

4. 討議議事録 (R/D)

No. 0415/78081



Department of Public Welfare
Krungkasem Road, Pomprab
Bangkok 10100
Tel. 662-6447993, Fax 662-6447995

9 July B.E.2545 (2002)

Dear Mr. Nakai,

Please refer to your letter No. 825/14H of July 4, 2002 concerning the Record of Discussions (R&D) for the Asia-Pacific Development Center on Disability Project.

I am pleased to enclose herewith a copy of the said Record of Discussions duly signed by me on behalf of the Department of Public Welfare for your appropriate action.

Please be assured of our full cooperation.

Yours sincerely,

(Mr. Wuntop Phloytabtina)
Director-General

Enclosed : As stated

Mr. Shinya Nakai
Resident Representative
JICA, Thailand Officer
1674/1 New Petchburi Road,
Bangkok 10320

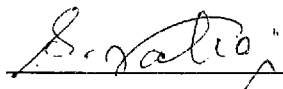
**RECORD OF DISCUSSIONS BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
DEPARTMENT OF PUBLIC WELFARE OF
THE GOVERNMENT OF THE KINGDOM OF THAILAND
ON
JAPANESE TECHNICAL COOPERATION FOR
THE ASIA-PACIFIC DEVELOPMENT CENTER ON DISABILITY PROJECT**

In response to the request of the Government of the Kingdom of Thailand, the Government of Japan has decided to cooperate on a Japan-Thailand technical cooperation project, the Asia-Pacific Development Center on Disability Project (hereinafter referred to as "the Project") in accordance with the Agreement on Technical Cooperation between the Government of Japan and the Government of the Kingdom of Thailand signed on November 5, 1981 (hereinafter referred to as "the Agreement") and the Embassy of Japan's Note (No. 089/02 dated 7 June, 2002) and the Department of Technical and Economic Cooperation's Note (No. 211/11996 dated 3 July, 2002).

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the executing agency responsible for the implementation of the technical cooperation programme of the Government of Japan, will cooperate with the authorities concerned of the Government of the Kingdom of Thailand on the Project.

JICA and the Thai authorities concerned held a series of discussions on the framework of the Project. As a result of the discussions, JICA and the Department of Public Welfare agreed on the matters referred to in the document attached hereto.

Bangkok, Kingdom of Thailand, July 9, 2002



Mr. Shinya Nakai
Resident Representative
JICA Thailand Office
Japan



Mr. Wanlop Phloytabtim
Director-General
Department of Public Welfare
The Kingdom of Thailand

THE ATTACHED DOCUMENT

1. COOPERATION BETWEEN JAPANESE AND THAI SIDES

1.1. The Department of Public Welfare (hereinafter referred to as "DPW") and the following organizations will jointly implement a Japan-Thailand technical cooperation project, the Asia-Pacific Development Center on Disability Project (hereinafter referred to as "the Project") in cooperation with Japan International Cooperation Agency (hereinafter referred to as "JICA").

[Associate Organizations for the Asia-Pacific Development Center on Disability in Thailand]

- (1) Office of the Committee for Rehabilitation of Disabled Persons(OCRDP), Department of Public Welfare, Ministry of Labour and Social Welfare
- (2) Special Education Center, Rajabhat Institute Suan Dusit, Ministry of Education
- (3) Ratchasuda College, Mahidol University, Ministry of University Affairs
- (4) Sirindhorn National Medical Rehabilitation Center, Ministry of Public Health
- (5) National Electronics and Computer Technology Center, Ministry of Science and Technology
- (6) Other relevant governmental/non-governmental organizations working for Thailand or the Asia-Pacific region

The above list is to be reviewed and approved by the Joint Coordinating Committee (JCC).

1.2. A master plan of this Japan-Thailand technical cooperation project in the form of Project Design Matrix (PDM) (hereinafter referred to as "the Project Master Plan") and a tentative Plan of Operation for the Project as of May 2002 are given in ANNEX I.

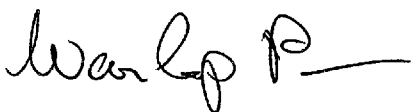
1.3. The Project implemented in accordance with the Project Master Plan (ANNEX I) has the following aspects:

1.3.1. Bilateral cooperation between Thailand and Japan:

JICA and DPW will jointly establish a center on disability for the Asia-Pacific region entitled "Asia-Pacific Development Center on Disability" (hereinafter referred to as "the Center") in order to promote empowerment of persons with disabilities (hereinafter referred to as "PWDs") and a barrier-free society in developing countries in the region.

1.3.2. Regional cooperation for Asia and the Pacific:

JICA and DPW will cooperate with each other in Asia-Pacific regional cooperative activities such as networking and collaboration among relevant agencies/groups, information support and disability-related human resource development training in order to promote empowerment of PWDs and a barrier-free society for developing countries in the region.



2. MEASURES TO BE TAKEN BY THE JAPANESE SIDE

In accordance with the laws and regulations in force in Japan and the provisions of Article III of the Agreement, JICA will take, at its own expense, the following measures under the technical cooperation scheme of Japan.

2.1. Dispatch of JICA Experts:

JICA will provide services of JICA experts as listed in ANNEX II.

2.2. Provision of Machinery and Equipment:

JICA will provide machinery, equipment and other materials (hereinafter referred to as “the Equipment”) necessary for the implementation of the Project as listed in ANNEX III.

2.3. Training of Thai Counterpart Personnel in Japan:

JICA will receive Thai personnel connected with the Project for technical training in Japan as given in ANNEX IV.

3. MEASURES TO BE TAKEN BY THE THAI SIDE

3.1. DPW will take necessary measures to ensure that the self-reliant operation of the Center can be sustained during and after the period of the Japanese technical cooperation, through full and active involvement in the Project by all related authorities, beneficiary groups and institutions.

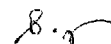
3.2. DPW will ensure that technologies and knowledge acquired by Thai nationals as a result of the Japanese technical cooperation will contribute to the educational, economic and social development of the Kingdom of Thailand.

3.3. Specific privileges and other benefits necessary to conduct the Project will be provided in accordance with the Agreement.

3.4. DPW will take necessary measures to ensure that the knowledge and experience acquired by the Thai personnel from technical training in Japan will be utilized effectively in the implementation of the Project.

3.5. In accordance with the provision of Article IV-(b) of the Agreement, DPW will provide services of Thai counterpart personnel and administrative personnel as listed in ANNEX V.

3.6. In accordance with the provision of Article IV-(a) of the Agreement, DPW will provide



necessary office space and facilities for the Project as listed in ANNEX VI.

- 3.7. In accordance with the laws and regulations in force in the Kingdom of Thailand, DPW will take necessary measures to supply or replace at its own expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under 2.2 .above.
- 3.8. In accordance with the laws and regulations in force and a concerned cabinet resolution dated July 31, 2001 in the Kingdom of Thailand, DPW will take necessary measures to meet running expenses necessary for the implementation of the Project.

4. ADMINISTRATION OF THE PROJECT

- 4.1. The Director-General of DPW under the Ministry of Labour and Social Welfare (hereinafter referred to as “MLSW”), as the **Project Director**, will bear overall responsibility for the administration and implementation of the Project. After public sector reforms in the Kingdom of Thailand around October 2002, the Director-General of a new disability-concerned department or an equivalent position under a new ministry tentatively entitled “Ministry of Social Development and Human Security” will take over the position as the Project Director.
- 4.2. The Director of the Office of Committee for Rehabilitation of Disabled Persons (hereinafter referred to as “OCRDP”) belonging to DPW under MLSW, as the **Project Manager**, will be responsible for the managerial and technical matters of the Project. After public sector reforms in the Kingdom of Thailand around October 2002, the Director of a new division solely for the Center under the new disability-concerned department will take over the position as the Project Manager.
- 4.3. The Chief Advisor, as a leader of the Japanese Project team, will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
- 4.4. The JICA experts will give necessary guidance and advice to Thai counterpart personnel on technical matters pertaining to the implementation of the Project.



4.5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee (JCC) will be established whose functions and composition are described in ANNEXVII.

5. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the Japanese and Thai governments through JICA, DPW and the other authorities concerned, at the mid-term and during the last six months of the cooperation term in order to examine the level of achievement.

6. MUTUAL CONSULTATION

There will be mutual consultation between JICA and DPW on any major issues arising from or in connection with the attached documents.

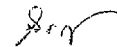
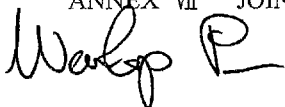
7. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among people of the Kingdom of Thailand and other countries in the Asia-Pacific region, JICA and DPW will take appropriate measures to make the Project widely known to people in those countries.

8. TERM OF COOPERATION

The duration of the technical cooperation for the Project will be five (5) years from 1st August 2002.

ANNEX I	PROJECT MASTER PLAN
ANNEX II	TENTATIVE TERMS OF REFERENCE OF JAPANESE EXPERTS
ANNEX III	LIST OF MACHINERY AND EQUIPMENT
ANNEX IV	TRAINING OF THAI COUNTERPART PERSONNEL IN JAPAN
ANNEX V	LIST OF THAI COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX VI	LIST OF OFFICE SPACE AND FACILITIES
ANNEX VII	JOINT COORDINATING COMMITTEE



ANNEX I PROJECT MASTER PLAN

Project Design Matrix (PDM)

Project Title: The Asia-Pacific Development Center on Disability Project

Duration: July 2002 to June 2007

Target group: Persons with disabilities in developing countries in the Asia-Pacific region

*The Center = The Asia-Pacific Development Center on Disability

Narrative summary	Indicators	Means of verification	Important assumptions
<p>Overall goal: Empowerment of PWDs and a barrier-free society will be strongly promoted in developing countries in the Asia-Pacific region.</p>	<p>The Center is able to cooperate with relevant agencies/groups in the region in formulating and carrying out policies promoting empowerment of PWDs and a barrier-free society.</p> <p>The Center is able to collaborate in its activities with focal point organizations and associate organizations in developing countries in the region.</p> <p>Relevant agencies/groups supported by the Center are able to access and share information with others in the region.</p> <p>Participants of the Center's training are able to utilize their obtained knowledge and skills in their home countries.</p>	<ul style="list-style-type: none"> • Records of the Center • Records of the Center • A survey of relevant agencies/groups at the post-evaluation • Follow-up study of the training course participants 	
<p>Project purpose: The Center will be established to promote empowerment of PWDs and a barrier-free society in developing countries in the Asia-Pacific region</p>	<p>The Center is recognized by relevant organizations as a center that promotes empowerment of PWDs and a barrier-free society.</p> <p>The Center is equipped for networking and collaboration among relevant agencies/groups, information support, and disability-related human resource development training for the Asia-Pacific region.</p> <p>The Center is well managed.</p>	<ul style="list-style-type: none"> • Mid-term (2004-5) and final project evaluation reports • Completion report of the construction project of the Center building • Mid-term and final project evaluation reports • Baseline survey results, mid-term and final project evaluation reports 	

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<p>Outputs:</p> <p>1. The Center will facilitate networking and collaboration among relevant agencies/groups.</p> <p>2. The Center will provide information support for the overall goal of the project.</p> <p>3. The Center will develop disability-related human resources leading to the overall goal of the Project in cooperation with relevant agencies/groups.</p> <p>4. The Center will take the necessary administrative measures to ensure its sustainability.</p>	<p>For output No.1</p> <ul style="list-style-type: none"> • Number of the Center's focal point organizations identified • Number of the Center's associate organizations identified <p>For output No.2</p> <ul style="list-style-type: none"> • Number of visitors to the Center's homepage • Number of visitors to the Center for information support • Number of users of the Center's information referral services and their satisfaction with them • Number and contents of the information from focal point/associate organizations in the region to be linked with the Center's homepage • Number and contents of publications to be produced/edited by the Center (e.g., newsletters, training manuals/textbooks etc.) <p>For output No.3</p> <ul style="list-style-type: none"> • Number of training courses conducted • Number of participants of the training courses • Satisfaction-level with the training courses felt by the participants • Number of participants who have reported/shared the contents of the training to/with their organizations • Utilization of skills, knowledge, technologies, etc. obtained by the participants in their organizations • Number and contents of the associate organizations' training activities supported by the Center <p>For output No.4</p> <ul style="list-style-type: none"> • Establishment of an endowment fund/a foundation solely for the Center • Establishment of the Board of Trustees for the endowment fund/foundation • Amount of the endowment fund/assets of the foundation • Number of evaluations conducted of the Project • Number of Research and Development (R&D) activities promoted by the Center • Number of activities for promoting human rights concerning disability issues supported by the Center 	<ul style="list-style-type: none"> • Records of the Center <ul style="list-style-type: none"> • Records of the Center • Mid-term and final project evaluation reports • Results of surveys to be conducted by the Center <ul style="list-style-type: none"> • Records of the Center • Mid-term and final project evaluation reports • Results of surveys to be conducted by the Center • Evaluations of training by participants • Follow-up study of the former participants <ul style="list-style-type: none"> • Records of the Center • Mid-term and final project evaluation reports 	
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Activities:	Inputs:	Preconditions:
<p>1. Networking and collaboration:</p> <p>1.1 to identify and collaborate with the Center's focal point organizations in the Asia-Pacific region</p> <p>1.2 to identify and collaborate with the Center's associate organizations in Thailand and other countries in the Asia-Pacific region</p> <p>1.3 to facilitate networking and collaboration among the focal point organizations and associate organizations</p> <p>2. Information support:</p> <p>2.1. to support the capacity-building of the Center's focal point organizations to access and share information</p> <p>2.2. to provide information referral services with relevant agencies/groups and the public</p> <p>2.3. to provide periodically information on the Center such as its activities etc.</p> <p>3. Training implementation:</p> <p>3.1. to prepare and implement disability-related human resource development training in the following fields and other relevant training in cooperation with relevant agencies/groups:</p> <ul style="list-style-type: none"> - Independent Living (IL) - Community-based Rehabilitation (CBR) - Capacity building of self-help organizations of PWDs - Information and Communication 	<p>The Japanese side:</p> <p>1. Dispatch of experts</p> <p>1.1 Long-term experts</p> <ul style="list-style-type: none"> - Chief adviser - Coordinator - Expert on disability-related human resource development training - Expert on information and communication technology (ICT) accessibility <p>1.2 Short-term experts</p> <p>Short-term experts, that the Japanese and Thai Project personnel find necessary for the Project activities under the supervision of the Japan-Thailand Joint Coordinating Committee(JCC), will be dispatched.</p> <p>2. Training of Thai counterpart personnel in Japan</p> <p>Thai counterpart personnel of Japanese experts will be trained in Japan for further development of their expertise, when the JCC finds it necessary for the Project .</p> <p>3. Provision of equipment</p> <p>In the first Japanese Fiscal Year (JFY) of the Project implementation, the following equipment will be provided for the Project:</p> <ul style="list-style-type: none"> - One (1) vehicle for 8-12 persons - Three (3) power -wheelchairs - Five (5) computers with the necessary accessories including disability-concerned access soft/hardware - One (1) photocopy machine - Other equipment necessary for the Project <p>In the following JFYs, necessary equipment which Japanese and Thai Project personnel find necessary for the Project activities under the supervision of the Japan-Thailand Joint Coordinating Committee (JCC), will be provided. The provision of equipment, however, is subject to JICA's allocated budget for each JFY.</p> <p>Thai side:</p> <ol style="list-style-type: none"> 1. Assignment of counterpart personnel of Japanese experts 2. Assignment of administrative personnel for the Project 3. Provision of office space and facilities for the Project 4. Utility and daily administrative costs of the Project 	<ul style="list-style-type: none"> - Relevant organizations are willing to participate in the proposed Center's activities. - Sufficient funds can be secured for the management of the Center. - Sufficient number of the staff can be recruited for the Center.

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<p>Technology (ICT)/ assistive technologies for PWDs</p> <ul style="list-style-type: none"> - Non-handicapping/ barrier-free environment <p>3.2. to conduct evaluations of the Center's training and follow-up former training participants</p> <p>4. Administrative measures for the Center's sustainability</p> <p>4.1. to conduct fund management/raising activities</p> <p>4.2. to conduct evaluations of the Project</p> <p>4.3. to promote, support and collaborate with disability-related research and development (R & D) activities</p> <p>4.4. To promote human rights concerning disability issues</p>		
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Note: In case the above Project Master Plan is to be modified due to unavoidable conditions of the Project, both Japanese and Thai sides will agree upon and confirm these modifications by exchanging Minutes of Meeting.

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Tentative Plan of Operation (PO) for the Asia-Pacific Development Center on Disability Project

As of May 2002

Overall Goal: Empowerment of persons with disabilities (PWDs) and a barrier-free society will be strongly promoted in developing countries in the Asia-Pacific region.

Expected Project Period: July 2002 to June 2007	1 st Year				2 nd Year				3 rd Year				4 th Year				5 th Year			
	1/4	2/4	3/4	4/4	1/4	2/4	3/4	4/4	1/4	2/4	3/4	4/4	1/4	2/4	3/4	4/4	1/4	2/4	3/4	4/4
	Jul'02	Oct	Jan'03	Apr	Jul'03	Oct	Jan'04	Apr	Jul'04	Oct	Jan'05	Apr	Jul'05	Oct	Jan'06	Apr	Jul'06	Oct	Jan'07	Apr
Project Purpose: The Center will be established to promote empowerment of PWDs and a barrier-free society in developing countries in the Asia-Pacific region.																				
Construction of the Center building with necessary facilities <i>* The construction of the Center is not part of JICA's technical cooperation.</i>		◎				◆												
Output 1: The Center will facilitate networking and collaboration among relevant agencies/groups.	◆			★	◆			★	◆			☆	◆			★	◆		☆	◆
Output 2: The Center will provide information support for the overall goal of the project.	◆			★	◆			★	◆			☆	◆			★	◆		☆	◆
Output 3: The Center will develop disability-related human resources leading to the overall goal of the Project in cooperation with relevant agencies/groups.	◆			★	◆			★	◆			☆	◆			★	◆		☆	◆
Output 4: The Center will take the necessary administrative measures to ensure its sustainability.	◆			★	◆			★	◆			☆	◆			★	◆		☆	◆
1. Networking and Collaboration																				
1.1. to identify and collaborate with the Center's focal point organizations in the Asia-Pacific region	●																			●
1.2. to identify and collaborate with the Center's associate organizations in Thailand and other countries in the Asia-Pacific region	●																			●
1.3. to facilitate networking and collaboration among the focal point organizations and associate organizations												●								●
2. Information Support																				
2.1. to support the capacity-building of the Center's focal point organizations to access and share information			●																	●
2.2. to provide information referral services with relevant agencies/groups and the public												●								●
2.3. to provide periodically information on the Center such as its activities etc.	●											●								●
3. Training Implementation																				
3.1. to prepare and implement disability-related human resource development training in the following fields and other relevant training in cooperation with relevant agencies/groups: <i>*The number of participants for each training is 5 - 20. *The training duration shown as below is tentative.</i>	●																			●

★=Monitoring ☆=Mid-term Evaluation or Final Evaluation ◎=Various meetings concerning the end of the Asian and Pacific Decade of Disabled Persons in Japan in October 2002

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Master Plan

ACTIVITIES	Training Fields	No	Duration and Target Countries	Jul'02	Oct	Jan'03	Apr	Jul'03	Oct	Jan'04	Apr	Jul'04	Oct	Jan'05	Apr	Jul'05	Oct	Jan'06	Apr	Jul'06	Oct	Jan'07	Apr		
				-Sep	- Dec	- Mar	- Jun	- Sep	- Dec	- Mar	- Jun	- Sep	- Dec	- Mar	- Jun	- Sep	- Dec	- Mar	- Jun	- Sep	- Dec	- Mar	- Jun		
ACTIVITIES	Independent living (IL)	1	1 week for Thailand <i>*a series of JICA's Community Empowerment Program on IL (2001-2003)</i>			1				1															
		2	2 months for the Asia-Pacific region											2					2				2		
		3	2 weeks for the Asia-Pacific region <i>*Peer-counselor refresher course</i>												3				3					3	
	Community-based rehabilitation (CBR)	4	10 days for Cambodia, Laos, Myanmar and Vietnam				4																	3	
		5	2 months for the Asia-Pacific region									5			5					5					
	Capacity building of self-help organizations of PWDs	6	10 days for Cambodia, Laos, Myanmar and Vietnam					6								5				5					
		7	2 months for the Asia-Pacific region											7						7					
		8	1 week for the Asia-Pacific region <i>*annual DPI seminar in a country in the region supported by JICA</i>		8					8			8					8					8		
	Information and communication technology (ICT) assistive technologies for PWDs	9	1 week for the Asia-Pacific region <i>* Web-based networking course as a part of Information Support</i>				9				9				9					9					9
		10	3 months for the Asia-Pacific region <i>*Visually impaired persons course</i>									10			10					10					
		11	2 months for the Asia-Pacific region <i>* "ICT for all" course</i>										11				11						11		
		12	1 month for the Asia-Pacific region <i>* Educational materials course</i>												12				12					12	
	Non-handicapping/ barrier-free environment	13	2 weeks for the Asia-Pacific region <i>*a series of JICA's Third Country Training Program (2001-2003)</i>			13					13														12
3.2. to conduct evaluations of the Center's training and follow up former training participants					●	
4. Administrative Measures for the Center's Sustainability																									
4.1. to conduct fund management/raising activities					●	
4.2. to conduct evaluations of the Project							*			*				*			*		*		*		*		
4.3. to promote, support and collaborate with disability-related research and development (R & D) activities					●	
4.4. to promote human rights concerning disability issues					●	

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ANNEX II TENTATIVE TERMS OF REFERENCE OF JAPANESE EXPERTS

● Long-term Expert 1: Chief Adviser

1. Qualification:

- 1) Age: Over 40 years old
- 2) Academic degree: Master degree or its equivalent
- 3) Experience: 10 years of continuous experience in the field of assignment
- 4) Language level required: To be capable of communicating in English fluently
- 5) Remarks: The expert is preferably from JICA or NGOs.

2. Job description

- 1) Location / office: Bangkok / OCRDP
- 2) Proponent: JICA
- 3) Period: Five (5) years
*The assignment period will be confirmed through mutual consultations between Thai and Japanese sides.
- 4) Activity Details:
 - 4)-1 The selected expert will work side-by-side with the Rehabilitation Committee when coordinating and managing the Center activities.
 - 4)-2 He/she will cooperate with associate organizations in conducting the Center's activities.
 - 4)-3 He/she will assist the Center's staff in actively utilizing local resources for the Center's activities.
 - 4)-4 He/she will monitor project progress and present progress reports both in English and Japanese to the responsible authorities.
 - 4)-5 Considering the objectives of the Center, he/she must implement the policy of equal opportunity for PWD in every aspect of the Center's management.
 - 4)-6 He/she must always be aware of the objectives of the Center - the empowerment of PWD - and will be empathetic to the special needs of PWDs.
 - 4)-7 He/she will keep informed of the latest ICT development to ensure the best performance of the Center.

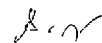
● Long-term Expert 2: Coordinator

1. Qualification:

- 1) Age: Over 30 years old
- 2) Academic degree: Master degree or its equivalent
- 3) Experience: 5 years of continuous experience in the field of assignment
- 4) Language level required: To be capable of communicating in English fluently
- 5) Remarks: The expert is preferably from JICA or NGOs.

2. Job Description

- 1) Location / office: Bangkok / OCRDP
- 2) Proponent: JICA



3) Period: Five (5) years.

*The assignment period will be confirmed through mutual consultations between Thai and Japanese sides.

4) Activity Details:

- 4)-1 The selected expert will work side-by-side with the Rehabilitation Committee for coordinating and managing the Center's activities, in consultation with the team leader
- 4)-2 He/she will help the Chief Adviser, in cooperation with Associate Organizations, to develop the Center's activities.
- 4)-3 He/she will coordinate various activities related to the Center to be implemented both inside and outside of the Center.
- 4)-4 Based on the objectives of the Center, he/she will always follow the policy of equalization of opportunities in all aspects of the Center, including planning and management.

● **Long-term Expert 3: Development Expert for Disability Program**

***Expert on disability-related human resource development training**

1. Qualification:

- 1) Age: Over 30 years old
- 2) Academic degree: Master degree or its equivalent
- 3) Experience: 5 years of continuous experience in the field of assignment
- 4) Language level required: To be capable of communicating in English fluently
- 5) Remarks: The expert is preferably from JICA or NGOs.

2. Job Description

- 1) Location / office: Bangkok / OCRDP
- 2) Proponent: JICA
- 3) Period: Five(5) years.

*The assignment period will be confirmed through mutual consultations between Thai and Japanese sides.

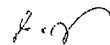
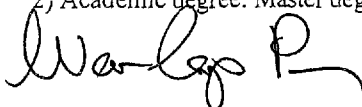
4) Activity Details:

- 4)-1 The selected expert will work in cooperation with the Chief Adviser and the Coordinator.
- 4)-2 He/she will plan and coordinate the training activities implemented by the Center.
- 4)-3 He/she will advise and support the Center to provide accessible training environment for trainees with disabilities.
- 4)-4 Since the objective of the Center is the empowerment of disabled persons, he/she will be empathetic to the special needs of PWDs..

● **Long-term Expert 4: Expert on Information and Communication Technology (ICT) Accessibility**

1. Qualification:

- 1) Age: Over 30 years old
- 2) Academic degree: Master degree or its equivalent



- 3) Experience: 5 years of continuous experience in the field of assignment
- 4) Language level required: To be capable of communicating in English fluently
- 5) Remarks: The expert is preferably from JICA or NGOs.

2. Job Description

- 1) Location / office: Bangkok / OCRDP
- 2) Proponent: JICA
- 3) Period: Five(5) years.

*The assignment period will be confirmed through mutual consultations between Thai and Japanese sides.

4) Activity Details:

- 4)-1 The selected expert will work in consultation and collaboration with the Chief Adviser and the Coordinator.
- 4)-2 He/she will plan and coordinate the training activities to be implemented by the Center with the short-term experts.
- 4)-3 He/she will make sure that the training site and information facilities are designed to be accessible for PWD.
- 4)-4 He/she will preferably have sufficient communication skills for trainees with sensory disabilities such as blindness and deafness.
- 4)-5 He/she will have sufficient knowledge and hands-on skills in ICT and assistive technology for PWD.
- 4)-6 He/she will have a wide international network for ICT and assistive technology development to ensure the sustainable development of the curriculum for training.

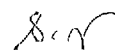
● Short-term Experts

According to the Project Master Plan shown in ANNEX I , the following short-term experts are expected:

1. Independent Living(IL) experts
2. Community-based Rehabilitation(CBR) experts
3. Organizational management experts for self-help organizations of PWDs
4. Experts on Information Communication Technology(ICT)/assistive technologies for PWDs
5. Experts on a non-handicapping/barrier-free environment

Other short-term experts will be dispatched when Japanese and Thai project personnel find it necessary for the Project under the supervision of JCC. The terms of reference for each short-term expert will be elaborated through mutual consultation between Thai and Japanese persons concerned.

Note: The above mentioned qualifications of the long-term experts, especially the article on academic degrees will be flexibly interpreted under certain circumstances, as disability-related information support and human resource development are relatively new and lacking of relevant experts.



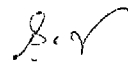
ANNEX III LIST OF MACHINERY AND EQUIPMENT

In the first Japanese fiscal year of the Project implementation, the following equipment will be provided for the Project with OCRDP in Thailand subject to the budget allocation of JICA.

1. One (1) vehicle for 8-12 people
2. Three (3) power-wheelchairs
3. Five (5) computers with the necessary accessories including disability-concerned access soft/hardware
4. One (1) photocopy machine
5. Other equipment necessary for the Project

Note:

1. The provided equipment is to be used for the technology transfer of the Japanese experts on the Project.
2. The contents, specifications and quantity of the equipment to be provided by JICA for the Project should be discussed and decided by relevant Japanese and Thai Project personnel under the supervision of the JCC.
3. The provision of equipment is subject to the JICA's allocated budget for each Japanese fiscal year.



ANNEX IV TRAINING OF THAI COUNTERPART PERSONNEL IN JAPAN

Thai counterpart personnel of Japanese experts will be trained in Japan for further development of their expertise, when the JCC finds it necessary for the Project. The number of accepted trainees and the duration of each training will be discussed and decided by relevant Japanese and Thai Project personnel under the supervision of the JCC.

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ANNEX V LIST OF THAI COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Counterpart Personnel

Qualified Thai counterpart personnel will be assigned continuously to Japanese experts as follows:

1.1. Counterparts to Chief Advisor

1.1.1. Project Manager:

- 1) Director of OCRDP until a new division solely for the Center under a new ministry tentatively entitled "Ministry of Social Development and Human Security" has been set up in October 2002
- 2) Director of the new division solely for the Center

1.1.2. Project Director:

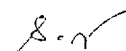
- 1) Director-General of DPW until a new disability-concerned department under a new ministry tentatively entitled "Ministry of Social Development and Human Security" has been established in October 2002
- 2) Director-General of the new disability-concerned department

1.2. Counterparts to Coordinator

- 1) Responsible officials of OCRDP until a new division solely for the Center under a new ministry tentatively entitled "Ministry of Social Development and Human Security" has been set up in October 2002
- 2) Responsible officials of the new division solely for the Center after October 2002 and until the Center has received the status of "Public Autonomous Organization" under the Thai law
- 3) Chief and staff members of the Administration Section of the Center after the Center has become a Public Autonomous Organization in Thailand

1.3. Counterparts to Development Expert for Disability Program

- 1) Responsible officials of OCRDP until a new division solely for the Center under a new ministry tentatively entitled "Ministry of Social Development and Human Security" has been set up in October 2002
- 2) Responsible officials of the new division solely for the Center after October 2002 and until the Center has received the status of "Public Autonomous Organization" under the Thai law
- 3) Chief and staff members of the Training Section of the Center after the Center has become a Public Autonomous Organization in Thailand
- 4) External associate experts/professionals in relevant disability-related human resource development training on a part-time basis, when necessary



1.4. Counterparts to Expert on Information and Communication Technology (ICT) Accessibility

- 1) Responsible officials of OCRDP until a new division solely for the Center under a new ministry tentatively entitled "Ministry of Social Development and Human Security" has been set up in October 2002
- 2) Responsible officials of the new division solely for the Center after October 2002 and until the Center has received the status of "Public Autonomous Organization" under the Thai law
- 3) Chief and staff members of the Information Section of the Center after the Center has become a Public Autonomous Organization in Thailand
- 4) External associate experts/professionals in information support and relevant training on a part-time basis, when necessary

2. Administrative Personnel

2.1. Mainly, the budget for JICA experts under Department of Technical and Economic Cooperation (DTEC) will be utilized to hire the following personnel:

- 1) Secretaries
- 2) Drivers

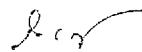
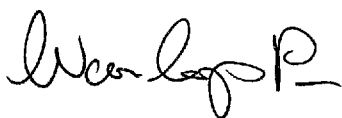
2.2. Besides the above, DPW will be able to provide other necessary administrative personnel for the Project.

3. Associate Organizations for the Center in Thailand

The following associate organizations in Thailand will be able to assign their personnel to support the Project activities when necessary:

- 1) Office of the Committee for Rehabilitation of Disabled Persons, Department of Public Welfare, Ministry of Labour and Social Welfare
- 2) Special Education Center, Rajabhat Institute Suan Dusit, Ministry of Education
- 3) Ratchasuda College, Mahidol University, Ministry of University Affairs
- 4) Sirindhorn National Medical Rehabilitation Center, Ministry of Public Health
- 5) National Electronics and Computer Technology Center, Ministry of Science and Technology
- 6) Other relevant governmental/non-governmental organizations working for Thailand or the Asia-Pacific region

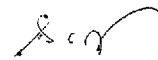
The above list is to be reviewed and approved by the Joint Coordinating Committee (JCC).



ANNEX VI LIST OF OFFICE SPACE AND FACILITIES

DPW will provide the following office space and necessary facilities for the Project before the establishment of the Center building:

1. Office space and necessary facilities for JICA Experts
2. Office space and necessary facilities for Thai counterpart personnel
3. Other facilities mutually agreed upon their necessity for the Project



ANNEX VII JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee(JCC) meeting will be held at least twice a year and whenever necessity arises.

The functions of JCC are as follows:

- (1) To approve each year's annual cooperation plan of the Project in line with the Project Design Matrix (PDM) and the Plan of Operations (PO) formulated under the framework of the Record of Discussions
- (2) To coordinate necessary actions to be taken by both Japanese and Thai sides
- (3) To review the overall progress of the PDM and PO
- (4) To exchange views on major issues arising from or in connection with the PDM and PO
- (5) To review and approve the list of associate organizations in Thailand

2. JCC members

➤ Thai side

Thai JCC members will be selected from the following organizations and officially appointed by the Minister of Labour and Social Welfare. After the public sector reforms around October 2002, the minister of a new ministry tentatively entitled "Ministry of Social Development and Human Security" will take it over.

- (1) Department of Technical and Economic Cooperation
- (2) Office of the Committee for Rehabilitation of Disabled Persons, Department of Public Welfare, Ministry of Labour and Social Welfare
- (3) Special Education Center, Rajabhat Institute Suan Dusit, Ministry of Education
- (4) Ratchasuda College, Mahidol University, Ministry of University Affairs
- (5) Sirindhorn National Medical Rehabilitation Center, Ministry of Public Health
- (6) National Electronics and Computer Technology Center, Ministry of Science and Technology
- (7) Other relevant governmental/non-governmental organizations working for Thailand or the Asia-Pacific region

The above list is to be reviewed and approved by the Joint Coordinating Committee (JCC).

➤ Japanese side

- (1) Chief Advisor
- (2) Project Coordinator
- (3) Experts assigned to the Project
- (4) Representative(s) from JICA Thailand Office
- (5) Other relevant persons to be appointed and/or dispatched by JICA

➤ Others

- (1) Representative(s) from the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP)
- (2) Representatives from relevant international non-governmental organizations in the Asia-Pacific region

Note :

1. As many PWDs and/or their representatives as possible should be appointed as the Committee members.
2. Official(s) of the Embassy of Japan in the Kingdom of Thailand attend(s) the Committee as observer(s).

