するビジネススキル(会計、帳簿の付け方等)・企業家育成にかかるセミナーあるいはワークショップを開催する。

### (2) マーケティングプロジェクト

商社・製造業者・職人／農家のマーケティング能力の向上を目的として、都市部又はメイン道路沿いにアンテナショップを開く。

### (3) 品質改善プロジェクト／技術向上プロジェクト

— 品質の均質化／技術向上を目指して、同一産品を製造する職人／農家が技術交流ワークショップを開催する。

— 職人／農家への品質管理指導を行う。

— 職人／農家への技能トレーニングを行う。

### (4) 職人／農家の組織化

— 協同組合設立等により、産地の職人・生産農家の組織化を行い、生産の分業、マーケティング能力、仲買業者との交渉力等の強化を図る。

— 先進産地へのスタディツアー

### (5) 観光業とのタイアッププロジェクト

省の産品の購買、観光客の誘致・間接輸出を促進することを目的として、詳細な工芸品・観光地の地図、工芸品取扱商社を、MARD 又 VNAT ホームページに掲載する。



SCOPE OF WORK  
FOR  
THE STUDY  
ON  
ARTISAN CRAFT DEVELOPMENT PLAN  
FOR RURAL INDUSTRIALIZATION  
IN  
THE SOCIALIST REPUBLIC OF VIETNAM

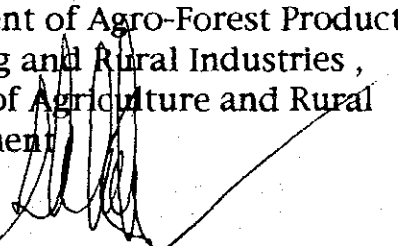
AGREED UPON BETWEEN

THE MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT  
OF THE SOCIALIST REPUBLIC OF VIETNAM  
AND  
THE JAPAN INTERNATIONAL COOPERATION AGENCY

HANOI  
19 OCTOBER 2001

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Mr. Nguyen Ngoc Khanh  
Director General,  
Department of Agro-Forest Products  
Processing and Rural Industries ,  
Ministry of Agriculture and Rural  
Development



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Mr. Vuong Xuan Chinh  
Deputy Director  
Department of Agriculture and  
Rural Development ,  
Ministry of Planning and Investment  
(Witness)



渡辺 泰介

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Mr. Taisuke WATANABE  
Leader,  
Preliminary Study Team,  
Japan International Cooperation  
Agency

## I INTRODUCTION

In response to the request by the Government of the Socialist Republic of Vietnam (hereinafter referred to as "GOV"), the Government of Japan decided to conduct the Study on Artisan Craft Development Plan for Rural Industrialization (hereinafter referred to as "the Study") in accordance with the relevant laws and regulations in force in Japan.

Accordingly, the Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation programs of the Government of Japan, will undertake the Study in close cooperation with the relevant authorities concerned of the Socialist Republic of Vietnam (hereinafter referred to as Vietnam).

This present document sets forth the scope of work for the Study.

## II OBJECTIVE OF THE STUDY

The objective of the Study is to formulate the artisan craft development plan for rural industrialization, with a view to increasing the non-farm job opportunities and matching with markets, in the rural areas in Vietnam.

## III STUDY AREAS

The whole country of Vietnam

## IV SCOPE OF THE STUDY

In order to achieve the above-mentioned objective, the Study shall cover the following items;

### 1. Analysis of Current Condition

#### 1-1 Background and national policy

National Economic condition and Development Plan  
Development plan for rural development and tourism

#### 1-2 Current condition of Artisan crafts industry

Relevant policy, regulation, institution and promotion program by the Government

Aid by Donors and NGOs  
Human Resource Development  
Marketing and Distribution  
Crafts producer(Factories, Cooperatives)  
Country-wide mapping of artisan crafts

1-3 Current Condition of artisan craft in the 3 targeted provinces

Selection of targeted province  
Detailed mapping of artisan crafts and identification of their market potential  
Program and institution to promote artisan craft  
Socio-economic analysis of producers, traders, and consumers  
Human resource development  
Production technology, cost, quality control and raw materials

2. Formulation of Master plan

2-1 National master plan

Goal for the target year 2010  
Measures to be taken including institutional, marketing and financial aspects  
Identification of priority projects  
Cost estimation for the implementation of the master plan  
Support to formalize master plan

2-2 Action plan in the targeted province

Goal for the target year 2010  
Action plan including institutional, marketing and financial aspects  
Cost estimation  
Scoping for environment impact assessment on actions

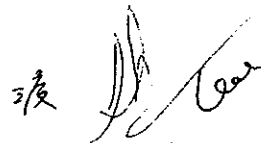
2-3 Pilot projects

Pilot projects are conducted in order to identify effective measures for promotion of artisan craft

## V WORK SCHEDULE

The Study will be carried out in accordance with the attached tentative work schedule.

## VI REPORTS



JICA shall prepare and submit the following reports in English to the GOV in accordance with the attached tentative work schedule.

Twenty (20) copies of the Inception Report  
Twenty (20) copies of the Interim Report  
Ten(10) copies of the Progress Report  
Thirty (30) copies of the Draft Final Report  
Fifty (50) copies of the Final Report

## VII UNDERTAKING BY THE GOVERNMENT OF VIETNAM

1. The GOV shall accord privileges, exemptions, and other benefits to the Team in accordance with the agreement on Technical Cooperation between the Government of Japan and the Government of Vietnam (October 20, 1998)
2. To facilitate smooth conduct of the Study, the GOV shall take the following necessary measures;
  - 2-1 To secure safety of the Study Team.
  - 2-2 To permit the members of the Team to enter, leave and sojourn in Vietnam for the duration of their assignment therein, and exempt them from alien registration requirements and consular fees.
  - 2-3 To exempt the members of the Team from taxes and duties, and any other charges on equipment, machinery and other materials brought into and out of Vietnam for the conduct of the Study.
  - 2-4 To exempt the members of the Team from income tax and charges of any kind imposed on, or in connection with, any emoluments or allowances paid to them for their services for the implementation of the Study.
  - 2-5 To provide necessary facilities to the Study Team for remittance as well as utilization of the funds introduced into Vietnam from Japan for the implementation of the Study.
  - 2-6 To secure permission for entry into private properties or into restricted areas for the implementation of the Study.
  - 2-7 To secure permission for the Team to take all data and documents including photographs and maps related to the Study out of Vietnam.

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2-8 To provide medical services as needed (Any expenses can be charged to the member of the Team.)

3. The GOV shall bear claims, if any arise, against the member of the Team resulting from, occurring in the course of, or otherwise connected with the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the Team members.

4. The Ministry of Agriculture and Rural Development shall act as the counterpart agency to the Team as well as the coordinating body in relation with other relevant governmental and non-governmental organizations concerned for the smooth implementation of the Study.

5. The Ministry of Agriculture and Rural Development shall, at its own expense, provide the Team with the following in cooperation with other organizations concerned;

5-1 Available data and information related to the Study

5-2 Counterpart personnel

5-3 Suitable office space with necessary equipment

5-4 Credential or identification cards

## VII UNDERTAKING BY JICA


For the implementation of the Study, JICA shall undertake the following;

1 To dispatch, at its own expense, a series of study teams to Vietnam.

2 To pursue technology transfer to the Vietnamese counterpart personnel in the course of the Study.

## IX CONSULTATIONS

JICA and the Ministry of Agriculture and Rural Development shall consult each other in respect of any matters that may arise from, or in connection with, the Study.

2/2  




Schedule of the Study	
Year	02 <span style="margin-left: 100px;">03</span> <span style="margin-left: 100px;">04</span>
Month	1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7 8 9 10 11 12 1 2 3 4 5 6 7
Submission of Report	<div style="display: flex; justify-content: space-around;"> <span>△</span> <span>△</span> <span>△</span> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>IC/R</span> <span>IT/R</span> <span>Pr/R</span> </div>
Submission of Draft Final Report and presentation	<div style="display: flex; justify-content: space-around;"> <span>△</span> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>DF/R</span> </div>
Submission of Final Report	<div style="display: flex; justify-content: space-around;"> <span>△</span> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>E/R</span> </div>
IC/R : INCEPTION REPORT IT/R : INTERIM REPORT Pr/R : PROGRESS REPORT DF/R : DRAFT FINAL REPORT E/R : FINAL REPORT	

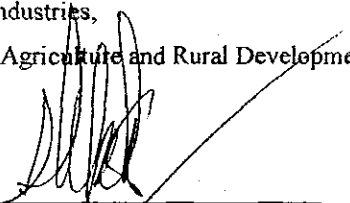
2/2  


Minutes of Meeting  
Between  
the Ministry of Agriculture and Rural Development  
of the Socialist Republic of Vietnam  
and  
the JICA Preliminary Study Team  
on  
the Study on Artisan Craft Development Plan for Rural Industrialization  
in  
the Socialist Republic of Vietnam

Hanoi, 19 October 2001

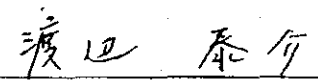
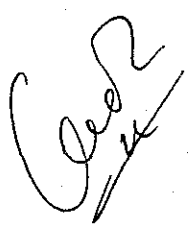
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Mr. Nguyen Ngoc Khanh  
Director General,  
Department of Agro-Forest Products Processing  
and Rural Industries,  
Ministry of Agriculture and Rural Development



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Mr. Vuong Xuan Chinh  
Deputy Director  
Department of Agriculture  
and Rural Development,  
Ministry of Planning and Investment  
(Witness)



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Mr. Taisuke WATANABE  
Leader,  
Project Formulation Study Team,  
Japan International Cooperation  
Agency

The preliminary study team (hereinafter referred to as "the Team" ), organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA" ) and headed by Mr. Taisuke WATANABE, visited the Socialist Republic of Vietnam (hereinafter referred to as "Vietnam" ) from 14th of October to 20th of October, 2001, for the purpose of discussing with the Vietnamese authorities concerning for "the Study on Artisan Craft Development for Rural Industrialization "(hereinafter referred to as "the Study" ).

The Team had a series of discussions on the subject matter with representatives of the Ministry of Agriculture and Rural Development (hereinafter referred to as "MARD" ), and other Vietnamese authorities concerned. A list of the attendants in the discussions appears in Appendix I

This minutes of meeting summarizes the major points discussed and agreed on in the series of meetings.

#### 1 The definition of the Artisan Craft

Both sides agreed that "Artisan Craft" in the Study includes but isn't limited to the following items;

- 1-1 Rush Crafts
- 1-2 Lacquer ware
- 1-3 Bamboo and rattan crafts
- 1-4 Ceramics
- 1-5 Embroideries
- 1-6 Textiles
- 1-7 Wood crafts
- 1-8 Stone Curving Crafts
- 1-9 Handy-craft paper
- 1-10 Wood Block Prints
- 1-11 Metal and cast products like: knife, scissors and bronze-based articles

#### 2 Selection of the targeted province

Both sides agreed that during the process of the Study, 3 provinces (one province will be selected in each region(Northern region, Central region, Southern region)) will be selected from 61 provinces as targeted provinces, based on the country-wide mapping survey.

#### 3 Framework of the Pilot Projects

Both sides agreed that the pilot projects will be conducted to identify effective measures and Vietnamese side will follow up the projects after the completion of the Study. The pilot projects will be conducted as follows;

3-1 The pilot projects will be conducted in 2 villages per a targeted province.

3-2 The contents of the pilot projects will be discussed and agreed after the country-wide mapping of artisan craft.

#### 4 Implementing body

Concerning institutional setup for implementation of the Study, both sides agreed on the followings and that the JICA Study Team joins the both Steering Committee and Working Group ;

##### 4-1 Steering Committee

A steering committee (hereinafter referred to as "the Committee" ) shall be established for the purpose of smooth and effective implementation of the Study. The participants in the Committee shall include, but not be limited to, the members of the following authorities listed below.

- (1) Ministry of Agriculture and Rural development (chair)
- (2) Ministry of Planning and Investment
- (3) Ministry of Trade
- (4) Prime Minister' s Office
- (5) General Statistics Office

The functions of the Committee are as follows;

- (1) To supervise and advise to the Study
- (2) To provide the Study Team with necessary information and coordinate with relevant authorities
- (3) To set up or dissolve, and supervise Working Group

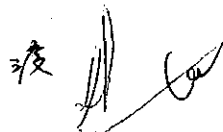
##### 4-2 Working Group

Working group (hereinafter referred to as "the Group" ) shall be formulated for smooth implementation of the Study. The participants in the Group shall include, but not be limited to, the members of the following authorities listed below.

- (1) MARD
- (2) People's Committees in the province where the pilot project will be conducted
- (3) Relevant authorities in accordance with the necessity

The functions of the Group are as follows;

- (1) To survey and analyze the present condition of artisan craft of area concerned together with the Study Team.
- (2) To cooperate the pilot projects
- (3) To formulate and draft the plan or the action plan together with the Study Team



(4) To provide the Study Team with necessary information and coordinate with relevant authorities

(5) To conduct the business affairs under the guidance of Steering Committee

5 Undertaking by the Government of Vietnam

MARD will provide necessary facilities and counterpart personnel for the JICA Study Team as in Appendix II

6 Information on the production site of the Artisan Craft

MARD will submit the JICA Vietnam office with necessary information on the production site of the Artisan Craft such as craft village, main products, number of employee, output per year, etc by attached form until 27th of December 2001.

7 Report

JICA shall translate reports from English to Vietnamese. However both sides agreed that Vietnamese side check the translation and JICA doesn't take responsibility for the accuracy of the translation.

8 Work Schedule

The Study will be carried out in accordance with the attached tentative work schedule in the scope of work. The schedule could be changed depends on the progress of the pilot projects.

3/2  


**List of Attendants**

Vietnamese Side

Ministry of Agriculture and Rural Development

Mr. Nguyen Ngoc Khanh, Director General, Department of Agro-Forest Products  
Processing and Rural Industries

Mr. Ha Son, Vice Head Div. of Rural Industries, Department of Agro-Forest Products  
Processing and Rural Industries

Ms. Thanh Thi Ngoc Son, Manager, Department of Agro-Forest Products Processing and  
Rural Industries

Ms. Hoang Thi Ha, Expert, Department of Agriculture Project and Planning

Mr. Nguyen Thanh Tung, Expert, Department of International Cooperation

Ministry of Planning and Investment

Mr. Vuong Xuan Chinh, Deputy Director, Department of Agriculture and Rural  
Development

Mr. Chu Van Ty, Principal Expert, Department of Agriculture and Rural Development

Mr. Nguyen Xuan Tien, Senior Expert, Foreign Economic Relation Department

Japanese Side

Preliminary Study Team

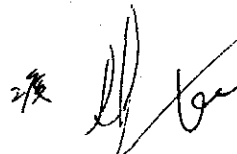
Mr. WATANABE Taisuke, Leader

Mr. KAKUNO Shinji, Member

Mr. MIYAZAKI Kiyotaka, Member

JICA Vietnam Office

Mr. NAKASONE Kunihiro, Deputy Resident Representative



**Necessary facilities and counterpart personnel**

(1)Facillities

space where the members of the Study Team work

8~10desks

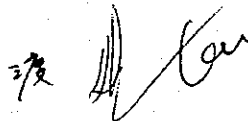
8~10chairs

1 fax machine and the charge for sending the fax

\*The Study Team will consist of 8~10 members

(2)Staff of MARD

To provide the counterparts for the Study Team

A handwritten signature in black ink, appearing to be 'Kau' with a stylized flourish above it.

General Information on production site of Artisan Craft

Name of province: \_\_\_\_\_

I General Information

No	Name of craft village	Main products*	Number of employee by craft products	Output per year in the village(VND)	Main market(domestic or export market)	Main crafts producer in the village(ex.factories, cooperatives et)
1						
2						
3						
4						
5						
6						
7						
8						

- 73 -

\*If one village has a few artisan craft products, please fill the figures product by product

II

II Location of the craft villages

Please attach the map in which the location of craft villages are indicated





政府  
132/2000/QĐ-TTg

(仮訳・未定稿)  
ヴェトナム社会共和国  
独立—自由—幸福  
ハノイ2000年11月24日

## 首相の決定 非農業業種奨励政策について

政府首相  
1992年9月30日付けの政府組織法に基づく  
農業・農村開発省大臣の提言による

### 決 定

#### 第一条 非農業業種および対象

1. 本決定に規定する非農業業種とは：
  - a. 農村での小・手工業の生産業種
    - 農・林・水産物の加工・保存
    - 建設材料・ラタン・木材・セラミック・ガラス・縫製・小機械等の生産
    - 非農業業種の原料の生産および加工産業
  - b. 美術工芸工業の生産
  - c. 村等における農村生活・生産に関する建設業・運搬業・その他のサービス業
2. 対象
  - a. 家庭・個人業
  - b. 組合、合作社、個人業、株式会社、有限会社、合名企業以下、これらを非農業業種の事業所と呼ぶ。

#### 第二条 非農業業種開発政策

- (ア) 政府は市場経済原理に基づき、非農業業種を持続発展させ、また農村の環境保全や農業・農村の工業化・近代化をするために計画・方針を持つ。同時に伝統的な業種の開発において、文化・観光開発と密着な関係を維持する計画を策定する。
- (イ) 政府は農産物の使用や消費を奨励政策がある。また、産廃による環境破壊を防止する目的として、国内の自然材料として(木、竹、葉等)の使用を特に奨励する。
- (ウ) 第1条に規定された非農業業種の事業所等の保護政策を政府は考えており、特に、

国内需要や輸出に答える伝統的な産業や労働集約の産業に対する。

- (エ) 政府は合法的な権利：資産所有権・知的所有権・著作権・工業所有権等を守る。
- (オ) 政府は同業種協会や同地方異業種協会および同地方同業種協会の設立を激励し、また、各業種の要望や意見を発展政策に反映できるよう心かける。
- (カ) 政府は非農業業種に支援できる条件を整え、非農業業種を発展するように助言・情報提供・マーケティング、研修等について社会全体の力を活用し、デザイン、モデル等の研究に支援する。

### 第三条 土地

- (ア) 土地利用に関する紛争のない業種の事業所、工場等は権限を有する人民委員会に土地使用許可証を発給される。
- (イ) 毎年、省・市の土地使用計画により、政府は農地および林地を非農業業種のために移転を許可する  
非農業業種の多い地域では、省の人民委員会は郡・村の人民委員会に土地計画策定を委任し、手芸生産区のインフラ整備を行い、非農業業種の事業所等が入区しやすい環境を作る。
- (ウ) 非農業業種の既存事業所・工場等が老朽化で、あるいは狭くて、環境整備困難等の理由で、新工場・新事業所を建設する予定があり、借地する希望があれば、政府は低額の借地料で優先的に提供する。

#### (エ) 借地の手続き

借地申請書は次の通りの内容である：

- 一 会社名あるいは個人名（借地者は借地予定の地方に戸籍の登録は不要である）
- 一 借地の目的
- 一 場所・面積
- 一 期間
- 一 約束書類

申請書を受理してから15日以内、コミューン人民委員会はコメントを付け郡人民委員会に提出する（個人・家庭事業、小規模の組合等の場合）。また企業・株式会社・有限会社、合名会社の場合、省人民委員会に提出する。

コミューン人民委員会のコメント付きの申請書を受理してから15日以内、郡あるいは省の人民委員会は引き続きの手続きや指導をしなければならない。

- (オ) 借地料はコミューンの収入として預かり、国の予算法の規定に基づき、その地方のインフラ整備を行うこと。

土地総局や財政省は本条に従い、地方政府に借地手続や借地料使用政策を指導する義務がある。

#### 第4条 原料・材料

1. 省および中央政府管轄の市等は自分の地域に適合する開発を考慮し、農林水産物開発計画を作成し、安定な発展を図る。
2. 資源開発のニーズがある業種へは法律に基づく使用許可書や開発許可書を優先的に発行する。
3. 森林資源の原料等の使用について、農業・農村開発省が策定した年間開発計画に使用許可をされる原料の他に、植林から得た原料や輸入原料をなるべく使用するよう各非農業業種の経営者によびかける。  
輸出禁止品目のリスト以外の林業原料を輸出する際、原料のルートの申請は不要で、輸出額も制限されない。
4. 手芸・小工業の開発や非農業業種のための原料生産を奨励される。

#### 第5条 投資・信用

1. 1999年7月8日付の51/1999/ND-CP 政府議定による国内投資奨励法（改正）の詳細な規定に基づき、非農業業種は様々な優遇制度を受けられる。
2. 投資優遇制度申請書を受理した機関は非農業業種に対して投資優遇証明書に承認する義務があり、実施機関はその承認を尊重し、その他の手続を要求してはならない。
3. 良い案件を行う予定で、また郡人民委員会の承認を得た非農業業種は、1999年6月29日付けの43/1999/ND-CP の開発信用投資議定によるの条件、順序、手続等に従い、投資開発金融基金から低金利のローンの借り入れことや信用保証を申請することができる。  
財政省はこの制度を申請できるように各非農業業種に対して詳細に説明すること。
4. 担保・抵当能力のない非農業業種に対しては第三者の保証制度の規定によって、上述の基金から借り入れることもできる。
5. 1999年12月29日付の178/1999/ND-CP 信用金融組織議定の26条に基づく非農業業種は政治・社会団体の保証の元で信用金融組織から資金を借り入れることができる。
6. ヴェトナム中央銀行は信用金融組織に非農業業種のための簡素な手続、情報公開、適当な借り入れ形態等を指導し、良い条件を整ってあげる。

#### 第6条 税金・各種の手数料

1. 1999年7月8日付 51/1999/ND-CP の国内投資奨励法(改正)に記載した 03/1998/QH10 の資源税制度の規定による非農業業種は優遇税制度を受けることができる。
2. 1999年1月30日付の 04/1999/ND-CP の議定に記載した法律に定められた手数料以外の手数料徴収禁止規定に従い、非農業業種は税金や手数料を納入する。
3. 地方独自徴収の交通手数料等に関しては運輸省・財政省・農業・農村開発の調整の元に非農業業種に対して適当な規定を定め、指導をする。

#### 第7条 情報・消費市場

1. 各省・各級(市・郡・コミューン)の人民委員会は市場開拓、市場情報、商品規格、商品基準等に非農業業種はタイムリーに提供や接近できるように努力する。
2. 非農業業種事業家は展示会の参加費や国内商品紹介の費用を半額割引を受けることができる。政府は非農業業種事業家の出入国の手続手伝いや海外での研修や視察や展示会参加や商品紹介や市場調査等の部分的な資金援助を提供する。
3. 非農業業種は生産・商品の消費のため、国内および国外の個人・団体と合併することができる。
4. 商業省は在外の商業担当参事官達に対し、その国の市場調査や輸出拡大するため、ベトナム国内の企業等を紹介するよう指導する。また、非農業業種事業所等は直接輸出できるような環境をつくる。上等な手芸品が生産できる実績のある非農業業種事業所に対し激励式や奨励式等を行う。

#### 第8条 科学・技術・環境

1. 科学・技術・環境省(MOSTE)は事業所に対して技術改善および選定、モデル変更、国内原料使用、商品多様化廃棄物処理の研究および移転、環境保全等について指導する。
2. 農業・農村開発省(MARD)は情報文化省およびベトナム合作社と連携し、事業所にベトナムの伝統的な工芸を守り、発展できるよう指導する。
3. 政府は事業所に対し、生産向上化するため、新技術や機会等導入するよう激励する。
4. 事業所は衛生・環境を保全し、環境破壊をもたらす工場の移転等を行う。

#### 第9条 品質について

1. 事業所は品質向上に心をかけ、商品多様化し、国内や外国における競争力を高め、輸出できるよう努力する。

2. 事業所は消費者に対し商品の責任を持つ。
3. 家庭、個人の事業所等は関係機関に品質基準、デザイン、サンプル等を登録する義務がある。

#### 第10条 労働力・養成・研修

1. 雇用は事業開発するために土地を回収された家庭の人を雇うことや地元の労働力等を優先的に使うこと。
2. 養成・研修について
  - あ 職人は弟子を直接に受け入れ、学費を徴収することができる。また、養成活動に関して、免税制度を受けることができる。
  - い 国の職業訓練学校等は非農業業種に対し優先的に指導し、工業デザイン学校等は商品設計等の指導の質を高め、手芸商品のデザイン等に力を入れる。
  - う 地方の条件により、各郡は職業訓練学校、特にその地方にとって、誇るべく伝統的な職業等をその学校で人材を育てる。
3. 政府は優秀で、弟子に一所懸命育てる職人や人気のある商品を作る事業所やたくさん仕事を提供できる事業所に対して、表彰制度あり、定期的に“優秀な職人”や“人間国宝”に表彰する。
  - 一 政府は外国人の職人等がベトナムの伝統的な手芸の仕事をする職人にその国の秘訣、経験等を指導するための良い環境を造る。
4. 農業・農村開発省は労働・傷兵・社会省とベトナム合作社連盟と良い連携をし、優秀な職人、人間国宝等のタイトルを決め、表彰制度を設ける。

#### 第11条 実施

1. 農村・農業開発省は次の通り責任がある：
  - あ 全国の農村業種開発のため計画・企画・制度・政策を中央政府に提出する。地方政府に対して、計画・企画実施や案件展開等を指導する。また、これらの業種を発展させるために、伝統な手芸の指標を作り、優遇政策を導入する。
  - い 各省庁や関係機関と連携を取り、手芸の村や事業所のインフラ整備を行う。
  - う 各省庁・関係機関、例えば、MOSTEやベトナム合作社連盟等と連携を取り、地方や同業種協会の業務を展開し、激励する。また、市場情報の提供、管理、生産、機材調達、商品消費等の経験の交換を行う。
  - え 事業所の職人としての養成・研修・職業訓練および指導をする。
2. 商業省は財政省、関係省庁等と協力し、非農業業種、特に伝統手芸事業所等のための市場調査や国内および外国市場の消費調査等を行い、輸出の簡単な手続

と優遇税制を導入する。

3. ヴェトナム合作社は関係省庁および関係機関と連携を取り、非農業業種に対し、政府の開発政策・計画・企画等を作成・実施・宣伝・指導・支援をする。
4. 各省の人民委員会および中央直轄の市の人民委員会は次の通りの責任がある：
  - あ 手芸の村や非農業業種の事業所開発詳細計画を作成し、各行政単位に開発案件を作成・実施するよう指導する。
  - い 手芸の村や非農業業種の事業所のインフラ整備を行う。また、小さい行政単位：郡・コミューン・村に小規模な組合等を設立するよう指示する。
  - う 手芸の村や事業所に対し、国の法律・規定を従うよう監査、調査・指導をする

#### 第12条 実施項目

1. 本決定書は署名後、直ちに効力が発生する。
2. 本決定書に従い、各省庁、政府機関は各々の責任や権限や機能に基づき実施する。
3. 各大臣、政府機関の長、各省の人民委員会、中央直轄の市の人民委員会は本決定書に従い実施する義務がある。

政府首相殿

副首相殿

NGUYEN CONG TAN