

PROJECT AGREEMENT

BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (DGMA)

AN AGENCY OF THE GOVERNMENT OF Vietnam

PRO AG

01

The above-named parties hereby mutually agree to carry out a project in accordance with the terms set forth herein and the terms set forth in any annexes attached hereto, as checked below:

- PROJECT DESCRIPTION ANNEX A FOREIGN CURRENCY STANDARD PROVISIONS ANNEX
 STANDARD PROVISIONS ANNEX ~~FOREIGN CURRENCY~~ **USA ID/GVN Standard PROVISIONS ANNEX**

This Project Agreement is further subject to the terms of the following agreement between the two governments, as modified and supplemented:

GENERAL AGREEMENT FOR TECHNICAL COOPERATION DATE

ECONOMIC COOPERATION AGREEMENT DATE **9/7/51**

(other) DATE

1. PROJECT/ACTIVITY NO. **730-15-460-327** PAGE 1 OF 2 PAGES

2. AGREEMENT NO. **70-007** B. ORIGINAL OR REVISION NO. _____

4. PROJECT/ACTIVITY TITLE
Manpower Development

5. PROJECT DESCRIPTION AND EXPLANATION
(See Annex A attached)

6. AID APPROPRIATION SYMBOL **72-1101006** 7. AID ALLOTMENT SYMBOL **056-50-730-00-69-01**

8. AID FINANCING	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
<input type="checkbox"/> DOLLARS <input type="checkbox"/> LOCAL CURRENCY				

(a) Total		\$85,000		\$85,000
-----------	--	-----------------	--	-----------------

(b) Contract Services - PASA		85,000		85,000
------------------------------	--	---------------	--	---------------

(c) Commodities				
-----------------	--	--	--	--

(d) Other Costs				
-----------------	--	--	--	--

9. COOPERATING AGENCY FINANCING - DOLLAR EQUIVALENT
\$1.00=

(a) Total				
-----------	--	--	--	--

(b) Technical and other Services				
----------------------------------	--	--	--	--

(c) Commodities				
-----------------	--	--	--	--

(d) Other Costs				
-----------------	--	--	--	--

10. SPECIAL PROVISIONS (Use Additional Continuation Sheets, if Necessary)

This Project Agreement is to continue PASAs **FE-30-66** and **FE-2-67** with the U.S. Department of Labor through **FY 70**.

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11. DATE OF ORIGINAL AGREEMENT **July 26, 1969** 12. DATE OF THIS REVISION _____ 13. ESTIMATED FINAL CONTRIBUTION DATE **December 31, 1971**

14. FOR THE COOPERATING GOVERNMENT OR AGENCY
SIGNATURE: *[Signature]* DATE: **July 25, 69** TITLE: **Director of Foreign Aid**

15. FOR THE AGENCY FOR INTERNATIONAL DEVELOPMENT
SIGNATURE: *[Signature]* DATE: **7/26/69** TITLE: **Associate Director for Program & Economic Policy, USAID**

Minister of Labor

Director of Cabinet, Ministry of Labor

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[Handwritten signature]

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**PROJECT AGREEMENT
BETWEEN AID AND
DGBFA**

1. Project/Activity No.
730-15-460-327

2. Agreement No.
70-007

3. Original or
Revised No. _____

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

3. Project/Activity Title
Manpower Development

**PROAG
CONTINUATION
SHEET**

ANNEX A

I. BACKGROUND

The Government of Vietnam has only limited data on manpower resources and requirements, and lacks the trained personnel to develop surveys and data upon which both civilian and military planning for mobilization, training, and employment can be based.

II. PURPOSE

To continue to provide the services of two technicians, a Manpower Advisor and a Manpower Analyst, under PASAs with the U.S. Department of Labor, to assist the GVN and USAID in solving manpower problems and meeting manpower needs. Duties will include developing policies and administrative machinery as well as conducting surveys, analyzing statistics, and projecting trends.

III. RESPONSIBILITIES

- A. The Government of Vietnam will work with and provide such support as may be necessary for these technicians to continue their activities.
- B. The United States Agency for International Development (USAID) agrees to make available, as indicated in block 8 (b) on the Face Sheet of this Agreement, funds not to exceed \$85,000 to finance personnel services through a Participating Agency Service Agreement. The details are incorporated in enclosed implementing documents (PIO/T Nos. 730-327-2-010004 and 730-327-2-010005).

IV. GENERAL

- A. The budget is attached hereto.
- B. The Work Plan is attached hereto.

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROAG
CONTINUATION
SHEET

ANNEX B

PROJECT AGREEMENT
BETWEEN AID AND
DRBPA

1. Project/Activity No.
730-15-460-327

PAGE 3 OF 5 PAGES

2. Agreement No.
70-007

3. Original or
Revision No. _____

AN AGENCY OF THE GOVERNMENT OF
Vietnam

2. Project/Activity Title
Manpower Development

DOLLAR BUDGET FOR FY 70

<u>PASA FE-30-66</u>		<u>\$40,000</u>
Salary:	22,000	
Differential:	5,900	
International Travel:	1,200	
* Allowances:	3,700	
Overhead, per diem, miscellaneous:	7,600	
 <u>PASA FE-2-67</u>		 <u>\$45,000</u>
Salary:	26,000	
Differential:	6,500	
International travel:	1,200	
* Allowances:	3,700	
Overhead, per diem, miscellaneous:	7,600	
	TOTAL:	<u>\$85,000</u>

* USAID administered allowances.

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

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BETWEEN AID AND
DQBFAAN AGENCY OF THE GOVERNMENT OF
Vietnam1. Project/Activity No.
730-15-460-3272. Agreement No.
70-007

3. Project/Activity Title

Manpower Development

PAGE 4 OF 5 PAGES3. Original or
Revision No. _____WORK PLAN

Under the general direction of the Assistant Director for Labor, the Manpower Development Officer will:

1. advise and assist the Ministry of Labor in Manpower program development, organization, and implementation;
2. represent USAID, as required, in all manpower program planning activities of the GVN in which the U.S. Government participates;
3. maintain liaison with other elements of USAID and CORDS whose activities or interests involve manpower programming;
4. prepare drafts of USAID program and project proposals related to manpower activities;
5. serve on U.S. manpower interagency committees and attend conferences and seminars as appropriate;
6. prepare periodic reports on progress and activities;
7. work with the GVN on manpower programs and actions relating to both mobilization policies and economic and social development;
8. advise on manpower programs responsive to determined needs;
9. provide technical assistance to the Ministry of Labor and other elements of the GVN concerned with manpower development and utilization, as requested;
10. outline the statistical and analytical base necessary for manpower programming determinations and progress assessment;
11. conduct research projects consistent with program needs;
12. advise USAID on the manpower implications of existing and proposed projects and programs;
13. direct and coordinate the activities of TDY consultants and specialists in the field of manpower activities;

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROAG
CONTINUATION
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ANNEX C

PROJECT AGREEMENT
BETWEEN AID AND
DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.
730-15-460-327

PAGE 5 OF 5 PAGES

2. Agreement No.
70-007

3. Original or
Revision No. _____

3. Project/Activity Title

Manpower Development

14. perform other appropriate duties assigned by the Assistant Director of the USAID Labor Division.

The Labor Economist will:

1. advise and assist the Ministry of Labor on ways and means to increase and improve the Ministry's capacity to gather and make proper use of manpower and employment data;
2. assess training needs in statistical work for Labor Ministry Staff in terms of present level of development and advise appropriate action and techniques to meet these needs;
3. advise establishment of an in-service training program and conduct classes for the Ministry's Labor Research and Statistics Staff as required to make necessary surveys;
4. give advice and assistance to other U.S. Government and GVN agencies as assigned by the Assistant Director of the USAID Labor Division.

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

PROJECT DOCUMENT
APPROVAL FORM

Division LABOR

Date Typed July 9, 1969

Project No. 730-15-460-327

Title Manpower Development

Original Project Agreement - 70-007

Revision No.

Henry J. Randall
PROGRAM OFFICE

7/15/69
DATE

M E Weir
PROJECT TECHNICIAN

7-22-69
DATE

Charles J. Homan
AD/FINANCIAL MGMT

7/18/69
DATE

RE Burgess
DIVISION CHIEF

7/22/69
DATE

PRO AG

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID
AN AGENCY OF THE GOVERNMENT OF VIETNAM

The above-named parties hereby mutually agree to carry out a project in accordance with the terms set forth herein and the terms set forth in any annexes attached hereto, as checked below:

- PROJECT DESCRIPTION ANNEX A FOREIGN CURRENCY STANDARD PROVISIONS ANNEX
 STANDARD PROVISIONS ANNEX SPECIAL LOAN PROVISIONS ANNEX

This Project Agreement is further subject to the terms of the following agreement between the two governments, as modified and supplemented:

- GENERAL AGREEMENT FOR TECHNICAL COOPERATION DATE _____
 ECONOMIC COOPERATION AGREEMENT DATE **9/7/51**
 (referred to) **CY 69 L/C Ltr of Understanding** DATE **6/16/69**

1. PROJECT/ACTIVITY NO. **730-15-460-327** PAGE 1 OF 16 PAGES

2. AGREEMENT NO. **69-191** 3. ORIGINAL OR REVISION NO. _____

4. PROJECT/ACTIVITY TITLE
Manpower Development

5. PROJECT DESCRIPTION AND EXPLANATION
(See Annex A attached)

6. AID APPROPRIATION SYMBOL 7. AID ALLOTMENT SYMBOL

D. AID FINANCING		PREVIOUS TOTAL (A)	INCREASE (E)	DECREASE (C)	TOTAL TO DATE (D)
<input type="checkbox"/> DOLLARS	<input checked="" type="checkbox"/> LOCAL CURRENCY				
(a) Total					
(b) Contract Services					
(c) Commodities					
(d) Other Costs					
E. COOPERATING AGENCY FINANCING - XXXXXX EQUIVALENT					
\$1.00 = VN\$118					
(a) Total					
(b) Technical and other Services CY 69 AAC Title 23			22,500,000		22,500,000
(c) Commodities					
(d) Other Costs					

10. SPECIAL PROVISIONS (Use Additional Continuation Sheets, if Necessary)

This ProAg covers expenditure of piasters provided through American Aid Chapter Title 23 and provides basic information on the Manpower Development program in CY 1969.

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11. DATE OF ORIGINAL AGREEMENT **November 13, 1969** 12. DATE OF THIS REVISION _____ 13. ESTIMATED FINAL CONTRIBUTION DATE **December 31, 1971**

14. FOR THE COOPERATING GOVERNMENT OR AGENCY
 SIGNATURE:  DATE: **10/16/69**
 TITLE: **Director General for Budget**

15. FOR THE AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE:  DATE: **11/13/69**
 TITLE: **Associate Director for Program**

PROJECT AGREEMENT BETWEEN AID AND DGBFA <hr/> AN AGENCY OF THE GOVERNMENT OF Vietnam	1. Project/Activity No. 730-15-460-327	PAGE <u>2</u> OF <u>16</u> PAGES
	2. Agreement No. 69-191	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	3. Project/Activity Title Manpower Development	

I. BACKGROUND

The accelerated mobilization program of Vietnam has focused attention on manpower problems and increased interest in manpower activities. This increased attention and interest has been of benefit to the Labor Ministry in that it has helped in getting needed recognition and support from higher levels of the GVN. It has, however, created problems for the Ministry by adding to its responsibilities and activities while restricting or actually reducing its resources. Progress has been made in some activities and solid foundations are being laid in others, but in some very important areas, progress has been slow compared to the urgency of the need.

This project involves: Manpower Planning, Research and Statistics, National Employment Service, Skills Training, Industrial Relations and the Labor Inspectorate.

The Prime Minister through executive order, has created an Inter-Ministerial Manpower Coordinating Committee, (IMCC) and a Standing Office to serve that Committee. These entities are now in the process of being organized and becoming operational. A good start has been made in developing an occupational classification system with a 3-digit system, now in use by the Placement Service, and GVN personnel are in training to develop it into a complete system suitable for Vietnam.

The primary problem in building the planning organization needed is obtaining the high caliber personnel critically needed to work in research, occupational classification, allocation and utilization of manpower, and skills training.

The Research and Statistics Office of the Ministry of Labor is not able to fulfill the present needs of the GVN for the collection, analysis and dissemination of employment and other manpower statistics. With the creation of the IMCC, the need for labor statistics will become increasingly important if this new Committee is to have the necessary statistical information to enable it to make reasonably sound judgments and decisions concerning the development and utilization of the labor force. This activity must have both more and better trained staff if it is to carry out its responsibilities. The office has recently published a Census of Establishment Employment and is now working on a Survey of Scientific, Professional and Technical Workers in Industrial and Commercial Establishments in the Saigon - Gia Dinh area.

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For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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PROJECT AGREEMENT
BETWEEN AID AND

1. Project/Activity No.
780-19-660-727

2. Agreement No.
69-191

3. Original or
Revision No.

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AN AGENCY OF THE GOVERNMENT OF
Vietnam

3. Project/Activity Title
Manpower Development

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ANNEX A

The present Employment Service serving a very small percentage of the workers, is so small and ineffective that it has little impact on the labor market of Vietnam. If the Placement Office is to serve the needs of Vietnam, both the size and scope of the program must be expanded. A start has now been made through the establishment of a "model office" in Saigon which is being used for on-the-job training in ^{new} methods and for the development of procedures and techniques suited to Vietnam. New procedures are in use for obtaining job orders and for recruiting applicants, and placements are being made by using occupational classifications. This office will also serve as a training ground for staff from other offices.

The training of workers has in the past been left largely to the employer who needed such workers. The Ministry of Labor has for some time conducted skills training in centers of varying size scattered throughout Vietnam, but much of this training was largely under the control of local authorities. The Ministry of Labor's Skills Training Service is short of instructors, equipment and training facilities and is having difficulty in obtaining the added resources needed. The accelerated mobilization program and current activity in Vietnam has created skills shortages which are being met by a proliferation of separate training programs so that further coordination and direction of training is necessary. The Ministry of Labor has through its own resources and those of a contractor been able to improve the quality of training and the number of workers trained and to continue the program for the training of instructors.

Improved relations between management, the workers and the government would aid greatly in improving utilization of the available labor force of Vietnam. The Ministry of Labor has since its inception been involved in labor-management relations and has held various training programs for workers' representatives and for Ministry of Labor inspectors. More attention needs to be directed to this activity because of the rapidly expanding urban labor force and conditions created by the war. An Industrial Relations Institute has been established and attention is being directed to its improvement.

In the past, labor disputes have been handled by the regular Labor Inspectorate staff with little specialization. Laws governing arbitration and mediation are being revised and training given in arbitration and mediation

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.
730-15-460-327
2. Agreement No.
69-191
3. Project/Activity Title

2. Original or
Revision No. _____

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CONTINUATION
SHEET**

DCRFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

Manpower Development

ANNEX A

II. PURPOSE AND GOALS

A. Purpose

The purpose of the Manpower Development Project is to develop the capability within the GVN to plan and operate a comprehensive manpower program at the national level which will involve the following:

1. Planning, coordinating and directing a manpower program at the national level.
2. Collecting, analyzing, and disseminating essential manpower information.
3. Operating a National Employment Service designed to assist problem groups.
4. Continuing the development of job-oriented training programs to train workers in needed skills.
5. Introducing modern concepts of industrial relations to labor, management, and government officials.
6. Improving enforcement of labor laws and settlement of labor disputes.

B. Goals

1. Manpower Planning

In developing the capability of the MOL to plan and implement a manpower program the following goals have been established: (a) to appoint a Manpower Planning Committee comprised of representatives of all ministries with major manpower responsibilities; (b) to establish within the Labor Ministry a Manpower Plans and Programs coordinating office; (c) to train an adequate technical staff in the MOL in planning, including: supply and demand determination, occupational classification, manpower and work force allocation and utilization; and (d) the development of tools (such as an occupational classification system), techniques, and methods needed to carry on a manpower program.

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROJECT AGREEMENT

BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

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2. Agreement No.

69-191

3. Original or

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3. Project/Activity Title

Manpower Development

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CONTINUATION
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ANNEX A

2. Research and Statistics

In this area the goal is to develop as rapidly as possible a comprehensive and recurring program of occupational employment and wage surveys which will provide current labor force statistics, and provide the statistical base for making projections concerning the future size and occupational structure of the labor force, required to assess **realistically** the skill requirements of industry, and meaningfully plan skills training programs to meet these requirements.

3. National Employment Service

In building an effective National Employment Service, the goals are: (a) to expand the scope of the present service and improve the technical competence of its staff to perform such essential functions as placement, job development, and collection and use of labor market information; (b) to continue to establish and operate in-service training programs; (c) to make organizational changes to provide central direction, coordination, and control of all offices; (d) to develop standard procedures and office practices; and (e) to facilitate the spread of labor market information and improve the mobility of labor.

4. Skills Training

To continue in the development of a skills training program, with the goals following: (a) to further develop competence within the Ministry of Labor in the establishment, administration and operation of an "on-the-job" or apprenticeship training program so that it can assume full responsibility for short-term programs being set up by American Asian International under an AID financed contract; (b) to bring industry and organized labor into the program to a larger extent by demonstrating to them the benefits to be derived from systematic training program; (c) to train competent instructors for the skills training courses; (d) to alleviate shortages of critical skills by setting up short-term training courses; and (e) to establish eight additional Skills Training Centers in selected provinces.

5. Industrial Relations

In industrial relations the goal is to introduce modern industrial relations concepts and their application to government, labor, and business through the Institute of Industrial Relations.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

DBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.
750-15-460-327

2. Agreement No.
69-191

3. Project/Activity Title

Manpower Development

3. Original or
Revision No. _____

6. Labor Inspectorate

The Goal of the Labor Inspectorate is to improve disputes settlement procedures; through recommendations for changes in the labor law and in-service training of labor inspectors and conciliators.

III. RESPONSIBILITIES

A. The Government of Vietnam

1. The Ministry of Labor will:

a. For all activities of the Manpower Development Project:

(1) Designate a counterpart for each U.S. technician assigned to the project and provide office space and facilities for these technicians.

(2) Pay normal operating costs of the activities included in this project where USAID does not specifically agree to pay the costs.

(3) Assign all commodities and equipment provided by USAID to the activities for which they were provided, maintain all such equipment in good condition and provide supplies necessary for operation, such as but not limited to oil and gas for vehicles.

(4) Make available for training as required the Ministry of Labor personnel assigned to the different activities. This training may be formal classroom-type, on-the-job, or participant training and may be done by either Americans or Vietnamese.

b. For the Manpower Planning and Programming:

(1) Take the lead in the establishment of a high-level manpower planning committee empowered to develop plans, establish manpower policy, and coordinate manpower activities of the different ministries with major manpower responsibilities.

(2) Establish a separate office under the direction of a competent supervisor with the sole duty of serving the IMCC. Competent professional and technical staff will be assigned to this office to (a) collect and analyze manpower information, (b) develop recommendations for allocation

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For the Cooperating Government or Agency

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SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

IGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.
750-15-460-327

2. Agreement No.
69-191

3. Project/Activity Title
Manpower Development

3. Original or
Revision No.

and utilization of the work force, (c) determine training needs and (d) take care of other priority matters relating to manpower.

(3) Provide adequate competent staff to develop and improve an occupational classification system.

c. For the Research and Statistics:

(1) Provide adequate competent staff for conducting a labor research and statistics program.

d. For the Employment Service:

(1) Continue the operation of the "Model Office" in Saigon to provide a laboratory for developing improved methods and serve as a site for on-the-job training of placement staff.

(2) Make necessary changes in administrative and organizational structure of the Employment Service so that adequate control can be exercised over its operation.

(3) After improved methods and procedures are developed in the model office, the staff from all placement offices will be trained in the new methods and all placement offices modeled after the same pattern.

e. For the Skills Training:

(1) Provide adequate and competent staff, including instructors, to operate an efficient skills training program, making them available as necessary for training in organization, administration, curricula training methods, etc.

(2) Make whatever changes may be necessary in the Skills Training Service to provide unified MFL training programs throughout Vietnam.

(3) Propose the establishment of a national apprenticeship council involving industry, labor unions and the GVN which will develop, establish and carry out apprenticeship standards for Vietnam and recommend improvements in the apprenticeship section of the Labor Code.

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROAG
CONTINUATION
SHEET

ANNEX **A**

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.
730-15-460-327

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2. Agreement No.
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3. Original or
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3. Project/Activity Title
Manpower Development

(4) Construct on a suitable site prefabricated structures purchased by USAID in 1967 and provide furnishings, and equipment required to utilize these structures as skills training centers.

(5) Endeavor to place the Vietnamese employees of the training contractor (AAI) on the Ministry of Labor training staff when released by the contractor so that their training and experience may further benefit the GVN.

f. For the Industrial Relations:

Provide an adequate competent staff to continue operations of the recently established Industrial Relations Center.

g. For the Labor Inspectorate:

(1) Provide information and make staff available for discussions leading to recommended changes in laws relating to labor disputes.

(2) Take action to secure the recommended changes in the laws relating to labor disputes.

2. The Director General of Budget and Foreign Aid agrees to make available 22.5 million piasters from CY 1969 American Aid Chapter, Title 23 for this project. These funds will be used for manpower development and will be made available on a timely basis in accordance with approved procedures. See Budget breakdown attached.

B. The United States Agency for International Development (USAID) designates the Deputy Assistant Director for Capital Assistance and Engineering or his designee as USAID Project Manager and agrees:

1. To pay the dollar costs of U.S. advisors assigned to work on this project.

2. To provide commodities as mutually agreed upon in subsequent revisions of this Project Agreement.

3. To provide such participant training as may be agreed upon in subsequent agreements.

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

DSBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-15-660-327

2. Agreement No.

69-191

3. Project/Activity Title

Manpower Development

3. Original or

Revision No.

4. To provide technical services through contract with the American-Asian International, Inc., in accordance with PIO/T 730-327-3-9190193.

IV. GENERAL

A. The Standard Provisions Annex referred to on page one of this agreement is incorporated in and made part of this Agreement.

B. The Work Plans attached hereto may be modified by agreement between the USAID Project Manager and the GVN Project Manager subject to a review of substantive change by the Ministry and USAID.

Concurrence:



11/7/69

Minister of Labor

(date)

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For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE

DATE

SIGNATURE

DATE

TITLE

TITLE

PROAG
CONTINUATION
SHEET
ANNEX B

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.
730-15-460-527

2. Agreement No.
69-191

3. Project/Activity Title
Manpower Development

3. Original or
Revision No. _____

SUMMARY PIASTER BUDGET

American Aid Chapter, Title 23, CY 1969

<u>Article</u>	<u>Expenditure</u>	<u>Amount</u>
11-19	Salaries and Allowances for Civilian Personnel	VN\$ 6,050,000
31-39	Operating Services and Supplies	3,950,000
71-79	Direct Investments	12,500,000
Total:		VN\$ 22,500,000

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For the Cooperating Government of Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

DCRFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

750-15-460-327

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Manpower Development

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Revised No.

**DETAILED
PIASTER BUDGET**

American Aid Chapter, Title 23, CY 1969

<p>A. <u>Manpower Planning and Programming Activity</u></p> <p>1. Salaries for 20 Employees employed in the Planning Office (Later the Standing Office of the Inter-Ministerial Manpower Coordinating Committee).</p> <p>2. Operating Costs of the Planning Office and allowable compensation for Committee Members.</p>	<p>VN\$ 2,020,000</p> <p>VN\$ 1,720,000</p> <p>300,000</p>
<p>B. <u>Research and Statistics</u></p> <p>1. Salaries for 10 Employees.</p> <p>2. Expenses of Investigators and Tabulating Costs.</p>	<p>VN\$ 1,170,000</p> <p>VN\$ 770,000</p> <p>400,000</p>
<p>C. <u>Employment Service</u></p> <p>1. Travel Expense and Per Diem.</p> <p>2. Publications, Advertising and Miscellaneous.</p>	<p>VN\$ 300,000</p> <p>VN\$ 100,000</p> <p>200,000</p>
<p>(In addition to the above 1969 AAC funds, there is also VN\$2,532,000 available from AAC funds carried forward from 1967. These funds are for providing 33 persons for Employment Service Operations).</p>	
<p>D. <u>Skill Training</u></p> <p>1. Salaries for 17 Instructors.</p> <p>2. Operating Costs, oil and making a film on Skill Training.</p> <p>3. Equipment, machines and instruments for Skill Training.</p> <p>4. Erect 8 pre-fab Training Centers.</p>	<p>VN\$18,210,000</p> <p>VN\$ 3,060,000</p> <p>300,000</p> <p>2,350,000</p> <p>12,500,000</p>

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.
730-15-460-327

**PROAC
CONTINUATION
SHEET**

DBPFA

2. Agreement No.
69-191

3. Original or
Revision No. _____

ANNEX B

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

3. Project/Activity Title
Manpower Development

E. Industrial Relations

-0-

No AAC Funds in 1969.

F. Labor Inspectorate

VN\$ 800,000

1. Expenses of Seminars.

VN\$ 300,000

2. Repairs for Conference Hall.

500,000

VN\$22,500,000

Total for Manpower Development Project

**(VN\$ 5,550,000 of the total is for payment
of salaries of 80 persons)**

BEST AVAILABLE COPY

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND
DGBFA**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-15-460-327

PAGE 13 OF 16 PAGES

2. Agreement No.

69-191

3. Original or

Revision No. _____

3. Project/Activity Title

Manpower Development

WORK PLAN

A. Manpower Planning and Programming Activity

1. Establish a Manpower Planning Committee by March 31, 1969, now designated the Inter-Ministerial Manpower Coordinating Committee (IMCC), comprised of high-level representatives of ministries with major responsibilities. The Labor Ministry will negotiate the formation of such a committee with the GVN, with technical advice provided to the Labor Ministry by the Labor Division, and to other ministries by the counterpart AID Divisions concerned. The committee will be organized as soon as possible.

2. Establish an Office of Plans and Programs by July 31, 1969 (now designated the Standing Office of the Inter-Ministerial Manpower Coordinating Committee) within the Labor Ministry to plan and direct manpower programs and coordinate activities with other ministries. The Ministry of Labor will be reorganized to provide necessary direction and adequate staff for manpower planning and directing manpower programs.

3. Train manpower planning office staff to do manpower planning and to perform other related functions. Five such functions will include occupational classification, manpower allocation and utilization, determination of need for skill training, authorization of foreign workers, and use of manpower information for planning.

4. Develop an occupational classification system for Vietnam by December 31, 1970. The occupational classification system should be partially usable in CY 1969, through further development will be required in CY 1970.

5. Provide both in-country and participant training in national manpower planning for personnel of the Ministry of Labor, other ministries, and the private sector as may be agreed upon in the future.

6. Develop tools, techniques, and methods needed to carry on a manpower program.

7. Working through the (IMCC) and the Standing Office of that Committee, attention will be directed to coordinating the manpower programs of all Ministries, collecting essential manpower information and establishing proper relationships with the national economic and social planning group so that a national manpower plan can be developed which is an integral part of the national social and economic plan.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.
730-15-460-327

2. Agreement No.
69-191

3. Project/Activity Title
Manpower Development

3. Original or
Revision No. _____

B. Research and Statistics Activity

1. The Survey of Scientific, Professional, and Technical Personnel in establishments in the Saigon - Gia Dinh area (data collection is now underway) will be tabulated and published.
2. The Ministry will request in the GVN National Budget for CY 70 sufficient funds to continue the operations of the Research and Statistics Service at its present staff level and will augment the staff by hiring and training five additional staff members as soon as possible.
3. Discussions with the National Institute of Statistics will be initiated to explore the possibilities of jointly doing a household labor force survey, in Saigon, initially, and in other areas when practicable.
4. When staff members currently working on the Survey of Scientific, Professional, and Technical Personnel can be released, a second establishment survey will be undertaken. This survey will cover skilled workers.

C. Employment Service Activity

1. The operation of the model office in Saigon will be continued and expanded as a work site for giving on-the-job training for placement personnel and as a laboratory in which to develop improved techniques, methods and procedures. In order to do this it will render placement service to employers and workers of Saigon in increasing numbers and in a constantly improved manner.
2. The U.S. advisor will provide assistance and advice to the persons involved with direct office operations and to the central office supervisory staff on all matters pertaining to operations of a modern placement office.
3. All present staff of the Saigon Placement Service will be assigned for some period to the model office for training, and all new employees will be assigned there for training when hired. The staffs of the Provincial Placement Offices will be brought to Saigon for training as soon as practical and the new placement methods will subsequently be instituted in the provincial offices.
4. The Employment Service will continue to utilize the occupational classification system now in use for placement purposes, will promote its use by others, and will assist in the continued development of the system

For the Cooperating Government or Agency

SIGNATURE: _____ DATE: _____

TITLE: _____

For the Agency for International Development

SIGNATURE: _____ DATE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.

730-15-460-327

PAGE 13 OF 16 PAGES

2. Agreement No.

69-191

3. Original or

Revision No.

3. Project/Activity Title

Manpower Development

PROAG

**CONTINUATION
SHEET**

ANNEX C

DGBFA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

by adding needed 5-digit occupational classifications to the present 3-digit system.

5. Plans will be made and training of personnel carried on so that complete modern Placement Offices patterned after the Saigon office can be opened in other provinces. This can probably be done in 1970 if necessary planning and training is done in 1969.

6. Emphasis will be placed on development of competent management and supervisory personnel and on placement specialists. Management tools such as operating manuals of instruction and operating reports will be developed and instituted.

D. Skill Training Activity

1. Continue with the training of current and newly-recruited MOL instructors and supervisory personnel to insure the Government of Vietnam capability of assuming full responsibility for Skill Training activities.

2. Maintain and continue to upgrade the instructional training materials that have been developed for the operation of the MOL operated Trade Training Centers.

3. Establish the Gia Dinh Trade Training Center as a model.

4. Establish eight additional Trade Training Centers in selected provinces.

5. Continue the reorganization of Trade Training Center floor plans established for more efficient work shops in the MOL.

6. Continue to support the skills training programs now in operation as directed by USAID and the GVN, developing them into a coordinated training program for Chieu Hoi, Refugees, Veterans, and other disadvantaged groups.

E. Industrial Relations Activity

1. The program of the Industrial Relations Center will be continued, including (a) four quarterly Advisory Board meetings, (b) nine seminars, (c) training of 1,000 workers representatives, 90 foremen and 140 union leaders, and (d) the publication of a monthly bulletin, and the establishment of a lending library.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.
730-15-460-327

2. Agreement No.
69-191

3. Original or
Revision No. _____

DGBFA

3. Project/Activity Title
Manpower Development

AN AGENCY OF THE GOVERNMENT OF
Vietnam

**PROAC
CONTINUATION
SHEET
ANNEX C**

2. The Advisory Board will determine how the center may achieve autonomous status as an institute under the sponsorship of Vietnamese universities to enable the institute to receive aid from the Government, friendly nations, trade union groups, and employer's associations.

3. The Center will cooperate with interested agencies in setting up classes and seminars, liaison will be established with all universities to assist students and faculty, and training will be provided for Ministry of Labor and other government agencies with interests in industrial relations.

4. New course materials, a 20-minute movie and TV appearances will be developed.

5. Relationships will be further developed with the Asian-American Free Labor Institute, Asia Foundation, and other private institutions with similar interests.

F. Labor Inspectorate

1. Recommend improvements in the labor disputes laws and assist in dissemination of information supporting these improvements.

2. Conduct one or more training classes for conciliators and labor inspectors in the enforcement of labor law and conciliation of labor disputes.

3. Assist in the improvement of labor safety at worksites by training Safety Inspectors.

4. Renovate the main conference room at the Ministry of Labor for in-service training purposes.

5. Recruit a small group of the most qualified NOL staff to form a Conciliation Corps, then give short-term intensive training to orient conciliators to functioning, non-regulatory conciliation.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROAG
FOREIGN CURRENCY
STANDARD PROVISIONS
ANNEX**

**PROJECT AGREEMENT
BETWEEN AID AND
DGBFA**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity Title

730-15-460-327

2. Agreement No.

69-191

3.

 Original or Revision No.

A. As used herein, «AID» means the Agency for International Development, any component agency, and any successor agency. «Cooperating Agency» means the agency which is a party to this Project Agreement with AID and «Cooperating Country» means the country of the Cooperating Agency. «Local Currency» means currency originally issued by the Cooperating Country as a medium of exchange therein.

B. (x) AID will make available the amounts specified in Block 8 of this Project Agreement, as necessary for the project, for use for the designated purposes and as may be further described in Block 5 hereof.

(a) The Cooperating Agency will make available the amounts specified in Block 9 of this Project Agreement, as necessary for the project, for use for the designated purposes and as may further be described in Block 5 hereof. The Cooperating Agency will also make, or arrange to have made, additional contributions of property, services, facilities and funds required for carrying out the project as may be specified in Block 5 hereof or as may subsequently be agreed upon by the two parties.

C. AID and the Cooperating Agency may obtain the assistance of other public and private agencies in carrying out their respective obligations under this Project Agreement. The two parties may agree to accept contributions of property, services, facilities and funds for purposes of this Project Agreement from other public and private agencies, and may agree upon the participation of any such third party in carrying out activities under this Project Agreement.

D. All contributions of AID pursuant to this Project Agreement shall be made within a six months grace period extending beyond the estimated final contribution date specified herein. Except as otherwise specified herein or subsequently agreed by the two parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before that same date. A contribution of goods or services shall be considered to have been made when the goods or services, provided or financed by the contributing party, are delivered in accordance with commercial practice.

E. The procurement of commodities and contract services to be financed with an AID contribution of currency other than that of the United States or of the Cooperating Country shall be subject to all provisions of, and regulations governing, Foreign Currency Authorizations issued by AID,

F. AID reimbursements or advances shall, in general, not exceed the amount obtained by applying the ratio of AID to Cooperating Agency contributions specified in the Project Agreement to the amount currently contributed by the Cooperating Agency. For example, if the Project Agreement provides for total contributions of \$400,000 by AID and \$600,000 by the Cooperating Agency and if the Cooperating Agency has currently contributed \$6,000 then AID will, in general, reimburse or advance no more than \$4,000. Commodities and services financed with an AID contribution of local currency shall be subject to the following requirements:

(x) Reimbursement

As mutually agreed between AID and the Cooperating Agency, either of the following methods may be employed for reimbursement by AID of local currency expenditures made by the Cooperating Agency:

(a) Direct Reimbursement

Once monthly or at such other intervals as may be mutually agreed between AID and the Cooperating Agency, AID will reimburse the Cooperating Agency for local currency expenditures made by the Cooperating Agency in the procurement of approved project requirements. Each such claim for reimbursement must be supported by the following documentation:

- (i) Public Voucher, SF-1034, signed by the properly accredited representative of the Cooperating Agency, and embodying the following additional certification: «The total amount claimed hereunder was expended for the purposes authorized in Project Agreement No. _____ and is supported by the documentation required by said Project Agreement on file in the Cooperating Agency».
- (ii) A report in the format prescribed by the AID Controller, certified as true and accurate by the properly accredited representative of the Cooperating Agency, in support of each such claim for reimbursement.

(b) Advances

Once monthly or at such other intervals as may be mutually agreed upon between AID and the Cooperating Agency, AID may advance local currency to the Cooperating Agency for operating purposes. The

initial advance will be in an amount agreed upon between AID and the Cooperating Agency as necessary to cover estimated project expenditures for a specified time period, and will be supported by a budget developed and approved by both AID and the Cooperating Agency. When necessary to replenish the advance, the Cooperating Agency may be reimbursed for amounts actually expended by it by submitting claims for reimbursement of such amounts supported by the documentation prescribed in paragraph (a) (i) above. On the basis of such claims for reimbursement, AID may replenish the working fund in amounts equal to, but not in excess of, the actual expenditures of the Cooperating Agency as so reported, up to the total amount of the AID local currency contribution less the amount of the initial advance.

All expenditures made by the Cooperating Agency against such advances must be supported by the documentation prescribed in paragraph (a) (i) above and such documentation in support of the final expenditures of the Cooperating Agency must be submitted to AID not later than 90 days after the date of the final expenditure.

(a) Documentation

With respect to all AID contributed local currency made available to it, the Cooperating Agency agrees to maintain a separate set of accounts for all transactions financed or to be financed, and the Cooperating Agency further agrees to obtain and retain in its files, for inspection and review by AID at any time as requested by AID, the documents listed below in support of each transaction financed with such funds.

(a) Commodity Transactions :

- (i) Applicable contract or purchase order between supplier and purchaser;
- (ii) Supplier's detailed invoice and satisfactory evidence of payment;
- (iii) Ocean or inland bill of lading, or other document evidencing delivery to the purchaser;
- (iv) Such additional documentation (e.g. inspection certificate) as may be required from the supplier by the purchaser.

(b) Contract Services Transactions :

- (i) Applicable contract between contractor and purchaser;
- (ii) Contractor's detailed invoice and satisfactory evidence of payment;
- (iii) A certificate by the Cooperating Agency as follows :
"The undersigned certifies that the services for which reimbursement is requested have been satisfactorily rendered and the costs thereof

are properly reimbursable in accordance with the terms of the contract."

(c) Payroll Costs :

One copy of certified payroll listings and vouchers, together with satisfactory evidence of payment. Each payroll listing must show for each employee at least the following data : name, applicable job title, salary or wage rate, period covered, and amount paid.

(d) Other Project Costs :

One copy of the appropriate authorization documents and invoices covering travel, utility costs, etc.

(3) Refund Provision :

With respect to AID contributed local currency made available to the Cooperating Agency under the methods of financing herein described, the Cooperating Agency agrees to refund promptly to AID, upon demand by AID and pursuant to AID instructions, the entire amount of such currency expended by the Cooperating Agency (or such lesser amount as AID may demand) whenever AID determines that such expenditure was improper as being in violation of the terms and conditions of this Project Agreement and/or any applicable agreement or arrangement between AID and the Cooperating Agency.

G. Unless otherwise specified, title to all property procured through financing by AID pursuant to Block 8 of this Project Agreement shall be in the Cooperating Agency, or such public or private agency as it may authorize. This provision is inapplicable to any property which may be used in connection with the project but is not financed pursuant to said Block 8.

H. Any property furnished to either party through financing by the other party pursuant to this Project Agreement shall, unless otherwise agreed by the party which financed the procurement, be devoted to the project until completion of the project, and thereafter shall be used so as to further the objectives sought in carrying out the project. Either party shall offer to return to the other, or to reimburse the other for, any property which it obtains through financing by the other party pursuant to this Project Agreement which is not used in accordance with the preceding sentence.

I. (r) If AID and any public or private organization furnishing commodities through AID financing for operations hereunder in the Cooperating Country, is, under the laws, regulations or administrative procedures of the Cooperating Country, liable for customs duties and import taxes on commodities imported into the Cooperating Country for purposes of carrying out this Project Agreement, the Cooperating Agency will pay such duties and taxes unless exemption is otherwise provided by any applicable international agreement;

(a) If any personnel (other than citizens and residents of the Cooperating Country), whether United States Government employee, or employees of public or private organizations under contract with, or individuals under contract with, AID, the Cooperating Agency, or any agency authorized by the Cooperating Agency who are present in the Cooperating Country to provide services which AID has agreed to furnish or finance under this Project Agreement, are, under the laws, regulations or administrative procedures of the Cooperating Country, liable for income and social security taxes with respect to income upon which they are obligated to pay income or social security taxes to the Government of the United States of America, for property taxes on personal property intended for their own use, or for the payment of any tariff or duty upon personal or household goods brought into the cooperating country for the personal use of themselves and members of their families (not including such personal or household goods as may be sold by such personnel in the Cooperating Country), the Cooperating Agency will pay such taxes, tariff, or duty unless exemption is otherwise provided by any applicable international agreement.

J. Any personnel (other than citizens and residents of the cooperating country), whether United States Government employees, or employees of public or private organizations under contract with, or individuals under contract with, AID, the Cooperating Agency or any agency authorized by the Cooperating Agency, who are present in the Cooperating Country to provide services which AID has agreed to furnish or finance under this Project Agreement shall be subject to the approval of the Cooperating Agency and AID, and shall be under the general direction of the Director of the AID Mission to the Cooperating Country.

K. If any commodity is furnished to the Cooperating Agency, or any public or private agency authorized by the Cooperating Agency, on a grant basis through financing by AID pursuant to this Project Agreement under arrangements which will result in the accrual of proceeds to the Cooperating Agency or any authorized agency and if the applicable agreement between the two governments referred to on the first page of this Project Agreement does not provide for the establishment of a Special Account and the deposit therein of currency of the Cooperating Country, the Cooperating Agency will make such arrangements as may be necessary to establish a Special Account to deposit therein currency of the Cooperating Country in amounts equal to such proceeds, in accordance with such terms and conditions as may be agreed upon. Funds in the special account may be used only as agreed upon by AID and the Cooperating Agency; provided, that such portion of the funds in the Special Account as may be designated by AID shall be made available to AID to meet the requirements of the United States.

L. In the event that currency of a country other than the United States or the Cooperating Country is introduced into the Cooperating Country by AID or any public or private agency for the purposes of carrying out obligations of AID hereunder, the Cooperating Agency will make such arrangements as may be necessary to effect conversion of such currency into the currency of the Cooperating Country at the highest rate which, at the time the conversion is made, is not unlawful in the Cooperating Country. All uses of the currency of the Cooperating Country obtained by this conversion shall be subject to the requirements of paragraph F herein relating to local currency.

M. AID shall expend funds and carry on operations pursuant to this Project Agreement only in accordance with the applicable laws and regulations of the United States Government.

N. The two parties shall have the right at any time to observe operations carried out under this Project Agreement. Either party during the term of the Project and three years after the completion of the project, shall further have the right (x) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (a) to inspect and audit any records and accounts with respect to funds provided by, or any properties and contract services procured through financing by, that party under this Project Agreement, wherever such records may be located and maintained. Each party, in arranging for any disposition of any property procured through financing by the other party under this Project Agreement, shall assure that the rights of examination, inspection and audit described in the preceding sentence are reserved to the party which did the financing.

O. Upon completion of the project, a Completion Report shall be drawn up, signed by appropriate representatives of AID and the Cooperating Agency, and submitted to AID and the Cooperating Agency. The Completion Report shall include a summary of the actual contributions by both AID and the Cooperating Agency to the project, and shall provide a record of the activities carried out, the objectives achieved, and related basic data. AID and the Cooperating Agency shall each furnish the other with such information as may be needed to determine the nature and scope of operations under this Agreement and to evaluate the effectiveness of such operations.

P. The present Agreement shall enter into force when signed. Either party may terminate this Project Agreement by giving the other party 30 days written notice of intention to terminate it. Termination of this

Project Agreement shall terminate any obligations of the two parties to make contributions pursuant to Blocks 8 and 9 of this Project Agreement, except for payments which they are committed to make pursuant to non-cancellable commitments entered

into with third parties prior to the termination of the Project Agreement. It is expressly understood that the obligations under paragraph H relating to the use of property shall remain in force after such termination.

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

PROJECT DOCUMENT
APPROVAL FORM

Division LABOR

Date Typed October 16, 1969

Project No. 730-15-460-327

Title Manpower Development

Original Project Agreement

70-073

Revision No.

W Henry Powell
PROGRAM OFFICE

10/28/69
DATE

M E Men
PROJECT TECHNICIAN

10-27-69
DATE

[Signature]
AD/FINANCIAL MGMT
*Edis
Secretary*

11/6/69
DATE

[Signature]
DIVISION CHIEF

10/29/69
DATE

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-327** 2. AGREEMENT No. **70-007** 3. ORIG REVISION No.

4. PROJECT TITLE:
(Sub-Activity) **Manpower Development**

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: **Multiple** 7. ALLOTMENT: **Multiple**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs				
(1) US				
PASA	121,000.00			121,000.00
Contract	49,372.19	470,000		519,372.19
(2) Local and TCI				
PASA				
Contract	9,271.91			9,271.91
b. Participants				
AID Direct				
PASA/Contract				
c. Commodities				
AID Direct				
PASA/Contract				
d. Other Costs				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COST)	179,644.10	470,000.00		649,644.10
9. LOCAL CURRENCY FINANCING (\$1.00 = 118 Reals)				
a. Counterpart				
Trust Fund		32,000,000		32,000,000
AAC				
Special Fund				
Other				
b. GVN (show source below)				
c. US - Owned				

10. REFERENCES AND REMARKS:

This revision becomes the Master Project Agreement for this Project.

Ref: **PIO/T/730-327-3-0100274**

11. DATE OF ORIG AGREEMENT July 26, 1969 12. DATE OF THIS REVISION January 31, 1970 13. EST FINAL CONTRIBUTION DATE December 31, 1971

14. GOVERNMENT OF VIETNAM 15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE: *[Signature]* DATE: *Jan 27/70* SIGNATURE: *[Signature]* DATE: *1-31-70*

TITLE: **Director of Budget and Foreign Aid** TITLE: **Director**

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND

AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-327** 2. AGREEMENT No. **70-007** 3. ORIG REVISION No.

4. PROJECT TITLE (Sub-Activity) **Manpower Development**

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION : **72-1101006** 7. ALLOTMENT : **056-50-730-00-89-01**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs (1) US PASA Contract	121,000			121,000
		470,000		470,000
(2) Local and TCI PASA Contract				
b. Participants AID Direct PASA/Contract				
c. Commodity AID Direct PASA/Contract				
d. Other Costs AID Direct PASA/Contract				
e. TOTAL (ALL COSTS)	121,000	470,000		591,000
9. LOCAL CURRENCY FINANCING (\$1.00 = 118 Piastres)				
a. Counterpart Trust Fund AAC Special Fund Other		32,000,000		32,000,000
b. GVN (show source below)				
a. US - Owned				

10. REFERENCES AND REMARKS :

11. DATE OF ORIG AGREEMENT 12. DATE OF THIS REVISION 13. EST FINAL CONTRIBUTION DATE

14. GOVERNMENT OF VIETNAM	15. AGENCY FOR INTERNATIONAL DEVELOPMENT
SIGNATURE : _____ DATE _____	SIGNATURE : _____ DATE _____
TITLE : _____	TITLE : _____

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-327** 2. AGREEMENT No. **70-007** 3. ORIG REVISION No.

4. PROJECT TITLE: **Manpower Development**
 (Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: **U.S. Navy Fund Cite 170184.1100** 7. ALLOTMENT: **65496-63208-2D-Y23000**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs				
(1) US				
PASA				
Contract	49,372.19			49,372.19
(2) Local and TC				
PASA				
Contract	9,271.91			9,271.91
b. Participate				
AID Direct				
PASA/Contract				
c. Consultant				
AID Direct				
PASA/Contract				
d. Other Costs				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)	58,644.10			58,644.10
9. LOCAL CURRENCY FINANCING				
(#1.00 = Piasters)				
a. Counterpart				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (show source below)				
d. US - Owned				

10. REFERENCES AND REMARKS:

11. DATE OF ORIG AGREEMENT 12. DATE OF THIS REVISION 13. EST FINAL CONTRIBUTION DATE

14. GOVERNMENT OF VIETNAM 15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE: _____ DATE: _____ SIGNATURE: _____ DATE: _____

TITLE: _____ TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND
DGBFA**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No. 730-15-460-327	PAGE 2 OF 12 PAGES
2. Agreement No. 70-007	3. <input type="checkbox"/> Original or Revision No. 3
3. Project/Activity Title Manpower Development	

I. BACKGROUND

The accelerated mobilization program of Vietnam has focused attention on manpower problems and increased interest in manpower activities. This increased attention and interest has been of benefit to the Labor Ministry in that it has helped in getting needed recognition and support from higher levels of the GVN. It has, however, created problems for the Ministry by adding to its responsibilities and activities while restricting or actually reducing its resources. Progress has been made in some activities and solid foundations are being laid in others, but in some very important areas, progress has been slow compared to the urgency of the need.

This project includes activities in: Manpower Planning, Research and Statistics, Employment Service, Skills Training, Industrial Relations and the Labor Inspectorate.

The Prime Minister through executive order in March 1969 created an Inter-Ministerial Manpower Coordinating Committee (IMCC), and a Standing Office to serve that Committee has been established by the Labor Ministry. The Committee has been organized and has held seven meetings. The Standing Office has been set up and clerical staff hired, but there has been difficulty in hiring professional and technical staff.

The primary problem in building the planning organization needed is obtaining the high caliber personnel critically needed to work in planning research, occupational classification, allocation and utilization of manpower, and skills training.

The Research and Statistics Office of the Ministry of Labor is not able to fulfill the present needs of the GVN for the collection, analysis and dissemination of employment and other manpower statistics. With the creation of the IMCC, the need for labor statistics will become increasingly important if this new Committee is to have the necessary statistical information to enable it to make reasonably sound judgments and decisions concerning the development and utilization of the labor force. This activity must have both more and better trained staff if it is to carry out its responsibilities. The office has recently published a Census of Establishment Employment and is now working on a Survey of Scientific, Professional and Technical Workers in Industrial and Commercial Establishments in the Saigon - Gia Dinh area.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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TITLE: _____

TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

DGEFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-15-460-327

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ANNEX A

The present Employment Service serves a very small percentage of the workers and is so small and ineffective that it has little impact on the labor market of Vietnam. If the Placement Office is to serve the needs of Vietnam, both the size and scope of the program must be expanded. A start has now been made through the establishment of a "model office" in Saigon which is being used for on-the-job training in new methods and for the development of procedures and techniques suited to Vietnam. New procedures are in use for obtaining job orders and for recruiting applicants, and placements are being made by using occupational classifications. This office will also serve as a training ground for staff from other offices.

The training of workers has in the past been left largely to the employer who needed such workers. The Ministry of Labor has for some time conducted skills training in centers of varying size scattered throughout Vietnam, but much of this training was conducted largely under the control of local authorities. The Ministry of Labor's Skills Training Service is short of instructors, and has had difficulty in obtaining the added resources needed. The accelerated mobilization program and current activity in Vietnam has created skills shortages which are being met by a proliferation of separate training programs so that further coordination and direction of training is necessary. The Ministry of Labor has through its own resources and those of a contractor been able to improve the quality of training and the number of workers trained and to continue the program for the training of instructors.

Improved relations between management, the workers and the government would aid greatly in improving utilization of the available labor force of Vietnam. The Ministry of Labor has since its inception been involved in labor-management relations and has held various training programs for workers' representatives and for Ministry of Labor inspectors. More attention needs to be directed to this activity because of the rapidly expanding urban labor force and conditions created by the war. An Industrial Relations Institute has been established and attention is being directed to its improvement.

In the past, labor disputes have been handled by the regular Labor Inspectorate staff with little specialization. Laws governing arbitration and mediation are being revised and training given in arbitration and mediation.

BEST AVAILABLE

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

DGEFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

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2. Agreement No.

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Manpower Development

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ANNEX A

II. OBJECTIVES, DESCRIPTION AND GOALS

A. Objective

The objective of the Manpower Development Project is to develop the capability within the GVN to plan and operate a comprehensive manpower program at the national level which will involve the following:

1. Planning, coordinating and directing a manpower program at the national level.
2. Collecting, analyzing, and disseminating essential manpower information.
3. Operating a National Employment Service with special emphasis on assistance to problem groups.
4. Continuing the development of job-oriented training programs to train workers in needed skills.
5. Introducing modern concepts of industrial relations to labor, management, and government officials.

B. Description and Goals (More specifically delineated in the Project Implementation Plan)

1. Manpower Planning

In developing the capability of the Ministry to plan and implement a manpower program the following goals have been established, to: (a) improve the organization and operating effectiveness of the newly-formed IMCC; (b) staff an office to serve this committee with capable technicians; (c) train the technical staff in the Ministry in determination of labor supply and demand, occupational classification, allocation and utilization of work force; and (d) develop tools, techniques and methods needed to carry on a manpower program.

2. Research and Statistics

In this area the goals are, to: (a) provide the basic manpower statistics needed for manpower planning over the short and intermediate terms; (b) establish an integrated and recurring series of occupational employment surveys in Saigon and other selected urban areas and project future occupational needs; and (c) develop the capability of the Ministry to plan, administer and

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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PROJECT AGREEMENT

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Vietnam

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operate a research and statistics service.

3. National Employment Service

In building an effective National Employment Service, the goals are, to: (a) expand the scope of the present service and improve the technical competence of its staff to perform such essential functions as placement, job development, and collection and use of labor market information; (b) continue to establish and operate in-service training programs; (c) make organizational changes to provide central direction, coordination, and control of all offices; (d) develop standard procedures and office practices; and (e) facilitate the distribution of labor market information and improve the mobility of labor.

4. Skills Training

Emphasis in this area will be on continuing the development of a skills training program; the goals are, to: (a) further develop competence within the Ministry in the establishment, administration and operation of an on-the-job or apprenticeship training program so that it can assume full responsibility for short-term programs being set up by an American contractor under an AID-financed contract; (b) bring industry and organized labor into the program to a larger extent by demonstrating to them the benefits to be derived from systematic training programs; (c) train competent instructors for the skills training courses; (d) alleviate shortages of critical skills by setting up short-term training courses; and (e) establish eight additional Skills Training Centers in selected provinces.

5. Industrial Relations

In industrial relations the goal is to introduce modern industrial relations concepts and their application to government, labor, and business through the Institute of Industrial Relations.

III. DESIGNATIONS

A. USAID

The Assistant Director for Labor, or his designee, is hereby designated US Project Manager. In this capacity he will act as technical advisor, coordinate the USAID assistance provided for the project, and work closely with the GVN Project Manager in all phases of the project, including implementation and evaluation.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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PROJECT AGREEMENT
BETWEEN AID AND
DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.
730-15-460-527

2. Agreement No.
70-007

3. Original or
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3. Project/Activity Title
Manpower Development

B. GVN

The Inspector General, Ministry of Labor, or his designee, is hereby designated GVN Project Manager. In this capacity he will be responsible primarily for the overall implementation of the program. It is understood and agreed that he will work closely with the US Project Manager and will seek and utilize the latter's technical knowledge, advice, and counsel to the maximum degree practicable to attain project objectives.

IV. IMPLEMENTATION PLAN AND RESPONSIBILITIES

A. The GVN, through the Ministry of Labor, will:

a. For all activities of the Manpower Development Project:

(1) Designate a counterpart for each US technician assigned to the project and provide office space and facilities for these technicians.

(2) Pay normal operating costs of the activities included in this project where USAID does not specifically agree to pay the costs.

(3) Assign all commodities and equipment provided by USAID to the activities for which they were provided, maintain all such equipment in good condition and provide supplies necessary for project implementation.

(4) Make available for training as required the Ministry of Labor personnel assigned to the different activities. This training may be formal classroom-type, on-the-job, or participant training and may be conducted by either Vietnamese or US technicians.

b. For the Manpower Planning and Programming:

(1) Improve the organizational structure and operating practices of the Inter-Ministerial Manpower Coordinating Committee. This will include formation of additional sub-committees, particularly one on skills training, and delegation of appropriate work and responsibility to such sub-committees.

(2) Provide competent technicians to staff the Standing Office, which serves the Inter-Ministerial Manpower Coordinating Committee, during the first half of CY 70. This staff should include technicians competent in the fields of research and statistics, skills training, and occupational classification.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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PROJECT AGREEMENT
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DCBFA

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(3) Provide adequate competent staff to develop and improve an occupational classification system.

c. For the Research and Statistics:

(1) Provide adequate competent staff for conducting a labor research and statistics program.

d. For the Employment Service:

(1) Continue the operation of the "Model Office" in Saigon to provide a laboratory for developing improved methods and serve as a site for on-the-job training of placement staff.

(2) Make necessary changes in administrative and organizational structure of the Employment Service so that adequate control can be exercised over its operation.

(3) After improved methods and procedures are developed in the model office, the staff from all placement offices will be trained in the new methods and all placement offices modeled after the same pattern.

e. For the Skills Training:

(1) Provide adequate and competent staff, including instructors, to operate an efficient skills training program, making them available as necessary for training in organization, administration, curricula, training methods, etc.

(2) Make whatever changes may be necessary in the Skills Training Service to provide unified MOL training programs throughout Vietnam.

(3) Propose the establishment of a national apprenticeship council involving industry, labor unions and the GVN which will develop, establish and carry out apprenticeship standards for Vietnam and recommend improvements in the apprenticeship section of the Labor Code.

(4) Construct on a suitable site prefabricated structures purchased by USAID in 1967 and provide furnishings and equipment required to utilize these structures as skills training centers.

For the Cooperating Government or Agency

For the Agency for International Development

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**PROJECT AGREEMENT
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**AN AGENCY OF THE GOVERNMENT OF
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**PROAG
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ANNEX A

(5) Endeavor to place the Vietnamese employees of the training contractor (AAI) on the Ministry of Labor training staff when released by the contractor so that their training and experience may further benefit the GVN.

f. For the Industrial Relations:

Provide an adequate competent staff to continue operations of the recently established Industrial Relations Center.

B. The USAID agrees to:

1. Assign qualified US advisors to work with this project.
2. Provide commodities as may be agreed upon in subsequent revisions of this Project Agreement.
3. Provide such participant training as may be agreed upon in this agreement and subsequent revisions.
4. Provide technical services through contract with a competent US contractor, in accordance with the implementing PIO/T.

C. Work Plan. Implementation of this project in US FY 70 shall proceed according to the Work Plan attached hereto and designated Annex B. This Work Plan may be modified by agreement between the USAID Project Manager and the GVN Project Manager, subject to a review of substantive change by the Ministry and USAID.

V. FINANCIAL OBLIGATIONS

A. GVN

1. The Ministry of Labor agrees to provide adequate funds from its regular budget to support the activities of this project.
2. The Director General of Budget and Foreign Aid has made available VN\$22.5 million from CY 69 American Aid Chapter, Title 23, for this project. These funds will be used for manpower development and will be made available on a timely basis in accordance with procedures^{and}/budget breakdown shown in Project Agreement No. 69-191.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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PROAG
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ANNEX A

PROJECT AGREEMENT

BETWEEN AID AND

DCBFA

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B. USAID

The **\$470,000** provided in Block 8 of the face sheet of this revision will be used to pay:

1. Personnel Costs - Contract - \$470,000

A contract will be negotiated to provide the technicians required to carry out the skills training, curriculum development and management support assistance activities as described above and in the related implementing PIO/T.

2. Other

Subject to availability, the USAID may provide, in a subsequent revision, funds for the procurement of instructional materials and for a portion of participant training costs.

Concurrentes

Minister of Labor 21/1/70 (date)
GVN

Associate Director for 1/14/70 (date)
Local Development
USAID

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
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**PROJECT AGREEMENT
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WORK PLAN

A. Manpower Planning and Programming Activity

1. Continue efforts to improve the organization and operations of the Inter-Ministerial Manpower Coordinating Committee and take the lead in national manpower planning.

2. Provide adequate technical and professional personnel to staff an office to serve the above committee.

3. Train Manpower Planning Office staff to do manpower planning and to perform other related functions. Such functions will include occupational classification, manpower allocation and utilization, determination of need for skills training, authorization of foreign workers, and use of manpower information for planning. Three additional technicians should receive training in CY 70.

4. Develop an occupational classification system for Vietnam by December 31, 1970.

5. Provide both in-country and participant training in national manpower planning for personnel of the Ministry of Labor, other ministries, and the private sector as may be agreed upon. Three persons should receive training in CY 70.

6. Develop tools, techniques, and methods needed to carry on a manpower program.

7. Working through the IMCC and its Standing Office, coordinate the manpower programs of all Ministries, collecting essential manpower information and establishing proper relationships with the national economic and social planning group so that a national manpower plan can be developed which is an integral part of the national social and economic plan.

B. Research and Statistics Activity

1. The Survey of Scientific, Professional, and Technical Personnel in establishments in the Saigon - Gia Dinh area (data collection is now underway) will be tabulated and published by June 1970.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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**PROJECT AGREEMENT
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DGREA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

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Manpower Development

2. The Ministry will provide sufficient funds to continue the operations of the Research and Statistics Service at its present staff level and will augment the staff by hiring and training five additional staff members during the first half of CY 70.

3. Discussions with the National Institute of Statistics will be continued to explore the possibilities of jointly doing a household labor force survey in Saigon in CY 70, and in other areas when practicable.

4. When staff members currently working on the Survey of Scientific, Professional, and Technical Personnel can be released, a second establishment survey will be undertaken. This survey will cover skilled workers.

C. Employment Service Activity

1. The operation of the model office in Saigon will be continued and expanded as a work site for giving on-the-job training for placement personnel and as a laboratory in which to develop improved techniques, methods and procedures. In order to do this it will render placement service to employers and workers of Saigon in increasing numbers and in a constantly improved manner.

2. The US advisor will provide assistance and advice to the persons involved with direct office operations and to the central office supervisory staff on all matters pertaining to operations of a modern placement office.

3. All present staff of the Saigon Placement Service will be assigned for some period to the model office for training, and all new employees will be assigned there for training when hired. The staffs of the Provincial Placement Offices will be brought to Saigon for training by June 1970 and the new placement methods will be instituted subsequently in the provincial offices.

4. The Employment Service will continue to utilize the occupational classification system now in use for placement purposes, will promote its use by others, and will assist in the continued development of the system by adding needed 5-digit occupational classifications to the present 3-digit system. A system suitable for placement purposes should be completed by December 1970.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.
750-15-460-327

**PROAG
CONTINUATION
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DGRPA

2. Agreement No.
70-007

3. Original or
Revision No. **3**

ANNEX B

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

3. Project/Activity Title
Manpower Development

5. Plans will be made and training of personnel carried on so that complete modern Placement Offices patterned after the Saigon office can be opened in other provinces. This will be done in 1970.

6. Emphasis will be placed on developing competent management and supervisory personnel and placement specialists. Management tools such as operating manuals of instruction and operating reports will be developed and instituted on a continuing basis.

D. Skill Training Activity

1. Continue with the training of current and newly-recruited MOL instructors and supervisory personnel to insure the Government of Vietnam capability of assuming full responsibility for Skill Training activities.

2. Maintain and continue to upgrade the quality of training materials that have been developed for the operation of the MOL operated Trade Training Centers

3. Establish the Gia Dinh Trade Training Center as a model by October 1970.

4. Erect eight pre-fabricated buildings in selected provinces in CY 70 to provide facilities for eight additional Trade Training Centers.

5. Continue to support the skills training programs now in operation as directed by the GVN and USAID, developing them into a coordinated training program for Chieu Hoi, Refugees, Veterans, and other special groups.

6. Train Vietnamese Navy personnel at the Saigon Navy Shipyard by developing and preparing training course syllabi, standard curricula, and special instructor training.

B. Industrial Relations Activity

1. The program of the Industrial Relations Center will be continued, including (a) four quarterly Advisory Board meetings, (b) nine seminars, (c) training of 1,000 workers representatives, 90 foremen and 140 union leaders, and (d) the publication of a monthly bulletin, and the establishment of a lending library.

2. The Advisory Board will determine how the center may achieve autonomous status as an institute under the sponsorship of Vietnamese universities to enable the institute to receive aid from the Government, friendly nations, trade union groups, and employer's associations.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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TITLE: _____

TITLE: _____

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

PROJECT DOCUMENT
APPROVAL FORM

Division Labor

Date Typed January 12, 1970

Project No. 730-15-460-327

Title Manpower Development

Original Project Agreement

Revision No. 3 70-007

MW
ME
PROGRAM OFFICE

14 Jan 1970
DATE

ME Wei
PROJECT TECHNICIAN

14 Jan 1970
DATE

Eht
AD/FINANCIAL MGMT

Jan 17 1970
DATE

P. E. Burgess
DIVISION CHIEF

15 Jan 1970
DATE

[Signature]

PRO AG

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (DGBFA)

AN AGENCY OF THE GOVERNMENT OF **VIETNAM**

The above-named parties hereby mutually agree to carry out a project in accordance with the terms set forth herein and the terms set forth in any annexes attached hereto, as checked below:		1. PROJECT/ACTIVITY NO. 730-15-460-327		PAGE 1 OF 1 PAGES	
<input checked="" type="checkbox"/> PROJECT DESCRIPTION ANNEX A <input checked="" type="checkbox"/> FOREIGN CURRENCY STANDARD PROVISIONS ANNEX USAID/GVN Std. <input checked="" type="checkbox"/> STANDARD PROVISIONS ANNEX <input checked="" type="checkbox"/> PROVISIONS ANNEX		2. AGREEMENT NO. 69-009		3. <input type="checkbox"/> ORIGINAL OR REVISION NO. 7	
This Project Agreement is further subject to the terms of the following agreement between the two governments, as modified and supplemented:		4. PROJECT/ACTIVITY TITLE Manpower Development			
<input type="checkbox"/> GENERAL AGREEMENT FOR TECHNICAL COOPERATION <input checked="" type="checkbox"/> ECONOMIC COOPERATION AGREEMENT <input checked="" type="checkbox"/> (other) Master CY1968 Cpt Agreement		DATE 9/7/51 7/15/68		5. PROJECT DESCRIPTION AND EXPLANATION <i>(See Annex A attached)</i>	
6. AID FINANCING <input checked="" type="checkbox"/> DOLLAR <input type="checkbox"/> LOCAL CURRENCY		7. AID APPROPRIATION SYMBOL 72-1191006		8. AID ALLOTMENT SYMBOL 956-50-730-00-69-03	
		PREVIOUS TOTAL (A)		INCREASE (C)	
		DECREASE (G)		TOTAL TO DATE (D)	
(a) Total		796,745			796,745
(b) Contract Services PASA Pers. Serv. Cont.		78,645 699,000			78,645 699,000
(c) Commodities Direct		19,100			19,100
(d) Other Costs					
9. COOPERATING AGENCY FINANCING - DOLLAR EQUIVALENT \$1.00 = 118 Piasters					
(a) Total TF		37,000,000		131,380	36,868,620
(b) Technical and other Services					
(c) Commodities					
(d) Other Costs					

10. SPECIAL PROVISIONS (Use Additional Continuation Sheets, if Necessary)

This Revision decommits the piaster funding to the amount required to cover the actual cost of Contract AID 430-2841 with Education Consultants Ltd. which was completed January 15, 1969.

Ref: PIO/T 9190168.

11. DATE OF ORIGINAL AGREEMENT August 29, 1968		12. DATE OF THIS REVISION April 1, 1970		13. ESTIMATED FINAL CONTRIBUTION DATE December 31, 1971	
14. FOR THE COOPERATING GOVERNMENT OR AGENCY			15. FOR THE AGENCY FOR INTERNATIONAL DEVELOPMENT		
SIGNATURE: Not required DATE: _____			SIGNATURE: <i>John H. ...</i> DATE: 11/1/70		
TITLE: Non-substantive change			TITLE: Asst. Director		

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

PROJECT DOCUMENT
APPROVAL FORM

Division LABOR

Date Typed March 19, 1970

Project No. 730-15-460-327

Title Manpower Development

Original Project Agreement

Revision No. 7 69-009

Pelle
PROGRAM OFFICE 3-23-70
DATE

PROJECT TECHNICIAN _____
DATE

[Signature]
ADMINISTRATIVE MGMT 3/26/70
DATE
LEG

DIVISION CHIEF _____
DATE

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (DGBFA)
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-410-327** 2. AGREEMENT No. **71-036** 3. ORIGINAL 4. REVISION No.

4. PROJECT TITLE: **Manpower Development**
 (Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: **72-1111006** 7. ALLOTMENT: **156-50-730-00-69-11**

B. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
c. PERSONNEL COSTS				
(1) US PASA		76,800		76,800
Contract				
(2) LOCAL AND ECM PASA				
Contract				
d. PARTICIPANTS				
AID Direct				
PASA/Contract				
e. COMMODITIES				
AID Direct				
PASA/Contract				
f. OTHER COSTS				
AID Direct				
PASA/Contract				
g. TOTAL (ALL COSTS)		76,800		76,800
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTRES)				
h. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
i. GVN (SHOW SOURCE BELOW)				
a. US - OWNED				

10. REFERENCES AND REMARKS:

11. DATE OF ORIG AGREEMENT: **November 21, 1970** 12. DATE OF THIS REVISION: 13. EST FINAL CONTRIBUTION DATE: **December 31, 1973**

14. GOVERNMENT OF VIETNAM 15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE: *[Signature]* DATE: **NOV 18/70** SIGNATURE: *[Signature]* DATE: **11/21/70**
 TITLE: **Director General** TITLE: **Associate Director for Program**
 for Budget and Foreign Aid

AID 1830-1A (9-70) PRO AG CONTRIBUTION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DENZA	1. Project/Activity No. 730-15-810-327	PAGE 2 OF 3 PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 71-036	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		3. Project/Activity Title Manpower Development	

I. BACKGROUND

The GVN has limited data on manpower resources and requirements and insufficient trained personnel to develop surveys and data upon which both civilian and military planning for mobilization, training, and employment can be based.

II. OBJECTIVE

The objective of this project is to analyze manpower statistics, design future surveys, improve data collection in the manpower field, and train GVN employees in gathering and utilizing essential manpower statistics and information.

III. IMPLEMENTATION

The services of two technicians, a labor economist/statistician and an occupational analyst/placement advisor will be continued under PASAs with the US Department of Labor, to assist the GVN and USAID in solving manpower problems and meeting manpower needs. Both technicians will be working in the Ministry of Labor.

The labor economist/statistician will analyze manpower statistics, design future surveys, improve data collection in the manpower field, and train GVN employees in gathering and utilizing essential manpower statistics and information. The occupational analyst/placement advisor will assist the MOL in completing the development of an occupational classification system and assist the Employment Service of the MOL to develop an effective National Employment Service to place unemployed workers in useful employment.

IV. DESIGNATIONS

The Assistant Director for Labor will serve as US Project Manager. The Inspector General for Labor will serve as GVN Project Manager and will be responsible for the implementation of this project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

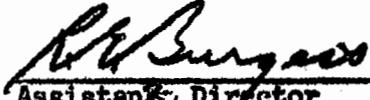
SIGNATURE: _____ DATE: _____
 TITLE: _____

AID 1980-1A (9-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-15-410-927	PAGE <u>3</u> OF <u>3</u> PAGES
		2. Agreement No. 71-036	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Project/Activity Title <p style="text-align: center;">Manpower Development</p>	

V. EXPLANATION OF FINANCING

The dollars obligated herein will fund, through PASA, two technicians as explained above.

Concurrences:


 Assistant Director
 Labor


 16-11-70
 Director of Cabinet
 Minister of Labor

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

PROJECT DOCUMENT
APPROVAL FORM

Division LABOR

Date Typed October 30, 1970

Project No. 730-15-410-327

Title Manpower Development

Original Project Agreement

71-036

Revision No.

SN Powe
PROGRAM OFFICE

11-4-70
DATE

PROJECT TECHNICIAN

DATE

AD/Fin Mgmt
AD/FINANCIAL MGMT

11-9-70
DATE

DIVISION CHIEF

DATE

2

PRO AN
VIETNAM
11

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (DGBFA)
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. 730-15-460-327 2. AGREEMENT No. 71-036 3. ORIGINAL REVISION No. 1

4. PROJECT TITLE: Manpower Development
(Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: 71-1111006 7. ALLOTMENT: 156-50-730-00-69-11

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US				
PASA	76,800			76,800
Contract		149,500		149,500
(2) LOCAL AND TCM				
PASA				
Contract				
b. PARTICIPANTS				
AID Direct		44,000		44,000
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)	76,800	193,500		270,300
9. LOCAL CURRENCY FINANCING (61.00 - 118 PIASTERS)				
a. COUNTERPART				
Trust Fund		29,699,000		29,699,000
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS:

Ref: PID/T 1110290; PIO/P 1110291; & W-71-327-29

11. DATE OF ORIG AGREEMENT: November 21, 1970 12. DATE OF THIS REVISION: December 30, 1970 13. EST FINAL CONTRIBUTION DATE: December 31, 1973

14. GOVERNMENT OF VIETNAM 15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE: [Signature] DATE: Dec 29/70 SIGNATURE: [Signature] DATE: 30 Dec 70

TITLE: Director General for Budget and Foreign Aid TITLE: Director

56

AID 1390-1A (8-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DOIFA	1. Project/Activity No. 730-15-460-327	PAGE <u>2</u> OF <u>12</u> PAGES
		2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Project/Activity Title Manpower Development	

I. BACKGROUND

The accelerated mobilization program of Vietnam focused attention on manpower problems and increased interest in manpower activities. This increased attention and interest has been of benefit to the Labor Ministry in that it has helped in getting needed recognition and support from higher levels of the GVN. However, it also created problems for the Ministry by adding to its responsibilities and activities while restricting or actually reducing its resources. Progress has been made in some activities and solid foundations are being laid in others, but in some very important areas, progress has been slow compared to the urgency of the need.

This project includes activities in: Manpower Planning, Statistics, Employment Service, Skills Training, Industrial Relations and the Labor Inspectorate.

The Prime Minister through executive order in March 1969 created an Inter-Ministerial Manpower Coordinating Committee (IMMCC), and a Standing Office to serve that Committee has been established by the Labor Ministry. The Committee has been organized and has held meetings regularly. The Standing Office has been set up and clerical staff hired, but there has been difficulty in hiring professional and technical staff. The primary problem in building the planning organization needed is obtaining the high caliber personnel critically needed to work in planning research, occupational classification, allocation and utilization of manpower, and skills training.

The Statistics Office of the Ministry of Labor is not able to fulfill the present needs of the GVN for the collection, analysis and dissemination of employment and other manpower statistics. With the creation of the IMMCC, the need for labor statistics has become increasingly important if this new Committee is to have the necessary statistical information to enable it to make reasonably sound judgments and decisions concerning the development and utilization of the labor force. This activity must have both more and better trained staff if it is to carry out its responsibilities. The office has published a Census of Establishment Employment and a Survey of Scientific, Professional and Technical Workers in Industrial and Commercial Establishments in Saigon - Gia Dinh area.

The present Employment Service serves a very small percentage of the workers and is so small and ineffective that it has little impact on the labor market of Vietnam. If the Placement Office is to serve the needs of Vietnam, both the size and scope of the program must be expanded and more trained staff provided. A start has now been made through the establishment of a "model office" in Saigon which is being used for on-the-job training in

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

USAID

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-15-460-327

PAGE 3 OF 12 PAGES

2. Agreement No.

71-036

3. Original or
Revision No. 1

3. Project/Activity Title

Manpower Development

new methods and for the development of procedures and techniques suited to Vietnam. New procedures are in use for obtaining job orders and for recruiting applicants, and placements are being made by using occupational classifications. This office will also serve as a training ground for staff from other offices.

The training of workers has in the past been left largely to the employer who needed such workers. The Ministry of Labor has for some time conducted skills training in centers of varying size scattered throughout Vietnam, but much of this training was conducted largely under the control of local authorities. The Ministry of Labor's Skills Training Service is short of instructors, and has had difficulty in obtaining the added resources needed. The accelerated mobilization program and current activity in Vietnam has created skills shortages which are being met by a proliferation of separate training programs so that further coordination and direction of training is necessary. The Ministry of Labor has through its own resources and those of a contractor been able to improve the quality of training and the number of workers trained and to continue the program for the training of instructors.

Improving relations between management, workers and the government is vital not only to the improvement of the utilization of the present available labor force of Vietnam, but it is also essential to the preservation of a reasonably stable labor-management situation in the anticipated period of post war demobilization. American withdrawal will result in a serious displacement of workers, but this will be only a prelude to the more serious dislocation which will accompany a general demobilization of the Vietnamese military establishment.

The situation is further complicated by the increasing migration of rural workers toward urban employment; these workers are generally less educated than their urban counterparts and are almost totally lacking in any understanding of the labor laws.

The Ministry of Labor Industrial Relations Center was established to help alleviate current labor-management conflicts as well as to head off future problems which will certainly be more serious. However, while most of the Center's training activity to date has been aimed at training workers, trade union leaders and elected worker representatives, more attention will have to be given in the future to the training of management officials in both the labor law and in good labor-management relations techniques.

In the past, labor disputes have been handled by the regular Labor Inspectorate staff with little specialization. A draft law governing arbitration and mediation based upon the recommendations of a USAID consultant is under consideration. Also under consideration is revision of the

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

AID 1890-1A (8-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-15-460-327	PAGE <u>4</u> OF <u>12</u> PAGES
		2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Manpower Development	

GVN Labor Code.

II. OBJECTIVES, DESCRIPTION AND GOALS

A. Objective

The objective of the Manpower Development Project is to develop the capability within the GVN to plan and operate a comprehensive manpower program at the national level which will involve the following:

1. Planning, coordinating and directing a manpower program at the national level.

2. Collecting, analyzing, and disseminating essential manpower information.

3. Operating a National Employment service with special emphasis on assistance to problem groups.

4. Continuing the development of job-oriented training programs to train workers in needed skills and develop and upgrade managerial and technical capability of MOL staff.

5. Introducing modern concepts of industrial relations to labor, management, and government officials.

B. Description and Goals (More specifically delineated in the Project Implementation Plan)

1. Manpower Planning

In developing the capability of the Ministry to plan and implement a manpower program the following goals have been established, to: (a) improve the organization and operating effectiveness of the newly-formed DMCC; (b) staff an office to serve this committee with capable technicians; (c) train the technical staff in the Ministry in determination of labor supply and demand, occupational classification, allocation and utilization of work force; and (d) develop tools, e.g., a GVN Dictionary of Occupational Definitions; techniques and methods needed to carry on a manpower program.

2. Research and Statistics

In this area the goals are, to: (a) establish a permanent quarterly survey of employment and wages by type of industry in Saigon

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

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 TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

DEFSA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-15-460-327

PAGE 5 OF 12 PAGES

2. Agreement No.

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3. Original or
Revision No. 1

3. Project/Activity Title

Manpower Development

and the provinces; (b) up-grade the compilation of statistics of industrial accidents and labor disputes; (c) when the employment office program of the MOL is fairly well established, to organize a statistical series on manpower demand and supply by kind of occupation; (d) to arrange that the chief of the Statistical Section of the MOL will always be consulted by the NIS whenever that agency is planning the compilation of statistics of interest to the DSSC and the MOL; and (e) to develop the capability of the MOL to plan, administer and operate a statistical service.

3. National Employment Service

In building an effective National Employment Service, the goals are, to: (a) expand the scope of the present service and improve the technical competence of its staff to perform such essential functions as placement, job development, and collection and use of labor market information; (b) continue to establish and operate in-service training programs; (c) make organizational changes to provide central direction, coordination, and control of all offices; (d) develop standard procedures and office practices; and (e) facilitate the distribution of labor market information.

4. Skills Training

Emphasis in this area will be on continuing the development of a skills training program; the goals are, to: (a) further develop competence within the Ministry in the establishment, administration and operation of training programs so that it can assume full responsibility for short-term programs being set up by a USAID financed American contractor; (b) bring industry and organized labor into the program to a larger extent by demonstrating to them the benefits to be derived from systematic training programs; (c) train competent instructors for the skills training courses; (d) alleviate shortages of critical skills by setting up short-term training courses; (e) establish eight additional Skills Training Centers in selected provinces; (f) assist the ministry in the development of an apprenticeship training program; and (g) assist the ministry in the development of a private sector supported semi-autonomous national training organization.

5. Industrial Relations

In industrial relations the goal is to introduce modern concepts in labor-management relations and their application in business and government through the Industrial Relations Center. Increased emphasis will be placed on educating management officials in these concepts.

* National Institute of Statistics

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND
DIEFA**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No. 730-15-460-327	PAGE <u>6</u> OF <u>12</u> PAGES
2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
3. Project/Activity Title Manpower Development	

6. Participant Training

Short-term training is planned for 14 participants in the following fields: Manpower Planning 5, Employment Service 4, and Skills Training 5.

III. IMPLEMENTATION PLAN AND RESPONSIBILITIES

A. The GVN, through the Ministry of Labor, will:

a. For all activities of the Manpower Development Project:

(1) Designate a counterpart for each US technician assigned to the project and provide office space and facilities for these technicians.

(2) Pay normal operating costs of the activities included in this project where USAID does not specifically agree to pay the costs.

(3) Assign all commodities and equipment provided by USAID to the activities for which they were provided, maintain all such equipment in good condition and provide supplies necessary for project implementation.

(4) Make available for training as required the Ministry of Labor personnel assigned to the different activities. This training may be formal classroom-type, on-the-job, or participant training and may be conducted by either Vietnamese or US technicians.

b. For Manpower Planning and Programming:

(1) Improve the organizational structure and operating practices of the Inter-Ministerial Manpower Coordinating Committee. This will include formation of additional sub-committees as may be required and delegation of appropriate work and responsibility to such sub-committees.

(2) Provide competent technicians to staff the Standing Office, which serves the Inter-Ministerial Manpower Coordinating Committee. This staff should include technicians competent in the fields of statistics, skills training, and occupational classification.

(3) Provide adequate competent staff to develop and maintain an occupational classification system.

c. For the Research and Statistics:

(1) Provide adequate and competent staff for conducting a labor statistics service.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

AID 1590-1A (9-78) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DZBPA	1. Project/Activity No. 730-15-460-327	PAGE <u>7</u> OF <u>12</u> PAGES
		2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Manpower Development	

d. For the Employment Service:

- (1) Continue the operation of the "Model Office" in Saigon as a laboratory for developing improved methods and as a site for on-the-job training of placement staff.
- (2) Make necessary changes in administrative and organizational structure of the Employment Service so that adequate control can be exercised over its operation.
- (3) Train the staff from all placement offices in improved methods and procedures developed in the model office, and establish a uniform pattern for placement office operation.

e. For Skills Training:

- (1) Provide adequate and competent staff, including instructors, to operate an efficient skills training program, making them available as necessary for training in organization, administration, curricula, training methods, etc.
- (2) Make necessary administrative and organizational changes in the Skills Training Service to provide for uniformity of MEX-conducted skills training programs throughout Vietnam.
- (3) Establish a national apprenticeship council involving industry, labor unions and the GVN. Develop and implement an apprenticeship program for Vietnam. Revise the apprenticeship section of the Labor Code to facilitate development and growth of a national apprenticeship program.
- (4) Construct on a suitable site prefabricated structures purchased by USAID in 1967 and provide furnishings and equipment required to utilize these structures as skills training centers.
- (5) Develop support for a private sector financed, semi-autonomous national training organization.
- (6) Endeavor to place the Vietnamese employees of the training contractor (AAI) on the Ministry of Labor training staff when released by the contractor so that their training and experience may further benefit the GVN.

f. For Industrial Relations:

Provide an adequate competent staff to continue operations of

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

AID 120-1A (9-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-15-460-327	PAGE <u>8</u> OF <u>12</u> PAGES
		2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Manpower Development	

the recently established Industrial Relations Center.

B. The USAID agrees to:

1. Assign qualified US advisors to work with this project.
2. Provide commodities as may be agreed upon in subsequent revisions of this Project Agreement.
3. Provide funding for such participant training as may be agreed upon in this agreement and subsequent revisions.
4. Provide technical services through contract with a competent US contractor, in accordance with the implementing PIO/T.

C. Work Plan - Implementation of this project in FY71 shall proceed according to the Work Plan attached hereto and designated Annex B. This Work Plan may be modified by agreement between the USAID Project Manager and the GVN Project Manager, subject to a review of substantive change by the Ministry and USAID.

IV. DESIGNATIONS

A. The Assistant Director for Labor, or his designee, is hereby designated US Project Manager. In this capacity he will act as technical advisor, coordinate the USAID assistance provided for the project, and work closely with the GVN Project Manager in all phases of the project, including implementation and evaluation.

B. The Inspector General, Ministry of Labor, or his designee, is hereby designated GVN Project Manager. In this capacity he will be responsible primarily for the overall implementation of the program. It is understood and agreed that he will work closely with the US Project Manager and will seek and utilize the latter's technical knowledge, advice, and counsel to the maximum degree practicable to attain project objectives.

V. EXPLANATION OF FINANCING

A. The Ministry of Labor agrees to provide adequate funds from its regular budget to support the activities of this project.

B. The dollars and piasters provided herein will fund:

1. A contract to provide the technicians required to carry out the

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1980-1A 0-701 PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND USAID		1. Project/Activity No. 730-15-460-327	PAGE <u>9</u> OF <u>12</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam		2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
			2. Project/Activity Title Manpower Development	

skills training, curriculum development and management support assistance activities as described above and in the reference implementing P10/T.

2. The training of fourteen participants as described above.

Concurrences :

[Handwritten Signature]

 Minister of Labor

[Handwritten Signature]

 Associate Director for
 Local Development

For the Cooperating Government or Agency

 SIGNATURE: _____ DATE: _____
 TITLE: _____

For the Agency for International Development

 SIGNATURE: _____ DATE: _____
 TITLE: _____

AID 1890-1A (9-70) PRO AG CONTINUATION SHEET ANNEX	PROJECT AGREEMENT BETWEEN AID AND DCRPA	1. Project/Activity No. 730-15-460-327	PAGE 10 OF 12 PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. 1
		3. Project/Activity Title Manpower Development	

FY71 WORK PLAN

A. Manpower Planning and Programming Activity

1. Continue efforts to improve the organization and operations of the Inter-Ministerial Manpower Coordinating Committee to enable it to take the lead in national manpower planning.
2. Provide adequate technical and professional personnel to staff an office of 15 to serve the above committee.
3. Train Manpower Planning Office staff of 45 to do manpower planning and to perform other related functions. Such functions will include occupational classification, manpower allocation and utilization, determination of need for skills training, authorization of foreign workers, and use of manpower information for planning.
4. Develop an occupational classification system for Vietnam by December 31, 1971.
5. Provide both in-country and participant training in national manpower planning for 50 persons from the Ministry of Labor, plus an undetermined number from other ministries, and the private sector as may be agreed upon in CY71.
6. Develop tools. e.g., a GVN Dictionary of Occupational Definitions; techniques, and methods needed to carry on a manpower program.
7. Working through the IMCC and its Standing Office, coordinate the manpower Programs of all Ministries, collecting essential manpower information and establishing proper relationships with the national economic and social planning group so that a national manpower plan can be developed which is an integral part of the national social and economic development plan.

B. Statistical Activity

1. To put into operation a quarterly survey of employment by kind of industry in Saigon and the southern provinces by the end of FY71.
2. The Statistics Section will initiate regular consultation with the NIS on the establishment and household surveys which the NIS is planning to conduct and which touch on manpower and other subjects which are of interest to MOL.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

AID 1330-1A 8-701 PRO AG CONTINUATION SHEET ANNEX	PROJECT AGREEMENT BETWEEN AID AND DRYWA	1. Project/Activity No. 750-15-460-327	PAGE 1 OF 2 PAGES
		2. Agreement No. 71-036	3. <input type="checkbox"/> Original or Revision No. 1
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Manpower Development	

3. Work will begin toward expanding the Quarterly Survey of Employment to include Wages and possibly Manhours.

C. Employment Service Activity

1. In FY71 the operation of the model office in Saigon will be continued and expanded as a work site for giving on-the-job training for placement personnel and as a laboratory in which to develop improved techniques, methods and procedures. In order to do this it will render placement service to employers and workers of Saigon in increasing numbers and in a constantly improved manner.

2. All present staff of the Saigon Placement Service will be assigned for some period to the model office for training, and all new employees will be assigned there for training when hired. The staffs of the Provincial Placement Offices will be brought to Saigon for training by March 1971 and the new placement methods will be instituted subsequently in the provincial offices.

3. Plans will be made and training of personnel carried on so that complete modern Placement Offices patterned after the Saigon office can be opened in five additional provinces.

4. Emphasis will be placed on developing competent management and supervisory personnel and placement specialists. Management tools such as operating manuals of instruction and operating reports will be developed and instituted on a continuing basis.

D. Skill Training Activity

1. Continue with the training of current and 50 newly-recruited MOL instructors, technical staff, and supervisory personnel to insure GVN capability of assuming full responsibility for Skill Training activities.

2. Maintain and continue to upgrade the quality of training materials that have been developed for the operation of the MOL operated Trade Training Centers.

3. Establish the Gia Dinh Trade Training Center as a model by October 1971.

4. Erect eight pre-fabricated buildings in selected provinces in CY71 to provide facilities for eight additional Trade Training Centers.

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1550-1A (2-70) PRO AG CONTRIBUTION SHEET ANNEX	PROJECT AGREEMENT BETWEEN AID AND USAID	1. Project/Activity No. 730-15-460-327	PAGE <u>12</u> OF <u>12</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 71-056	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
		3. Project/Activity Title Manpower Development	

5. Continue to support the skills training programs now in operation as directed by the GVN and USAID, developing them into a coordinated training program for Chieu Hoi, Refugees, Veterans, and other special groups.

6. In FY71 continue to support and advise the MOL in the development and operation of an apprenticeship program and lay the foundation for a private sector-supported training organization.

E. Industrial Relations Activity

1. In CY71 the Industrial Relations Center program will include:
 (a) Sixty classes to train 1,600 worker representatives; (b) 105 classes for 4,200 trade union officials; (c) four tripartite seminars in collective bargaining; (d) an industrial relations exhibition on May (Labor) Day; (e) up to 12 meetings of the Industrial Relations Advisory Board; (f) 24 lectures on industrial relations for groups of workers and/or employers, both in Saigon and in the provinces; and (g) 50 job-site meetings with workers at which MOL officials will briefly discuss industrial relations concepts and discuss specific problems with workers.

2. The Industrial Relations Advisory Board will continue to study and implement ways of moving the Industrial Relations Center towards autonomous status which will operate on aid provided by the GVN, friendly nations, trade unions and employer associations.

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

PROJECT DOCUMENT
APPROVAL FORM

Division LABOR

Date Typed December 8, 1970

Project No. 730-15-460-327

Title Manpower Development

Original Project Agreement

Revision No. 1

71-036

San 11/20/70
PROGRAM OFFICE

12.14.70
DATE

J.H. Qelstein
PROJECT TECHNICIAN

12/15/70
DATE

[Signature]
AD/FINANCIAL MGMT

12/7/70
DATE

[Signature]
DIVISION CHIEF

12/15/70
DATE

PRO AG
(VIETNAM)

11

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

Healy
 Minister of Labor
 Team v Bot
 member of Cabinet
 6/22

1. PROJECT No. 730-15-460-327 2. AGREEMENT No. 71-036 3. ORIGINAL REVISION No. 4

4. PROJECT TITLE: Manpower Development
 (Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: 72-1111006 7. ALLOTMENT: 156-50-730-00-69-11

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US				
PASA	79,050			79,050
Contract	239,500	140,150		379,650
(2) LOCAL AND TCN				
PASA				
Contract				
b. PARTICIPANTS AID Direct	26,500		600	25,900
PASA/Contract				
c. COMMODITIES AID Direct	5,900	4,100		10,000
PASA/Contract				
d. OTHER COSTS AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)	350,950	144,250	600	494,600
9. LOCAL CURRENCY FINANCING (@1.00 = 118 PIASTERS)				
a. COUNTERPART Trust Fund	29,699,000	53,520,000		83,219,000
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS: This revision provides additional funds (1) to continue, for a period of one year, the work currently being performed under Contract No. 730-3111 with American-Asian International (AAI) and (2) commodity support for the project. Participant training funds are reduced to reflect actual PIO/P costing.

Ref: PIO/Ts 1110410/A1 & 1110290/A1 PIO/Cs 1110967 & 1110968

11. DATE OF ORIG AGREEMENT: November 21, 1970 12. DATE OF THIS REVISION: June 26, 1971 13. EST FINAL CONTRIBUTION DATE: December 31, 1973

14. GOVERNMENT OF VIETNAM
 SIGNATURE: *[Signature]* DATE: June 24 71
 TITLE: Director General
 for Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE: *Richard R. Brown Acting* DATE:
 TITLE: Associate Director for Program

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 71-036

Original _____ Revision 4

Explanation and/or comments

If you concur in the attached document, please sign and date below:

ADPROG:

Va.M. 6/14/71
APO

Toll 6-15-71
Division Chief

ADM
Financial Mgmt. Br.

N.R. Brown
ADPROG

ADFM

H 6-12-71
FAD

L. R. King 6/17/71
B&A

Charles D. Gorman
ADFM 6-18-71

TECHNICAL OFFICE:

Gerald P. Prof 6/22/71
Project Manager

Gerald P. Prof 6/22/71
Division Chief or Assistant Director

OTHER:

PRO AG
(VIETNAM)

21

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

Page 1

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-327** 2. AGREEMENT No. **72-009** 3. ORIGINAL REVISION No.

4. PROJECT TITLE: **Manpower Development**
 (Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: **72-1121006** 7. ALLOTMENT: **256-50-730-00-69-21**

B. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US				
PASA		78,900		78,900
Contract				
(2) LOCAL AND TCN				
PASA				
Contract				
b. PARTICIPANTS				
AID Direct				
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		78,900		78,900
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS:
 This partial Project Agreement obligates US Dollar Funds as indicated above for continuing cost of Labor - PASA²VN (LB) 6-68 and FE (LB) 30-66.

Ref: PIO/Ts (21)20010 & (21)20022

11. DATE OF ORIG AGREEMENT: **July 29, 1971** 12. DATE OF THIS REVISION: 13. EST FINAL CONTRIBUTION DATE: **December 31, 1974**

14. GOVERNMENT OF VIETNAM
 SIGNATURE: *[Signature]* DATE: **July 28**
 TITLE: **Director General**
for Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE: *[Signature]* DATE: **7/29/71**
 TITLE: **Associate Director for Program**

Minister
of Labor

[Handwritten signature]

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 72-009

Original X Revision

Explanation and/or comments

If you concur in the attached document, please sign and date below :

ADPROG :

VAM 7/7/71
APO

[Signature]
Division Chief

Financial Mgmt. Br.

ADPBOG

ADFM :

[Signature]
FAD

E. R. King 7/19/71
FAD

Charles A. Germane
ADFM 7-20-71

TECHNICAL OFFICE :

[Signature] 7/21/71
Project Manager

[Signature] 7/21/71
Division Chief or Assistant Director

OTHER :

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID,
AN AGENCY OF THE GOVERNMENT OF VIETNAM

Under the terms of the Economic Cooperation Agreement signed September 7, 1961, and the standard provisions attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-32** 2. AGREEMENT No. **72-009** 3. ORIGINAL 4. REVISION No. **8**

4. PROJECT TITLE: **Manpower Development**
(Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

4. APPROPRIATION: 72-1121006		2. ALLOTMENT: 296-50-730-00-69-21		
3. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
a. PERSONNEL COSTS (1) PASA Contract	84,235			84,235
(2) LOCAL AID (C) PASA Contract				
b. PARTICIPANTS AID Direct PASA/Contract	7,600			7,600
c. COMMODITIES AID Direct PASA/Contract	9,800			9,800
d. OTHER COSTS AID Direct PASA/Contract				
e. TOTAL (ALL COSTS)	101,635			101,635
2. LOCAL CURRENCY FINANCING (\$1.00 = PLATRES)				
a. COUNTERPART Trust Fund AAC Special Fund Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS:
This document contains the basic Project Agreement covering FY 72 activities for which funds have been obligated previously by face sheet agreements.

11. DATE OF ORIG. AGREEMENT July 29, 1971	12. DATE OF THIS REVISION April 18, 1972	13. BY FINAL COMPLETION DATE December 31, 1974
14. GOVERNMENT OF VIETNAM SIGNATURE: <i>[Signature]</i> DATE: April 13 72 TITLE: Director General for Budget and Foreign Aid	15. AGENCY FOR INTERNATIONAL DEVELOPMENT SIGNATURE: <i>[Signature]</i> DATE: _____ TITLE: Acting Associate Director for Program	

AID 1930-1A (8-70) PRO AG CONTINUATION SHEET ANNEX A	PROJECT AGREEMENT BETWEEN AID AND DONOR	1. Project/Activity No. 730-15-460-327	PAGE <u>2</u> OF <u>9</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 72-009	3. <input type="checkbox"/> Original or Revision No. <u>8</u>
		3. Project/Activity Title Manpower Development	

I. BACKGROUND

The Manpower Development Project was initiated in 1966, under conditions of active warfare which generated labor shortages in virtually all economic areas. The emphasis at that time was to assist the GVN to mobilize its manpower resources and, in many cases (e.g., skill training) to actually produce the trainees needed to fill manpower needs. Since that time, as hostilities have lessened, the focus of the project has increasingly turned toward generating within the GVN a capability to plan and manage its manpower resources during and after the conversion to a peace-time economy, in a climate of industrial and social development, but anticipating problems of labor surplus, dislocated workers and families, and new national goals.

Historically, Vietnam has lacked the elementary tools and data on which planning in most areas (including manpower) must rest. These included basic population data, employment statistics, measures of unemployment and underemployment, worker mobility, educational status, and other rudimentary characteristics and measurements of the work force. Equally, such machinery for manpower mobilization as existed was dispersed throughout the government, with no central focal point.

II. GOAL STATEMENT

The goal of this project is to develop Vietnam's human resources for economic development.

III. PROJECT PURPOSE

The purpose of the Manpower Project is to establish a capability within the GVN to develop and effectively utilize its labor resources.

IV. CONDITIONS EXPECTED AT THE END OF PROJECT

With respect to Manpower Planning:

a) An active and responsible National Manpower Committee will have been established and operational;

b) A staff capability will have been developed within the Standing Office to identify, analyze, and recommend actions on important manpower problems;

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

AID 1930-1A (8-70) PRO AG CONTRIBUTION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DDMFA	1. Project/Activity No. <u>750-15-460-327</u>	PAGE <u>3</u> OF <u>9</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. <u>72-009</u>	3. <input type="checkbox"/> Original or Revision No. <u>8</u>
		3. Project/Activity Title <p style="text-align: center;">Manpower Development</p>	

c) Manpower plans will be related to and made a part of National Development Plans;

d) Actions to implement manpower plans will be taken through appropriate GVN ministries or agencies.

With respect to Research and Statistics:

a) A staff capability will have been developed within the Research and Statistics section of the MDL to develop and operate programs to generate reliable and meaningful statistics in the field of manpower;

b) Key statistical series (particularly with respect to employment and wages) will be operational on a continuing basis;

c) MDL statistical series will be articulated with those of other GVN agencies, particularly the National Institute of Statistics, to prevent overlapping and duplication.

With respect to Occupational Analysis and Classification:

a) Permanent staff of the MDL will have been trained in techniques of occupational analysis and classification, and assigned to those duties;

b) A Vietnamese Dictionary of Occupational Titles will have been compiled and published;

c) A translation of military occupations into civilian equivalents is under development;

d) Training programs have been initiated in the use of occupational classification techniques for other agencies of the MDL and other GVN ministries, as necessary.

With respect to Employment Services:

a) Appropriate procedures, processes and policies will have been developed, published, and installed in employment service offices;

b) An effective system of training of employment service staff will have been developed and installed;

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

DCFTA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-15-460-327

PAGE 4 OF 9 PAGES

2. Agreement No.

72-009

3. Original or
Revision No. 8

8. Project/Activity Title

Manpower Development

c) Local office managers will have been trained in management methods, and monitoring processes established;

d) Offices will have been established in major labor market areas;

e) A meaningful system of reporting local office transactions, labor supply and demand, and other relevant data will have been established.

With respect to Skill Training Programs:

a) Techniques will have been developed and in use to determine nature and extent of training needs in appropriate skills in various industries and labor market areas;

b) Training courses will have been established and curricula developed for principal occupations in demand;

c) Instructors will have been trained and assigned to centers;

d) Adequate facilities and equipment will have been provided;

e) Training centers will have been established and operational in major areas of demand;

f) Training requirements and programs of other GVN Agencies will have been coordinated with those of the MOL, and uniform standards established;

g) Actions have been taken to stimulate private sector participation in worker training, both institutional and on-the-job;

h) Trainees graduated from skill training courses being placed in appropriate jobs.

With respect to Industrial Relations:

a) Training courses for employer and worker representatives will be operational on a continuing basis;

b) Appropriate staff of the MOL will have been or are being trained in their responsibilities to promote harmonious industrial relations.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

AID 1330-1A (8-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DORSA	1. Project/Activity No. 750-15-460-327	PAGE <u>5</u> OF <u>9</u> PAGES
		2. Agreement No. 72-009	3. <input type="checkbox"/> Original or Revision No. <u>8</u>
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title <p style="text-align: center;">Manpower Development</p>	

V. OUTPUT TARGETS

The principal output targets for the current year, subject to funding availabilities, are as follows:

With respect to Manpower Planning:

- a) Establish (by order of the Prime Minister) an authoritative National Manpower Committee to formulate basic manpower policies and plans;
- b) Augment substantially the staff and capabilities of the Standing Office to serve the needs of the National Manpower Committee;
- c) Initiate studies of manpower implications of major proposed development plans (such as the Four - Year Rural Development Plan) and to recommend appropriate policies and actions;
- d) Initiate studies of future manpower requirements and supplies in selected labor market areas;
- e) Conduct training courses in manpower analysis techniques for present and newly-recruited staff of the Standing Office.

With respect to Research and Statistics:

- a) Finalize techniques for field collection of data on employment and wages;
- b) Prepare and publish quarterly indices of employment and wages in Saigon and, to the extent possible, in the provinces;
- c) Finance and select qualified participants for training in labor statistics methods in the US and/or third countries.

With respect to Occupational Analysis and Classification:

- a) Complete field verifications on at least 50% of the estimated 2,200 job classifications to be included in the Dictionary of Occupational Titles;
- b) Continue training of existing staff and replacements in techniques of occupational analysis and job classification;

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1330-1A (9-79) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DONOR AN AGENCY OF THE GOVERNMENT OF Vietnam	1. Project/Activity No. 730-15-460-327	PAGE <u>6</u> OF <u>9</u> PAGES
		2. Agreement No. 72-009	2. <input type="checkbox"/> Original or Revised No. <u>8</u>
		3. Project/Activity Title Manpower Development	

c) Program qualified participants for third-country training.

With respect to Employment Services:

- a) Expand the staff and facilities of the Saigon pilot office;
- b) Establish offices in four additional labor market areas;
- c) Finance and select qualified staff for training in management of local offices in third-countries;
- d) Continue training of pilot office and headquarters staff in more sophisticated and effective methods of employment service operations.

With respect to Skill Training Program:

- a) Extend the network of skill training centers to a minimum of eleven throughout the country;
- b) Increase the number of training curricula to a minimum of 75;
- c) Train approximately 75 instructors, and monitor their performance;
- d) Institute a program of training for skill training center managers;
- e) Develop cooperative training agreements with other GVN ministries, such as Social Welfare and Ethnic Minorities;
- f) Institute a program of training for GVN training officials in program administration;
- g) Conduct training needs surveys in all principal labor market areas, primarily among small establishments.

With respect to Industrial Relations:

- a) Conduct training for approximately 2,500 workers representatives;
- b) Conduct training for approximately 4,000 worker cadres.

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1380-1A (8-70) PRO AG CONTINUATION SHEET ANNEX A	PROJECT AGREEMENT BETWEEN AID AND BCSFA	1. Project/Activity No. 730-15-460-777	PAGE 7 OF 9 PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 72-009	3. <input type="checkbox"/> Original or Revision No. 8
			Manpower Development

VI. INPUTS

A. Government of Vietnam Inputs

1. Personnel. The GVN will seek to provide the number of staff (at appropriate qualification levels) needed to maintain operations of the Project at agreed upon levels of effort. For the various components, these will approximate:

For manpower planning - 15
 For occupational analysis - 19
 For employment services - 45
 For research and statistics - 10
 For skill training - 191
 For industrial relations - 6

The above figures represent a staffing level to be sought by the end of the fiscal year, depending on budgetary availability.

2. Support Services. No special support services are sought, beyond those normally provided by regular agencies of the GVN.

3. Physical Facilities. The GVN will provide sites (both land and buildings) for the skill training centers, including the erection of prefabricated buildings, previously provided from USC sources. The GVN will also provide premises for the planned employment service offices, either in offices of the provincial labor chief or in separate premises. Appropriate office facilities will be provided in the headquarters offices of the MDL for the research and statistics, skill training, occupational analysis, and manpower planning staffs. The GVN will also provide suitable office facilities for US advisors and technicians assigned to the project. Vehicles necessary for use by GVN staff in project activities will be supplied by the GVN, as well as in-country transportation for MDL staff.

4. Other. The MDL will take responsibility for negotiating agreements or understandings with other GVN agencies, for drafting of needed decrees or legislation, and for the initiation of budget requests on its own behalf.

B. United States Government Inputs

1. Personnel. Subject to the availability of funds and personnel, the USC, through the Agency for International Development (USAID) will

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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PROJECT AGREEMENT
BETWEEN AID AND

DGEPAAN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

730-15-460-527

PAGE 8 OF 9 PAGES

2. Agreement No.

72-009

3. Original or
Revision No. 8

3. Project/Activity Title

Manpower Development

provide:

1 Manpower Development Adviser (Contract)
 1 Employment Service/Occupational Analysis Adviser (PASA)
 1 Labor Economist (Statistical Adviser) (PASA)
 1 Skills Training Adviser (Direct Hire)
 10 (approximately) Training technicians, under contract with
 Asian American Institute
 90 (approximately) local hire staff to serve as instructors
 and administrative staff under the skill training sub-project, under the
 AAI contract.

All American advisers will be available throughout the current
 fiscal year. They will be assigned to advise and assist their appropriate
 counterparts in the MDL to meet the project goals and the output targets
 described above.

2. Funds for Training. Subject to the availability of funds
 and qualified candidates, the USAID will provide training as follows:

a. Continuation of the program leading to a Masters Degree
 of the Director of Industrial Relations, 1 year.

b. Two representatives to a high-level seminar on employment
 growth, 3 weeks, November 1972, US.

c. Two each Employment Service Office Managers and Inter-
 viewers, 3 months, August 1972, Korea.

d. Five Manpower Analysts, two months, August 1972, Taiwan
 and/or Korea.

e. One each Training Technicians in Training Materials
 Development and Use of Trade Skills Tests, two months, August 1972, Taiwan.

f. One program in Labor Statistics

3. Other Costs. Subject to the availability of funds, the US
 Government will provide for the support of local staff employed under the
 AAI contract, referenced above. In addition, USAID will provide for the
 necessary clerical and interpreter support of US technicians assigned to
 the project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____SIGNATURE: _____ DATE: _____
TITLE: _____

AID 1580-1A (8-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DCFTA	1. Project/Activity No. 730-15-460-527	PAGE <u>9</u> OF <u>9</u> PAGES
		2. Agreement No. 72-009	3. <input type="checkbox"/> Original or Revision No. <u>8</u>
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Waterpower Development	

C. Other Donors

Any ILO and Asia Foundation advisory assistance will be coordinated with the activities described herein.

VII. DESIGNATIONS

A. Government of Vietnam

The Inspector General, Ministry of Labor, or his designee, is hereby designated as GVN Project Manager. In this capacity he will be responsible for the overall implementation of the program. It is understood and agreed that he will work closely with the US Project Manager and will seek and utilize the latter's technical knowledge, advice, and counsel to the maximum degree practicable to attain project objectives.

B. The United States Government

The Assistant Director for Labor, or his designee, is hereby designated as US Project Manager. In this capacity he will act as technical advisor, coordinate the USAID assistance provided for the project, and work closely with the GVN Project Manager in all phases of the project, including implementation and evaluation.

VIII. REPORTING AND EVALUATION

The US and GVN Project Managers will prepare jointly an annual evaluation of the project based on criteria set forth in this agreement.

IX. SPECIAL PROVISIONS

None.

X. STANDARD PROVISIONS ANNEXES

The Standard Provisions Annex B, US dollar funding and C, Foreign currency uses, is appended hereto as a part of this agreement.

CONCURRENCES

 Minister of Labor

C. E. Farwell
 Associate Director for
 Local Development

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____

DATE: _____

TITLE: _____

April 7, 1972

SIGNATURE: _____

DATE: _____

TITLE: _____

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 72-009

Original _____ Revision 8

Explanation and/or comments:

This document is the FY 1972 Master ProAg. No additional funds are obligated.

If you concur in the attached documentation, please sign and date below:

ADPROG:

MMK 4/3

APO

4/4/72
NP/RR

Division Chief

Financial Mgmt Br.

MRud

ADPROG

ADFM:

6/1/72 R Sullivan

FAD

B&A

ADFM

TECHNICAL OFFICE:

4/6/72 R E Surges

Project Manager

4/6/72 R E Surges

Division Chief or Assistant Director

OTHER:

PROJECT AGREEMENT

BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
 AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
 THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (DGBFA)
 AN AGENCY OF THE GOVERNMENT OF VIETNAM

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No: **730-15-460-327** 2. AGREEMENT No: **72-009** 3. ORIGINAL 4. REVISION No: **12**

4. PROJECT TITLE: **Manpower Development**
 (Sub-Activity)

5. PROJECT DESCRIPTION AND EXPLANATION: (See Annex A attached)

6. APPROPRIATION: **72-1121006** 7. ALLOTMENT: **256-50-730-00-69-21**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
9. PERSONNEL COSTS (1) US PASA Contract	84,235			84,235
(2) LOCAL AND FCM PASA Contract				
10. PARTICIPANTS AID Direct PASA/Contract	20,300	6,700		27,000
11. COMMODITIES AID Direct PASA/Contract	10,000			10,000
12. OTHER COSTS AID Direct PASA/Contract				
13. TOTAL (AID COSTS)	114,535	6,700		121,235
14. LOCAL CURRENCY FINANCING (\$1.00 = 100 VND)				
15. COUNTERPART Trust Fund AAC Special Fund Other	12,500,000			12,500,000
16. OWN (SHOW SOURCE BELOW)				
17. US - OWNED				

18. REFERENCES AND REMARKS:
 This revision provides funding for three planned participant training programs in manpower analysis in Taipei.

Ref: **PIO/P (21)20687**

11. DATE OF ORIG. AGREEMENT: **July 29, 1971** 12. DATE OF THIS REVISION: **May 31, 1972** 13. EST. FISCAL COMPLETION DATE: **December 31, 1974**

14. GOVERNMENT OF VIETNAM SIGNATURE: *[Signature]* **May 29 1972**
 TITLE: **Director General for Budget and Foreign Aid**

15. AGENCY FOR INTERNATIONAL DEVELOPMENT SIGNATURE: *[Signature]* **5/21/72**
 TITLE: **Associate Director for Program**

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 72-009

Original _____ Revision 12

Explanation and/or comments

This revision provides funding for planned training program in Taipei for three members of the National Manpower Committee in manpower statistics analysis and manpower planning.

This amount brings total training obligation to \$27,000 out of a planned \$33,000 program. The balance of \$6,000 will not be obligated this year.

If you concur in the attached document, please sign and date below :

ADPROG :

MA 5/23
APO

5/24/72
Q. Q. Brown
Division Chief

E. K. Harris 5/31/72
Financial Mgmt. Br. ADPROG

ADEM :

J. S. P. Phelan
FAD

5/25/72
B&A

L. D. ...
ADFM

TECHNICAL OFFICE :

Project Manager

Division Chief or Assistant Director

OTHER

PIO 21

PROJECT AGREEMENT
 BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
 AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
 THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID
 AN AGENCY OF THE GOVERNMENT OF VIETNAM

Page 1

Under the terms of the Economic Cooperation Agreement signed on January 1951, and the standard provisions annexed thereto, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-327** 2. AGREEMENT No. **72-009** ORIGINAL REVISION No. **11**

3. PROJECT TITLE: **Manpower Development**

5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached).

4. APPROPRIATION: **72-1121006** 7. ASSOCIATION: **236-50-730-00-69-21**

Minister of Labor

Associate Director for Local Development

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
a. PERSONNEL FEES				
PASA	84,235			84,235
Contract				
b. LOCAL AND FOREIGN CURRENCY				
Contract				
6. PARTICIPANTS AID Direct	20,300			20,300
PASA/Contract				
9. COMMODITIES AID Direct	10,000			10,000
PASA/Contract				
d. OTHER COSTS AID Direct				
PASA/Contract				
2. TOTAL (ALL COSTS)	114,535			114,535
9. LOCAL CURRENCY FINANCING (\$1.00 = 10 DYNAMS)				
3. COUNTERPART Trust Fund TF		12,500,000		12,500,000
AAC				
Special Fund				
Other				
12. GVN (SHOW SOURCE BELOW)				
13. US - OWNED				

10. REFERENCES AND REMARKS:
 This amendment will provide the Local Currency required to extend AAI Contract 730-3458 for three months beyond August 19, 1972.

Ref.: PIO/T (21)20673

11. DATE OF ORIG. AGREEMENT July 29, 1971	12. DATE OF THIS REVISION June 6, 1972	13. GVN TOTAL CONTRIBUTION DATE December 31, 1974
14. GOVERNMENT OF VIETNAM SIGNATURE: <i>[Signature]</i> TITLE: Director General for Budget and Foreign Aid	15. AGENCY FOR INTERNATIONAL DEVELOPMENT SIGNATURE: <i>[Signature]</i> TITLE: Associate Director for Program	

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 72-009

Original _____ Revision 11

Explanation and/or comments

At the Director's Review, it was agreed that Trust Fund piasters would be provided for local currency costs of a 3-month extension of AAI contract (3458). The attached ProAg amendment and PIO/T provide FY 72 piasters for this purpose, in conjunction with dollar funding available in PIO/T 9190193.

If you concur in the attached document, please sign and date below :

ADPROG :

MA 5/17
APO

RROR 5/19/72
Division Chief

MS - 5-18-72
Financial Mgmt. Br.

E. Kaurich 5/17/72
ADPROG

ADFM :

R. Swamin
FAD

AL 5/23/72
B&A

L. D. Slawack
ADFM

TECHNICAL OFFICE :

Project Manager

R. E. Surgen 6/1/72
Division Chief or Assistant Director

OTHER :

PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (DGBFA)
AN AGENCY OF THE GOVERNMENT OF VIETNAM

Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

Don't know

1. PROJECT # 730-15-460-327	2. AGREEMENT No. 69-009	3. ORIGINAL	REVISION No. 9
4. PROJECT TITLE: Manpower Development (Sub-Activity)			

Minister
of Labor

5. PROJECT DESCRIPTION AND EXPLANATION (see Annex A attached)	6. APPROPRIATION: 72-1111006	7. AGREEMENT: 156-50-730-00-69-23
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8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
a. PERSONNEL COSTS				
(1) US				
PASA	78,645			78,645
Contract	628,007			628,007
(2) LOCAL AND FOR PASA				
Contract				
b. PARTICIPANTS				
AID Direct				
PASA/Contract				
c. COMMODITIES				
AID Direct	19,100			19,100
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)				
	725,752			725,752
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund	36,868,200		894,525	35,973,675
AAC				
Special Fund				
Other				
b. OVH (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS -
 This revision extends the final contribution date to December 31, 1972.
 Block 9 incorporates J.V. #15, May 12, 1972, already issued.
 Ref: PIO/T 9190193.

11. DATE OF ORIG. AGREEMENT August 29, 1968	12. DATE OF THIS REVISION June 6, 1972	13. EST. FINAL CONTRIBUTION DATE December 31, 1972
14. GOVERNMENT OF VIETNAM SIGNATURE: (Info) DATE: _____ TITLE: Director General for Budget and Foreign Aid		15. AGENCY FOR INTERNATIONAL DEVELOPMENT SIGNATURE: <i>E. Kaurich</i> DATE: 6/6/72 TITLE: Associate Director for Program

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 69-009

Original _____ Revision 8

Explanation and/or comments

The attached documents provide for a 3-month extension of AAI contract (3458) beyond current termination date of August 19, 1972. During the Labor Sector Review on April 22 the Director approved the 3-month extension, primarily in order to permit the contractor to complete compilation and publication of training manuals developed under the project for continuing MOL use. AID/W was queried and agreed to the extension in attached cables, Saigon 6099 and State 74341.

Dollar funding will be provided from \$30,000 residual in PIO/T 9190193. It has been agreed that the FCD of the obligating ProAg 69-009 may be extended to cover this use. The original scope of work in PIO/T 9190193, which included the above activities, has been provided with additional detail in Amendment 1 (attached). The four on-board US technicians will continue during the contract extension period.

Plaster funding will be provided under a FY 1972 ProAg amendment and PIO/T which includes a plaster budget outline and list of Vietnamese positions. The budget is based on continuation during the extension period of all 75 on-board employees. Contract terms and salaries will remain unchanged.

If you concur in the attached document, please sign and date below:

ADPROG:

MA 5-18

APO

RRR ^{5/17/72}

Division Chief

clearing ProAg 72-009, R. 11

Financial Mgmt. Br.

Chamich ^{6/6/72}

ADPROG

ADFM:

R. P. ...

FAD

ak

B&A

5/23/72

L. Dulwack

ADFM

TECHNICAL OFFICE:

Project Manager

R. E. ... ^{6/1/72}

Division Chief or Assistant Director

OTHER:

AGREEMENT BETWEEN THE DEPARTMENT OF STATE AND THE GOVERNMENT OF VIETNAM FOR THE IMPLEMENTATION OF THE ECONOMIC COOPERATION AGREEMENT (AID) IN AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA AND THE DIRECTORATE OF GENERAL ADMINISTRATION AND FINANCE (DAGA) IN AN AGENCY OF THE GOVERNMENT OF VIETNAM

Under the terms of the Economic Cooperation Agreement signed on June 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. **730-15-460-327** 2. AGREEMENT No. **73-017** ORIGINAL REVISION No. _____

4. PROJECT TITLE : **Manpower Development**
(Sub-Activity)

8. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

4. APPROPRIATION : **72-2131006** 7. ALLOTMENT : **356-50-730-00-69-31**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
a. PERSONNEL COSTS				
(1) US PASA		39,700		39,700
Contract		21,400		21,400
(2) LOCAL AND TCM PASA				
Contract				
b. PARTICIPANTS				
AID Direct				
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		61,100		61,100
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS : This Agreement presents the planned implementation of the Manpower Development Project as agreed to by the GVN and the USG whose signatures appear hereon. The Agreement will be referred to as the Master ProAg in subsequent usage. This Agreement also obligates funds required to finance one PASA agreement totalling \$39,700 under the US Department of Labor, (PASA VN(LB) 6-68) and six months' service of a consultant/expert at \$21,400. Ref: PIO/Ts (31)30024 & (31)30049

11. DATE OF ORIG. AGREEMENT: **October 2, 1972** 12. DATE OF THIS REVISION: _____ 13. EST FINAL CONTRIBUTION DATE: **December 31, 1974**

14. GOVERNMENT OF VIETNAM SIGNATURE: *[Signature]* DATE: **Sept 26 72** TITLE: **for Director General for Budget and Foreign Aid**

U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT SIGNATURE: *[Signature]* DATE: **10/2/72** TITLE: **Associate Director for Program**

A. BACKGROUND

The Manpower Development Project was initiated in 1966 under conditions of active warfare which generated labor shortages in virtually all economic areas. The emphasis at that time was to assist the GVN to mobilize its manpower resources, and in many cases (e.g., skill training) to actually produce the trainees needed to fill manpower needs. Since that time the focus of the project has increasingly turned toward generating within the GVN a capability to plan and manage its manpower resources during and after the conversion to a peacetime economy, in a climate of industrial and social development, but anticipating problems of labor surplus, dislocated workers and families, and new national goals.

Historically, Vietnam has lacked the elementary tools and data on which planning in most areas (including manpower) must rest. These included basic population data, employment statistics, measures of unemployment and under-employment, worker mobility, educational status, and other rudimentary characteristics and measurements of the work force. Equally, such machinery for manpower mobilization as existed was dispersed throughout the government, with no central focal point.

B. GOAL STATEMENT

To develop Vietnam's human resources for economic development.

C. PROJECT PURPOSE

To establish a capability within the GVN to develop and effectively utilize its labor resources.

D. CONDITIONS EXPECTED AT THE END OF PROJECT

The shortening of the life of the project by two full years (from the end of FY 73 to the end of FY 73) has necessarily modified and moderated the specific goals which can be expected to be reached by the end of the project. For some of these specific objectives, such as staff development, a lesser level of capability must be anticipated than would have resulted under the longer time frame of the original project. For others, such as the completion of the Dictionary of Occupational Titles, and the development of military conversion tables, the task will be incomplete as of the end of the project. Similarly, the development of a national system of employment services will be at a lesser stage of advancement. The "Conditions Expected at the End of the Project" have therefore been modified somewhat as compared with previous agreements to reflect the earlier termination date for the project

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

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TITLE: _____

AN AGENCY OF THE GOVERNMENT OF
Vietnam

Manpower Development

1. With respect to Manpower Planning:

- a) An active and responsible National Manpower Committee will have been established and operational;
- b) A moderate staff capability will have been developed within the Standing Office to identify, analyse, and recommend actions on important manpower problems;
- c) Manpower plans in some sectors will be related to and made a part of National Development Plans;
- d) Action programs to implement manpower plans will be under development in appropriate GVN Ministries or agencies.

2. With respect to Research and Statistics:

- a) A moderate staff capability will have been developed within the Research and Statistics section of the MDL to develop and operate programs to generate reliable and meaningful statistics in the field of manpower;
- b) Key statistical series (particularly with respect to employment and wages) will be operational on a continuing basis;
- c) MDL statistical series will be articulated with those of other GVN agencies, particularly the National Institute of Statistics, to prevent overlapping and duplication.

3. With respect to Occupational Analysis and Classification:

- a) Permanent staff of the MDL will have been trained in techniques of occupational analysis and classification, and assigned to those duties;
- b) Field work and editing of job classification for the Vietnamese Dictionary of Occupational Titles will have been completed;
- c) A translation of military occupations into civilian equivalent will be under development;
- d) Training programs will have been initiated in the use of occupational classification techniques for other agencies of the MDL and other GVN ministries as necessary.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

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TITLE: _____

AN AGENCY OF THE GOVERNMENT OF
Vietnam

Empowerment

4. With respect to Employment Services:

- a) Minimal procedures, processes and policies will have been developed, published, and installed in employment service offices;
- b) A system of training of employment service staff will have been developed and installed;
- c) Key local office managers will have received training in management methods and monitoring processes will have been established;
- d) Offices will have been established in at least five major labor market areas;
- e) A central administrative office responsible for guiding and monitoring local office operations will have been established;
- f) A meaningful system of reporting local office transactions, labor supply and demand, and other relevant data will be under development.

5. With respect to Skill Training Programs:

- a) Techniques will have been developed and partially implemented to determine nature and extent of qualitative and quantitative training needs in appropriate skills in various industries and labor market areas;
- b) Training courses will have been established and curricula developed for principal occupations in demand;
- c) To varying degrees, instructors will have been trained in the methods and techniques of instruction and assigned to centers;
- d) Training centers will have been established and operational in most major areas of demand;
- e) Generally adequate facilities and equipment will have been provided in most MQL training centers;
- f) Legislation is in force providing for the legal, financial and administrative operation of a National Skills Training Center (NSTC);

For the Cooperating Government or Agency
SIGNATURE: _____ DATE: _____
TITLE: _____

For the Agency for International Development
SIGNATURE: _____ DATE: _____
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ANNEX A

Foreign Assistance
Department

730-15-450-007

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AN AGENCY OF THE GOVERNMENT OF
Vietnam

Manpower Development

g) An operational National Skills Training Center that provides such services as:

(1) Training requirements and programs of other GVN agencies coordinated with those of the MOL, and uniform standards established;

(2) Stimulate private sector participation in worker training, both institutional and on-the-job;

(3) Develop apprenticeship training programs.

h) Trainees graduated from skill training courses being placed in appropriate jobs;

i) The Apprenticeship Law will have been revised to provide for uniform standards in testing and training, and employer-worker committees to establish and monitor such programs.

6. With respect to Industrial Relations:

a) Training courses for employer and worker representatives will be operational on a continuing basis;

b) Appropriate staff of the MOL will have been or are being trained in their responsibilities to promote harmonious industrial relations.

E. OUTPUT TARGETS FOR FY 1973

The principal output targets for the current year, subject to funding availabilities, are as follows:

1. With respect to Manpower Planning:

a) Assist the National Manpower Committee to formulate basic manpower policies and plans;

b) Augment substantially the staff and capabilities of the Standing Office to serve the needs of the National Manpower Committee;

c) Initiate studies of manpower implications of major proposed development plans (such as the Five-Year Rural Development Plan), and to recommend appropriate policies and actions;

For the Cooperating Government or Agency

For the Agency for International Development

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AN AGENCY OF THE GOVERNMENT OF

Vietnam

Manpower Development

d) Initiate studies of future manpower requirements and supplies in selected labor market areas;

e) Conduct training courses in manpower analysis techniques for present and newly-recruited staff of the Standing Office.

2. With respect to Research and Statistics:

a) Finalize techniques for field collection of data on employment and wages;

b) Prepare and publish quarterly indices of employment and wages in Saigon, and to the extent possible, in the provinces;

3. With respect to Occupational Analysis and Classification:

a) Complete field verifications on the estimated 2,200 job classifications to be included in the Dictionary of Occupational Titles;

b) Complete editing of job descriptions;

c) Continue training of existing staff and replacements in techniques of occupational analysis and job classification.

4. With respect to Employment Services:

a) Expand the staff and facilities of the Saigon pilot office;

b) Establish offices in four additional labor market areas: Gia Dinh, Da Nang, Qui Nhon, and Cam Ranh;

c) Continue training of 25 pilot officers and headquarters staff in more sophisticated and effective methods of employment service operations.

5. With respect to Skill Training Program:

a) Develop necessary decrees that will establish the functions and responsibilities of the National Skills Training Center (NSTC), its sources of finance, its legal status, and its relations with other GVN agencies and the private sector, and its administrative structure;

b) Establish the NSTC at Bien Hoa to serve as a coordinating support and service agency to other GVN agencies and the private sector in the field of skills training;

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
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PROJECT AGREEMENT
BUREAU
AN AGENCY OF THE GOVERNMENT OF
Vietnam

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Date No.

Manpower Development

- c) Through the NSTC, develop cooperative training agreements with other GVN ministries, such as Social Welfare and Ethnic Minorities;
- d) Continue the program of training for ten skill training center managers;
- e) Continue the program of training for 20 GVN training officials in program administration;
- f) Extend the network of skill training centers to 15 throughout the country;
- g) Training approximately 75 instructors, and monitor their performance;
- h) Review and as necessary revise the 75 training curricula previously developed;
- i) Conduct initial training needs surveys in all principal labor market areas, with emphasis on small establishments.

6. With respect to Industrial Relations:

- a) Conduct training for approximately 1,500 additional worker representatives;
- b) Conduct training for approximately 4,000 worker cadres.

F. INPUTS FOR FY 1973

1. The Government of Vietnam agrees to provide:

a. Personnel - The GVN will seek to provide the number of staff (at appropriate qualification levels) needed to maintain operations of the project at agreed upon levels of effort. For the various components, these will approximate:

For manpower planning	-	20
For occupational analysis	-	20
For employment services	-	45
For research and statistics	-	10
For skill training	-	226
For industrial relations	-	15

The above figures represent a staffing level to be sought by the end of the fiscal year depending on budgetary availability.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

b. Support Services - GVN will supply all support services which are normally accorded by regular agencies of the GVN.

c. Physical Facilities - The GVN will provide sites (both land and buildings) for the skill training centers, including the erection of prefabricated buildings previously provided from USG sources. The GVN will also provide premises for the planned employment service offices, either in offices of the provincial labor chief or in separate premises. Appropriate office facilities will be provided in the headquarters or other offices of the MOL for the research and statistics, skill training, occupational analysis, and manpower planning staffs. The GVN will also provide suitable office facilities for US advisors and technicians assigned to the project. Vehicles necessary for use by GVN staff in project activities will be supplied by the GVN as well as in-country transportation for MOL staff.

d. Other - The MOL will take responsibility for negotiating agreements or understandings with other GVN agencies, for drafting of needed decrees or legislation, and for the initiation of budget requests on its own behalf. The GVN will also provide Trust Fund support of local staff employed under the AAI contract, referenced below.

2. The United States Government agrees to provide:

Subject to the availability of funds and personnel the USG, through the Agency for International Development (USAID), will provide:

a. Personnel -

- 1 Manpower Development Advisor (Contract) - 9 months
 - 1 Employment Service/Occupational Analysis Advisor (PASA) 12 months
 - 1 Labor Economist (Statistical Advisor) - 6 months
 - 1 Skills Training Advisor (Direct Hire) - 12 months
- Plus TDY Training technicians, under contract with American-Asian International (AAI) - 20 man-months.

90 (approximately) local-hire staff to serve as instructors and administrative staff under the skill training subproject, under the AAI contract, through November 20, 1972.

All American advisors will be assigned to advise and assist their appropriate counterparts in the MOL to meet the project goals and the output targets described above.

b. Funds for Training - Subject to qualified candidates, the USAID will provide training as follows:

For the Cooperating Government or Agency	For the Agency for International Development
SIGNATURE: _____ DATE: _____	SIGNATURE: _____ DATE: _____
TITLE: _____	TITLE: _____

- (1) Two each Employment Service Office Managers and Interviewers, three months, Korea (under FY 72 programming).
- (2) Five Manpower Analysts, two months each, Taiwan and/or Korea (under FY 72 programming).
- (3) Training Technicians; one in Training Materials Development, and one in Use of Trade Skills Tests, two months each, Taiwan (under FY 72 programming).
- (4) Four representatives to the International Manpower Institute, two months each, Washington, D.C.
- (5) Seven Employment Service Interviewers and four Employment Service Managers, three months each, Korea, August 1973.
- (6) Three National Manpower Committee Standing Office staff in manpower forecasting techniques, Taiwan, two months each, September 1972.
- (7) Three National Manpower Committee Standing Office staff in manpower forecasting techniques, Taiwan, two months each, September 1973.
- (8) One director, skills training, in Private Industry Supported Training Centers, third country, two months, September 1973.

c. Other Costs - USAID will provide for the necessary clerical and interpreter support of US technicians assigned to the project.

3. Other Donors

Any ILO, Asia Foundation, or other donor advisory assistance will be coordinated with the activities described herein.

G. DESIGNATIONS

1. Government of Vietnam

The Inspector General, Ministry of Labor, or his designee, is hereby designated as GVN Project Manager. In this capacity, he will be responsible for the overall implementation of the program. It is understood and agreed that he will work closely with the US Project Manager and will seek and utilize the latter's technical knowledge, advice, and counsel to the maximum degree practicable to attain project objectives.

For the Cooperating Government or Agency
SIGNATURE: _____ DATE: _____
TITLE: _____

For the Agency for International Development
SIGNATURE: _____ DATE: _____
TITLE: _____

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ANNEX A

PROJECT AGREEMENT

BETWEEN

DCBFA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

730-15-660-307

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Employment Development

2. The United States Government

The Assistant Director for Labor, or his designee, is hereby designated as US Project Manager. In this capacity, he will act as technical advisor, coordinate the USAID assistance provided for the project, and work closely with the GVN Project Manager in all phases of the project, including implementation and evaluation.

H. REPORTING AND EVALUATION

The US and GVN Project Managers will prepare jointly an annual evaluation of the project based on criteria set forth in this agreement.

I. SPECIAL PROVISIONS

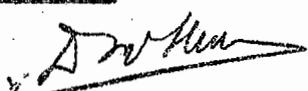
None.

J. STANDARD PROVISIONS ANNEXES

Annex

The Standard Provisions Annex B, US dollar funding, and C, Foreign currency uses, are appended hereto as a part of this agreement.

K. CONCURRENCES

 9/14/72
Minister of Labor (Date)

 9/13/72
Associate Director (Date)
for Local Development

 9/12/72
Assistant Director (Date)
for Labor

For the Cooperating Government or Agency
SIGNATURE: _____ DATE: _____
TITLE: _____

For the Agency for International Development
SIGNATURE: _____ DATE: _____
TITLE: _____

PROJECT DOCUMENT OUTLINE SHEET

Project Title : Manpower Development

Project Number : 730-15-460-327

Agreement Number : 73-017

Original X Revision _____

Explanation and/or comments

The purpose of this FY 73 Master ProAg is to set forth the scope of the Manpower Development Project and to stipulate the responsibilities and contributions of the GVN and the USG. This documentation also obligates and subobligates \$39,700 to finance one PASA agreement and \$21,400 for a Labor/Statistician expert consultant by attached PIO/Ps.

Funds to finance Participant Training/Commodities and Other Costs will be obligated by a ProAg Revision subject to the availability of funds and submission of PIOs.

If you concur in the attached document, please sign and date below :

ADPROG :
John E. Robert 8/24 John W. Ham 9/1/72
APG Division Chief Financial Mgmt. Br. ADPROG

ADFM :
[Signature] 9/1/72 [Signature]
PASD ADFM ADFM

TECHNICAL OFFICER :
[Signature] 9/12/72
Project Manager Division Chief or Assistant Director

OTHER :