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## ANEEX1: SAVOT Phase1 Project Brief

### PROJECT BRIEF

Sector	Vocational training / Skills training / Capacity development
Donor Agency	Japan International Cooperation Agency (JICA)
Responsible Agency in GOSS	Ministry of Labour, Public Service and Human Resource Development Government of Southern Sudan
Implementing Agency	Juba Multi-Service Training Centre (MTC)
Project Terms	41 months (From September 2006 to January 2010). Project will be conducted in three Phases: first phase (September 2006 - March 2007); second phase (April 2007 - March 2008); and third phase (April 2008 - January 2010).
Project Site	Mainly Juba city. Other areas of Southern Sudan will be covered through outreach activities or training of trainers. Project office is located at Juba within the compound of Multi-Service Training Centre.
Objective	<p>Overall goals of the Project are: “opportunities for employment and income-generation of trained people will increase using acquired skills” and “the ex-trainees of SAVOT will contribute in reconstruction, reintegration and development for consolidation of peace.”</p> <p>The Project purpose is “Basic skills and vocational training are effectively delivered through the capacity building of training providers.”</p>
Beneficiaries	Main targets of the Project are people who desire to acquire some skills to participate in the recovery and reconstruction of Southern Sudan, such as unemployed youth, vulnerables, returnees, internally displaced people, and ex-combatants.
Project Components	<p>SAVOT has two approaches for its implementation processes.</p> <p>The first approach is development-oriented, aiming at the capacity development of MTC, the existing public vocational training centre. The revitalization of the existing centre is not an easy process, for it much needs the input including human resources. SAVOT endeavours to strengthen the technical, managerial and physical capacity of MTC (Component-1).</p> <p>The second approach aims at quick impacts, and SAVOT focuses on the quantity of beneficiaries trained by NGO. In this component, SAVOT</p>

	<p>invested more on the services delivered, rather than its human resources (Component-2).</p> <p>In addition, SAVOT support to build capacity of training providers in employment support services, so that there will be increased chances for graduates in employment and income generation (Component-3).</p>
<p>Monitoring &amp; Evaluation</p>	<p>JICA HQ and Country Field Office, in coordination with MLPSHRD will be responsible for monitoring the progress of the Project operation mainly based on periodic reports submitted by the Project team. MLPSHRD also establish Joint Coordination Committee (JCC) for the supervision of the project progresses.</p>

## ANNEX 2: SAVOT2 PDM (Ver.3)

### Project Design Matrix version 3.0 (as of Oct. 4, 2012)

Project Title : The Project for Improvement of Basic Skills and Vocational Training in South Sudan (Phase II)

Project Period : Aug, 2010 – July, 2013 (three years)

Target Areas : Juba, Wau, Malakal, Aluakluak and other major cities in South Sudan.

Target Group : 1) Staff of Ministry of Labour, Public Service and Human Resource Development (MLPSHRD)

2) Head, administration staff and trainers in Juba Multi-service Training Center (MTC) and Wau, Malakal and Aluakluak Women Vocational Training Centers (VTCs)

3) Staff of non-governmental vocational training providers

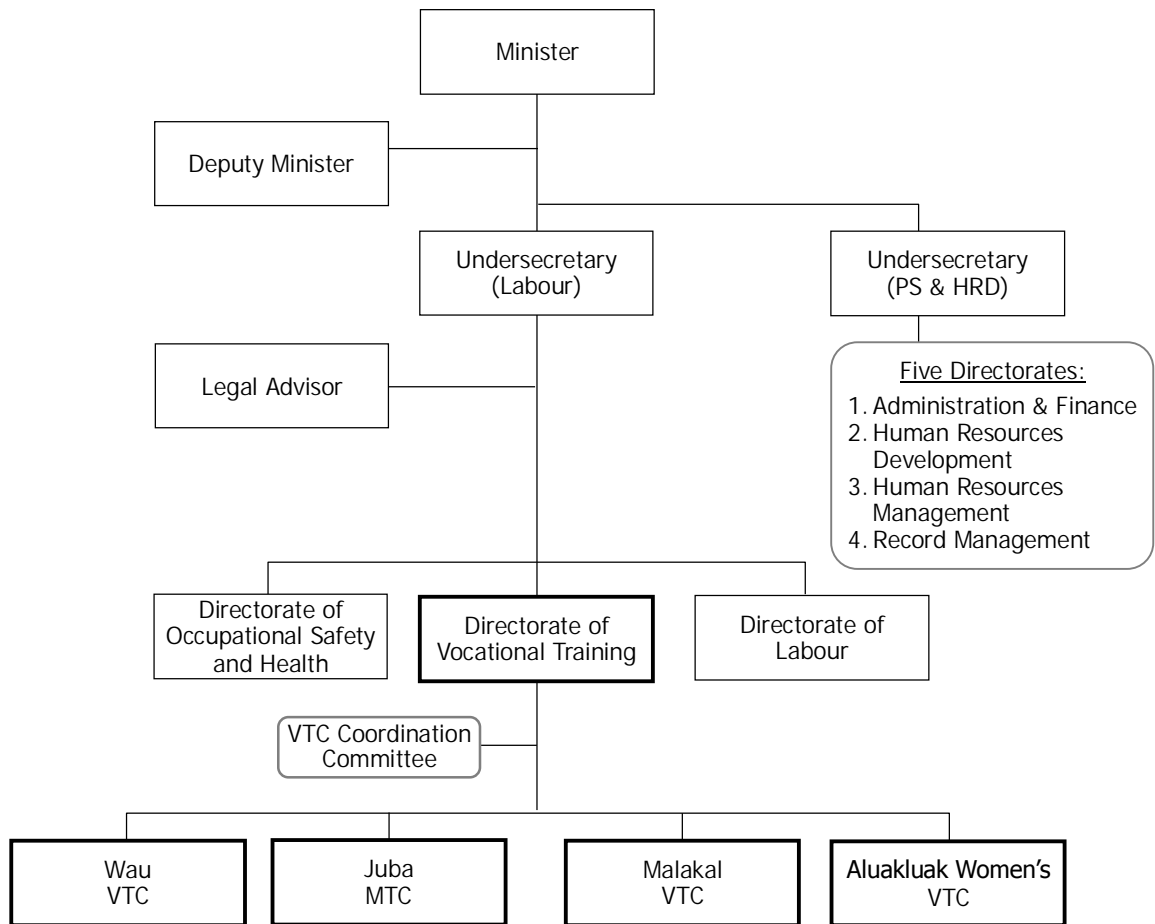
4) Trainees such as youth who are seeking new way of life, vulnerable people, returnees, internally displaced people and ex-combatants. (Project Phase 1 trained more than 2,000 trainees in 3 years. This phase expects to train same numbers of trainees.)

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p><b>Overall Goal</b> Employment and entrepreneurial opportunities of ex-trainees are expanded for promoting reconstruction and development toward consolidation of peace.</p>	<ol style="list-style-type: none"> <li>1. The rate of employment of ex-trainees exceeds at least 70% in Juba and 50 % in Malakal and Wau.</li> <li>2. The average income of ex-trainees increases by 25% compared with that before training.</li> <li>3. More than 80% of ex-trainees are satisfied with current occupation.</li> <li>4. 70% of employers of ex trainees realize the importance of training by training providers.</li> <li>5. 80% of ex-trainees realize peace in their life.</li> </ol>	<ol style="list-style-type: none"> <li>1. Tracer survey report</li> <li>2. Tracer survey report</li> <li>3. Tracer survey report</li> <li>4. Tracer survey report</li> <li>5. Tracer survey report</li> </ol>	
<p><b>Project Purpose</b> The number of training opportunities and quality of vocational training provided through VTCs and some selected non-governmental organizations increases/improves under the strengthened guidance of MLPSHRD</p>	<ol style="list-style-type: none"> <li>1. The number of trainees involved in SAVOT training programme exceeds total 1,450</li> <li>2. The number of applicants of each training course exceeds 2 times of quota for admission</li> <li>3. Completion rate of trainees in each course exceeds 80%</li> <li>4. Share of female graduates in SAVOT training programs exceeds 25%.</li> </ol>	<ol style="list-style-type: none"> <li>1. M&amp;E Report on training providers</li> <li>2. M&amp;E Report on training providers</li> <li>3. M&amp;E Report on training providers</li> <li>4. M&amp;E Report on training providers</li> </ol>	<p>There are no negative changes in the local labour market.</p>
<p><b>Outputs</b> 1. Capacity of MLPSHRD to implement the Vocational Training Policy is strengthened.  2. Technical and managerial capacity is strengthened in Juba MTC.</p>	<ol style="list-style-type: none"> <li>1-1. Number of meetings regarding issues on VTCs coming up from the quarterly and termly report</li> <li>1-2. Number of actions, which are done by MLPSHRD, against the issues</li> <li>1-3. Number of regular inspection of VTC operation by inspectors of MLPSHRD</li> <li>1-4. Number of approved guidelines and manuals to standardize VTC operation</li> <li>2-1. The approved Action Plan is finalized and approved by MLPSHRD and the Advisory Board in Juba MTC.</li> <li>2-2. The financial statement of Juba MTC is submitted to MLPSHRD, once a year.</li> <li>2-3. The system of income generating activity is established in certain courses in Juba MTC.</li> <li>2-4. The number of courses in Juba MTC adopting the national curriculum exceeds 7 trades</li> <li>2-5. Number of skills adopted into training by instructors</li> </ol>	<ol style="list-style-type: none"> <li>1-1. Progress Report from MLPSHRD</li> <li>1-2. Progress Report from MLPSHRD</li> <li>1-3. Progress Report from MLPSHRD</li> <li>1-4. Questionnaire to Juba MTC and VTC trainers</li> <li>2-1. M&amp;E Report from Juba MTC</li> <li>2-2. M&amp;E Report from Juba MTC</li> <li>2-3. M&amp;E Report from Juba MTC</li> <li>2-4. M&amp;E Report from Juba MTC</li> </ol>	<p>RSS continues to allocate necessary budget and personnel to MTC and VTCs.</p>

<p>3. Technical capacity is strengthened in Wau, Malakal and Aluakluak VTCs.</p> <p>4. Training delivery of non-governmental vocational training providers is expanded in Juba and other major cities.</p>	<p>after TOT increased to more than 10 for each instructor. 2-6 80% of trainees are satisfied with MTC training courses.</p> <p>3-1. The number of courses in VTCs adopted the national curriculum exceeds 7 trades in Malakal VTC and 5 in Wau VTC.</p> <p>3-2. Number of knowledge and skills items which instructors practically adopt into their training course after TOT is more than 10 for each instructor.</p> <p>3-3. 80% of trainees are satisfied with WVTC training courses.</p> <p>4-1. Revenue from cost-recovery system constitutes at least 25% of recurrent budget of NGO training providers.</p> <p>4-2. The number of courses conducted in Juba and other major cities exceeds 8 .</p> <p>4-3. 80% of trainees are satisfied with NGO training courses.</p>	<p>2-5. TOT Report from Juba MTC</p> <p>2-6. Questionnaire to trainees of Juba MTC</p> <p>3-1. M&amp;E Report from VTCs</p> <p>3-2. TOT Report in VTCs</p> <p>3-3. Questionnaire to VTC trainees</p> <p>4-1. Financial statement from NGOs</p> <p>4-2. M&amp;E Report from NGOs</p> <p>4-3. Questionnaire to NGO trainees</p> <p>4-4. M&amp;E Report from NGOs</p>	
<p>Activity&gt;</p> <p>1-1. Compile monthly report from each VTC and have discussion with counterparts of MLPSHRD and VTCs about issues based on these reports</p> <p>1-2. Organize ordinary meetings between Director of Vocational Training of MLPSHRD and Directors of VTCs</p> <p>1-3. Establish VTC management committee composed by Directors of 4 VTCs</p> <p>1-4. Inspect the VTC operations by the inspectors and MLPSHRD periodically</p> <p>1-5. Develop guidelines and manuals to standardize VTC operation as following: VTC Operation Guideline Standard, Budget Planning Guideline, Recruitment Guideline, Procurement Guideline, VTC Supervise Guideline, Report Writing</p> <p>1-6. Conduct training regarding instruction for guidelines and manuals to VTC staff</p> <p>1-7. Conduct monitoring for using guidelines and manuals in VTCs</p> <p>1-8. Coordinate with other donors, which intervene in vocational training sector</p> <p>2-1 Review and adjust the Juba MTC Action Plan and develop an execution plan.</p> <p>2-2 Review and reform the administrative structure of Juba MTC.</p> <p>2-3 Review and reform the institutional accounting system of Juba MTC.</p> <p>2-4 Develop the facility and equipment maintenance system of Juba MTC.</p> <p>2-5 Conduct on-the-job training (OJT) to the principal and administrators at Juba MTC.</p> <p>2-6 Conduct TOT to Juba MTC trainers on technical skills and teaching methods for Juba MTC.</p> <p>2-7 Conduct general vocational training courses for Juba MTC.</p> <p>2-8 Develop short course programmes at Juba MTC according to the needs of employees and ex-combatants.</p> <p>2-9 Conduct short vocational training courses at Juba MTC.</p> <p>2-10 Develop the income-generating system at Juba MTC.</p> <p>2-11 Conduct income-generating activities in certain training course at Juba MTC.</p> <p>2-12 Conduct training assessment and feed-back to the training programmes at Juba MTC.</p> <p>2-13 Hold seminars for promoting job placement and trainees' entrepreneurship for at</p>	<p><b>Input</b></p> <p><u>Japanese side</u></p> <p>1. Dispatch of Japanese Experts Vocational Training Policy Chief Adviser/ Juba MTC Management Vocational Training Policy Support Facility and Equipment Maintenance Vocational Training Course Management Monitoring Auto-motive Electrical installation Other short-term experts mutually agreed upon as necessary</p> <p>2. Training of counterpart personnel in Japan or other countries</p> <p>3. Provision of equipment</p> <p>4. Expenses for supporting training providers</p> <p>5. Other local expenses</p>	<p><u>Sudanese side</u></p> <p>1. Personnel Project Director (Director General for Labour and Industrial Relation of MLPSHRD) Project Manager (Director of Vocational Training of MLPSHRD) Counterpart Personnel</p> <p>2. Facilities and Equipment Land, building and facilities necessary for the Project Other facilities mutually agreed upon as necessary</p> <p>3. Local expenses for the Project Expenses to implement long-term/formal training courses at Juba MTC and VTCs Expenses for maintenance of facilities and equipment in Juba MTC and VTCs Salaries of assigned counterparts</p>	<p>Necessary trainers and managerial staff of MTC and VTCs are appointed timely.</p> <hr/> <p><b>Pre-conditions</b> The security condition of Sudan is stable.</p>

<p>Juba MTC.</p> <p>3-1 Undertake a needs assessment /baseline survey in Wau and Malakal VTC. 3-2 Conduct TOT to VTC trainers on the technical skill and teaching method. 3-3 Conduct training assessment and feedback on the training programmes.</p> <p>4-1 Undertake a sector needs assessment/analysis in major cities. 4-2 Provide assistance toward the self-sustained management of existing non-formal training providers in Juba. 4-3 Provide assistance for upgrading and expanding training courses for existing non-formal training providers in Juba. 4-4 Identify new non-formal training providers in major towns. 4-5 Design basic skills training programmes for new non-formal training providers in major towns. 4-6 Train managerial and technical staff of new training providers in major towns. 4-7 Provide assistance for the conducting of training courses by new training providers in major towns. 4-8 Conduct training assessment and feedback on training programmes. 4-9 Hold a seminar and study tour to share lessons, approaches and know-how on training, amongst training providers.</p>		
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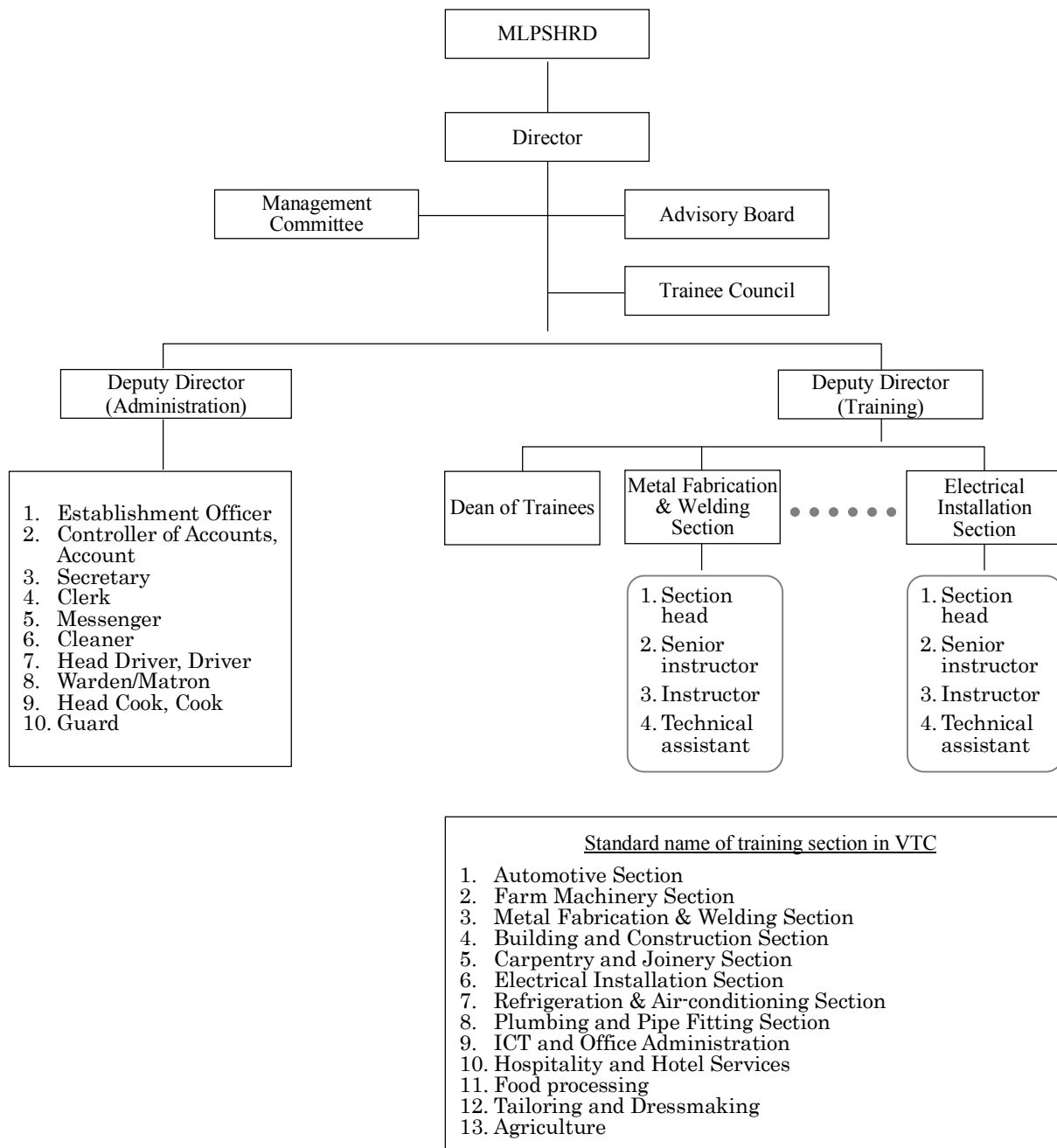
### ANNEX3: MLPSHRD Organization Structure



Organisation Structure (proposed)

(Data source: 2<sup>nd</sup> draft strategic plan: MLPSHRD, Updated by JICA Expert, July 2013)

## ANNEX4: VTC Organization Structure



Organisation Structure of VTC (proposed)



## ANNEX5: VTC Profile

### Juba Multi-Service Training Centre (MTC)

Up-dated: July 2013

Official name	Juba Multi-service Training Centre (MTC)		
Location	Juba, Central Equatoria State		
Campus area	7.8 ha		
Boarding facility	Available (capacity: 80 persons)		
Year established	1973		
Responsible ministry	Ministry of Labour, Public Service and Human Resources Development, RSS Directorate of Vocational Training		
Director	Mr. Aligo Manasseh Khamis		
Internal committee	Training management committee		
Total No. of staff	47 (MTC staff profile is available)		
No. of teaching staff	Instructors: 21 Assistants: 11		
Annual budget 2013 (SSP)	Salaries 1,279,440 Operations 200,180 Capital 224,000 Grant Total 1,731,316		
Training section	<ol style="list-style-type: none"> <li>1. Auto-motive</li> <li>2. Metal fabrication and welding</li> <li>3. Building construction</li> <li>4. Electrical installation</li> <li>5. Carpentry and joinery</li> <li>6. Plumbing / Pipe-laying</li> <li>7. Air-conditioning and refrigeration</li> <li>8. Commercial / Business</li> </ol>		
Type of training	Technical skills training (1 year) and Basic skills training (6 month)		
Mode of training	Lecture mode (30%), Practice mode (50%) and Attachment (20%)		
Certification	MTC training attendance certificate		
Training courses	Name of training course	period	No trainee*
	1. Auto-vehicle repair and maintenance course	1 year	20
	2. Electric installation course	1 year	20
	3. Metal fabrication and welding course	6 month	20
	4. Brick/Brock and concrete practice (BCP) course	6 month	20
	5. Wood work course	6 month	20
	6. Plumbing and pipe fitting course	6 month	20
	7. Secretarial course	3 month	25
Other tailor made training course available	Not fixed	-	

Teaching language	English
Curriculum used	MTC own developed curriculum
Trade test	Not available
Training Year	April to March
Training hours	One year course: 1,440 hours (48 weeks)
Timetable	08:30-16:00
No. of graduates (TY-2012)	125 (current no.) 250 (estimation by end of 2011)
Portion of women	25%
Target trainees (Entry qualification)	Sudanese, up to 35 years old
Tuition fee	SSP 250/year
Employment rate of graduate	N.A.
Major job place of graduate	Private and public sector.
Other information	

\*No. Trainee: Maximum number of trainees per course

## Malakal Vocational Training Centre (MVTC)

Up-dated: July 2013

Official name	Malakal Vocational Training Centre				
Location	Malakal, Upper Nile State				
Campus area	3.97 ha (39,775 square meters)				
Boarding facility	Not available				
Year established	1976 (started operation in 1979)				
Responsible ministry	Ministry of Labour, Public Service and Human Resources Development, RSS Directorate of Labour and Industrial Relation (Until independence of July 2011, Supreme Council for Vocational Training and Apprenticeship (SCVTA) of national Unity supervised training programme)				
Director	Mr. Abdel Rahman Ahmed				
Internal committee	Training management committee				
Total No. of staff	70 (MVTC staff profile is available)				
No. of teaching staff	Instructors:38				
Annual budget 2013	SSP 905,206 (proposed)				
Training section	<ol style="list-style-type: none"> <li>1. Auto motive</li> <li>2. Farm machinery</li> <li>3. Building and construction</li> <li>4. Carpentry and joinery</li> <li>5. Welding and Fabrication</li> <li>6. Electrical Installation and Refrigeration</li> <li>7. Food processing and Agro-Business</li> <li>8. Tailoring and sewing</li> </ol>				
Type of training	Apprenticeship programme				
Mode of training	Basic training (30%), Practical training (52.5%), Related trade instruction (17.5%) plus one year in-plant training				
Certification	Apprenticeship Diploma				
Training course	Name of training course	Period	No. trainee		
			1 <sup>st</sup> Y	2 <sup>nd</sup> Y	3 <sup>rd</sup> Y
	1. Auto motive	3 yrs	44	52	48
	2. Electrical Installation and Refrigeration	3 yrs	23	26	23
	3. Building and construction	3 yrs	1	3	5
	4. Carpentry	3 yrs	3	4	1
	5. Metal fabrication and joinery	3 yrs	14	2	1
	6. Farm Machinery	3 yrs	19	9	7
	7. Food processing and agro-business	3 yrs		16	16
8. Tailoring and sewing	3 yrs		16	16	
Teaching language	Arabic (to be shifted English by 2013)				
Curriculum used	Standard curriculum of SCVTA				

Trade test	Trade test approved by SCVTA
Training Year	September-August (June and July is holiday)
Training hours	First 2 years: total 2,560 hours plus third year for in-plant training
Timetable	8:30am-2:30pm
No. of trainees 2013	Apprenticeship Programmes (3 years course): 285 (current no. of trainees)
Portion of women	Apprenticeships Programmes: 2%
Target trainees (Entry qualification)	Apprenticeships Programmes: <ul style="list-style-type: none"> <li>● Primary eight (8) leaves</li> <li>● Age 15-20</li> <li>● Is open to any national</li> </ul>
Tuition fee	Apprenticeships programme: SSP 125 per year.
Employment rate of graduate	No tracing study being done.
Major job place of graduate	Public and private. Before independence many graduates found job in North, yet now it is difficult.
Other information	

\*No. Trainee: Maximum number of trainees per course

## Wau Vocational Training Centre (WVTC)

Up-dated: July 2013

Official name	Wau Vocational Training Centre (Previous May Vocational Training Centre)		
Location	Wau, Western Barh-El Ghazal State		
Campus area	7.57 ha		
Boarding facility	Available (16 buildings x 20 peoples = total 320 peoples)		
Year established	1969		
Responsible ministry	Ministry of Labour Public Service and Human Resources Development, RSS Directorate of Labour and industrial Relation		
Director	Mr. Martin Maker Anhiem		
Internal committee	Wau VTC management committee		
Total No. of staff	37 (WVTC staff profile is available)		
No. of teaching staff	Instructor: 8 (including Director and D/Director)		
Annual budget 2011	SSP 417,629 (proposed)		
Training section	<ol style="list-style-type: none"> <li>1. Auto-motive/Driving school</li> <li>2. Electrical installation</li> <li>3. Metal fabrication and welding</li> <li>4. Building and concrete practice/conservation</li> <li>5. Carpentry and joinery section</li> <li>6. Computer and Secretarial</li> </ol>		
Type of training	Competent Basic skills training		
Mode of training	Practical and theory		
Certification	Training attendance certificate		
Training courses	Name of training course	Period	No trainee*
	1. Auto-motive/Driving school	6 Months	8
	2. Electrical installation	6 Months	10
	3. Metal fabrication and welding	6 Months	2
	4. Building and concrete practice	6 Months	3
	5. Carpentry and joinery	6 Months	1
6. Computer and Secretarial	6 Months	4	
Teaching language	English/Local Arabic		
Curriculum used	WVTC own developed curriculum		
Trade test	Occasional trade test		
Training year	Feb to Aug 2013		
Training hour	720 hours for 6 month course (6 hours daily, 30 hours per week)		
Time table	08:30 to 15:00		
No. of trainees 2013	28 trainees		
Portion of women	N.A.		

Target trainees (Entry qualification)	South Sudanese from the age of 18 to 30 Primary graduate/Secondary, Ex-combatants
Tuition fee	SSP 200/course (6 month)
Employment rate of graduate	Employment rate is low
Major job place of graduate	Private Garages, NGOs, Ministries, transport company.
Other information	

\*No. Trainee: Maximum number of trainees per course

## **ANNEX6: Guiding Principles and Rules of the VCC**

### **VTC COORDINATION COMMITTEE**

#### **Guiding Principles and Rules of the VCC**

**December 2011**

The current scenario is that the Government of the Republic of South Sudan (RSS) suffers inadequate skilled labour force needed to contribute to the social and economic recovery and development of the public and the private sector. To the extent possible, RSS accords a high priority to skills as well as human resource development in order to replenish the human resource capacity required to accelerate the reconstruction and development processes of South Sudan.

In line with RSS priority and the demand for skills development, National Vocational Training Centres (VTCs) under the Ministry of Labour, Public Service and Human Resource Development (MLPSHRD) take a responsibility in promotion of skills and vocational training for South Sudan citizens. Vocational training systems in South Sudan are still on the process of re-establishment and VTCs are facing numbers of issues.

The VTC Coordination Committee (VCC) comprising Directors of four VTCs was established in 2011. The Committee aims to provide advisory services to member VTCs in order to ensure that the VTCs offer quality training services with standardised operation systems as public institutions.

This document covers the objectives, structure and responsibilities of VCC and its members including the planned activities by the Committee members.

#### **Article 1: Definition**

1. “VTCs” means four Vocational Training Centres under the Ministry of Labour, Public Service and Human Resource Development, e.g. Wau Vocational Training Centre, Multi-service Training Centre, Malakal Vocational Training Centre and Aluakluak Women Vocational Training Centre.
2. “Director” means Director of VTCs.
3. “The Committee” means VTC Coordination Committee.
4. “The Ministry” means the Ministry of Labour, Public Service and Human Resource Development/RSS.

#### **Article 2: Status**

The Committee shall be set up by the Ministry. This Guiding Principle shall be adopted from 1<sup>st</sup> January 2012.

### **Article 3: Objective of VCC**

The main objectives of VCC are to:

1. Advise on the matters regarding to operation of VTC and training programme offered by four VTCs.
2. Conduct studies on standardisation of VTC operation and training programme.
3. Develop effective linkage between and among VTCs and the Ministry
4. Strengthen the capacity of Directors on VTC management
5. Share experiences and lesson learnt in the past/present VTCs operation

### **Article 4: Membership**

The Committee shall be composed of Director and Deputy Director in charge of training programme from four VTCs. Total memberships shall be 8. In addition, SAVOT/JICA Team will participate as a external advisor for the committee. The Committee may call other staff of VTC to the meeting if necessary.

### **Article 5: Chairperson**

1. The Committee members shall elect a Chairperson and a Secretary. The tenure of the Chairperson shall be a year.
2. The Chairperson appoints a register at every meeting. The register shall prepare and submit a summary of discussion record to the Chairperson.

### **Article 6: Frequency of Meeting**

The Committee must meet at least once in every two months. The Chairperson will chair meetings of the Committee. In case of him/her absence, the members elect one member to chair the meeting. The Meeting should be held at least one a year at Malakal and Wau.

### **Article 7: Decision making**

The decision agreed by a majority of committee members whom are present at a particular committee meeting shall become a decision of the committee.

### **Article 8: Duties**

The Committee shall conduct;



- To identify and address the issues that are specific or common among the VTCs.
- To conduct studies on standardisation of VTC operation, such as vocational training standards, certification, VTC operation guideline standard, budget Planning Guideline, recruitment guideline, Procurement guideline, report writing manual, etc.
- To harmonize budget plan and vocational evaluation system among the VTCs.
- To identify training needs of VTC staff.

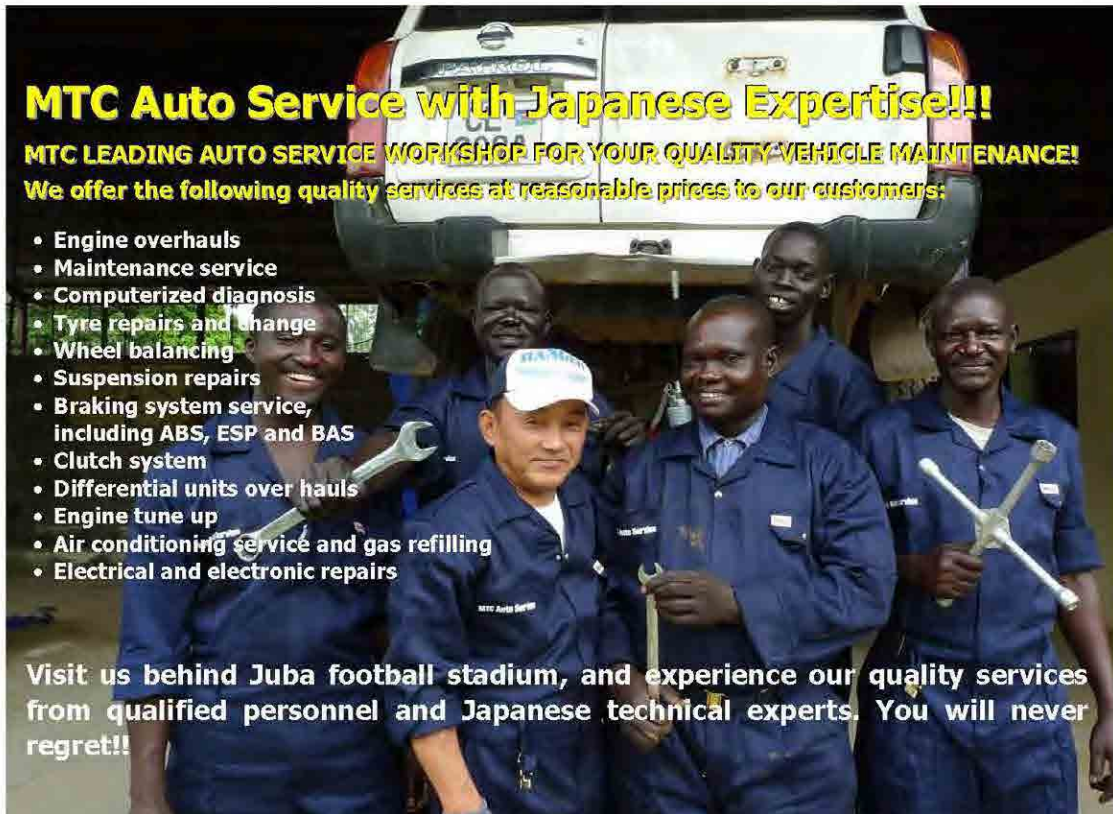
### **Article 9: Reporting**

Meeting records and reports produced by the Committee should be submitted to the Director of Vocational Training of the Ministry.

8<sup>th</sup> December 2011

Rev. Martin Maker	Director Wau Vocational Training Centre	_____
Mr. Arkangelo Kirikiri	Director Multi-service Training Centre	_____
Mr. John Paul Akic	Acting Director Malakal Vocational Training Centre	_____
Rev. Waigo Ben Tawga	Director Aluakluak Women's Vocational Training Centre	_____

# OPEN! MTC Auto Service!!



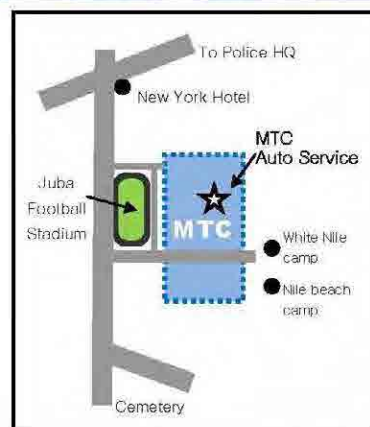
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ANNEX8: NGO Training Summary (Project Brief and Training Programme Sheet)

**SAVOT 2**

**IMPROVEMENT OF BASIC SKILLS AND  
VOCATIONAL TRAINING IN SOUTH  
S U D A N**



**PROJECT BRIEF  
[South Sudan Older People's Organization]**

Project title	Integrated Skills Training Projects for the Vulnerable Youth and Women
Name of NGO	South Sudan Older People's Organization (SSOPO)
Responsible person & contact person	Donato Ochan Hakim Executive Director South Sudan Older People's Organization (SSOPO) P.O. Box 372, Juba, Sudan +211(0)955293750 <a href="mailto:directorssopo@gmail.com">directorssopo@gmail.com</a> <a href="http://cid-50d607e5a73e635b.spaces.com/default.aspx">http://cid-50d607e5a73e635b.spaces.com/default.aspx</a>
Donor Agencies	Japan International Cooperation Agency (JICA)/SAVOT2
Project site	Juba town
Project period	July 2011 to June 2013
Project objectives	The overall objectives of this project are; (1) To provide vocational skills training for unemployed youth and women, and assist them in obtaining job opportunities to reach their economic independence (2) To establish the cost recovery system to make SSOPO and its trainings sustainable
Training Course	1. Food Processing (3 months) 2. Basic Tailoring (6 months) 3. Advanced Tailoring (6 months)
No. of Beneficiaries	<b>Original Plan</b> <u>Direct beneficiaries:</u> 276 trainees (20-35 years old) from; (1) Basic tailoring course: 90 trainees (15+15 trainees x 3 batches) (2) Advance tailoring course: 36 trainees (12 trainees x 3 batches) (3) Food processing course: 150 trainees (15+15 trainees x 5 batches) <u>Indirect beneficiaries:</u> 1,656 persons (6 family members x 276 trainees) <u>Total:</u> 1,932 persons <b>Number of Beneficiaries as of 5<sup>th</sup> July 2013*</b>

	<p><u>Direct beneficiaries:</u> 363 trainees (18-50 years old) from;</p> <p>(1) Basic tailoring course: 107 trainees  1<sup>st</sup> batch: 27 (Graduates)  2<sup>nd</sup> batch: 24 (Graduates)  3<sup>rd</sup> batch: 26 (Graduates)  4<sup>th</sup> batch: 30 (Enrolled)</p> <p>(2) Advance tailoring course: 39 trainees  1<sup>st</sup> batch: 9 (Graduates)  2<sup>nd</sup> batch: 8 (Graduates)  3<sup>rd</sup> batch: 8 (Graduates)  4<sup>th</sup> batch: 14 (Enrolled)</p> <p>(3) Food processing course: 217 trainees  1st batch: 31 (Graduates)  2nd batch: 28 (Graduates)  3rd batch: 30 (Graduates)  4th batch: 33 (Graduates)  5th batch: 31 (Graduates)  6th batch: 31 (Graduates)  7th batch: 33 (Enrolled)</p> <p><u>Indirect beneficiaries:</u> 2,178 people (6 family members x 363 trainees)  <u>Total:</u> 2,541 persons  <i>*Beneficiaries include graduates who completed trainings as well as admitted trainees of on-going trainings.</i></p>
Outputs	<ul style="list-style-type: none"> <li>• The trainees acquired the needed skills for self-employment and are able to compete in the labour market. The trainees are able to produce products that can be marketable in local markets.</li> <li>• All the food processing course trainees acquired the needed skills in catering and service and received attachment training at various hotels.</li> <li>• 66% of graduates found employment or self-employment.</li> <li>• 25% of training material cost were recovered by income generation activities (sales of products from training).</li> </ul>
Activities (Project components)	<p>(1) Skills training in tailoring (basic &amp; advanced)  (2) Skills training in food processing  (3) Supporting graduates to find or create jobs  (4) Income generation activity</p>
Project monitoring	<p>Periodic reports are important tools of project monitoring. The major reports are; (i) Monthly progress report, (ii) financial report (iii) procurement report (list of procured items) and annual/final report.</p>
Total cost	<p>Y1: USD 139,466  Y2: USD 170,554  Y3 : USD 65,117      <b><u>Total : USD 375,137</u></b></p>

**TRAINING PROGRAM SHEET 1  
【South Sudan Older People’s Organization】**

Training Course: Tailoring Basic Skills

Training Period

1<sup>st</sup> Batch: 22 Aug. 2011 – 24 Feb. 2012  
 2<sup>nd</sup> Batch: 12 Mar. 2012 – 12 Oct. 2012  
 3<sup>rd</sup> Batch: 15 Oct. 2012 – 30 April 2012  
 4<sup>th</sup> Batch: 27 May 2013 – 27 Dec. 2013

<p>Training policy (Mission of organisation)</p>	<p>Vision of SSOPO is “To create a society that is concerned with and caters for the needs of older persons and in which older people are involved in the decision making process that will shape the country.”</p> <p>To decrease the burden of elders in older people headed household, SSOPO provides youths in these household with training. It is expected that these youth will earn income after the training to support their family.</p>
<p>Objective of training course</p>	<ul style="list-style-type: none"> <li>• The trainees acquire the needed basic skills for self-employment and are able to produce simple products that can be marketable in local markets.</li> <li>• The trainings sustain through income generating activities</li> </ul>
<p>Level of skills obtained</p>	<p>Tailoring basic– after this training course trainees can;</p> <ul style="list-style-type: none"> <li>• produce baby wears</li> <li>• make pair of short</li> <li>• make a shirt</li> <li>• make some basic women dresses</li> <li>• make school uniforms</li> <li>• start working to earn some income</li> <li>• know techniques to negotiate with customers and can do simple bookkeeping</li> </ul>
<p>Expected job for ex-trainees</p>	<p>(1) Self-employment opening tailoring shop                  (2) Employed by existing local tailoring shop as assistant tailor</p>

Target trainees	<ul style="list-style-type: none"> <li>• Unemployed youth (man &amp; woman) who will be recommended by South Sudan Older People's Association whose branches are located in 23 sites in Juba County.</li> <li>• Women should not be less than 50%.</li> </ul>
Qualification of trainees	<ul style="list-style-type: none"> <li>• Might have attended basic primary education</li> <li>• 20 – 35 years old</li> <li>• Residence in Juba</li> <li>• Highly motivated to start tailoring business</li> </ul>
Period of training course & training time	6 month/course (daily, 4hr/day) Morning class: 0900 to 1300; total 514hr Afternoon class: 1300 to 1700; total 514hr
Teaching staffs (title, number & name)	(1) Administrator/Training Coordinator (Mr. Wani Gabriel Eric L.) (2) Tailoring Instructor (Mrs. Margaret Aja Yapete) (3) Literacy/Embroidery Instructor (Mrs. Marcellina Denya Loteka)
Qualification of teaching staff	Experience six (6) & above years in tailoring training
Teaching language	English and Juba Arabic
Curriculum	Practical 75%, Lectures 25% Major subjects are; <ul style="list-style-type: none"> <li>• Body measurements</li> <li>• Patterns</li> <li>• Fabrics in common use</li> <li>• Tools &amp; equipment</li> <li>• Sewing machine and basic sewing</li> <li>• Basic shirts making (school uniform)</li> <li>• Customer care/manner/work attitude</li> <li>• Tailoring business management</li> </ul>
Facility required	One training room (room is available at SSOPO office)
Teaching materials required	Reference books, dress patterns, dummy (mannequin), sample dress, etc.
Training materials required	<ul style="list-style-type: none"> <li>• Sewing Machine Singer Manual (with table)</li> <li>• Tailoring material and sewing sets</li> <li>• Stationeries, etc</li> </ul>
Expected training fee (if charge)	Two hundred South Sudanese Pounds (200 SSP) only.
Other information	

**TRAINING PROGRAM SHEET**  
**【South Sudan Older People’s Organization】**

Training Course: Tailoring Advanced Skills

Training Period

1<sup>st</sup> Batch: 22 Aug. 2011 – 24 Feb. 2012

2<sup>nd</sup> Batch: 12 Mar. 2012 – 12 Oct. 2012

3<sup>rd</sup> Batch: 15 Oct. 2012 – 30 April 2013

4<sup>th</sup> Batch: 21 May 2013 – 21 Dec. 2013

Training policy (Mission of organisation)	<p>Vision of SSOPO is “To create a society that is concerned with and caters for the needs of older persons and in which older people are involved in the decision making process that will shape the country.”</p> <p>To decrease the burden of elders in older people headed household, SSOPO provides youths in these household with training. It is expected that these youth will earn income after the training to support their family.</p>
Objective of training course	The trainees acquire the needed advanced skills for self-employment and are able to produce variety types of products that can be marketable and competitive in the local markets.
Level of skills obtained	<p>Tailoring advanced – after this training course trainees can;</p> <ul style="list-style-type: none"> <li>● make men and women’s suits</li> <li>● make all kinds of men and women’s wears</li> <li>● make quality school uniforms</li> <li>● open their own shops</li> <li>● acquire better business management knowledge</li> </ul>
Expected job for ex-trainees	<ul style="list-style-type: none"> <li>● Self-employment opening tailoring shop at local market</li> <li>● Form business group among ex-trainees</li> </ul>
Target trainees	<p>(1) Graduates from SAVOT 1.</p> <p>(2) Those who are currently involved tailoring business or employees who need skills up-grade in local market.</p>
Qualification of trainees	<ul style="list-style-type: none"> <li>● Have basic skills in tailoring</li> <li>● 20 – 35 years old</li> <li>● Residence in Juba</li> <li>● Highly motivated to up-grade the skills in tailoring business</li> </ul>
Period of training course & training time	<p>6 month/course</p> <p>0900 to 1300; total 514hr</p> <p>In the afternoon, production unit centre will be open and trainees can</p>

	come and use the facility freely.
Teaching staffs (title, number & name)	(1) Administrator/Training Coordinator (Mr. Wani Gabriel Eric L.) (2) Tailoring Instructor (Mrs. Joseline Kihembo)
Qualification of teaching staff	Experience 5-10 years in tailoring training
Teaching language	English and Juba Arabic
Curriculum	<p>Practical 85%, Lectures 15%</p> <p>(The increased in percentage of practical sessions in tailoring during this advance training is to increased quality and production capability of the trainees. Theories will be applied when and where they are directly related to the acquisition of skills needed on the job.)</p> <p>Major subjects are;</p> <ul style="list-style-type: none"> <li>● Body measurements</li> <li>● Patterns</li> <li>● Fabrics in common use</li> <li>● Tools &amp; equipment</li> <li>● Sewing machine (professional) and basic sewing techniques</li> <li>● Inter-mediate dress/shirts making</li> <li>● Customer care/manner/work attitude</li> <li>● Tailoring business management</li> </ul>
Facility required	<p>(1) One training room (2) One production unit workshop (3) One storage room</p> <p>(All are available at SSOPO office)</p>
Teaching materials required	Reference books, dress patterns, dummy (mannequin), sample dress, etc.
Training materials required	<ul style="list-style-type: none"> <li>● Closes material and sewing sets</li> <li>● Stationeries, etc</li> </ul>
Expected training fee (if charge)	Two hundred South Sudanese pounds (200ssp) only.
Other information	<ul style="list-style-type: none"> <li>● Products by trainees will be sold and 30% of this profit will be given to the trainees. This income will become incentives of trainees.</li> </ul>



**TRAINING PROGRAM SHEET**  
**【South Sudan Older People’s Organization】**

Training Course:	Food production, bakery & pastry, food & beverages services (Food processing)
Training Period	1 <sup>st</sup> Batch: 22 Aug.2011 – 22 Nov. 2011 2 <sup>nd</sup> Batch: 7 Nov. 2011 – 7 Feb. 2012 3 <sup>rd</sup> Batch: 5 Mar. 2012 – 5 Jun 2012 4 <sup>th</sup> Batch: 2 Jul. 2012 – 2 Oct. 2012 5 <sup>th</sup> Batch: 15 Oct. 2012 – 15 Feb. 2013 6 <sup>th</sup> Batch: 18 Feb. 2013 – 22 May 2013 7 <sup>th</sup> Batch: 6 May 2013 – 10 Aug. 2013

Training policy (Mission of organisation)	<p>Vision of SSOPO is “To create a society that is concerned with and caters for the needs of older persons and in which older people are involved in the decision making process that will shape the country.”</p> <p>To decrease the burden of elders in older people headed household, SSOPO provides youths in these household with training. It is expected that these youth will earn income after the training to support their family.</p>
Objective of training course	Trainees acquire the needed skills for self-employment and are able to compete in the labour market. In this course, trainees should be able to produce foods (bread, sweets and first food) that can be marketable for local consumers.
Level of skills obtained	<p>Food production, bakery &amp; pastry, food &amp; beverages services (Food processing)– after this training course, trainees can;</p> <ul style="list-style-type: none"> <li>• Bakery and pastry recipes (Bread, cakes, etc)</li> <li>• Food production (Cooking methods)</li> <li>• Food and beverages’ services</li> <li>• Basic housekeeping and front office</li> <li>• Life skills (Hygiene and sanitation and HIV/AIDS)</li> </ul>
Expected job for ex-trainees	<p>(1) Self-employment opening bread, sweets and first food shop</p> <p>(2) Employed by existing local food shops and bakeries as assistant cooks</p>
Target trainees	<ul style="list-style-type: none"> <li>• Unemployed youth (man &amp; woman) who will be recommended by South Sudan Older People’s Association whose branches are located in 23 sites in Juba County.</li> <li>• Women should not be less than 50%.</li> </ul>

Qualification of trainees	<ul style="list-style-type: none"> <li>● Might have attended basic primary education</li> <li>● 20 – 35 years old</li> <li>● Residence in Juba</li> <li>● Highly motivated to start food business</li> </ul>
Period of training course & training time	Three (3) months course & one (1) month industrial attachment Morning class: 0900 to 1300; total 257hr
Teaching staffs (title, number & name)	(1) Administrator/Training Coordinator (Mr. Wani Gabriel Eric L.) (2) Food Processing Instructor (Mr. Isaac Otieno Ogam) (3) Food Processing Instructor (Mr. Ambrose Kimutai) (4) Literacy Instructor (Mrs. Marcellina Denya Loteka)
Qualification of teaching staff	Experience: 4-10 years in food processing training and business
Teaching language	English and Juba Arabic
Curriculum	It is expected that 60% of the trainings will be practical and 40% theoretical for food processing as they need other additional knowledge like customers relation and service. Major subjects are; <ul style="list-style-type: none"> <li>● Food hygiene</li> <li>● Safety</li> <li>● Food handling and storage</li> <li>● Kitchen tools</li> <li>● Baking bread and cake</li> <li>● Cooking first food</li> <li>● Customer care/manner/attitude</li> <li>● Food business management</li> </ul>
Facility required	(1) Food processing training centre (facility was already built in 2009 by financial support of Japanese Embassy) (2) One training cafeteria (facility was built in 2011-12 by SAVOT2/JICA)
Teaching materials required	Reference books, recipe
Training materials required	<ul style="list-style-type: none"> <li>● Kitchen wear, fuel</li> <li>● food materials, packing materials</li> <li>● Stationeries, etc</li> </ul>
Expected training fee	Two hundred South Sudanese pounds (200 SSP).
Other information	Products by trainees will be sold for cost recovery of training course.

**PROJECT BRIEF**  
**Confident Children out of Conflict**

Project title	Empowerment of Vulnerable Girls and Young Women through Vocational Skills Trainings in Housekeeping and Catering & Service
Name of NGO	Confident Children out of Conflict (CCC)
Responsible person	Mrs. Cathy Groenendijk (Executive Director) +211 9955065445 <a href="mailto:cathy.groenendijk@gmail.com">cathy.groenendijk@gmail.com</a>
Donor agency	SAVOT2/ JICA
Project site	Hai Mission, Juba, Southern Sudan
Project period	October 2011 – June 2013
Project objectives	To equip vulnerable girls and young women with skills, which will enable them to live decent lives and integrate back into their community.
Training Course	1. Catering and Service (3 months) 2. Housekeeping (3 months)
No of beneficiary	<p><b>Original Plan</b>  <u>Direct beneficiaries</u>= 100 trainees (20 trainees x 5 batches)  <u>Indirect beneficiaries</u> = 600 persons (6 family members x 100 trainees)  <u>Total</u>: 700 persons</p> <p><b>Number of Actual Beneficiaries</b>  <u>Direct beneficiaries</u>= 124 trainees  Housekeeping  1<sup>st</sup> batch = 22 trainees  2<sup>nd</sup> batch= 19 trainees  3<sup>rd</sup> batch = 21 trainees  Catering &amp; Service  1<sup>st</sup> batch = 20 trainees  2<sup>nd</sup> batch= 21 trainees  3<sup>rd</sup> batch = 21 trainees</p> <p><u>Indirect beneficiaries</u>: = 868 persons  (7 family members x 124 trainees)  <u>Total</u>: 992 persons</p>

Outputs	<ol style="list-style-type: none"> <li>1. 124 girls and young women have acquired employable skills in housekeeping and catering &amp; service.</li> <li>2. Communities, relevant authorities, hotels and restaurants are supporting the girls and young women through the provision of work places for attachment.</li> <li>3. One Hospitality Agency (HA) was established and at least 13 girls and young women were recruited from among the girls and young women who have been trained throughout the SAVOT-JICA projects.</li> </ol>												
Activities (Project components)	<ol style="list-style-type: none"> <li>1.1. Construct a training hall.</li> <li>2.1. Recruit a trainer and administrative staff</li> <li>3.1. Revise the training curriculums.</li> <li>4.1. Carry out mobilization in the community (recruitment) and conduct family visits.</li> <li>5.1. Procure teaching materials and training contents.</li> <li>6.1. Provide trainees with professional clothing.</li> <li>7.1. Conduct a needs assessment for the HA.</li> <li>8.1. Develop marketing and communication plans for the HA.</li> <li>9.1. Establish the Hospitality Agency (selection of trainees, job placements and follow-up)</li> <li>10.1. Deliver centre-based training of theory and practice during 3 months: 25 trainees in each training course. <ol style="list-style-type: none"> <li>a. 1 training course in housekeeping.</li> <li>b. 1 training course in catering &amp; service.</li> </ol> </li> <li>11.1. Provide periodical counselling service to trainees throughout the length of the project.</li> <li>12.1. Provide a follow-up service for the previous and new batches throughout the length of the project.</li> <li>13.1. Test and certify trainees.</li> <li>14.1. Liaise with government, NGOs and public sectors to identify places for a 1-month practical internship: OJT.</li> <li>15.1. Conduct employment lobbying in hotels and restaurants throughout the length of the project.</li> <li>16.1. Conduct a Board meeting with the support of Ministry of Labour, with Hotel Managers in order to enhance support of employment for trainees.</li> </ol>												
Total cost	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">PY1</td> <td style="width: 10%;">USD</td> <td style="width: 80%;">53,986</td> </tr> <tr> <td>PY2</td> <td>USD</td> <td>115,219</td> </tr> <tr> <td>PY3</td> <td>USD</td> <td>52,220</td> </tr> <tr> <td><u>Total</u></td> <td><u>USD</u></td> <td><u>221,425</u></td> </tr> </table>	PY1	USD	53,986	PY2	USD	115,219	PY3	USD	52,220	<u>Total</u>	<u>USD</u>	<u>221,425</u>
PY1	USD	53,986											
PY2	USD	115,219											
PY3	USD	52,220											
<u>Total</u>	<u>USD</u>	<u>221,425</u>											

### TRAINING PROGRAM SHEET

#### 【Confident Children out of Conflict】

**Training Course:** Vocational Skills Training in **Catering & Service** for vulnerable girls and young women in Juba

**Training Period**  
 1<sup>st</sup> Batch: April – July 2012  
 2<sup>nd</sup> Batch: July – November 2012  
 3<sup>rd</sup> Batch: February – June 2013

Training policy (Mission of organisation)	To create an environment that enables vulnerable girls and young women to emerge from conflict with the opportunity to build dignified lives in order to have a meaningful future, with confidence in their own abilities to contribute to the development of the country.
Objective of training course	Equip 15-25 year old girls and young women with catering and service skills.
Level of skills obtained	Basic vocational skills in hospitality (cooking, baking, ordering and serving food).
Expected job market of ex-trainees	Working as waitresses or assistant cook in restaurants and hotels Self-employment (selling snacks etc.) Working in CCC Hospitality Agency (HA)
Target trainees	Vulnerable girls and young women who are living in the poorest areas of Juba.
Qualification of trainees	Age: Min: 15 years old, Max: 25years old Education: No requirements but basic knowledge of English (required by hotels and restaurants to order food). Medical: Good condition Interview with trainee and community members, Entry Test: family visits, motivation/attitude and future work plans.
Period of training course & training time	Project: 5 months Course: 4 months (3 months in-centre and 1 month on-the-job training). The follow up support will be ongoing during all the length of the project (previous batches and new ones).
Number of trainees	1 group of at least 25 girls and young women.
Teaching staffs (Number& name)	1 trainer for housekeeping and catering & service: Mrs. Veronica Mbuvi: 09 55 02 42 46.

	1 social worker/community mobilizer for counselling: Mrs Joyce Poni 09 55 06 61 01, 1 regional consultant (finance officer): to be hired 1 OJT supervisor: Mrs Helen Moses: 09 56 95 95 92 1 HA supervisor: to be hired	
Qualification of teaching staff	Certificate in subject and practical experience.	
Curriculum	Total approximately 180 hours (13:00-16:00) / 12 weeks	
Item	Hours	Objectives
Work ethics and Communication Skills	20	Trainees are aware of how to deal with customers and understanding their attitude, how to deal with complains and how to follow work etiquette. They understand how to organize and work in the different departments, their roles, how to make a report and inventory. An emphasis will be put on honesty, humility and the good behaviour and attitude needed.
Marketing/Business skills	12	Trainees are aware of and able to identify markets and potential employers, are able to find meaningful employment and will know how to set up simple business plans and make basic budgets.
Career guidance and life skills	10	Trainees are able to set personal and career goals, and are able to set strategies and make decisions in order to achieve these goals. The trainees will be aware of self-employment and entrepreneurship as possible career options.
Catering & service	114	Trainees are able to prepare, present and serve tasteful food and snacks. Trainees are able to take an order and to serve food to customers.
Hygiene (personal + cooking)	24	Trainees demonstrate adequate measures to meet hygiene standards throughout their work.
Facility required	Classroom with black board, furniture, training kitchen with equipment (already built and equipped during PY2)	
Teaching materials required	Markers, stationeries for personal files.	
Training materials required	Fresh foods, flour, fruits, vegetables etc.	
References	Taste of Uganda from Jolly Gonahasa; Practical Cookery from John Campbell, David Foskett and Victor Ceserani.	
Expected training fee	Nil	
Other information	n/a	

### TRAINING PROGRAM SHEET

#### 【Confident Children out of Conflict】

**Training Course:** Vocational Skills Training in **Housekeeping** for vulnerable girls and young women in Juba

**Training Period**

1<sup>st</sup> Batch: April – July 2012  
2<sup>nd</sup> Batch: July – November 2012  
3<sup>rd</sup> Batch: February – June 2013

Training policy (Mission of organisation)	To create an environment that enables orphans and vulnerable children to emerge from conflict with the opportunity to build dignified lives in order to have a meaningful future, with confidence in their own abilities to contribute to the development of the country.
Objective of training course	Equip 15-25 year old girls and young women with housekeeping skills.
Level of skills obtained	Basic vocational skills in hospitality (laundry, ironing, moping and cleaning).
Expected job market of ex-trainees	Working as housekeepers in restaurants and hotels. Working in CCC Hospitality Agency (HA)
Target trainees	Vulnerable girls and young women who are living in the poorest areas of Juba.
Qualification of trainees	Age: Min: 15 years old, Max: 25 years old Education: No requirements Medical: Good condition Entry Test: Interview with trainee and community members, family visits, motivation/attitude and future work plans.
Period of training course & training time	Project: 5 months Course: 4 months (3 months in-centre and 1 month on-the-jobs). The follow up support will be on-going during all the length of the project (previous batches and new ones).
Number of trainees	1 group of at least 25 girls and young women.
Teaching staffs (Number& name)	1 trainer for housekeeping and catering & service: Mrs. Veronica Mbuvi: 09 55 02 42 46. 1 social worker/community mobilizer for counselling: Mrs Joyce Poni 09 55 06 61 01, 1 regional consultant (finance officer): to be hired

	1 OJT supervisor: Mrs Helen Moses: 09 56 95 95 92 1 HA supervisor: to be hired	
Qualification of teaching staff	Certificate in subject and practical experience.	
Curriculum	Total approximately 180 hours (9:00-12:00) / 12 weeks	
Item	Hours	Objectives
Work ethics and Communication Skills	20	Trainees are aware of how to deal with customers and understanding their attitude, how to deal with complains and how to follow work etiquette. They understand how to organize and work in the different departments, their roles, how to make a report and inventory. An emphasis will be put on honesty, humility and the good behaviour and attitude needed.
Marketing/Business skills	12	Trainees are aware of and able to identify markets and potential employers, are able to find meaningful employment and will know how to set up simple business plans and make basic budgets.
Career guidance and life skills	10	Trainees are able to set personal and career goals, and are able to set strategies and make decisions in order to achieve these goals. The trainees will be aware of self-employment and entrepreneurship as possible career options.
Housekeeping	114	Bed laying, cleaning, customer service, ironing, laundry etc.
Hygiene	24	Trainees demonstrate adequate measures to meet hygiene standards throughout their work.
Facility required	Classroom with black board, furniture, bed, iron and housekeeping equipment (already built and equipped during PY2).	
Teaching materials required	Markers, stationeries for personal files.	
Training materials required	Detergents, housekeeping contents, charcoal, soap powder...	
References	Home economics – House-craft from W. Iga, S. Ngalombi & R. Nanyonjo; Home science Form 3 from Dorcas Kinuthia, Jane Chege and Muoka Kioko; Focus on Home science from Ruth Mugambi, Olive Mbuthia, Martin Meme, Agnes Chege and John Kamau.	
Expected training fee	Nil	
Other information	n/a	



**PROJECT BRIEF**  
**【Women Development Group】**

Project title	“Tailoring Skills for Domestic Violence Women Victims” “Advanced Tailoring Training for Women Empowerment”
Name of NGO	Women Development Group (WDG)
Responsible person	Ms. Rabha Elis Bandas Phone: 0911221063 0955438298 Email: womendevdevelopmentgroup@yahoo.co.uk
Donor agencies	JICA; CHF Sustain Peace and Livelihood South Sudan project; Oxfam Intermon, Food Security project; Ministry of Gender, Food Security.
Project site	Western Bahr El Ghazal State, Wau
Project period	August 2011 - June 2013
Project objectives	(1) To train women how to design and sew dresses and how to generate and control income by their acquired skills so that they can live independently. (2) To enable women have skills for generating income to attain better standard of living. (3) To make victim women free from domestic violence and restriction by sharing experience and knowledge with fellow women.
Training Course	1. Basic Tailoring (6 months) 2. Advanced Tailoring (4 months)
No. of beneficiary	<b>Original Plan</b> <u>Direct beneficiaries:</u> 60 women (30 trainees/ class/ batch x 2 batches) <u>Indirect beneficiaries:</u> 420 persons (7 family members x 60 trainees) <u>Total:</u> 480 persons  <b>Number of Actual Beneficiaries</b> <u>Direct beneficiaries:</u> total 60 women (18-60 years old) from; <b>Basic Course</b> 1 <sup>st</sup> Batch:20 persons 2 <sup>nd</sup> Batch:24 persons  <b>Advanced Course</b> 1 <sup>st</sup> Batch:16 persons (Selected from 1 <sup>st</sup> and 2 <sup>nd</sup> batches)  <u>Indirect beneficiaries:</u> 420 persons

	(7 family members x 44 trainees) <u>Total= 480 persons</u>
Outputs	<ul style="list-style-type: none"> <li>➤ Women beneficiaries are able to design and sew dresses;</li> <li>➤ Women have acquire basic skills in entrepreneurship</li> <li>➤ Women are able to assemble and maintain sewing machines</li> <li>➤ Women beneficiaries are able to generate income;</li> <li>➤ All women are registered under a cooperative</li> <li>➤ Women are able to control themselves from unplanned pregnancy;</li> <li>➤ Women have ability to have control over resources;</li> <li>➤ Women are able to heal other women victims of domestic violence</li> </ul>
Activities (Project components)	<p><b>Component 1: Skill training in tailoring</b></p> <ul style="list-style-type: none"> <li>- To develop &amp; revise a training curriculum</li> <li>- To develop syllabus, timetable and teaching materials</li> <li>- To procure training materials and equipment</li> <li>- To prepare training facility</li> <li>- To advertise training</li> <li>- To select and register trainees</li> <li>- To undertake 6 month basic tailoring training course</li> <li>- To undertake 4 month advanced tailoring training course</li> <li>- To provide psycho-social support</li> <li>- To provide training on gender equality</li> </ul> <p><b>Component 2: Business training &amp; support for graduates to find market</b></p> <ul style="list-style-type: none"> <li>- To provide small scale business management training</li> <li>- To provide training on control of women over resources</li> <li>- To establish ex-trainees association</li> <li>- To establish a link between association and ministries and schools</li> <li>- To provide start-up kits to successful graduates in the form of in-kind loans (sewing machines and accessories)</li> </ul>
Total cost	<p>Y1: USD 42,216  Y2: USD 39,281  Y3 : USD 25,144  <b><u>Total : USD 106,641</u></b></p>

**TRAINING PROGRAM SHEET**  
**[Women Development Group]**

**Training course:** Basic Tailoring Training Course

**Training Period** 1<sup>st</sup> Batch: September – June 2011  
2<sup>nd</sup> Batch: June - December 2012

Training policy (Mission of organisation)	To empower women to be able to generate income to sustain their livelihoods and have access to and control over resources.
Objective of training course	(1) To train women how to design and sew dresses and how to generate and control income by their acquired skills so that they can live independently. (2) To enable women have skills for generating income to attain better standard of living. (3) To make victim women flee from domestic violence and restriction by sharing experience and knowledge with fellow women.
Level of skills obtained	Good knowledge in tailoring clothes so that they can utilize their skills in income generating activities
Expected job market of ex-trainees	Schools, Ministries, hospitals and the community.
Target trainees	Vulnerable women, victims of Domestic Violence, primary school drop out girls.
Qualification of trainees	Age: Min :18 years old, Max: 45years old Education: Certificate of primary school or equivalent standard Medical: Good condition no serious disease, not pregnant because the tailoring training is hard for pregnant woman, Entry Test: Based on interview to assess knowledge, attitude (respectful, team work spirit and committed), school report, etc. Trainee should be approved by selection committee.
Period of training course & training time	Period of training: 6 months Time of training: 09:00 am _ 2:00pm (5 hours including break time)
Number of trainees	60 women (30 trainees/ class/ batch x 2 batches)
Teaching staffs (number & name)	1. Agatha Ackolino Wani 2. Evelina Joseph Lisa
Qualification of teaching staff	Teaching certificate in tailoring
Curriculum	

Item	Hours	Objectives
Tailoring, theory and practical	16 hour a week(4 hours a day, 4 days a week)	To train women on designing and sewing of dresses. To enable women have skills for generating income to attain better standard of living.
Business and marketing Management	One hour (once a week)	To provide basic skills and knowledge of business and marketing.
Social Support	One hour (once a week)	To reduce high emotion created by domestic violence through counselling
Control of women over resources	One hour (once a week)	To build capacity of women to be able to control resources effectively.
Gender equality	One hour (once a week)	Sensitise the beneficiaries at gender issues
Facility required	Generator and fuel, fans, shelter	
Teaching materials required	Stationeries, black board and chalk.	
Training materials required	Cloth, pair of scissors, manila papers, threads, needles and sewing machines	
References	Catalogue, posters	
Fees as a contribution from trainees for delivery of certificates and loan to the ex-trainees to start their business	Nil	
Other information		

**TRAINING PROGRAM SHEET**  
**【Women Development Group】**

**Training course:** Advanced Tailoring Training Course

**Training Period** February 2013 - June 2013

Training policy (Mission of organisation)	To empower women to be able to generate income to sustain their livelihoods and have access to and control over resources.
Objective of training course	<p>(1) To train women how to design and sew dresses and how to generate and control income by their acquired skills so that they can live independently.</p> <p>(2) To enable women have skills for generating income to attain better standard of living.</p> <p>(3) To make victim women flee from domestic violence and restriction by sharing experience and knowledge with fellow women.</p>
Level of skills obtained	Good knowledge in tailoring clothes so that they can utilize their skills in income generating activities
Expected job market of ex-trainees	Schools, Ministries, hospitals and the community.
Target trainees	Vulnerable women, victims of Domestic Violence, primary school drop out girls.
Qualification of trainees	<p>Age: Min :18 years old, Max: 45years old</p> <p>Education: Certificate of primary school or equivalent standard</p> <p>Medical: Good condition no serious disease, not pregnant because the tailoring training is hard for pregnant woman,</p> <p>Entry Test: Based on interview to assess knowledge, attitude (respectful, team work spirit and committed), school report, etc. Trainee should be approved by selection committee.</p>
Period of training course & training time	<p>Period of training: 4 months</p> <p>Time of training: 09:00 am _ 01:00pm (5 hours including break time)</p>
Number of trainees	20 women (20 trainees/ class/ batch x 1 batches)
Teaching staffs (number & name)	<p>3. Roda</p> <p>4. Emmanuella Isdoro Dangi</p>
Qualification of teaching staff	Diploma in tailoring
Curriculum	

Item	Hours	Objectives
Tailoring, theory and practical	20 hour a week(4 hours a day, 5 days a week)	To train women on designing and sewing of dresses. To improve tailoring skills for generating income to attain better standard of living.
Facility required	Generator and fuel, fans, shelter	
Teaching materials required	Stationeries, flip chart.	
Training materials required	Cloth, pair of scissors, flip chart, threads, needles and sewing machines	
References	Catalogue, posters	
Fees as a contribution from trainees for delivery of certificates and loan to the ex-trainees to start their business	Nil	
Other information		

**PROJECT BRIEF**  
**【Peace Corps Organization (PCO) South Sudan】**

Project title	Reintegration Project for Wau County, in WEBG
Name of NGO	PEACE CORPS ORGANIZATION (PCO) SUDAN
Responsible person	Mr. Ayaba Mustafa Kenyi Executive Director Peace Corps Organization Sudan Telephone; +211926100371 and +2119292400054 E-mail; <a href="mailto:peacecorpssudan@gmail.com">peacecorpssudan@gmail.com</a> . Website; <a href="http://www.pcosouthsudan.org">www.pcosouthsudan.org</a>
Donor Agencies	JICA, UNICEF WASH programs, UN FAO-Food Security and livelihoods(FSL)
Project site	Wau town, WEBG State, South Sudan
Project period	July 2011 to December 2012 (18 months)
Project objectives	<ol style="list-style-type: none"> <li>1. Increase average household income levels among targeted beneficiaries by about 25% above baseline levels.</li> <li>2. Reduce post harvest (fruits, vegetables, groundnuts, sunflower and fish) losses by 75% compared to baseline situation.</li> </ol>
Training Course	Food Processing (3 months)
No. of beneficiaries	<p><b>Original Plan</b>  <u>Direct beneficiaries:</u> 300 trainees (60 trainees x 5 batches)  <u>Indirect beneficiaries:</u> 1,800 persons                      (6 family members x 300 trainees)  <u>Total:</u> 1,800 persons</p> <p><b>Number of Actual Beneficiaries</b>  <u>Direct beneficiaries:</u> total 180 trainees (20-35 years old) from;                      1<sup>st</sup> batch: 60 persons                      2<sup>nd</sup> batch: 60 persons                      3<sup>rd</sup> batch; 60 persons  <u>Indirect beneficiaries:</u> 1,080 people (6 family members x 180 trainees)  <u>Total:</u> 1,260 people</p>
Outputs	<ul style="list-style-type: none"> <li>● 180 women have acquired employable skills in food processing.</li> <li>● Achieved 100% completion rate.</li> <li>● The trainees have acquired basic skills in job search and entrepreneurship.</li> </ul>

<p>Activities (Project components)</p>	<p><b>Component 1: Skills training in Food Processing</b></p> <ol style="list-style-type: none"> <li>1. Develop &amp; revise a training curriculum</li> <li>2. Develop syllabus, timetable and teaching materials</li> <li>3. Procure training materials and equipment</li> <li>4. Community mobilization, sensitization and registration of targeted beneficiaries.</li> <li>5. Training for food processing at the centre</li> <li>6. Send trainees for 3 weeks industrial attachment</li> <li>7. Monitor daily attendance</li> <li>8. Test and certificate trainees</li> </ol> <p><b>Component 2: Entrepreneurship and Employment Support</b></p> <ol style="list-style-type: none"> <li>1. Business management training</li> <li>2. Linkage with private sector end users of produce.</li> <li>3. Linkage with relevant microfinance institutions</li> <li>4. Distribution of start up kits</li> <li>5. Follow-up graduates</li> </ol>
<p>Project monitoring</p>	<p>Periodic reports are important tools of project monitoring. The major reports are; (i) Monthly progress report, (ii) financial report (iii) procurement report (list of procured items) and annual/final report.</p>
<p>Total cost</p>	<p>Y1: USD 81,890 Y2: USD 70,058 <b><u>Total : USD 151,948</u></b></p>
<p>Others</p>	<p>The project targets to involve women in the reconstruction of South Sudan by increasing their incomes, participation and decision making.</p> <p>Other important attributes are as described below;</p> <ul style="list-style-type: none"> <li>• <i>Conditions to obtain start-up kits-</i> the participants would be expected to have an attendance rate of above 90% as well as a minimum score of 75%</li> <li>• <i>Number of members per group;</i> 4-6 members</li> <li>• <i>Contents and quantity of start-up kits;</i> after successful completion of training, each group will be provided with the following items; 6-Bowls, 6-Cooking pots, 1-Medium sized charcoal oven, 1-Medium sized water filter, 1-Medium sized Meat Mincer, 1-Small sized Fruit blender, 1-Large Tea Kettle and 1-doz metallic cups. However, requirements of each group should be considered and these items would still be under the control of PCO, following the signing of an MOU.</li> <li>• <i>Businesses after training-</i> the groups are expected to start small food and tea kiosks, small scale food processing and or get employed at established restaurants/Guesthouses.</li> <li>• <i>To reduce the likelihood of the graduates selling off the starter kits,</i> PCO will encourage the registration of the groups with the ministry of social services and periodically organize workshops on group dynamics for the members.</li> </ul>



**TRAINING PROGRAM SHEET**  
**【Peace Corps Organization (PCO) South Sudan】**

**Training course:** Food processing and business training

**Training Period:** 1<sup>st</sup> Batch: September - November 2011  
2<sup>nd</sup> Batch: April - July 2012  
3<sup>rd</sup> Batch: September – November 2012

Training policy (Mission of organisation)	Peaceful coexistence and community empowerment	
Objective of training course	To improve food processing, preservation and business skills for increased incomes and food security at household levels.	
Level of skills obtained	Basic food processing and marketing skills	
Expected job market of ex-trainees	Wau Town and other urban/peri-urban locations in South Sudan	
Target trainees	Returnee and host community women	
Qualification of trainees	Age: Min : 16 years old, Max: 45years old Education: None, but at least 1 member of the group is a primary school leaver Medical: Healthy person, light disabilities are acceptable. Entry Test: Oral interview, based on personnel background and personality	
Period of training course&training time	Different groups of women will be trained in batches of 60 (30 trainees per class x 2 classes per batch), 8:00 – 12:00 & 13:00 – 17:00 (4 hours) x 3 months at PCO training centre + 3 weeks industrial attachment	
Teaching staffs (number & name)	Senior Trainer(MRS OLGA DIPIO) Assistant Trainer(MR JOHN DENG)	
Qualification of teaching staff	Certificate in catering and 2 years working experience in the relevant field	
Teaching language	English and Arabic	
Curriculum	STANDARDIZED AND HARMONIZED DRAFT VOCATIONAL TRAINING PROGRAM BY MINISTRY OF LABOUR, PUBLIC SERVICE AND HUMAN RESOURCE DEVELOPMENT.	
Item	Hours	Objectives
Food processing (Theory,	60 hours	To make trainees to know more

including nutrition, hygiene, sanitation)		about the food processing and how to handle food in proper manner
Food Processing (Practical)	120 hours	To train trainees how to cook the new, attractive dishes in the market
Basic Book keeping	30 hours	To enable trainees to keep accurate business records
Basic Marketing	30 hours	To enable trainees to compete effectively at the market
Facility required	Training centre of Peace Corps Organization- South Sudan, chairs and tables.	
Teaching materials required	Stationery, audio visual materials, relevant raw materials and equipment (computers and camera)	
Training materials required	Ingredients for food processing, utensils, etc. For the details, see attached budget.	
References		
Expected training fee	Nil	
Other information	none	

**PROJECT BRIEF**  
**【Fashoda Youth Forum】**

Project title	Housekeeping and catering training project
Name of NGO	Fashoda Youth Forum (FYF)
Responsible person	Mr. John Oyech Lwong , Executive Director oyeejo@gmail.com Telephone: 0911611198 095593800
Donor agencies	JICA, CIDA(Canadian International Development Agency) , British Embassy in Khartoum, PACT-Sudan, UNICEF, IRD, IKV PAX Christi, CARE-South Sudan, BSF, UNDP/IOM, FAO
Project site	Malakal town, Upper Nile State South Sudan
Project period	July 2011 - December 2012 (18 months)
Project objectives	To improve quality of life of vulnerable jobless people in Upper Nile State through vocational training.  The hotel business and housekeeping services are emerging in Malakal, Upper Nile State South Sudan and there is a growing demand for good services in these areas. In this project. FYF trains the vulnerable especially single mothers, IDPs and people with low income to create job opportunity that contribute stability of their life.
Training Course	<ol style="list-style-type: none"> <li>1. Catering &amp; Housekeeping (3 months)</li> <li>2. Bakery &amp; Pastry (3 months)</li> <li>3. Housekeeping (3 months)</li> <li>4. Service (3 months)</li> </ol>
No. of beneficiary	<p><b>Original Plan</b>  <u>Direct beneficiaries:</u> 240 trainees  (30 trainees/class x 2 classes x 4 batches)  <u>Indirect beneficiaries:</u> 1,440 people  (6 family members x 240 trainees)  <u>Total:</u> 1680 people</p> <p><b>Number of Actual Beneficiaries</b>  <u>Direct beneficiaries:</u> 130 persons  1st batch: 55 persons ( Housekeeping &amp; Catering)  2nd batch: 20 persons ( Housekeeping)  2nd batch: 27 persons ( Restaurant/Hotel Service)</p>

	<p>2nd batch: 28 persons ( Bakery &amp; Pastry)</p> <p><u>Indirect beneficiaries:</u> 780 family and community members. (6 family members x 130 trainees)</p> <p><u>Total:</u> 910 persons</p>
Outputs	<ul style="list-style-type: none"> <li>• 130 trainees have acquired employable skills housekeeping, service and bakery.</li> <li>• Trainees in housekeeping and service courses received attachment training at various hotels and restaurants.</li> </ul>
Activities (Project components)	<p>Component 1: Skills training in food processing and cleaning service</p> <ul style="list-style-type: none"> <li>• Recruitment of the trainers</li> <li>• Development/ revision of the curriculum and teaching materials</li> <li>• Renovation of the training hall</li> <li>• Procurement of training materials and equipment</li> <li>• Selection of the trainees by the selection committee</li> <li>• Implementation of 3 months training</li> </ul> <p>Component 2: Employment support for graduates</p> <ul style="list-style-type: none"> <li>• Establishment of ex-trainees' association</li> <li>• Provision of employment and self-employment consultation</li> <li>• Introduction of trainees to hotels and restaurants</li> <li>• Provision of industrial attachment</li> <li>• Provision of start-up kits and loan for the group of graduates</li> </ul>
Project monitoring	<p>Periodic reports are important tools of project monitoring. The major reports are; (i) Monthly progress report, (ii) financial report (iii) procurement report (list of procured items) and annual/final report.</p>
Total cost	<p>Year1: SSP 216,620</p> <p>Year2: SSP 290,269</p> <p><b><u>Total: SSP 506,889</u></b></p>

**TRAINING PROGRAM SHEET  
【Fashoda Youth Forum】**

**Training Course:** Housekeeping and catering training project

**Training Period:** 1<sup>st</sup> Batch: September – December 2011  
2<sup>nd</sup> Batch: August - November 2012

<p>Training policy (Mission of the Organization)</p>	<ul style="list-style-type: none"> <li>• FYF mission is to contribute to the process of nation building and the improvement of the socio-economic well-being of the people of South Sudan through promotion of participatory approaches and sustainable technologies.</li> <li>• FYF Vision is to see South Sudanese as an Educationally, Healthy and Socio economically sound Communities</li> </ul>
<p>Objectives of the training courses</p>	<ul style="list-style-type: none"> <li>• To teach the essential skills required to provide great service to the customers at hotels, clubs, restaurant or offices and private house.</li> <li>• Through employment ex-trainees could improve quality of life.</li> </ul>
<p>Level of skill obtained</p>	<p>The trainees will acquire the basic knowledge and skills in the following fields; Quality guest service, hygienic condition of the facilities, personal appearance, emergency situations, lost and found, safe work habits, manager on duty and the room item inventory, etc.</p>
<p>Expected job market of ex-trainees</p>	<ul style="list-style-type: none"> <li>• The ex-trainees will able to be employed by the hotels, NGOs, government and private institution or private house as housekeeper or cook or waitress/waiter.</li> <li>• Ex-trainees will be able to open own small local restaurant and coffee shop.</li> </ul>
<p>Target trainees</p>	<p>Vulnerable jobless people, especially women in Upper Nile State (living in Malakal town).</p>
<p>Qualification of trainees</p>	<p><u>Age:</u> adult    Min: 20 years old, Max: 35 years old  <u>Education:</u> This project is aim to empower women to become economically sufficient, therefore academic qualification will not be considered in general for the selection of the trainees. However, it is also expected that the trainees will start their business as groups after their graduation, so some trainees should be primary or secondary school drop-outs/leavers.  <u>Medical:</u> at least a person in good health condition and of sound mind  <u>Entry test:</u> selection committee will be formed and they will select the trainees based on an interview, knowledge, attitude and etc.  <u>Others:</u> Residence in Malakal town (short distance to training centre), Highly motivated to start own business or group business</p>
<p>Period of the training course &amp; training time</p>	<p>3 months course (2 months centre training and 1 month industrial attachment)</p>

	4 hours a day (8:00 AM to 12:00 PM) for the morning session and (1:00 PM to 5:00 PM) for the evening session
Teaching staffs (Number & names)	(1) Executive director (John Oyec Lwong) (2) Project Accountant (Zachaeus Okoth) (3) Project Officer (Peter John Akany) (4) 3 instructors Mr. Abe Edward (Cooking) Mr. David Iranya, (Service) Ms. Viola (Housekeeping)
Qualification of teaching staffs	The teaching staffs are selected on the basis of their previous experiences of working and teaching in an hotel industrial with a minimum of 2 years
Teaching language	English, Arabic and local language
Curriculum	By the end of this courses the trainees will learn the Quality cooking, waiter/waitress service, laundry and housekeeping, Guest Service, Blood-borne and Pathogens, Emergency Situations, Lost and Found, Recycling Procedures, Safe Work Habits, Manager on Duty and the Property's Fact Sheet and etc. And they will be taken for industrial attachment for practical. <ul style="list-style-type: none"> <li>• Hospitality:(Waiter/waitress service) 30 hours</li> <li>• Catering (cooking) 30 hours</li> <li>• Safety at workplace 5 hours</li> <li>• Essentials of good services 5 hours</li> <li>• Laundry and housekeeping 30 hours</li> <li>• Grooming and personal hygiene 25 hours</li> <li>• Basic communicative English 30 hours</li> <li>• Industrial attachment 154 hours</li> <li>• Other lesson the trainers may see necessary 5 hours</li> </ul>
Teaching material required	Stationary, textbooks (teaching guide),
Training material required	Utensil for catering practices, cleaning materials for use by housekeepers
Reference	N/A
Expected training fee	Nil
Other information	N/A

## ANNEX9: Plan of Operation (Actual)

Project Year Year Month  Work in S. Sudan	PY-1					PY-2												PY-3												PY-4														
	2010					2011												2012												2013														
	8	9	10	11	12	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	8							
	8/27-12/7					3/2-12/15												3/8-12/6												2/12-7/30														
<b>Component-1: Capacity development of MLPSHRD</b>																																												
1. Organizing VTC Coordinating Committee																																												
2. Developing National Harmonized Curriculum																																												
3. Developing VTC Operation & Training Guidelines																																												
4. Conduct inspection of VTCs by MLPSHRD																																												
5. Organizing VTC Forum (stakeholders meeting)																																												
<b>Component-2: Capacity Development of MTC</b>																																												
1. Conducting training needs assessment																																												
2. Developing action plan																																												
3. Reviewing management system																																												
4. Training managerial staff																																												
5. Training of instructors (TOT)																																												
6. Construction of dormitory and cafeteria																																												
7. Construction of training facilities (Japanese grant aid)																																												
8. Implementing training courses																																												
9. Introducing income generation activities (auto service)																																												
10. Conducting tracer survey																																												
<b>Component-3.1: Capacity Development of MVTC</b>																																												
1. Conducting training needs assessment																																												
2. Developing action plan																																												
3. Training of instructors (TOT)																																												
4. Preparing training equipment																																												
5. Rehabilitation of computer room																																												
6. Implementing training courses																																												
7. Conducting tracer survey																																												
<b>Component-3.2: Capacity Development of WVTC</b>																																												
1. Conducting training needs assessment																																												
2. Developing action plan																																												
3. Training of instructors (TOT)																																												
4. Preparing training equipment																																												
5. Implementing training courses																																												
6. Conducting tracer survey																																												
<b>Component-4: Provision of skills training by local NGOs</b>																																												
1. Conducting training needs assessment																																												
2. Selecting training providers																																												
3. Developing training programme																																												
4. Capacity development of training providers																																												
5. Implementing training courses																																												
6. Conducting tracer survey																																												

# ANNEX10: Assignment of Japanese expert

## Project Year 1 Assignment Schedule of Japanese Experts

Title	Name/Institution	PY1					Assignment period			
		2010					PY1	PY2	PY3	Total
		8	9	10	11	12				
					▼JCC					
1 Chief advisor/Training centre management	Sachio Yamamoto (SSC)	8/23 9	9/25 25	10/15-31 17	11/17-25 9	2.00	4.00	5.00	11.00	
2 Vocational training management	Osamu Sasaki (OPC)	8/25 7				12/7 7	3.50	6.00	7.00	16.50
3 Facility/Equipment Management	Kentaro Nishiyama (SSC)	8/23 9				11/20 20	3.00	4.00	2.00	9.00
4 Monitoring	Utako Morita (SSC)		9/5 26	10/19 19			1.50	5.50	9.00	16.00
5 Auto mechanic	Koichi Tsuyama (SSC)		9/15 16		11/13 13		2.00	5.00	5.00	12.00
6 Electricity	Hajimu Ito (SSC)		9/15 16		11/13 13		2.00	4.50	2.00	8.50
7 Carpentry	Akihiko Suda (Suda Carpentry)		9/15 16		11/13 13		2.00	3.50	1.50	7.00
8 Project coordinator	Yui Matsuo	8/28 3		10/26 26			2.00	4.00	6.00	12.00
Coordinator excluded						16.00	32.50	31.50	80.00	
(Coordinator included)						18.00	36.50	37.50	92.00	

## Project Year 2 Assignment Schedule of Japanese experts

Title	Name/Organization	PY2												Assignment Period			
		2011												PY1	PY2	PY3	Total
		1	2	3	4	5	6	7	8	9	10	11	12				
		MTC training course Rehabilitation work of MTC dormitory 2nd course (6 month) ▲ Tendering WVTC goods ▲ Delivering goods ▲ PR1 ▲ PR2 ▼ Final Report															
1 Chief advisor/Training centre management	Sachio Yamamoto (SSC)			3/28 4	4/30 30	5/10-20 11	6/12-7/14 19	7/28-8/8 8		11/7-15 14	11/26-12/16 16			2.00	4.00	5.00	11.00
2 Vocational training course management	Osamu Sasaki (OPC)			3/1 31	5/14 30		7/16 16	8/25 29		10/31 1	11/29 29			3.50	5.00	7.00	15.50
3 Facility/equipment management	Kentaro Nishiyama (SSC)			2/28 1	4/28 31	5/15 17	6/27 27	7/24 8	8/22 22		11/7-22 16			3.00	5.00	2.00	10.00
4 Monitoring	Utako Morita (SSC)			2/28 1	4/28 31		6/24 7	8/18 31		10/27 5	12/14 30			1.50	5.50	9.00	16.00
5 Auto mechanics	Koichi Tsuyama (SSC)			3/17 15	5/5 30	5/26 11			9/2 31	10/27 2	11/25 5			2.00	6.00	5.00	13.00
6 Electricity	Hajime Ito (SSC)			3/14 18	4/27 27			7/13 19	9/10 31		11/1-30 10			2.00	4.50	2.00	8.50
7 Carpentry	Akihiko Suda (Suda Carpentry)			3/23 3	5/12 30					10/17 15	12/15 30			2.00	3.50	1.50	7.00
8 Project Coordinator	Yui Matsuo/Madoka Mori			(2/27) 2/28 1	4/28(4/30) 28			(7/30) 31	8/1 21	9/21 21	(9/22) 15			2.00	3.73	6.00	11.73
9 Project Coordinator	Rie Yamashita									9/24 10/28	(10/30) 15			0.00	1.17	0.00	1.17
Coordinator Excluded						16.00	33.50	31.50	81.00								
Coordinator Excluded						16.00	33.50	31.50	81.00								
(Coordinator included)						18.00	38.40	37.50	93.90								

Assignment of other project in Sudan/South Sudan



### Project Year 3 Assignment Schedule of Japanese experts

Title	Name/Institution	PY3												Assignment period						
		2012												PY1	PY2	PY3	Total			
		1	2	3	4	5	6	7	8	9	10	11	12							
1 Chief adviser/Training center management	Sachio Yamamoto (SSC)																			
2 vocational training management	Osamu Sasaki (OPC)																			
3 Facility/equipment management	Kentaro Nishiyama (SSC)																			
4 Monitoring1	Chiaki Kido (SSC)																			
5 Monitoring 2	Erika Asada (SSC)																			
5 Auto mechanic	Koichi Tsuyama (SSC)																			
6 Carpentry	Akihiko Suda (Suda Carpentry)																			
Project coordinator	Rie Yamashita/Masashi Akiho																			
		Coordinator excluded												<b>16.00</b>	<b>33.50</b>	<b>28.50</b>	<b>78.00</b>			
		Coordinator included												18.00	37.50	32.50	88.00			

### Project Year 4 Assignment Schedule of Japanese experts

Title	Name/Organization	PY4									Assignment Period									
		2013									PY1	PY2	PY3	PY4	Total					
		1	2	3	4	5	6	7	8	9										
1 Chief advisor/Training centre management	Sachio Yamamoto (SSC)																			
2 Vocational training course management	Osamu Sasaki (HRD)																			
3 Facility/equipment management	Kentaro Nishiyama (SSC)																			
4 Monitoring 1	Chiaki Kido (SSC)																			
5 Monitoring 2	Erika Asada (SSC)																			
Project Coordinator	Hiroko Saito (SSC)																			
		Coordinator excluded									<b>16.00</b>	<b>33.50</b>	<b>24.50</b>	<b>11.00</b>	<b>49.50</b>					
		Coordinator included									18.00	37.50	28.50	14.87	55.50					

Assignment of other project  
 SSC Burden

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Assignment Period (Exclude PC)	0	38	58	32	54	62	86	Aug (1)	0
Assignment Period (MM)	0.00	1.27	1.93	1.07	1.80	2.07	2.87	-0.03	0.00
Total (MM)	0.00	1.27	3.20	4.27	6.07	8.13	11.00	10.97	10.97
Digestibility (%)	0.0%	345.5%	527.3%	290.9%	490.9%	563.6%	781.8%	-9.1%	0.0%

## ANNEX11 : Plan-Actual comparison of Japanese experts assignment

### JICA Experts

Title	Name/ Organization	Level	Assignment Period (MM)					Comparison	
				PY1	PY2	PY3	PY4		Total
1 Chief advisor/Training centre	Sachio Yamamoto (SSC)	2	Plan	2.00	4.00	5.00		11.00	▲ 0.50
			Actual	2.00	4.00	3.00	1.50	10.50	
2 Vocational training course management	Osamu Sasaki (OPC)	3	Plan	3.50	6.00	7.00		16.50	▲ 1.00
			Actual	3.50	5.00	5.00	2.00	15.50	
3 Facility/equipment management	Kentaro Nishiyama (SSC)	3	Plan	3.00	4.00	2.00		9.00	7.50
			Actual	3.00	5.00	6.00	2.50	16.50	
4 Monitoring	Utako Morita (SSC)	3	Plan	1.50	5.50	9.00		16.00	▲ 2.00
			Actual	1.50	5.50			7.00	
	Chiaki Kido (SSC)	4	Plan	0.00	0.00	0.00		0.00	
			Actual	0.00	0.00	2.00	2.00	4.00	
	Erika Asada (SSC)	4	Plan	0.00	0.00	0.00		0.00	
			Actual	0.00	0.00	4.00	3.00	7.00	
5 Auto mechanics	Koichi Tsuyama (SSC)	4	Plan	2.00	5.00	5.00		12.00	▲ 1.00
			Actual	2.00	6.00	3.00	0.00	11.00	
6 Electricity	Hajime Ito (SSC)	4	Plan	2.00	4.50	2.00		8.50	▲ 2.00
			Actual	2.00	4.50	0.00	0.00	6.50	
7 Carpentry	Akihiko Suda (Suda Carpentry)	4	Plan	2.00	3.50	1.50		7.00	0.00
			Actual	2.00	3.50	1.50	0.00	7.00	
(Whole)			Plan	16.00	32.50	31.50		80.00	5.00
			Actual	16.00	33.50	24.50	11.00	85.00	

### Other

Title	Name/ Organization	Level	Assignment Period (MM)					Comparison	
				PY1	PY2	PY3	PY4		Total
1 Office Manager (As Local staff)	Yui Matsuo (SSC)	-	Plan	4.00	4.00	4.00		12.00	▲ 10.00
			Actual	2.00	0.00	0.00	0.00	2.00	
	Madoka Mori (SSC)	-	Plan	0.00	0.00	0.00		0.00	1.73
			Actual	0.00	1.73	0.00		1.73	
	Rie Yamashita (SSC)	-	Plan	0.00	0.00	0.00		0.00	3.57
			Actual	0.00	1.17	2.40	0.00	3.57	
	Masashi Akiho (SSC)	-	Plan	0.00	0.00	0.00		0.00	1.60
			Actual	0.00	0.00	1.60	0.00	1.60	
	Hiroko Saito (SSC)	-	Plan	0.00	0.00	0.00		0.00	3.87
			Actual	0.00	0.00	0.00	3.87	3.87	
(Whole)			Plan	4.00	4.00	4.00		12.00	0.77
			Actual	2.00	2.90	4.00	3.87	12.77	

## ANNEX12: List of Provided Equipment

### A. List of Provided Equipment for MTC

No.	Item	Description	Qty.
a. Training Equipment			
	Concrete mixer 0.3m3	with diesel engine, wheel	1
	Welding Machine	with diesel engine, wheel	1
	Carpentry Electric tool	Electric saw 7-1/4"	1
	Carpentry Electric tool	Electric drill for concrete	1
	Carpentry Electric tool	Electric impact drill, recharge battery	1
	Car Code reader	INNOVA 3111JP Code Reader	1
b. Auto Workshop Equipment			
	Vacuum pump		1
	Automatic fluid charger		1
	Tyre Changer		1
	Cord reel	Cord reel	1
	Car wash	Litam CA1	1
c. Office Equipment			
	Sound system	Wireress Amp, Wireress mic,	1
	Generator	Denyo, 20KVA, 1500RPM, 230/400V, 50 Hz	1
	A3 color printer	HP Inkjet	2
	Laser Printer	HP LaserJet P2055d	1
	Laptop Computer	Toshiba Satellite L650	3
	Laptop Computer	HP	3
	Digital camera	Canon IXY 200F	5
	Digital camera	Canon IXY 400F	7
	Metal Cabinet and Drawers		1
	Laser Printer	HP LaserJet P2055d	1
	Photocopier	Sharp AR-5516	1
	Photocopier	Sharp 56189	1
	Computers for MTC PC room	Desktop Computer (CPU)	5
	Safe		1
	Sign board	Project Sign bord and MTC Sign board	3
	Car wash	Litam CA1	1
	Sound system	Wireress Amp, Wireress mic,	1
	Generator	Denyo, 20KVA, 1500RPM, 230/400V, 50 Hz	1
	A3 color printer	HP Inkjet	2
	Laser Printer	HP LaserJet P2055d	1
d. Furniture for MTC Dormitory			
	Bed	Metal, double decker type with ladder H1,975 x L2,000 x W980	40
	Desk	for 2 sheets, hardwood board, metal frame	24

		L1,200xD420xH750	
	Chair	Metal frame, wooden sitting board W350xD350xH430(+back 370)	80
	Closet (6 shutters)	Plywood with vanish, L1,500xD480xH2,100	8
	Plastic Table		8
	Dust bin		2
	Plastic wash basin		16
	Door matt		9
	Mosquito net		40
	Mattress		80
	Bed sheets		160
	Pillow		80
	Lump		2
e. Furniture for Cafeteria			
	Table for Cafeteria	hardwood board, metal frame L800xD800xH750	20
	Chair for Cafeteria	Metal frame, wooden sitting board W400xD425xH440(+back 355)	80
f. Equipment for Kitchen			
	Refrigerator big (silver)		1
	Refrigerator (for beverage)		1
	Food processor		1
	Elec. Kettle		1
	Gas burner grill		1
	Gas cooker (3 grills)		1
	Gas cooker (2 grills)		1
	Sandwich maker		1
	Toaster		1
	Gas cylinder		3
	Flat iron		2
	Ironing table		2

## B. List of Provided Equipment for Malakal VTC

### a. List of Hand Tools for Malakal VTC

<b>Training Course: Arc Welding</b>				
No.	Item	Size/ Spec.	Qty.	Unit
1	Slag Hammer	Standard	10	pcs
2	Metal Wire Brush	Standard	10	pcs
3	Measuring Tape	5m	10	pcs
4	Cross peen hammer		13	pcs
5	Combination Plier	Different side	10	pcs

<b>Training Course: Basic Fitting</b>				
No.	Item	Size/ Spec.	Qty.	Unit
1	Hack Saw Frame(Fixed)	12"	20	pcs
2	Flat Chisel	12mm,20mm	5	set
3	Cross Cut Chisel	6mm	5	pcs
4	Vernier Caliper	200mm	2	

<b>Training Course: Carpentry and Joinery</b>				
<b>No.</b>	<b>Item</b>	<b>Size/Spec.</b>	<b>Qty.</b>	<b>Unit</b>
1	Claw Hammer	2 lbs	20	pcs
2	Ball peen Hammer	2 lbs	6	pcs
3	Hand saw & Tenon saw	standard sizes and length for carpenter	5	pcs
4	Wooden jack planer	standard sizes and length for carpenter	5	pcs
5	Iron Jack planer	standard sizes and length for carpenter	5	pcs
6	Wooden Marking Gauges & Mortise Gauge		5	pcs
7	Spirit level	12 " long	10	pcs
8	Tri-Square	5" long	10	pcs
9	Hack Saw Frame	12"	10	pcs
10	Wooden Mallet		10	pcs
11	Steel Measuring Tape	3m, 5m	10	set
12	Chisel	1/2"	20	pcs
13	Chisel+Mortise Chisel	1"11/2"& 1/2",1/4	10	set
14	Cutting Plier	8"	5	pcs
15	Screw Driver set	Flat various sizes as possible.	5	set
16	Screw Driver set	Philips various sizes as possible upto 10" length	5	set
17	Oil Stones (Rough/Smooth)		5	set
18	Cutting Chisel	4"	2	pcs
19	Centre Punch		2	pcs
20	Triangular Files		6	pcs
21	Half Round File	1"*12"long smooth	12	pcs
22	Flat file	1"*12" long smooth	12	pcs
23	Plumb Bob	200g	10	pcs
24	L-Square		5	pcs
25	Gimlet		10	pcs

<b>Training Course: General Electricity</b>				
<b>No.</b>	<b>Item</b>	<b>Size/ Spec.</b>	<b>Qty.</b>	<b>Unit</b>
1	Tester	500V	2	pcs
2	Empty Tool Box		20	pcs
3	Hammer		9	pcs
4	Ball pein		20	pcs
5	Nipper		20	pcs
6	Set for Screw drivers-Philip		20	set
7	Adjustable Spanner		6	pcs
8	Hacksaw, Complete		10	pcs
9	File, round with handle		10	pcs
10	File, half-round with handle		10	pcs

<b>Training Course: Plumbing</b>				
<b>No.</b>	<b>Item</b>	<b>Size/ Spec.</b>	<b>Qty.</b>	<b>Unit</b>
1	Pipe Die Set	1/2"-1"+11/4"-2"	1	set
2	Pipe Wrench set		1	pcs
4	Hammer Sledge	2lbs, 1lbs	5	pcs
5	Flat Chisel	1'	10	pcs
6	Point Chisel	1'	10	pcs
7	Spanner Set	Double End	5	set
8	Spirit level	12"	10	pcs
11	Cutting Plier		5	pcs
12	Hack saw frames with blades		20	pcs
13	Try Square	various sizes	5	pcs
14	Plumb bob		5	pcs
15	Chain Wrench	(upto 3")	4	pcs
16	Measuring Tape	(5m)	20	pcs

Training Course: Repair of overhauling of Toyota Engine(Auto-motive)				
No.	Item	Size/ Spec.	Qty.	Unit
1	Hammer ball pein	0.75kg	5	pcs
2	Screw driver	20cm*9mm blade	5	pcs
3	Screw driver	30cm*3mm blade	5	pcs
4	Pliers combination	15cm	2	pcs
5	Ring Spanner Set	of 12pcs(6-32mm)	2	set
6	Feeler Gauge	20 blades	2	set
7	Steel toolbox with lock & key	400* 200*150m	5	pcs
8	Allen keys set of 12pcs	2mm-14mm	2	set
9	Philip Screw Driver	100mm-300mm length	2	set
10	Steel Rule 30cm		3	pcs
11	Hack saw frame	Adjustible 30cm blade	16	pcs
12	Circlip pliers expanding and contracting	type 15cm &20cm each	3	set
13	Spanner adjustable	20cm	5	pcs
14	Socket Spanner for spark plugs	14mm Socket	3	set
15	Socket Spanner with handle,T-bar ratchet	in box	5	set
16	Oil can	0.5 liter cap	5	pcs
17	Vice grip pliers		3	pcs
18	Inspection lamp with guard		3	pcs
19	Ring Spanner	21/23,20/22,18/19	5	set
20	Double End Spanner	21/23,20/22,18/19	5	set
21	Ajustable Spanner	12 LM	5	set
22	On Board Diagnosis II		1	set



**b. Computer sets**

	Item	Spec.	Unit	Qty.
1	Computer (desktop)	CPU : Petium Core2 Duo 2.5GHz HDD : 250GB Memory : 2MB USB port : 4 LAN port : 1 Keyboard, Mouse, TFT Monitor 17" OS: Windows 7 32 bit (Lisenced)	set	30
2.		Software: Microsoft Office (word, excel, powerpoint must be included) (Lisenced)	pic	30
3.		: Anti Virus (Lisenced)	pic	30

### c. Training equipment for Automotive

NO.	EQUIPMENT DESCRIPTION	SPECIFICATION	Qty.	Unit
1	Air Compressor	Air tank capacity: 200L,3HP, Single Phase, Make; Fini-Italy	1	set
2	Tyre changer	For Normal Sedan and 4 WD, Inside Clamping: 12" - 22.5" Outside Clamping : 10" - 20" Max. Tire Outside Operating pressure (bar): 8 - 10 Motor: Three phase :0.55 KW Chuck rotation speed:7.3(rev/min) Max. torque to chuck (NM):1200 Self-centring lock:10" – 20" external Self-centring lock:12" – 22.5" internal Max. tyre diameter (mm):1030 Max. rim width (inches):12" Bead breaker pressure (kg):3000 Make: Ravaglioli	1	set
3	Mobile jacks	4 tons-Bottle	3	pcs
4	Automotive transmission gear box	Munual transmission	1	pcs
5	live engine Petrol (for training)	Toyota Corolla, Later than Y2000 model, 4 Cylinder Petrol Engine	1	pcs
6	live engine Diesel (for training)	Toyota Landcruiser, Later than Y2000 model, Diesel engine, 6 stroke	1	pcs
7	Injector tester and pumping machine	diesel injector pump machine	1	pcs
8	Metal Tool box	5 Tray Empty Box	4	pcs
9	Timing light	Portable dry cell battery type, Pick up: current detector, Cord length: 1.5m	4	pcs
10	Puller set (different size)	normal set for auto service 4",6" & 8"	1	set
11	Universal Bearing Puller (different size)	normal set for auto service	1	set
12	Punch	Pin, Length: 130mm, Diameter: $\phi$ 9.5	1	set
13	Fire extinguisher(mobile)	Powder type 9KG	4	pcs
14	Valve puller Squeezer	Normal size	4	set
15	Alen key set	1.5 upto 30mm	4	set
16	Vacuum Pump with gauze manifold	Vacuum pump for air conditioner R-12, R-134a, Gauge manifold	2	1 pcs
17	Tonque wrench set	Normal set for auto service 1/2" & 3/8"	1	set
18	Compression tester LASER Diesel Tester	with an extension hose, straight and angled fittings and a rubberized gauge protector. Swivel-end quick-coupler allows quick and easy connection of adapters 0-1000 PSI/0-70 bar gauge with release valve and 14.5" long hose:Includes adapters for a wide range of engines	1	set

NO.	EQUIPMENT DESCRIPTION	SPECIFICATION	Qty.	Unit
19	Battery Checker Volts	Portable type, Voltage: 0 to 20v	4	set
20	Auto-electric fault diagnosis LAUNCH	Electronic digital fault analysis Backlit LCD display for easy reading Trouble code definitions Views freeze frame and graph data Reads and clears trouble codes in all OBD II-compliant autos (1996-present) Supports Controller Area Network (CAN) Protocol	1	set
21	Circuit tester	12volts	1	set
22	Filler gauges	0.05 to 1mm	4	set
23	Micrometer	0 to 25mm	1	set

## C. List of Provided Equipment for Malakal VTC

### a. Car code reader

Item	Description	QTY.
Car Code reader	INNOVA 3111JP Code Reader	1

### b. Practice training equipment for Automotive

#### List of Equipment - A

##### Machine and heavy equipment

No.	Item	Specification	Qty.
A-1	Garage Jack	Hydraulic trolley jack type, Lifting capacity:3 ton per pc	2
A-2	Engine Hanger foldable	Manual type, Load capacity:900kg	1
A-3	Transmission Jack	Loading capacity:1,000kg	1
A-4	Mobile Floor Crane (Engine crane)	Loading capacity: 2 ton	1
A-5	Chain block	Single type, Capacity: 2 ton, Length: 3 m chain	1
A-6	Hand Truck	Cart type, Loading capacity: 300kg, Handle: folding type, Caster type	2
A-7	Pallet Truck	Loading capacity: 2 ton, Fork length: 1100mm, Fork height: 150mm, Fork width: 500mm (outside)	2
A-8	Service Creeper	Main body: Metal type, Size: 1000mm	2
A-9	Rigid Rack(Pair)	Tripod type, Loading capacity: 1.5+1.5 ton, Height: 350mm(low)/500mm(high) 2sets(4piece x2stes)	2
A-10	Machine Vise	Width: 200mm, Depth: 60mm, Open size: 200mm	5
A-11	Hydraulic Press	Manual type, Capacity: 15 ton, Ram Stroke: 150mm	1
A-12	Air Compressor	Air tank capacity: 200L, Delivery volume:325L/min, Pressure: 1.0 Mpa	1
A-13	Air Hose Reel	Reel hose type, Pressure capacity: 0.98 Mpa, Length: 15m x 3 sets with one touch couplers (both end)(10x16mmx20mtrs)	2
A-14	Air blow Gun	Nozzle length: 500mm, Air delivery: 100L/min, Material: metal, Coil hose with coupler: provided	2
A-15	Air Chuck	Pressure capacity: 100 to 1,000 Kpa, Air gauge: provided	2
A-16	High pressure washer	Engine driven type, Delivery: 15L/min., Water pressure: 10Mpa, High pressure hose, Spray Gun	1
A-17	Wheel balancer	Wheel size: 10 to 20 inch, Wheel weight: 65kg, Wheel width: 4 to 20 inch, Measuring weight: 0 to 500g, Weight set: provided	1
A-18	Tyre changer	For Normal Sedan and 4 WD,	1
A-19	Vacuum Pump with gauze manifold	Vacuum pump for air conditioner R-12, R-134a, 2 Gage manifold	1
A-20	Bench Drilling Machine	Capacity: bit size $\phi$ 16, Revolution: 500 to 2,000rpm, Swing: 400mm, Table: squire type	1
A-21	Bench Grinder	Double head type, Disc size: $\phi$ 305, with stand	1
A-22	Parts cleaner (pouring type)	Tank capacity: 60L, liquid delivery: 17L/m, Size: 900x600x1100mm	1
A-23	High Speed Cutting Machine	Disc size: $\phi$ 355	1

**List of Equipment - B**  
**For Auto mechanic(tools)**

No.	Item	Specification	Qty.
B- 1	Garage Light (Incandescent)	Fluorescent light type, Tube:20W, Cord length: 5m	2
B- 2	Bucket Pump	Delivery: 40mL/ stroke, Capacity: 16L	1
B- 3	Oil Drainer	Receiving pan: height (800 to 1600mm), Capacity: 100L	1
B- 4	Oiler	Pistol type, Capacity: 250mL	1
B- 5	Gasoline Container (Can)	Material: metal, Capacity: 20L	1
B- 6	Cleaning Pan	Size: 400x250x90mm, Material: metal, with handles	4
B- 7	Timing Light	Portable dry cell battery type, Pick up: current detector, Cord length: 1.5m	1
B- 8	Diesel Compression Gauge Set	Portable type, Measuring range: 0 to 6.86Mpa, For middle class vehicle, with attachment for Japanese car	1
B- 9	Battery Checker (V-A)	Portable type, Voltage: 6 to 12V	1
B- 10	Digital Tacho Meter	Portable type, Engine type: 2/4 stroke, Revolution: 0 to 8,000rpm, No contacting sensor type	1
B- 11	Compression Gauge	for petrol engine compression measurement	1
B- 12	Diesel Nozzle Tester	Measuring range: 0 to 50 Kpa, Readability: 1 Kpa, Tank capacity: 600 mL, with attachment for Japanese car	1
B- 13	Toe-in Gauge	Measuring range: 1,200 to 2,300mm, Readability: 0.2mm	1
B- 14	Tyre Pressure Gauge	Measuring range: 50 to 500Kpa, Indicator with air hose	2
B- 15	Digital Multimeter	Portable type, DC Voltage: 400mV/ 40/ 400/ 600V, AC Voltage: 40/ 400/ 600V, DC Amp: 40mV/ 400mA, AC Amp: 40mV/ 400mA, Register: 400/ 4k/ 40k/ 400k/ 4M/ 40MΩ, F: 50nF/ 500nF/ 5μF / 50μF, Frequency: 5 to 100kHz, Diode test: provided	2
B- 16	Clamp Tester	Clamp size: φ33mm, DC: 400/ 1000A, AC: 400/600A	2
B- 17	Insulator Tester	Register: 125V/ 200MΩ, 250V/ 200MΩ, 500V/ 2,000MΩ, 1000V/ 2000MΩ	1
B- 18	Battery Tester	Battery capacity: 6 to 150AH, Voltage: 6/ 12V	1
B- 19	Battery Charger	Battery size: Rapid charge 6/2 to 12/50 V/AH, normal charge 6/24 to 12/120 V/AH, Battery voltage: DC 6/ 12 V, Output: Max. 70A, Safety devise: provided	1

B- 20	Engine Tachometer	for petrol Engine 2 to 6 cylinders, Revolution: 0 to 1,600/ 0 to 8,000 rpm	1
B- 21	Outside Micrometer	Measuring range: 0-150mm, Accuracy: 0.01mm, 6pcs	2
B- 22	Inside Micrometer	Measuring range:25 to 150mm, Accuracy: 0.01m	2
B- 23	Height Gauge	Measuring range: 0 to 300mm, Accuracy: 0.1mm, Scriber: provided	1
B- 24	Dial Indicator Set	Measuring range: 0 to 10mm, Readability: 0.01mm, Indicator: 0-100	1
B- 25	Magnetic Base Set	Height: 200mm, Support rod for dial indicator: provided	1
B- 26	Steel Ruler	Measuring range: 0 to 1m, Readability: 0.5, Material: stainless steel	4
B- 27	Filler Gauge	Leaf type, Thickness: 0.03 to 1.00mm	2
B- 28	Infrared Thermometer	Measuring range: 0 to 300 °C, Accuracy: ±2 °C,	1
B- 29	Piston Ring Compressor	Piston size: φ57 to 125mm	1
B- 30	Piston Ring Compressor	Piston size: φ90 to 175mm	1
B- 31	Cross Rim Wrench	Nut size: 17-19-21-23mm, Plating finish	2
B- 32	Valve Repair Tool Set	Portable type	2
B- 33	Tyre Lever	Length: 1,000mm	4
B- 34	Balance Weight Pliers	Material: metal, Length: 240mm	1
B- 35	Tyre Repair Tool Set	Patch, Glue	10
B- 36	Tubeless Tyre Repair Tool Set	Handle type, V shape rubber	10
B- 37	Brake Maintenance Tool Set	Brake air bleeder	2
B- 38		Plier	2
B- 39		Each Terminal	2
B- 40	Hand Tool Set for Mechanic	including case, spanner, extension bar, ratchet handle, socket (8 to 26mm), plug wrench, pliers, dialog pliers, ball peen hammer, screw driver (-, +), stab driver, plug socket (16mm)(75pcs 1/4"-1/2"DRV socket)	10
B- 41	Adjustable Wrench	Length: 250mm	4
B- 42	Water pump Pliers	Length: 250mm	4

B- 43	Vise Pliers (locking pliers)	Length: 250mm	4
B- 44	Pipe Wrench	Length: 250mm	4
B- 45	Flare Nut Wrench	Size: 10x12mm, 12x14mm (2pcs)	4
B- 46	T Wrench	metric size: 10, 12, 14 (1pcs)	4
B- 47	Box end Wrench Set	Double offset box long type, Size: 10x12, 12x14, 14x17, 17x19/ 21x23, 24x26mm	1
B- 48	Open-end Wrench Set	Size: 8x9, 10x12, 12x14, 14x17, 17x19, 21x23m (6pcs)	1
B- 49	Combination Wrench Set	Size: 8, 10, 11, 12, 13, 14, 17, 19, 21, 22mm(10)	1
B- 50	Socket Set (9.5 mm)3/8"DRV	9.5mm square drive Type, Socket: 6-22mm, handle: Ratchet handle, crossbar, extension bar, with case	4
B- 51	Socket Set (12.7mm)1/2"DRV	12.7mm square drive Type, Socket: 10-32mm, handle: Ratchet handle, crossbar, extension bar, with case	4
B- 52	T-Handle 1/2 DRV	12.7mm square, Length: 250mm	1
B- 53	Long Nose Pliers	Length: 166mm	1
B- 54	Bolt Cutter	Length: 750mm, Cutting capacity: $\phi$ 13 1/2 inch	4
B- 55	Snap Ring Pliers	Length: 175mm, Ring size: SA20 to 74mm	4
B- 56	Offset driver Set	Length: 125mm, Size: No. 1 - 2,3-4 (2pcs)	4
B- 57	Stubby Driver Set	Length: 85mm (-), Length: 85mm (+) (2pcs)	4
B- 58	Impact Driver Set	Main body, Bit: 2 kinds (-), 2 kinds (+)	1
B- 59	Rubber Hammer	Length: 390mm, Weight: 900g	2
B- 60	Plastic Hammer	Length: 300mm, Weight: 450g	2
B- 61	Gear Puller Set-1	Open size: 0 to 170mm, Number of craws: 2 (2x8")	1
B- 62	Gear Puller Set-2	open size:0 to 170mm,Number of craws:3(3x8")	1
B- 63	Bearing Puller Set	Gear puller: bolt travel 60 to 330mm, with attachment: range 0 to 55mm	1
B- 64	Hydraulic Puller Set	Capacity: 10t	1
B- 65	Wire Brush	Length: 270mm, Brush length: 90mm	4
B- 66	Chisel	Length: 200mm, Width: 19mm, Flat type	4

B- 67	Centre Punch	Length: 130mm, Diameter: $\phi$ 9.5	4
B- 68	Knock pin Punch Set	Knock pin size: $\phi$ 2, 3, 4, 4.5, 5, 6	2
B- 69	Tap and Dies Set	Size: M6 to M20, Tap and Die set with case (wooden)	2
B- 70	File Set	Metal use type, Flat, round, half round, square, triangle, Length: 250mm c/w handle	4
B- 71	Abrasive Paper Set	File size: #400, Quantity: 100 sheets	1
B- 72	Screw Extractor Set	Composition: Drill (3.2, 4.8, 6.4, 8.0, 8.7mm), Drill guide (No. 1 to 10), Extractor, Extractor nut	2
B- 73	Oil Stone	Size: 200x50x25	2
B- 74	Scraper	Length: 190mm, Flat	2
B- 75	Tool Tray	Size: 600x480x900mm, Shelf: 4, Caster: 4, Material: paint finish metal	4
B- 76	Measuring Tape/Convex	Measuring length: 5m, Tape material: metal	4
B- 77	Impact Wrench	12.7mm square drive	2
B- 78	Socket for Impact Wrench	for wheel nut (17, 19, 21mm)	2
B- 79	Torque Wrench-1	1/4"DRV-4-22Nm without socket for wheel nut	2
B- 80	Torque Wrench-2	3/8"DRV-16.9-105.1Nm without socket for wheel nut	2
B- 81	Torque Wrench-3	1/2DRV-34-197Nm without socket for wheel nut	2
B- 82	Electric Hand Drill	Capacity: bit size $\phi$ 13	2
B- 83	Drill Bit Set	Bit: $\phi$ 1.0 to 13.0	2
B- 84	Angle Grinder	Disk size: 125mm	2
B- 85	Drill Vise	Width: 100mm, Depth: 30mm, Open size: 100mm	1
B- 86	Flash Light	Handy type, Material: resin	2
B- 87	Vernier Caliper	Measuring range: 0 to 150mm, Accuracy: 0.05mm, with depth gauge	2
B- 88	Cord Reel	Length: 25m, SDT: 5	2
B- 89	Surface Plate	Size: 600x450mm, Flatness: 0.04mm, with metal stand	2
B- 90	Straight Edge	Length: 600mm, Height: 40mm 24"	2



B- 91	Square	Size: 200x130mm, Accuracy: $\pm 0.04$	2
B- 92	V Block	Size: 125x150x50mm, A type	2
B- 93	Scriber Set	Length: 250mm, with stand	2
B- 94	Divider	Length: 200mm	2
B- 95	Handy Gas Torch	Tank capacity: 1L, Fuel: gasoline,	2
B- 96	Double Face Sledge Hammer	Weight: 1,500g, Length: 450mm	2
B- 97	Grease Gun	Capacity: 140mL, Pressure: 19.6MPa	4
B- 98	Oil Filter Wrench	Belt tightening type	1
B- 99	Oil Funnel	Capacity: 4L, Material: polyethylene	1
B- 100	Metal Cabinet for tool storage	Size: 1600x800x360mm, Material: steel, Shelves: 4, Lock: provided	2
B- 101	Combination Pliers	Length: 200mm	1

**c. Vehicles for practice training**

S/N	Item	Qty.
C-1	TOYOTA Colona	1
C-2	TOYOTA Land cruiser PRADO	1

d. Practice training equipment

1. Equipment for Carpentry and Joinery section				
S/No.	Item	Specification	Qty.	Unit
1	Smoothing Plane	Length : <b>245mm</b> Cutter width : 50mm	15	pcs
2	Smoothing Plane	<b>Metal</b> Length : <b>245mm</b> Cutter width : 45mm	15	pcs
3	Jack Plane	Length : 360mm Cutter width : 50mm	15	pcs
4	Jointer Plane	Length : <b>460mm</b> Cutter width : 60mm	3	pcs
5	Bench Rabbet Plane	Length : 330mm Width of plane : 55mm Width of cutter : 55mm	3	pcs
6	Duplex Rebate Plane	Length : <b>212mm</b> Cutter width : 40mm	1	pcs
7	Plough Plane	Length : 250mm Cutter width : <b>3,5,6mm</b>	1	pcs
8	Electric Drill	Heavy duty drill chuck, ball and needle bearing construction, light weight aluminum alloy housings, various speeds, trigger double pole switch, built-in circuit breaker for overload Chuck size : 3/8" Corded type, Cord length: 2.5m Powerful 4.9 amp motor or more Variable speed (0-2,500 RPM) for drilling in a wide variety of materials Keyless chuck for fast and easy bit installation and removal Large trigger switch for comfortable operation Low decibel rating (79dB) for quieter operation	1	pcs
9	Electric Circular Saw	Powerful 15 Amp motor delivers up to 2,200 maximum watts out for tough applications Provides up to 5,800 RPM maximum speed Electric braking for quick, clean stops 7-1/4 in., 18-tooth carbide blade (included) Bevel capacity of up to 50 degrees Beveling stops at 45- and 22.5 degrees for aggressive bevel cuts while allowing quick and easy location of common angles Weighs just 9.8 lb. for reduced user fatigue High-strength base resists breakage 100% ball- and roller-bearing construction Quick-release depth- and bevel controls 9 ft. cord Wrench and carrying case included	1	pcs
10	Electric Belt Sander	<b>1020 Watt</b> motor to maintain performance during extended use Variable-speed-control feature from <b>750-1350 FPM</b> allows the sander to develop a no load speed Rotating dial controls speed from A - F offering a variety of removal rates to fit each application Tool-free belt release makes changing belts quick and easy Flat face allows for flush sanding against vertical surfaces Soft start for greater control during start-up Lock-on switch allows you to operate the tool for extended periods of time	1	pcs
11	Wing Compasses	Steel, rectangular shanks, side mounted wing, adjustment with locking screw, holder for pencil Length : 175mm	1	pcs
14	Protective Goggles	Clear plastic, anti-mist, inter-changeable lenses, suitable for use with spectacles and respirators, adjustable head band, supplied with 4 valves	15	pcs

2. Equipment for Electrical section				
S/No.	Item	Specification	Qty.	Unit
1	Solar panel full system.	Mono crystallite, with Controller, with battery 12V, cable contents per set Solar Panels 120watts x 2pcs Charge controller 15Amps x 2pcs Maitanace free Battery 12v x 2pcs Electric cable 2.5m x 1 roll	2	pcs
2	Hand drilling machine	Heavy duty drill chuck, ball and needle bearing construction, light weight aluminum alloy housings, various speeds, trigger double pole switch, built-in circuit breaker for overload Chuck size : 3/8" Corded type, Cord length: 2.5m Powerful 4.9 amp motor or more Variable speed (0-2,500 RPM) for drilling in a wide variety of materials Keyless chuck for fast and easy bit installation and removal Large trigger switch for comfortable operation Low decibel rating (79dB) for quieter operation	1	pcs
3	Fire extinguisher	Multi purpose	2	pcs
4	Hand grinding machine	Corded,	1	pcs
5	Electric blower	Corded,	1	pcs
6	Soldering tools	Non electric, straight with hammer tip, 400g with wooden handle , <b>Electric Soldering Irons</b> witht copper bit, for instrument repair, plastic handle, <b>40w,100w ,200w</b> complete with cable,	10	pcs
7	Am meters	1milamp upto <b>10</b> amperes	5	pcs
8	Extension ladder	6 meters, aluminum	2	pcs
9	Stand ladder	H 2m, aluminum	2	pcs
10	Bench vices	Parallel vice, Heavy duty, Jaw L=100mm, Jaw open: 120mm	10	pcs
11	Pipe Vices	Of cast-iron, bench mounting, self-locking, hinged, for pipes of dia. From <b>3/8</b> to 2", jaws from tools steel	10	pcs

3. Equipment for Welding & Metal Fabrication section				
S/No.	Item	Specification	Qty.	Unit
1	Parallel Vice	Bench vice, Heavy duty, Jaw L=125mm, Jaw open: 140mm	1	pcs
2	Welder's <b>Helmet</b>	Deep fiberglass	15	pcs
3	Gas welder's goggles	With light tint filter glasses and plain cover glasses	15	pcs
4	Cable winder	Made of steel 50 m.	2	pcs
5	Instrument set for chalk board(blackboard)	T-square – ruler – triangle – protractor – circle (divider). Made of plastic or wood, Using for teaching	1	pcs
6	Fire extinguisher	Multi purpose	2	pcs

4. Equipment for Administration				
S/No.	Item	Specification	Qty.	Unit
1	Photocopy machine	available to use as printer for PC with 3 extra tonners	1	set
2	Laptop computer	Toshiba C805 with <b>windows 7 english version</b> , i3 intel core processor, 4 gb ddr3 ram, 500gb hdd 5400 rpm, DVD+/-RW SUPER MULTI DL LIGHTSCRIBE,14"	6	set
3	Projector	Brightness: <b>2500 ANSI Lumens</b> Imaging Technology: 3 LCD Resolution: 1024x768 XGA Contrast: <b>(Full On/Off) :6/14/1900 4:01:00 PM</b> Zoom Lens: <b>1.10:1</b> <b>Digital Zoom:Yes</b> <b>Throw Dist (feet) : 4.9 - 39.4</b> <b>Image Size (inches) :34.0 - 303.0</b> Lamp Life: 4000 Hours in ECO Mode Dimensions: <b>3.1 x 10.6 x 7.6 (inches) (HxWxD)</b> Weight: <b>.4.9 lbs</b>	1	set

### ANNEX13: List of participants in third country training

Name of seminar	Period	Name of participant	Institute	Title
Training of trainers' program  (Nakawa Vocational Training Institute, Uganda)	14 March - 8 April 2011  4 weeks	1. John Paul Akic Ding	MVTC	Deputy Director
		2. Stephen James Aba	MVTC	Building Construction
		3. Paromi Kwackwan Akandut	MVTC	Driving
		4. Ayul Deng Aloker	MVTC	Electrical Installation
		5. Taban Gabriel Akol Ayul	MVTC	Glass Blowing
		6. Sadig Osman Omer	MVTC	Auto Mechanic
		7. Mayiker Akwoch Yormon	MVTC	Auto Mechanic Diesel
		8. Ojulo Alnour Okwer	MVTC	Auto Electrical
		9. James Onyoti Nyijok	MVTC	Machine Shop
		10. Birerer Altab Abdalla Krare	MVTC	Tailoring
		11. David Dak Okwaci	MVTC	Welding
		12. Fatih Musa Mamor	MVTC	Carpentry
		13. Chol Ruben Ateng	MVTC	Plumbing
		14. Martin Maker Anhiem	WVTC	Director
		15. Dominic Deng Adwal	WVTC	Building Construction
		16. Joseph Unango Nokani	WVTC	Welding
		17. Abo Saleh Abo	WVTC	General mechanics
		18. Peter John Baptist	WVTC	Carpentry
		19. Gabriel A. Simon	WVTC	Auto Mechanic
		20. Methew Juma Franco Can	WVTC	Electrical Installation

## ANNEX14: Record of Discussion (R/D)

**RECORD OF DISCUSSIONS  
BETWEEN  
JAPAN INTERNATIONAL COOPERATION AGENCY  
AND  
AUTHORITIES REPRESENTING  
THE GOVERNMENT OF SOUTHERN SUDAN  
ON  
THE PROJECT FOR IMPROVEMENT OF BASIC SKILLS  
AND VOCATIONAL TRAINING IN SOUTHERN SUDAN PHASE TWO**

Japan International Cooperation Agency (hereinafter referred to as "JICA") represented by JICA Sudan Office exchanged views and had a series of discussions with the authorities representing the Government of Southern Sudan (hereinafter referred to as "GOSS) for the successful implementation of the Project for Improvement of Basic Skills and Vocational Training in Southern Sudan Phase Two (hereinafter referred to as "the Project").

As a result of the discussions, JICA and the Southern Sudan authorities representing GOSS agreed on the matters referred to in the document attached hereto.

Juba, May, 2010



Mr. Kenichi Shishido  
Resident Representative  
Sudan Office  
Japan International Cooperation Agency



H.E. Mr. David Deng Athorbei  
Minister  
Ministry of Finance and Economic Planning  
Government of Southern Sudan

## THE ATTACHED DOCUMENT

### I. COOPERATION BETWEEN JICA AND GOVERNMENT OF SOUTHERN SUDAN

1. The Government of Southern Sudan will implement the Project for Improvement of Basic Skills and Vocational Training in Southern Sudan Phase Two (hereinafter referred to as "the Project") in cooperation with JICA.
2. The Project will be implemented in accordance with the Project Documents which include Master Plan (I-1), Project Design Matrix (I-2) and Plan of Operation (I-3) which are given in ANNEX I.

### II. MEASURES TO BE TAKEN BY JICA

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

#### 1. DISPATCH OF EXPERTS

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

#### 2. PROVISION OF MACHINERY AND EQUIPMENT

JICA will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project. The Equipment will become the property of the Government of Southern Sudan upon being delivered C.I.F. (cost, insurance and freight) to the Southern Sudan authorities concerned at the boundary of Southern Sudan and/or airports of disembarkation.

#### 3. TRAINING OF SUDANESE PERSONNEL IN JAPAN AND/OR THIRD COUNTRIES

JICA will receive the Southern Sudan personnel connected with the Project for technical training in Japan and/or third countries.

### III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF SOUTHERN SUDAN

#### 【Sustainability of the Project】

1. The Government of Southern Sudan will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through full and active involvement in the Project by all relevant authorities, beneficiary groups and institutions. In this regard, Southern Sudan national experts will be attached to work hand-in-hand with Japanese expert enlisted in Annex II. For long term sustainability of Juba MTC and other VTCs, an income generating production unit will be established as in Annex I shown.

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2. Government of Southern Sudan will ensure that the technologies and knowledge acquired by Southern Sudan nationals as a result of Japanese technical cooperation will contribute to the economic and social development of Southern Sudan.

**【Other Government's Commitment】**

3. The Government of Southern Sudan will grant privileges, exemptions and benefits as listed in ANNEX III. This should be no less favorable than those granted to experts of third countries or international organizations performing similar missions to the JICA experts.
4. The Government of Southern Sudan will ensure that the Equipment referred to in II-2 above will be utilized effectively for the implementation of the Project in consultation with the JICA experts.
5. The Government of Southern Sudan will take necessary measures to ensure that the knowledge and experience acquired by Southern Sudanese personnel from technical training in Japan and/or third countries will be utilized effectively in the implementation of the Project.
6. In accordance with the laws and regulations in force in Southern Sudan, the Government of Southern Sudan will take necessary measures to meet:
  - (1) Expenses necessary for transportation within Southern Sudan of the Equipment referred to in II-2 above as well as for the installation, operation and maintenance thereof;
  - (2) Customs duties, internal taxes and any other charges, imposed in Southern Sudan on the Equipment referred to in II-2 above; and
  - (3) Running expenses necessary for the implementation of the Project, especially recurrent cost for Juba Multi Service Training Centre (MTC) and other Vocational Training Centres in Southern Sudan.

**IV. ADMINISTRATION OF THE PROJECT**

1. Director General for Labour and Industrial Relation, Ministry of Labour, Public Service and Human Resource Development, Government of Southern Sudan (hereinafter referred to as "MoLPSHRD"), as the Project Director, will bear overall responsibility for the administration and implementation of the Project. The Project Director will report the progress of the project for H.E. Undersecretary of MoLPSHRD as her requirement.
2. Director for Vocational Training, MoLPSHRD, as the Project Manager, will be responsible for the managerial and technical matters of the Project.
3. The JICA Chief Advisor will provide necessary recommendations and advice to the





Project Director and the Project Manager on any matters pertaining to the implementation of the Project.

4. The JICA experts will give necessary technical guidance and advice to the Southern Sudan counterpart personnel on technical matters pertaining to the implementation of the Project.
5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in ANNEX VII.

#### V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by JICA and Southern Sudan authorities concerned, at the middle and during the last six months of the cooperation term in order to examine the level of achievement.

#### VI. CLAIMS AGAINST JICA EXPERTS

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

#### VII. MUTUAL CONSULTATION

There will be mutual consultation between JICA and the Government of Southern Sudan on any major issues arising from, or in connection with this Attached Document.

#### VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among the people of Southern Sudan, the Government of Southern Sudan will take appropriate measures to make the Project widely known to the people of Southern Sudan.

#### IX. DURATION OF COOPERATION

The duration of the Project under this Attached Document will be three years from the date of the first dispatch of experts, tentatively scheduled in August 2010. However, the periods of individual experts would be valid as indicated Annex II.





X. BENEFICIARIES OF THE PROJECT

Project phase 1 trained more than 2,000 trainees in 3 years. This phase expects to train same numbers of trainees.

( END )

ANNEX I	PROJECT DOCUMENTS
ANNEX II	LIST OF EXPERTS
ANNEX III	PRIVILEGES, EXEMPTIONS AND BENEFITS FOR JICA EXPERTS
ANNEX IV	LIST OF SOUTHERN SUDAN COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX V	LIST OF LAND, BUILDINGS AND FACILITIES
ANNEX VI	JOINT COORDINATING COMMITTEE (JCC)
ANNEX VII	TRAINING BY NON-FORMAL PROVIDERS (NGOs)

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## ANNEX I PROJECT DOCUMENTS

### I-1) MASTER PLAN

#### <Overall goal>

Employment and entrepreneurial opportunities of ex-trainees are expanded for promoting reconstruction and development toward consolidation of peace.

#### <Project Purpose>

Vocational training responds to reconstruction and development, as provided by the training providers through the self-sustaining vocational training system.

#### <Outputs>

1. Capacity of MoLPSHRD to implement the Vocational Training Policy is strengthened.
2. Technical and managerial capacity is strengthened in Juba MTC.
3. Technical capacity is strengthened in Wau and Malakal VTCs.
4. Training delivery of non-governmental vocational training providers is expanded in Juba and other major towns.

#### <Activity>

- 1-1 Undertake the sector needs assessment/analysis.
- 1-2 Review and adjust the Vocational Training Policy and develop an execution plan.
- 1-3 Form the committee for establishing the vocational training system.
- 1-4 Develop the Vocational Qualification Framework (VQF) according to local labour market needs.
- 1-5 Develop the national vocational curriculum and teaching materials according to the needs of the local labour markets, including ex-combatants.
- 1-6 Develop management guidelines for Juba MTC and VTC.
- 1-7 Assess the level of trainers and develop training of trainers (TOT) plan.
- 1-8 Hold a seminar on VQF, national curriculum and management guidelines.
- 1-9 Conduct monitoring and evaluation for Juba MTC and VTC.
  
- 2-1 Review and adjust the Juba MTC Action Plan and develop an execution plan.
- 2-2 Review and reform the administrative structure of Juba MTC.
- 2-3 Review and reform the institutional accounting system of Juba MTC.
- 2-4 Develop the facility and equipment maintenance system of Juba MTC.
- 2-5 Conduct on-the-job training (OJT) to the principal and administrators at Juba MTC.
- 2-6 Conduct TOT to Juba MTC trainers on technical skills and teaching methods for Juba MTC.
- 2-7 Conduct general vocational training courses for Juba MTC.
- 2-8 Develop short course programmes at Juba MTC according to the needs of employees and ex-combatants.
- 2-9 Conduct short vocational training courses at Juba MTC.
- 2-10 Develop the income-generating system at Juba MTC.
- 2-11 Conduct income-generating activities in certain training course at Juba MTC.
- 2-12 Conduct training assessment and feed-back to the training programmes at Juba MTC.
- 2-13 Hold seminars for promoting job placement and entrepreneurship for trainees at Juba MTC.

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- 3-1 Undertake a needs assessment /baseline survey in Wau and Malakal VTC.
- 3-2 Conduct TOT to VTC trainers on the technical skill and teaching method.
- 3-3 Conduct training assessment and feedback on the training programmes.
  
- 4-1 Undertake a sector needs assessment/analysis in major towns.
- 4-2 Provide assistance toward the self-sustained management of existing non-formal training providers in Juba.
- 4-3 Provide assistance for upgrading and expanding training courses for existing non-formal training providers in Juba.
- 4-4 Identify new non-formal training providers in major towns.
- 4-5 Design basic skills training programmes for new non-formal training providers in major towns.
- 4-6 Train managerial and technical staff of new training providers in major towns.
- 4-7 Provide assistance for the conducting of training courses by new training providers in major towns.
- 4-8 Conduct training assessment and feedback on training programmes.
- 4-9 Hold a seminar and study tour to share lessons, approaches and know-how on training, amongst training providers.

#### **I-2) PROJECT DESIGN MATRIX\***

The Project will be implemented within the framework of the Project Design Matrix (PDM) shown below. The PDM is an effective tool for managing and implementing projects. The PDM is characterized as follows:

- (1) PDM is a logically designed matrix which defines the initial understanding of the framework for the Project and indicates the logical steps towards the achievement of the Project Purpose.
- (2) PDM is to be flexibly developed according to progress and achievement of the Project, upon agreement between the Japanese and Southern Sudan sides.
- (3) It is also used as a reference for monitoring and evaluating the Project.

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<p>3. Technical capacity is strengthened in Wau and Malakal VTCs.</p> <p>4. Training delivery of non-governmental vocational training providers is expanded in Juba and other major cities.</p>	<p>2-5.The test result (knowledge &amp; skills in the technical field and training method) to trainers after TOT is improved xx% in Juba MTC.</p> <p>2-6.The degree of trainees' satisfaction to MTC courses achieves x in five-scale evaluation.</p> <p>3-1. The number of courses in VTCs adopted the national curriculum exceeds xx.</p> <p>3-2.The test result (knowledge &amp; skills in the technical field and training method) to trainers after TOT is improved xx% in VTC.</p> <p>3-3.The degree of trainees' satisfaction to VTC courses achieves x in five-scale evaluation.</p> <p>4-1. xx% of the operational cost is borne by each NGO.</p> <p>4-2. The number of courses conducted in Juba and other major cities exceeds xx.</p> <p>4-3.The degree of trainees' satisfaction to NGO courses achieves x in five-scale evaluation.</p>	<p>2-4. M&amp;E Report from MTC</p> <p>2-5. TOT Report from MTC.</p> <p>2-6. Questionnaire to trainees of MTC</p> <p>3-1. M&amp;E Report from VTCs</p> <p>3-2. TOT Report in VTCs</p> <p>3-3. Questionnaire to VTC trainees</p> <p>4-1. Financial statement from NGOs</p> <p>4-2. M&amp;E Report from NGOs</p> <p>4-3. Questionnaire to NGO trainees</p> <p>4-4. M&amp;E Report from NGOs</p>	
<p>Activity&gt;</p> <p>1-1 Undertake the sector needs assessment/analysis.</p> <p>1-2 Review and adjust the Vocational Training Policy and develop an execution plan.</p> <p>1-3 Form the committee for establishing the vocational training system.</p> <p>1-4 Develop the Vocational Qualification Framework (VQF) according to local labour market needs.</p> <p>1-5 Develop the national vocational curriculum and teaching materials according to the needs of the local labour markets, including ex-combatants.</p> <p>1-6 Develop management guidelines for Juba MTC and VTC.</p> <p>1-7 Assess the level of trainers and develop training of trainers (TOT) plan.</p> <p>1-8 Hold a seminar on VQF, national curriculum and management guidelines.</p> <p>1-9 Conduct monitoring and evaluation for Juba MTC and VTC.</p> <p>2-1 Review and adjust the Juba MTC Action Plan and develop an execution plan.</p> <p>2-2 Review and reform the administrative structure of Juba MTC.</p> <p>2-3 Review and reform the institutional accounting system of Juba MTC.</p> <p>2-4 Develop the facility and equipment maintenance system of Juba MTC.</p> <p>2-5 Conduct on-the-job training (OJT) to the principal and administrators at Juba MTC.</p> <p>2-6 Conduct TOT to Juba MTC trainers on technical skills and teaching methods for Juba MTC.</p> <p>2-7 Conduct general vocational training courses for Juba MTC.</p> <p>2-8 Develop short course programmes at Juba MTC according to the needs of employees and ex-combatants.</p> <p>2-9 Conduct short vocational training courses at Juba MTC.</p>	<p><b>input</b></p> <p><u>Japanese side</u></p> <p>1. Dispatch of Japanese Experts</p> <p>Chief Adviser/ Juba MTC Management</p> <p>Vocational Training Policy Support</p> <p>Facility and Equipment Maintenance</p> <p>Vocational Training Course Management</p> <p>Monitoring</p> <p>Auto-motive</p> <p>Electrical installation</p> <p>Other short-term experts mutually agreed upon as necessary</p> <p>2. Training of counterpart personnel in Japan or other countries</p> <p>3. Provision of equipment</p> <p>4. Expenses for supporting training providers</p> <p>5. Other local expenses</p>	<p><u>Sudanese side</u></p> <p>1. Personnel</p> <p>Project Director (Director General for Labour and Industrial Relation)</p> <p>Project Manager (Director of Vocational Training of MoLPSHRD)</p> <p>Counterpart Personnel</p> <p>2. Facilities and Equipment</p> <p>Land, building and facilities necessary for the Project.</p> <p>Other facilities mutually agreed upon as necessary</p> <p>3. Local expenses for the Project</p> <p>Expenses to implement long-term/formal training courses at Juba MTC and VTCs</p> <p>Expenses for maintenance of facilities and equipment in Juba MTC and VTCs</p> <p>Salaries of assigned counterparts</p>	<p>Necessary trainers and managerial staff of MTC and VTCs are appointed timely.</p> <p><b>Pre-conditions</b></p> <p>The security condition of Sudan is stable.</p>

<p>2-10 Develop the income-generating system at Juba MTC.  2-11 Conduct income-generating activities in certain training course at Juba MTC.  2-12 Conduct training assessment and feed-back to the training programmes at Juba MTC.  2-13 Hold seminars for promoting job placement and trainee' entrepreneurship for at Juba MTC.</p> <p>3-1 Undertake a needs assessment /baseline survey in Wau and Malakal VTC.  3-2 Conduct TOT to VTC trainers on the technical skill and teaching method.  3-3 Conduct training assessment and feedback on the training programmes.</p> <p>4-1 Undertake a sector needs assessment/analysis in major cities.  4-2 Provide assistance toward the self-sustained management of existing non-formal training providers in Juba.  4-3 Provide assistance for upgrading and expanding training courses for existing non-formal training providers in Juba.  4-4 Identify new non-formal training providers in major towns.  4-5 Design basic skills training programmes for new non-formal training providers in major towns.  4-6 Train managerial and technical staff of new training providers in major towns.  4-7 Provide assistance for the conducting of training courses by new training providers in major towns.  4-8 Conduct training assessment and feedback on training programmes.  4-9 Hold a seminar and study tour to share lessons, approaches and know-how on training, amongst training providers.</p>		
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1-3) Plan of Operations (Tentative Version) Schedule of the Implementation:

Year	Y2010				Y2011												Y2012												Y2013							Responsible Persons in Charge	
	8	9	10	11	12	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
Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	
(Illustration of Gantt Chart)																		Final Evaluation																			
<b>OUTPUT 1: Capacity of MLPSHRD to implement the Vocational Training Policy is strengthened.</b>																																					
1-1 Undertake the sector needs assessment/analysis	[Gantt bar from month 1 to 5]																																				
1-2 Review and adjust the Vocational Training Policy and develop an execution plan.	[Gantt bar from month 1 to 5]																																				
1-3 Form the committee for establishing the vocational training system.	[Gantt bar from month 1 to 2]																																				
1-4 Develop the Vocational Qualification Framework (VQF) according to local labour market needs.	[Gantt bar from month 3 to 5]																																				
1-5 Develop the national vocational curriculum and teaching materials according to the needs of local labour market and valuable including ex-combatants.	[Gantt bar from month 6 to 12]																																				
1-6 Develop the management guideline for Juba MTC and VTC.	[Gantt bar from month 1 to 5]																																				
1-7 Assess the level of trainers and develop the plan of training of trainers (TOT) plan.	[Gantt bar from month 1 to 5]																																				
1-8 Hold a seminar on VQF, national curriculum and management guideline.	[Gantt bar from month 10 to 11]																																				
1-9 Conduct monitoring and evaluation to Juba MTC and VTC.	[Gantt bar from month 18 to 19]																																				
<b>OUTPUT 2: Technical and managerial capacity is strengthened in MTC.</b>																																					
2-1 Review and adjust the Juba MTC Action Plan and develop an execution plan.	[Gantt bar from month 1 to 2]																																				
2-2 Review and reform the administrative structure of Juba MTC.	[Gantt bar from month 3 to 5]																																				
2-3 Review and reform the institutional accounting system of Juba MTC.	[Gantt bar from month 3 to 5]																																				
2-4 Develop the facility and equipment maintenance system of Juba MTC.	[Gantt bar from month 3 to 5]																																				
2-5 Conduct on-the-job training (OJT) to the principal and administrators at Juba MTC.	[Gantt bar from month 6 to 12]																																				
2-6 Conduct TOT to Juba MTC trainers on the technical skill and teaching method for Juba MTC.	[Gantt bar from month 6 to 12]																																				
2-7 Conduct general vocational training courses for Juba MTC.	[Gantt bar from month 1 to 36]																																				
2-8 Develop short course programmes at Juba MTC according to the needs of employees and ex-combatants.	[Gantt bar from month 1 to 5]																																				
2-9 Conduct short vocational training courses at Juba MTC.	[Gantt bar from month 3 to 36]																																				
2-10 Develop the income-generating system at Juba MTC.	[Gantt bar from month 3 to 5]																																				
2-11 Conduct income-generating activities in certain training courses at Juba MTC.	[Gantt bar from month 6 to 36]																																				
2-12 Conduct training assessment and feed-back to the training programmes.	[Gantt bar from month 10 to 11]																																				
2-13 Hold seminar for promoting job placement and entrepreneurship for trainees at Juba MTC.	[Gantt bar from month 10 to 11]																																				

*[Handwritten mark]*

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1-3) Plan of Operations (Tentative Version) Schedule of the Implementation

Year	Y2010												Y2011												Y2012												Y2013							Responsible Persons in Charge
	8	9	10	11	12	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								
Total month:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36								
<b>OUTPUT 3: Technical capacity is strengthened in in Wau and Malakal VTCs.</b>																																												
3-1 Undertake the needs assessment /baseline survey in Wau and Malakal VTC.	■																																											
3-2 Conduct TOT to VTC trainers on the technical skill and teaching method.							■																																					
3-3 Conduct training assessment and feed-back to the training programmes.																																												
<b>OUTPUT 4: Training service of non-governmental vocational training providers is expanded in Juba and other major cities.</b>																																												
4-1 Undertake the sector needs assessment/ mark analysis in major towns.	■																																											
4-2 Provide assistance toward the self-sustained management of existing non-formal training providers in Juba.																																												
4-3 Provide assistance toward the upgrading and expanding training courses of existing non-formal training providers in Juba.																																												
4-4 Identify new non-formal training providers in major towns.	■																																											
4-5 Design basic skills training programmes for new non-formal training providers in major towns.																																												
4-6 Train managerial and technical staff of new training providers in major towns.																																												
4-7 Provide assistance toward the conducting training courses of new training providers in major towns.																																												
4-8 Conduct training assessment and feed-back to the training programmes.																																												
4-9 Hold seminar and study tour to share lessons, approaches and know-how on training among training providers.																																												

Note: The start of the Project, schedules described in this chart, and so on are subject to modifications through further examinations and discussions in future.

- To complete project activities within the solid line
- ▨ To continuously conduct project activities during the dotted line
- △ To conduct meetings, monitoring and evaluation activities, preparation of Documents, etc

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#### I-4) COST ESTIMATION

##### 1. JICA side

The total project cost borne by JICA is estimated as table below.

This amount may change according to the progress of the Project

in USD

Item	Year 2010	Year 2011	Year 2012	Total
1) Travel Expenses for Japanese experts	113,000	105,800	105,800	324,600
2) Consulting Fee for Japanese experts	652,200	536,520	536,520	1,725,240
3) Living cost and local expenses for experts	434,800	357,680	357,680	1,150,160
4) Training of counterpart personnel in Japan or other countries	80,000	80,000	80,000	240,000
5) Provision of equipment (supply hand-tools & spare parts etc.)	30,000	10,000	10,000	50,000
6) Workshop/Seminar for GoSS Officials/Trainers (2 times/year)	25,000	25,000	25,000	75,000
7) Base line/Tracer Survey in Juba, Wau and Malakal	40,000	40,000	40,000	120,000
8) Support Training Courses in VTCs (Long & Short term training course and Production Units)	325,000	325,000	325,000	975,000
9) MTC Facilities' Improvements (dormitory)	500,000	-	-	500,000
10) Expenses for supporting training providers(NGOs)	600,000	600,000	600,000	1,800,000
Technical Cooperation Total	2,810,000	1,550,000	1,550,000	7,270,000
11) MTC Facility Expansion Project (Grant Aid) ※	13,000,000			13,000,000
Grand Total				20,270,000

※Project document of Grant Aid for MTC was signed between Embassy of Japan and Government of Southern Sudan on June 2009.

##### 2. GOSS side

Item
1) Assignment of National Experts
2) Facilities and Equipment
3) Local expenses for the Project -Recurrent cost of MTC

- Recurrent cost of VTCs
- Training Cost of MTC & VTCs
- Expense for maintenance of facilities and equipment in MTC & VTCs

Note: After the completion of "MTC Expansion Project", recurrent cost (including fuel for generator etc.) of MTC is estimated as 700,000 US dollars per year based on the Preliminary Study of the Grant Aid Project (October, 2008).

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## ANNEX II LIST OF JAPANESE EXPERTS

### [Policy and Management]

- Vocational Training Policy Support
  - 3 months assignment per year, he/she will be dispatched for providing technical advice for Activities 1-1 to 1-9 on Master Plan.
    - He/she has over 22 years' working experience after university graduation in related field.
- Vocational Training Policy Monitoring
  - 10 months assignment per year
  - Provide implementation support through monitoring for Activities 1-1 to 1-9 on Master Plan.
  - He/she has over 9 years' working experiences after university graduation in related field.
- Chief Adviser/ MTC Management
  - 4 months assignment per year, He/she will be dispatched for the preparation stage of each year's training and TOT.
  - Provide technical advice for Activities 2-1 to 2-13 on Master Plan.
  - He/she has over 15 years working experiences after university graduation in related field.
- Facility and Equipment Maintenance
  - 2 to 4 months assignment per year, He/she will be dispatched for supervising rehabilitation work of MTC facilities and providing technical advice on facilities' maintenance at the beginning of each training year.
  - He/she will provide technical advice for Activities 2-2 to 2-4, 2-7 and 3-1 on Master Plan .
  - He/she has over 9 years' working experience after university graduation in related field.
- Vocational Training Course Management
  - 10 months' assignment per year.
  - Provide implementation support on training courses in MTC and other VTCs through Activities 2-1 to 4-6 on Master Plan.
  - He/she has over 12 years' working experience after university graduation in related field.
- Monitoring
  - 10 months assignment per year.
  - Provide implementation support for Vocational Training Service Providers (MTC, VTCs and NGOs) through Activities 2-1 to 4-6 on Master Plan.
  - He/She has over 9 years' working experience after university graduation in related field.

### [Technical Field]

- Auto-motive



- 2 to 3 months assignment per year.
- Provide practical training for trainers in MTC and VTCs during its closing season.
- He/she has over 13 years' working experience in related field.
- Electrical installation
  - 2 to 3 months assignment per year.
  - Provide practical training for trainers in MTC and VTCs during its closing season.
  - He/she has over 13 years' working experience in related field.
- Other short-term experts mutually agreed upon as necessary

Note: Above-mentioned experts' assignment duration and qualification may change according to the progress of the Project and result of the base-line survey.

### **ANNEX III PRIVILEGES, EXEMPTIONS AND BENEFITS FOR JICA EXPERTS**

The Government of Southern Sudan shall:

1. Exempt the JICA experts from income tax and other charges of any kind imposed on or in connection with the living allowances remitted from abroad.
2. Exempt the JICA experts from income tax, import duties and any other charges imposed on personal household effects brought into Southern Sudan.
3. Use all available means to facilitate medical and other necessary assistance to the JICA experts.
4. Issue, upon application, entry/exit visas and travel permissions for the JICA experts free of charge.
5. Exempt the work permissions to the JICA experts
6. Issue identification cards to the JICA experts to secure the cooperation of all governmental organizations necessary for the performance of the duties of the experts.
7. Exempt the JICA experts from customs duties on import and export of machinery and equipment into or out of Southern Sudan by the JICA experts in connection with the Project activities.

### **ANNEX IV LIST OF COUNTERPARTS AND ADMINISTRATIVE PERSONNEL**

Counterpart and administrative personnel below will be assigned by the Southern Sudan Government.

- Director General for Labour and Industrial Relation, MoLPSHRD: Project Director
- Director of Vocational Training, MoLPSHRD,: Project Manager
- Director of Juba Multi-Service Training Centre
- Trainers, Juba Multi-Service Training Centre

### **ANNEX V LIST OF LAND, BUILDINGS AND FACILITIES**

The followings shall be provided and their maintenance be ensured as Southern Sudan inputs.

- Land space for existing SAVOT project office at Juba MTC
- Office space in MoLPSHRD for the expert of Vocational Training Policy Support and

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- Vocational Training Policy Monitoring.
- Other facilities and services mutually agreed upon, as necessary

#### **ANNEX VI JOINT COORDINATING COMMITTEE (JCC)**

The Joint Coordinating Committee, which consists both of GOSS related institutions and JICA, will be established for the smooth and effective implementation of the Project.

##### **1. Functions**

The Joint Coordinating Committee will meet at least once a year or whenever needs arises, in order to fulfill the following functions:

- (1) To discuss the Annual Plan of Operation of the Project
- (2) To review the overall progress of the Project and achievement of the technical cooperation
- (3) To make decisions on major issues arising from or in connection with implementation of the Project.

##### **2. Members**

###### **(a) GOSS side**

Undersecretary, MoLPSHRD/GOSS (Chair)  
 Director General of Capacity Building, MoLPSHRD/GOSS  
 Director General of Labour and Industrial Relation, MoLPSHRD/GOSS  
 Director of Vocational Training, MoLPSHRD/GOSS  
 Director of Juba Multi-Service Training Centre, MoLPSHRD/GOSS  
 Director of Wau Vocational Training Centre, MoLPSHRD/GOSS  
 Director of Malakal Vocational Training Centre, MoLPSHRD/GOSS  
 Representatives from Ministry of Regional Cooperation, GOSS  
 Representatives from Ministry of Finance and Economic Planning, GOSS  
 Representatives from Ministry of Education, Science and Technology, GOSS

###### **(b) JICA side**

Representatives from JICA Sudan Office  
 JICA Experts  
 Members of JICA study team, to be dispatched when necessary

###### **(c) Representatives from Development Partners (ILO, UNIDO and NPA)**

###### **(d) Other member(s) accepted by the Chair, as necessary**

#### **ANNEX VII TRAINING BY NON-FORMAL PROVIDERS (NGOs)**

In project phase 1, non-formal training providers held basic skills training as below;

- Swedish Free Mission – Carpentry, Building, Metal Fabrication
- Woman Self Help Development Organization – Food Processing
- Southern Sudan Older People's Organization – Tailoring
- Juba Catering Service – Hotel Service
- Sudan Aid – Food Processing

This phase expects to provide similar basic skills training in and out of Juba to extend training opportunities through non-formal training providers.

End.

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## ANNEX15: SAVOT2 Main Events in 3 years

	<b>Before SAVOT 2</b>
September 2006	SAVOT Phase 1 was launched.
December 2009	SAVOT Phase I was completed.
	<b>Year 2010</b>
May	Record of Discussion for SAVOT Phase 2 was signed.
12 August	SAVOT Phase 2 started field activities.
Sep	The workshop for MTC development plan was held at MTC graduation hall.
Sep-Nov	Training of instructors (TOT) in 3 trades were conducted by Japanese experts at 3VTCs (MTC, WVTC and MVTC)
Sep-Dec	“Vocational training needs survey and company (market) needs survey” was conducted.
Oct-Dec	Tracer survey for SAVOT graduates was conducted.
Nov	1 <sup>st</sup> JCC was held in Juba.
	<b>Year 2011</b>
Mar-Apr	TOT training was conducted for 20 instructors from WVTC & MVTC at NVTI, Uganda.
Apr	MTC began 1year/6month/3month training courses in 7 trades.
Apr	Construction works for dormitory & cafeteria at MTC was commenced in direct management by SAVOT expert
Jun	MTC Auto Service began commercial work as an income generation activity.
Aug	SSOPO began tailoring and cooking training courses in Juba.
Sep	PCO began training course on food preparation in Wau.
Sep	WDG began tailoring training course in Wau.
Sep	FYF began catering & housekeeping training course in Malakal.
Sep-Oct	“Career planning and entrepreneurship/ employment skills training” was conducted in Juba
Nov	Computer training room was established at MVTC.
Dec	1 <sup>st</sup> meeting of VTC coordination committee (VCC) was held at MTC.
	<b>Year 2012</b>
Mar	WVTC began 6month training courses in 5 trades.
Mar	2 <sup>nd</sup> meeting of VTC coordination committee (VCC) was held at MTC.
Apr	CCC began training courses on catering service and housekeeping in Juba.
Apr-Aug	Tracer survey was conducted in 3 cities (Juba, Wau and Malakal).
Jun	3 <sup>rd</sup> meeting of VTC coordination committee (VCC) was held at MTC.
Jul-Aug	Comprehensive TOT for all instructors & staffs of 4 VTCs was conducted at MTC

Aug	Newly Dormitory and Cafeteria facilities were handed over to MTC.
Aug	1 <sup>st</sup> workshop of “Capacity building on training management for NGO administration staff” was held at MTC.
Oct	Monitoring mission from JICA HQ was conducted advisory investigation for SAVOT2.
Oct	4 <sup>th</sup> meeting of VTC coordination committee (VCC) was held at MTC.
Oct	Newly facilities & equipment founded by Japanese grant aid were handed over to MLPSHRD.
Nov	“Career planning and entrepreneurship/ employment skills training” was conducted for NGOs in 3 cities (Juba, Wau and Malakal).
Nov	MTC began 6month/3month training courses in 7 trades.
Nov	ICT courses (morning and evening class) began at MTC CP room.
<b>Year 2013</b>	
Feb	2 <sup>nd</sup> workshop of “Capacity building on training management for NGO administration staff” was held at MTC.
Mar	5 <sup>th</sup> meeting of VTC coordination committee (VCC) was held at MTC.
Mar	11 VT experts from Uganda were dispatched in MTC by IGAD.
Mar	Wau VTC began 6 month training courses in 5 trades.
Mar-Jun	“Career planning and entrepreneurship/ employment skills training” was conducted for NGOs and VTCs in 3 cities (Juba, Wau and Malakal).
Apr-May	Additional tracer survey was conducted in 3 cities (Juba, Wau and Malakal).
May	6 <sup>th</sup> meeting of VTC coordination committee (VCC) was held at MTC.
May	JICA President visited MTC.
Jun	7 <sup>th</sup> meeting of VTC coordination committee (VCC) was held at MTC.
Jun	Final evaluation for SAVOT2 was conducted by external study team.
Jun	Last JCC was held at MTC
Jul	Maintenance workshop was held at MTC.
Jul	SAVOT2 completion seminar was held at MTC.
Jul	Completion SAVOT2 project.



## ANNEX16: List of SAVOT2 Reports

Title	Date of Issue
<b>【1<sup>st</sup> Year】</b>	
1. Inception report	Nov. 2010
2. Rehabilitation plan for MTC dormitory & cafeteria	Nov. 2010
3. Tracer Survey for SAVOT graduates	Dec. 2010
4. MTC training programme 2010	Oct. 2010
5. Current situation of 3 VTCs	Dec. 2010
6. Staff profile of MTC, Malakal and Wau VTC	Dec. 2010
7. MTC mid-term strategic plan	Dec. 2010
8. Study tour report; visiting companies in Juba by staff of three VTCs	Dec. 2010
<b>【2<sup>nd</sup> Year】</b>	
1. Progress report 1	Feb. 2011
2. Report on NVTI Training	Apr. 2011
3. Guideline for NGO Training (Japanese/English)	Apr. 2011
4. MTC operation guideline	Jul. 2011
5. Progress report 2	Aug. 2011
6. MTC Auto Service Business Plan 2011	Jun. 2011
7. MTC Auto Service Financial Report 2011	Dec. 2011
8. Vocational training & company survey report	Mar. 2011
9. SAVOT Project Brief	Feb. 2011
10. SAVOT News Letter No.1	Aug. 2011
<b>【3<sup>rd</sup> Year】</b>	
1. MTC Auto Service Financial Report (1st quarter 2012)	Mar. 2012
2. MTC Auto Service Financial Report (2nd quarter 2012)	Jun. 2012
3. MTC Auto Service Financial Report (3rd quarter 2012)	Sep. 2012
4. VTC Training of Trainers Programme 2012 (Implementation Plan)	Jul. 2012
5. VTC Operation and Training Guideline	Aug. 2012
6. VTC TOT Programme Completion Report	Sep. 2012
7. Tracer Survey 2012	Nov. 2012
<b>【4<sup>th</sup> year】</b>	
1. South Sudan Vocational Training Programme 2013-2015	Apr 2013
2. Tracer survey 2012-2013	July 2013
3. Career Planning and Entrepreneur/Employment Training Final Report	July 2013
4. Facility & Equipment maintenance manual for Multi-Service Training Centre Juba	July 2013

5. Final Report on training of trainers conducted in Malakal VTC and Juba MTC	July 2013
6. National Harmonized Curriculum	July 2013
7. SAVOT2 Project Completion Report	Aug2013
8. Livelihood Skills Training Manual	Aug 2013

## ANNEX17: References

1. Towards a baseline: Best estimates of social indicators for Southern Sudan, New Sudan Centre for statistics and evaluation, UNICEF, 2004
2. United Nations Policy for Post-conflict employment creation, income generation and reintegration, United Nations, Geneva, 2009
3. スーダン共和国基礎的技能・職業訓練強化プロジェクト事業完了報告書, 国際協力機構, 2010年1月
4. Statistical Yearbook for Southern Sudan 2010, Southern Sudan Centre for Census, Statistics and Evaluation
5. Final Report on Project for Improvement of Basic Skills and Vocational Training in Southern Sudan, SAVOT, System Science Consultants Inc. January 2010
6. The Transitional Constitution of the Republic of South Sudan, 2011
7. Standardised and Harmonised draft vocational training programme, Ministry of Labour, Public Service and Human Resource Development, Republic of South Sudan, October 2011
8. South Sudan vocational training policy, Capacity Building for Institutional Human Resource Development Project (CABIHRD) 2007-2010, Ministry of Labour and Public Service
9. South Sudan Development Plan 2011-2013, Ministry of Finance and Economic Planning, August 2011
10. 2nd Draft Strategic Plan (2012/13 to 2016/17), Ministry of Labour, Public Service and Human Resource Development, July 2012
11. Education in the Republic of South Sudan, Status and Challenge for a New System, World Bank 2012
12. The Joint Terminal Evaluation Report on the Project on Improvement of Basic Skills and Vocational Training in South Sudan Phase II (SAVOT 2), JICA, June 2013
13. Manual for Conducting Market Assessments South Sudan, Forcier Consulting, Prepared for the MDGF Achievement Fund UN Joint Programme on Youth Employment & the International Labour Organization, February 2013
14. Creating an Evidence Base for Effective Vocational & Livelihoods Training, A Comparative Analysis of Twenty-Four Market Assessments throughout South Sudan, The UN Joint Programme on Youth Employment and the ILO, February 2013