

PD-ASA-320

PRM AG
SPRINGER

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 OFFICE OF THE PRIME MINISTER
MEMBERSHIP 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. 730-11-799-372 2. AGREEMENT No. 70-089 3. ORIG REVISION No.

4. PROJECT TITLE: **Public Administration - Technical Support**
(Sub-Activity) **(Office of Prime Minister - Master Agreement)**

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

6. APPROPRIATION: **NA** 7. AMOUNT: **NA**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs				
(1) US				
PASA				
Contract				
(2) Local and TCF				
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)				
9. LOCAL CURRENCY FINANCING (\$1.00 = <u> </u> <u> </u>)				
a. Counterpart				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (show source below)				
c. US - Owned				

10. REFERENCES AND REMARKS: The purpose of this document is to establish the basis for a formal working relationship between the Public Administration Division of USAID and the Office of the Prime Minister of the GVN and to describe the related project activities to be carried out jointly by those offices. The activities described herein will be financed by separate Project Agreement or other documentation.

11. DATE OF ORIG AGREEMENT: **Feb. 18, 1970** 12. DATE OF THIS REVISION: 13. EST FINAL CONTRIBUTION DATE: **December 31, 1972**

14. GOVERNMENT OF VIETNAM
SIGNATURE: [Signature] DATE: 11-2-70
TITLE: Office of the Prime Minister
Secretary of State - Executive Affairs

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
SIGNATURE: [Signature] DATE: 1-18-70
TITLE: Director

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.
730-11-199-372

PAGE 2 OF 4 PAGES

2. Agreement No.
70-089

3. Original or
Revision No. _____

**PROAG
CONTINUATION
SHEET**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

3. Project/Activity Title
Public Administration - Technical Support
(Office of Prime Minister - Master Agreement)

ANNEX A

I. BACKGROUND

The Office of the Prime Minister (OPM) has a major responsibility for coordinating the activities of the Ministries and assuring that their activities are performed in the most efficient manner. Through its staff agencies, including the National Institute of Administration (NIA) the Directorate General of Civil Service (DGCS) and the Directorate for Management of Public Agencies, the OPM conducts government-wide management surveys and studies, reviews and inspects administrative operations and processes, maintains records on public servants, and sponsors and conducts pre-service and in-service training programs.

The USAID's Public Administration Division has worked with several GVN agencies which at present are in the Office of the Prime Minister under the supervision of the Secretary of State for Executive Affairs. This Project Agreement brings together proposed actions in FY and CY 1970 involving the staff agencies referred to above and USAID's Public Administration Division which will be concerned with mutual efforts in management improvement.

II. DESCRIPTION AND OBJECTIVES

This agreement provides for US technical assistance to certain units of the Office of the Prime Minister, which in turn have government-wide responsibilities for management improvement activities. Specific activities, responsibilities, and funding will be covered in separate Project Agreements and supporting documents which may be initiated by either party and will be implemented by mutual agreement. This agreement covers the following specific activities:

A. The USAID will finance a contract to assist in the training of approximately 60 GVN Training Directors and Assistants, representing the 20 ministries, autonomous agencies, and 44 provinces, to enable each organization to develop plans of action for training, to conduct training, and to evaluate its effects upon improved operations. This project is co-sponsored by NIA, the Directorate General for Civil Service, and the Ministry of Interior.

B. The GVN will expand the staff and capacity of the Directorate for Management of Public Agencies (OPM) to perform continuing research and study of problems involving the effective organization and administration of government services and to support the establishment and coordination of management units in key ministries and agencies of the government. USAID Public Administration personnel will assist this effort.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-11-799-372

PAGE 3 OF 4 PAGES

2. Agreement No.

70-089

2. Original or

Revision No. _____

3. Project/Activity Title

Public Administration - Technical Support
(Office of Prime Minister - Master Agreement)

C. The USAID will finance a contract to assist the Ministry of Land Reform, Agriculture and Fishery Development in improving their organization and procedures. The Ministry, with the approval of the Office of the Prime Minister, will establish a management unit comprised of no less than seven permanent civil servants (to be recruited internally and from NIA).

D. The USAID will finance a contract to assist in the training of the management analysts to be assigned to the Directorate for Management of Public Agencies (OPM), the Ministry for Land Reform, Agriculture and Fishery Development and other key agencies. This project is co-sponsored by the OPM, DGCS and NIA.

E. The GVN and USAID will jointly work to improve the efficiency of the Directorate General of Civil Service.

F. USAID Public Administration advisors will assist in the review of reporting systems for the Office of the Prime Minister to facilitate that office's receipt of prompt, accurate, and informative reports from Ministries, and will help to develop systems to insure that follow-up actions are taken on deficiencies identified in the reports.

III. DESIGNATIONS

A. The Government of Vietnam

In the Office of the Prime Minister, the Secretary of State for Executive Affairs serves as the focal point for the coordination of activities covered by this agreement. He will designate Project Managers to represent the OPM in carrying out each activity of the project.

B. The USAID

The USAID hereby designates the Assistant Director for Public Administration or his designees as Project Managers for the activities covered by this project. These designations will be specified in the separate ProAgs concerning each activity.

IV. IMPLEMENTATION PLAN

The USAID's Public Administration Division, working closely with the Office of the Secretary of State for Executive Affairs, will implement separately the individual segments of the activities outlined in Section II above. Details of each activity will be included in separate Project Agreements.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROJECT AGREEMENT
BETWEEN AID AND**

Project/Activity No.
730-11-799-372

PAGE 4 OF 4 PAGES

**PROAG
CONTINUATION
SHEET**

2. Agreement No. 70-089

3. Original or
Revision No. _____

ANNEX A

AN AGENCY OF THE GOVERNMENT OF
Vietnam

3. Project/Activity Title
Public Administration - Technical Support
(Office of Prime Minister - Master Agreement)

V. FINANCIAL OBLIGATIONS

A. GVN

1. The Prime Minister agrees to provide general support to the activities to be carried out under this general agreement, from the regular budget of the OPM and its operating units.

2. The Director General of Budget and Foreign Aid agrees, subject to the availability of funds, to provide the necessary piasters to support the activities mentioned in Section II above. This will include counterpart funds for construction and other purposes such as logistic support to approved technical assistance contracts. Specific requirements will be discussed and spelled out in separate Project Agreements and supporting documents for each.

B. USAID

The USAID, subject to the availability of funds, agrees to provide the dollar costs and to the utilization of counterpart local currency for the financing of specific activities to be carried out in support of the objectives of this agreement.

VI. REPORTING AND EVALUATION

It is agreed that:

A. Provision shall be made under separate Project Agreements for the joint preparation by the GVN and US Project Managers of quarterly progress reports and other reports as may be requested, in a format mutually acceptable to the GVN/OPM and USAID/ADPA.

B. Distribution will include the Project Managers' respective agencies, the OPM, the DGBFA and other GVN agencies when appropriate.

C. These reports will cover progress in attainment of specific targets and goals that will be clearly established in separate Project Agreements and they will identify any problems and delays which are deterring progress.

Conurrences:

[Signature]
N. H. DINH
FOR Director General for (date)
Budget and Foreign Aid Feb 14/1970

[Signature] 2/12/70
Associate Director for (date)
Program
[Signature] 2/13/70
Associate Director for (date)
Local Development

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

**PROAG
FOREIGN CURRENCY
STANDARD PROVISIONS
ANNEX**

**PROJECT AGREEMENT
BETWEEN AID AND**

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-11-799-372

2. Agreement No.

70-080

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. (1) 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:

(1) 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. (x) 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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 90 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 PUBLIC ADMINISTRATION

Date Typed December 23, 1969

Project No. 730-11-799-372

Title Public Administration - Technical Support
~~(Office of Prime Minister - Master Agreement)~~

Original Project Agreement 70-089

Revision No.

*Approved 1/27/70
L. Ramsey*

Henry Pomball
PROGRAM OFFICE

12/24/69
DATE

Leon D. Mandosian
PROJECT TECHNICIAN

2/11/70
DATE

[Signature]
AD/FINANCIAL MGMT

2/3/70
DATE

[Signature]
DIVISION CHIEF

2/11/70
DATE

See memo re progress (resolved)

*Mr. Rutter
LEG*

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.

1. PROJECT No. **730-11-799-372** 2. AGREEMENT No. **70-092** 3. ORIG REVISION No.

4. PROJECT TITLE: **Public Administration Technical Support**
(Sub-Activity) **(Management Analysis Training)**

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

6. APPROPRIATION: **72-1101006** 7. AID ELEMENT: **056-50-730-00-69-01**

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (1)	INCREASE (2)	DECREASE (3)	TOTAL TO DATE (2)
a. Personnel Costs				
(1) US				
PASA				
Contract		118,200		118,200
(2) Local and TCH				
PASA				
Contract				
b. Participants				
AID Direct				
PASA/Contract				
c. Consultant				
AID Direct				
PASA/Contract		7,000		7,000
d. Other Costs				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		125,200		125,200
9. LOCAL CURRENCY FINANCING				
51.00 = 118 Pias				
a. Counterpart				
Trust Fund				
AAC		3,450,000		3,450,000
Special Fund				
Other				
b. GVN (How source below)				
US - Owned				

10. DIFFERENCES AND REMARKS: **PIO/T 730-372-3-0200389.**

This project supplements Progs 730-11-730-345 (Agreement 69-139), Central Government Administration - National Institute of Administration, by developing courses in management analysis primarily for GVN O&M staff, and is complementary to the effort through the NIA University Advisory Contract (referenced above) to introduce administrative and systems analysis into the regular NIA curriculum.

11. DATE OF ORIG AGREEMENT: **March 25, 1970** 12. DATE OF THIS REVISION: 13. EST. FINAL CONTRIBUTION DATE: **December 31, 1973**

14. GOVERNMENT OF VIETNAM: *[Signature]* 15. AGENCY FOR INTERNATIONAL DEVELOPMENT: *[Signature]*

SIGNATURE: *[Signature]* DATE: **11/21/73** SIGNATURE: *[Signature]* DATE: TITLE: **Director General** TITLE: **Associate Director for Program**

FOR: **Director General** FOR: **Associate Director for Program**
 For Budget and Foreign Aid

SYSTEM AND AID

1. Agreement No.

2. Original or

Revised No.

PRICING

DCRFA

70-092

CONTINUATION SHEET

3. Project/Activity Title

AN AGENCY OF THE GOVERNMENT OF VIETNAM

Public Administration Technical Support (Management Analysts Training)

Vietnam

I. BACKGROUND

The Government of Vietnam has established a Directorate for Management of Public Agencies in the Prime Minister's Office which is presently staffed by a director and three staff officers. The effectiveness of this group is limited by its need for a competent and adequate staff and by the lack of trained counterpart units and staffs in key Ministries and other agencies. The National Institute of Administration, under the direction of the Prime Minister, has responsibility for pre-service and some in-service education and training of middle and high level career administrators, however, there isn't sufficient capacity for specialized management analysis training at NIA or elsewhere in-country.

II. DESCRIPTION AND OBJECTIVES

A. Expand the staff of the central management analysis unit (Directorate for Management) to perform continuing research and study of problems involving the effective organization and administration of government services and to support the establishment and coordination of similar units in key ministries and agencies of government at both the central and field levels.

B. Develop course material and provide for the training of specialists assigned to management analysis sections throughout the Government. The training will emphasize the significance and value of an analytical approach in solving management problems through the use of practical scientific research techniques, creative thinking, and the utilization of laboratory techniques to demonstrate the transfer of class room theory to work situations. Additionally, seminars for top management will be conducted on the research methodology of management analysis as an effective tool and technique available to them for the control of complex government organizations.

C. Four or five classes for 9-12 weeks will be held with 15-20 trainees attending each class.

D. NIA and USAID/PAB are in the process of finalizing a contract to provide a University Advisory Team to NIA which, among other things, will be evaluating the NIA curricula. This management analysis training contract team will coordinate with the University Team with the expectation that the kind of specialized training provided for herein will eventually be included in the regular NIA curriculum.

For the Coordinating Organization or Agency

For the Agency for International Development

NAME AND TITLE

NAME AND TITLE

SIGNATURE

SIGNATURE

PROJECT ASSIGNMENT DIVISION AND NO. DGBVA AN AGENCY OF THE GOVERNMENT OF VIETNAM	1. Project Title <i>Management Training</i>	DATE: 3/19/70
	2. Agency No. 70-092	3. Budget & Expenses
	4. Project Category Title Public Administration Technical Support (Management Analysts Training)	

5. Provides for a continuous supply of trained management analysts. Until such time that NIA can meet the requirements (probably no sooner than 3-5 years) it will be necessary to train Vietnamese as instructors for specialized management analysis training courses. To this end, it is planned that the Directorate General for Civil Service and possibly the NIA (from among its students and/or faculty) will supply about 4-6 employees to participate in the first classes and subsequently be trained as future trainers. The use of the proposed USAID/PAC - Training of Trainers project is being considered as a potential source for this purpose.

III. DESIGNATIONS

A. USAID

The Assistant Director, Public Administration or his designee will serve 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 implementation, including evaluation.

B. GVN

The Secretary of State for Executive Affairs, Prime Minister's Office, or his designee will serve as GVN Project Manager. In this capacity he will be primarily responsible for the overall implementation of the program. It is understood that he will work closely with the US Project Manager and the Chief of Party of the contract team to assure maximum benefits to the GVN from this contract assistance, and will sponsor continuation of this training when the contract expires.

IV. IMPLEMENTATION PLAN AND RESPONSIBILITIES

The implementation of this project requires the coordination of the Directorate General for Civil Service, the Office of the Prime Minister, the National Institute of Administration, the proposed contractor, and USAID in the following particulars:

For the Coordinating Government or Agency		For the Agency for International Development	
SIGNATURE	DATE	SIGNATURE	DATE
TITLE		TITLE	

PROJECT AGREEMENT BETWEEN USAID AND ICRFA IN ASSISTANCE OF THE GOVERNMENT OF VIETNAM	1. Identification No. 73-11-73-376	2. Date of Agreement 11/15/73
	3. Project/Activity Title Public Administration Technical Support (Management Analysts Training)	

Office of the Prime Minister (OPM)

The Directorate for Management of Public Agencies in the Office of the Prime Minister will be expanded from four to ten staff officers. Organization and Methods (OMM) units will be installed and staffed in the Ministry of Land Reform, Agriculture and Fisheries Development and other key Ministries and Agencies of Government. The OPM will authorize the attendance of OMM analysts at training sessions to be conducted by a contractor to be selected; will facilitate laboratory work by classes in key ministries; will sponsor seminars to acquaint top management with the utilization of management analysis as an administrative technique and will make available a limited number of trainees to serve as trainers of subsequent in-service classes.

Directorate General for Civil Service

Will furnish not to exceed four suitable employees for specialized training as management analysis training instructors.

National Institute of Administration (NIA)

Will furnish some students and faculty, if available, for attendance at in-service training classes as a prelude to the development of OMM as an addition to the present curriculum at NIA and will furnish classrooms and facilities for the in-service classes conducted by the contractor. The Director will designate the Chairman, In-Service Training Division as his representative to coordinate this project with the University Contract Team.

USAID

USAID will provide by contract 24 man-months of administrative analysts training services including a pre-contract survey. Liaison will be effected with the University Contract Team on curricula evaluation, and to assist in the development of OMM as a core pre-service subject at NIA. USAID will also provide for contractor procurement of materials to start a professional OMM library for use by NIA and the Office of the Prime Minister personnel.

The Contractor

Will conduct a preliminary survey to assess attitudes, receptivity, language problems, training facilities, skill levels, etc., as the basis for the development of course material and to sharpen recruitment; prepare course material, oversee translation, editing and publishing; conduct seminars for top management to discuss the role of administrative analysis; supervise

For the Contracting Government or Agency SIGNATURE _____ DATE _____ TITLE _____	For the Government of Indonesia SIGNATURE _____ DATE _____ TITLE _____
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PROJECT AGREEMENT DIVISION/SECTION DGMFA AN AGENCY OF THE GOVERNMENT OF VIETNAM	1. Project/Activity Title	Page 9
	2. Agreement No.	70-092
	3. Project/Activity Title	Public Administration Technical Support (Management Analysts Training)

Laboratory exercises for trainees in actual work situations in ministries, etc., stress the techniques by which analysts gain management support for the O&M function; coordinate with University Contract Team and NIA in plans for developing a pre-service course in administrative analysis at the Institute; and select and purchase professional books.

V. FINANCIAL OBLIGATION (See Annex C for estimated budgets.)

A. USAID

The dollar funds obligated in block 8 on page one of this agreement will fund the following:

1. Personnel Services - Contract - \$118,200 for a consulting firm or personal service contract to provide the technical services described above and as outlined in the implementing PIO/T.
2. Commodities - Contract - \$4,500 for the procurement of related professional books and periodicals. The contractor will determine the specific requirements. \$2,500 for one passenger vehicle.

B. GVN

The DGMFA and the USAID agree to utilize VND\$5,450,000 (Trust Fund) for the local currency costs in support of the dollar funded contract services provided herein.

VI. REPORTS

The US and GVN Project Managers shall jointly prepare and submit to their respective agencies quarterly progress reports and other reports as may be requested, in a format mutually acceptable to the GVN and USAID. Distribution will include DGMFA and other GVN agencies when appropriate. These reports should cover progress in the attainment of specific targets established in this Project Agreement and Work Plan, and identify any problems or delays encountered which are deterring progress of the project.

VII. SPECIAL PROVISIONS

A. Placement of Title

When title to commodities supplied through Project Assistance is to be invested in the GVN, title shall pass at the time, place, and under the conditions specified below as applicable:

For the Cooperating Government or Agency		For the Agency for International Development	
SIGNATURE	DATE	SIGNATURE	DATE

PROJECT NUMBER
DATE
BY

PROJECT TITLE
IN SUPPORT OF THE PEOPLE'S REPUBLIC OF VIETNAM

PROJECT NUMBER
DATE
BY
Public Administration Training Support
(Management Institute Training)

1. Responsibility of authorized Agent, when project commodities are shipped via commercial carriers or international mail, title is vested in the Government of Vietnam at the time and place of loading/unloading.

2. Responsibility of authorized Agent, when project commodities are shipped via the United States Defense Transportation System or APO/VPO mail, title shall vest in the United States Government until such commodities are unloaded and received by an agency of the Government of Vietnam. At the time when such commodities are unloaded and received, title shall pass to the Government of Vietnam.

a. Vehicle Support to Contractor

This agreement provides for the procurement of one passenger type vehicle to be used in support of AID financed contract services. The location for its vehicle will be included in the relevant PIG/T; but will be reserved for USAID use in procuring the contract support vehicles. The USAID General Services Office will provide vehicle support as agreed in each PIG/T. The USAID will process through its regular channels a requisition for a new vehicle in an amount not to exceed \$2,500. Title to this vehicle will be vested in USAID. The purpose of this procedure is to attribute properly the vehicle support cost to the project, and to take advantage of USAID know-how and the savings inherent in using established US Government procurement channels and procedures. Maintenance and operational cost of this project vehicle will be paid from the project Trust Fund. Any drivers required for vehicles assigned to the contractor will be hired by the contractor. As is the case with all contractor local personnel, drivers are subject to appropriate USAID clearances.

CONCURRENCES:

[Signature] 3/21/70

Office of the Prime Minister (date)

[Signature]
Associate Director for (date)
Local Development

[Signature] 3/18/70
Factor, National Institute (date)
of Administration

[Signature] 3/18/70
Director General of (date)
Civil Service

For the Cooperation Government in Agency

For the Agency for International Development

SIGNATURES _____ DATE _____
TITLES _____

PROJ CONTINUATION SHEET PAGE 2	AGENCY AGREEMENT BETWEEN USAID AND NVNPA AS AGENTS OF THE GOVERNMENT OF VIETNAM	750-1272-001 Agreement No. 70-072	PAGE 2 OF 9 SHEETS Original Revision No.
		Project Activity Title Public Administration Technical Support (Management Analysts Training)	

WORK PLAN

- Oct-Dec. 1969 - 1. Discussions with counterparts and preparation of program documents.
- Dec-Mar. 1970 - 1. Recruitment of contract staff or contractors by AID/VN;
 2. Contract executed;
 3. Staff of Directorate for Management of Public Agencies in office of the Prime Minister increase to 10;
 4. Administrative analysts assigned to Ministries of Agriculture and Interior and USAID units established;
 5. Agreement reached with GVN on composition of first two training classes, the place, time, duration and number of students.
- Mar-May - 1. Preliminary survey accomplished by member of contract party;
 2. Agreement reached with contractor, GVN and USAID on broad outline of contractor's program in Vietnam;
 3. Drafting of course material commenced;
 4. Books selected and ordered.
- Apr-June - 1. Contract personnel hired and arrive in Vietnam (2 men);
 2. Drafting of course material completed, coordinated and sent for translation;
 3. Seminar for top management;
 4. USAID units organized and staffed in other Ministries and agencies.
- June-Aug. - 1. First class organized and training completed;
 2. Potential trainers selected and special training commenced;
 3. Seminar for top management.
- Aug-Oct. - 1. Second class (Trainers participate);
 2. Seminar for top management;
 3. Books arrive and are distributed;

For the Coordinating Department or Agency		For the Agency for International Development	
SIGNATURE	DATE	SIGNATURE	DATE

PROJECT AGREEMENT
BETWEEN AID AND

1. Project/Activity No.

730-11-799-372

PROAG
CONTINUATION
SHEET

DGBFA

2. Agreement No.

70-092

3. Original or
Revision No. _____

ANNEX B

AN AGENCY OF THE GOVERNMENT OF
Vietnam

3. Project/Activity Title

Public Administration Technical Support
(Management Analysis Training)

Oct-Dec. 1. Third class (trainers participate);
 2. One contractor completes tour.

Dec-Feb. 1971 - 1. Fourth class (trainers participate);
 2. Second contractor completes tour.

March 1971 - Fifth class commences (conducted entirely by trainers
 under supervision of the remaining contractor who leaves
 on December 1, 1970).

This Work Plan may be modified by agreement between the USAID and
GVN Project Managers, subject to review by the USAID and GVN of substantive
changes.

Dates are approximate and reflect time span to accomplish the
various elements of the project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

ESTIMATED DOLLAR BUDGET

Advance party - 3 man months (salary plus 25% and BVA)	\$ 8,400
Salaries for up to three contract staff for 24 months @ 24,000 per annum, plus 25%	60,000
Separate Maintenance allowances (\$300 per man month)	7,200
Travel and per diem (7 round-trip - US)	8,400
Training materials (books, etc)	4,500
Subtotal	\$ 88,500
Overhead by contractor @ 50% salaries	34,200
Total	\$ 122,700 *

* Total includes all backstopping costs, and profit, if any.

ESTIMATED PIASTER BUDGET

Translation Contract, 1,500 pages @ V\$500 per page	V\$ 750,000
Reproduction 150,000 pages at V\$5	750,000
Interpreters - 3 @ V\$400,000 p.a.	1,200,000
Clerk-Typist (1 for 12 mo x 1 for 6 mo)	450,000
Clerk (1 for 12 mo)	300,000
	V\$ 3,450,000

For the Proposing Government of Vietnam

For the Agency for International Development

APPROVED:

DATE:

APPROVED:

DATE:

Signature

Signature

**PROAG
FOREIGN CURRENCY
STANDARD PROVISIONS
ANNEX**

PROJECT AGREEMENT

BETWEEN AID AND

DOBPA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

730-11-799-372

2. Agreement No.

70-092

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 N^o._____ 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.

(2) 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. (1) 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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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.

**PROAG
STANDARD
PROVISIONS
ANNEX**

**PROJECT AGREEMENT
BETWEEN AID AND**

**DRPA
AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.
730-11-799-372

2. Agreement No.
70-092

3.
 Original or Revision No.

A. As used herein, the term «AID» refers to the Agency for International Development, any component agency, or any successor agency. References to «this Project Agreement» shall mean the original Project Agreement as modified by any revisions which have entered into effect.

B. (1) 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 Annex A, as required by Block 5 hereof. In addition, as may be further specified in Annex A, AID will, subject to the availability of funds and (where required by AID procedures) as provided for in Project Implementation Orders (PIOs) issued by AID in accordance with its procedures, make available funds (a) to pay costs of furnishing technical services to be performed by United States Government employees in connection with the project, (b) to pay a share of the costs of providing training outside the cooperating country in connection with the project for qualified persons from the cooperating country, and (c) to pay such additional costs as may be specified.

(2) The Cooperating Government 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 Annex A. The Cooperating Government 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 Annex A, 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. AID shall not be required to make any contribution after the expiration of six months following the estimated final contribution date (Block 13 of the Project Agreement form AID 1330-1) or any amended final contribution date specified herein. Except as otherwise specified herein or subsequently

agreed by the parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before said estimated termination date, or amended 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 in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to PIOs issued by AID in accordance with its procedure.

F. Unless otherwise specified in the applicable PIO, the procurement of commodities financed with the AID contribution referred to in Block 8 of this Project Agreement shall be subject to the provisions of AID Regulation 1.

G. Unless otherwise specified in the applicable PIO, title to all property procured through financing by AID pursuant to Block 8 (c) 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 (c).

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. (1) 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.

(2) If 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, 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 any 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 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 and 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. The Cooperating Agency will make such arrangements as may be necessary so that funds introduced into the cooperating country by AID or any public or private agency for purposes of carrying out obligations of AID hereunder shall be convertible into currency of the cooperating country at the highest rate which, at the time the conversion is made, is not unlawful in the cooperating country.

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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 noncancellable 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 PUBLIC ADMINISTRATION

Date Typed December 29, 1969

Project No. 730-11-799-372

Title Public Administration Technical Support
(Management Analysts Training)

Original Project Agreement 70-092

Revision No.

gms dxj
H. Powell
PROGRAM OFFICE

1/14/70
DATE

Jan Johnson
PROJECT TECHNICIAN

2/25/70
DATE

[Signature]
AD/FINANCIAL MGMT

2/24/70
DATE

[Signature]
DIVISION CHIEF

3/26/70
DATE

PROJECT ADDRESS
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.

1. PROJECT No. 730-11-799-372 2. AGREEMENT No. 70-093 3. ODC REVISION No.

4. PROJECT TITLE: Public Administration Technical Support
(Sub-Activity) (Mgmt Svcs - Ministry of Land Reform, Agriculture - Fisheries Dev.)

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

6. APPROPRIATION: 72-1101006 7. ALLOTMENT: 056-50-730-00-69-01

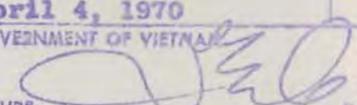
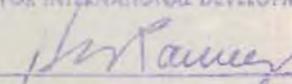
8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs (1) US PASA Contract		130,000		130,000
(2) Local and TCM PASA Contract				
b. Participants AID Direct PASA /Contract				
c. Commodities AID Direct PASA /Contract		4,500		4,500
d. Other Cost AID Direct PASA/Contract				
e. TOTAL (ALL COSTS)		134,500		134,500
9. LOCAL CURRENCY FINANCING (97.00 = 118 Piasters)				
f. Counterpart Trust Fund AAC Special Fund Other		1,066,000		1,066,000
h. GVN (show source below)				
i. US - Other				

10. REFERENCES AND REMARKS:

Ref: DD/T 730-372-3-0100360

11. DATE OF ORIG. AGREEMENT: April 4, 1970 12. DATE OF THIS REVISION: _____ 13. EST. FINAL CONTRIBUTION DATE: June 30, 1971

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

SIGNATURE:  DATE: March 31/70 SIGNATURE:  DATE: _____

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

AID Form 113 (12-62) PROAG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA AN AGENCY OF THE GOVERNMENT OF Vietnam	1. Project Number: 730-11-799-372	PAGE 2 OF 8 PAGES
		2. Agreement No. 70-093	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		2. Project/Activity Title Public Administration Technical Support (Management Services - Ministry of Land Reform, Agriculture & Fisheries Development)	

I. BACKGROUND

A. Public Administration (PAD) has had limited but continuing relations with the Ministry of Land Reform, Agriculture and Fisheries Development for about two years. Although problems have been surfaced, there has been little progress in their solution due to changes in Ministry leadership (four Ministers during the period in question), and the absence of a counterpart working group.

B. The current Minister requested assistance in the development of a solution to his management problems. The Public Administration Division in conjunction with the Office for Domestic Production and the Ministry conducted a brief preliminary study to determine the scope and direction of any technical assistance available within the limits of PAD resources. This study resulted in two basic recommendations which will provide the foundation from which a sound approach to solving the management problems of the Ministry can be launched:

1. Establishment of a trained Ministry Management group at the executive level;
2. Employment of a contract management team to implement specific administrative and management tasks by working with, and simultaneously training, the Ministry Management Group.

C. The Ministry accepted these recommendations and has already taken steps to establish a Directorate for Training, Organization, and Management. The group will consist of at least 5 graduates from the NIA advanced category and about 5 carefully selected Ministry employees.

II. DESCRIPTION AND OBJECTIVES

A. The objectives of this project are to:

1. Create an understanding and appreciation for the value of sound management practices at the executive levels of the Ministry.
2. Establish and train a management group which will provide the Ministry with its own capability to identify administrative problem areas and to formulate and implement their solutions.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

PROJECT AGREEMENT

BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam1. Project/Activity No.
730-11-799-3/2PAGE 3 OF 9 PAGES2. Agreement No.
70-0933. Original or
Revision No. _____3. Project/Activity Title
Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)III. DESIGNATIONSA. USAID

The Assistant Director for Public Administration or his designee will be the US Project Manager. In this capacity the US Project Manager 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 budgeting, implementing, and evaluating.

B. GVN

The Minister of Land Reform, Agriculture and Fisheries Development or his designee will be the GVN Project Manager. In this capacity the GVN Project Manager will be primarily 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.

IV. IMPLEMENTATION PLAN AND RESPONSIBILITIES

A. The Government of Vietnam - Minister for Land Reform, Agriculture and Fisheries Development agrees:

1. To authorize the establishment of a Group for Training, Organization and Management.
2. To recruit and assign no less than five NIA graduates to the Group.
3. To transfer or assign no less than three current employees of the Ministry to become permanent full-time members of the Group.
4. To allow members of the Group to attend the proposed Management Analysis Training Course (currently being planned jointly by USAID/PAD, NIA, and Office of the Prime Minister) as part of their work assignment for a duration to be determined and mutually agreed upon at a later date.
5. To provide office space and clerical service for the Group, and office space for U.S. consultants assigned to work on this project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROAG
CONTINUATION
SHEETANNEX A

PROJECT AGREEMENT

BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-11-799-372

PAGE 4 OF 9 PAGES

2. Agreement No.

70-093

3. Original or

Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)

B. The USAID agrees to provide a team of experts, under contract, to work with and assist in the training of the staff of the Group in the areas of fiscal management systems, reporting systems development, and function organization analysis.

V. FINANCIAL OBLIGATIONA. USAID

1. Personnel Services - Contract - \$130,000 for a team of experts through contract with a consulting firm or university, to provide the technical services described under IV. B. above.
2. Commodities - Contract - \$2,000 for technical manuals, periodicals, research documents, etc and \$2,500 for a passenger vehicle for contractor support.

B. GVN

The DGBFA and the MOA agree to the utilization of the local currency shown in Block 9 of Page 1 of this project agreement in support of this program according to the Plaster Budget attached.

VI. REPORTING AND EVALUATION

The contractor will submit a monthly memo type report in a format which will facilitate preparation of quarterly and annual summary reports of progress.

The US and GVN Project Managers shall jointly prepare and submit to their respective agencies quarterly progress reports and other reports as may be requested, in a format mutually acceptable to the GVN and USAID. Distribution will include DGBFA and other GVN agencies when appropriate. These reports should cover progress in the attainment of specific targets established in this Project Agreement and Work Plan, and identify any problems or delays encountered which are deterring progress of the project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROJECT AGREEMENT
BETWEEN AID ANDDCBFAAN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-11-799-517PAGE 5 OF 8 PAGES

2. Agreement No.

70-0933. Original or
Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)VII. SPECIAL PROVISIONS

A. The Piaster Budget attached hereto as Annex B is incorporated into and made part of this agreement.

B. The Work Plan attached hereto as Annex C may be modified by agreement between the USAID and GVN Project Managers, subject to review by the USAID and the GVN of substantive changes.

C. Placement of Title of Commodities

When title to commodities supplied through Project Assistance is to be invested in the GVN, title shall pass at the time, place, and under the conditions specified below as applicable:

1. Irrespective of Authorized Agent, when project commodities are shipped via commercial carriers or international mail, title is vested in the Government of Vietnam at the time and place of loading/mailing.

2. Irrespective of Authorized Agent, when project commodities are shipped via the United States Defense Transportation System or APO/FPO mail, title shall vest in the United States Government until such commodities are unloaded and received by an agency of the Government of Vietnam. At the time when such commodities are unloaded and received, title shall pass to the Government of Vietnam.

D. Vehicle Support to Contractor

This agreement provides for the procurement of one passenger-type vehicle to be used in support of AID financed contract services. The funding for this vehicle will be included in the relevant PIO/T; but will be reserved for USAID use in procuring the contract support vehicle. The USAID General Services Office will provide vehicle support as agreed in each PIO/T. The USAID will process through its regular channels a requisition for a new vehicle in an amount not to exceed \$2,500. Title to this vehicle will be vested in USAID. The purpose of this procedure is to attribute properly the vehicle support cost to the project, and to take advantage of USAID know-how and the savings inherent in using established US Government procurement channels and procedures. Maintenance and operational cost of this project vehicle will be paid from the piaster Trust Fund. Any drivers required for vehicles assigned to the contractor will be hired by the contractor. As is the case with all contractor local personnel, drivers are subject to appropriate USAID clearances.

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.

730-11-799-372

PAGE 3 OF 8 PAGES

2. Agreement No.

70-093

3. Original or

Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)

PROAG
CONTINUATION
SHEET

ANNEX A

CONCURRENCES

Caravanhan 6-3-70

Minister for Land Reform (date)
Agriculture and Fisheries
Development

C. E. Farwell

3/3/70

Associate Director for (date)
Local Development

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.
750-11-799-572

PAGE 7 OF 8 PAGES

2. Agreement No.
70-093

3. Original or
Revision No. _____

3. Project/Activity Title
Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)

PIASTER BUDGET
(Estimated)

Driver/Messenger: 18 mos. @ VN\$18,333	VN\$ 330,000
Typist-Clerk: 18 mos. @ VN\$25,000	450,000
In-country per Diem 72 days @ VN\$500 ea	36,000
Translation & Printing of Manuals: 500 pages @ VN\$500 ea	<u>250,000</u>
Total	<u>VN\$ 1,066,000</u>

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

PROJECT AGREEMENT

BEYWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.
730-31-799-312

2. Approval No.
70-093

3. Original or
Revision No. _____

3. Project/Activity Title
Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)

PROAG
CONTINUATION
SHEET

ANNEX C

WORK PLAN

This project is designed to attain the following specific targets through use of direct-hire personnel and a contract management team:

A. The Directorate for Training, Organization and Management is scheduled to be fully staffed by early January 1970. PAD direct-hire personnel will assist in their orientation to Ministry problems, preliminary work program planning, and part-time training in practical management improvement techniques. In addition the Directorate will engage in gathering factual material, documents relating to the Ministry's management practices, etc., in anticipation of the contract team's arrival, approximately May 1, 1970.

B. Under Project 371 Central Government Administration a specialized training course in Practical Management Analysis is being instituted at NIA, under the sponsorship of the Office of the Prime Minister. The first class is planned to start on or about May 1, 1970 for a duration of about 3-4 months. Staff of the Ministry's Directorate for Training, Organization and Management (DTOM) will be among students of the first class. Commencement of the course will coincide with the arrival of the contract team called for herein. During the initial 3-4 month period, the contract team will have the opportunity to obtain insight to the problems of the Ministry and to review data gathered prior to their arrival. Inasmuch as the training course will be on a one-half day basis and is intended to include a laboratory component to be held at the Ministry, the contract team and the DTOM staff will have a brief period to adjust to one another while simultaneously developing a work program.

C. At the end of the above 3-4 month period, a USAID financed contract team working with the DTOM will accomplish the following:

1. Examine and analyze the Ministry fiscal management systems including budgeting, for the purpose of identifying and improving those processes which are under the Ministry control, and bring to the attention of the appropriate agency those beyond the control of the Ministry. Improvement in this vital area is to provide management with more accurate financial information and to free executive officials from clerical detail and allow them more time to carry out their primary management functions, i.e., to plan, direct, and control the activities of the Ministry.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

PROAG CONTINUATION SHEET ANNEX <u>C</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-21-79-576	PAGE <u>9</u> OF <u>9</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 70-093	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		2. Project/Activity Title Public Administration Technical Support (Management Services - Ministry of Land Reform, Agriculture & Fisheries Development)	

2. Design and implement a management reporting system which can be integrated into an inter-Ministerial reporting system.

3. Prepare and publish procedure manuals for each system or process reviewed.

4. Examine, analyze and prepare operating manuals for the functions and responsibilities of the several central administrative units including the Director of Cabinet, Secretariate General, Directorate for Administration and Finance, the Services of Administration and Personnel, Budget and Accounting, Technical, International Relations, and Statistics and Economy. In addition, the administrative units within the operating or technical directorates will be reviewed.

5. Included in "4" will be a detailed analysis of approximately 30 key positions and the development of comprehensive position descriptions and duty assignments for each.

6. Review and recommend improvements in the Internal personnel management procedures including selection, assignment, examination and classification of positions.

It is estimated that the duration of this project will not exceed 18 months from date of the first technician's arrival in-country.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

TITLE _____

TITLE _____

**PROAG
STANDARD
PROVISIONS
ANNEX**

**PROJECT AGREEMENT
BETWEEN AID AND**

**DCBFA
AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-11-799-372

2. Agreement No.

70-093

3.

 Original or Revision No.

A. As used herein, the term «AID» refers to the Agency for International Development, any component agency, or any successor agency. References to «this Project Agreement» shall mean the original Project Agreement as modified by any revisions which have entered into effect.

B. (1) 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 Annex A, as required by Block 5 hereof. In addition, as may be further specified in Annex A, AID will, subject to the availability of funds and (where required by AID procedures) as provided for in Project Implementation Orders (PIOs) issued by AID in accordance with its procedures, make available funds (a) to pay costs of furnishing technical services to be performed by United States Government employees in connection with the project, (b) to pay a share of the costs of providing training outside the cooperating country in connection with the project for qualified persons from the cooperating country, and (c) to pay such additional costs as may be specified.

(a) The Cooperating Government 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 Annex A. The Cooperating Government 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 Annex A, 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. AID shall not be required to make any contribution after the expiration of six months following the estimated final contribution date (Block 13 of the Project Agreement form AID 1330-1) or any amended final contribution date specified herein. Except as otherwise specified herein or subsequently

agreed by the parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before said estimated termination date, or amended 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 in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to PIOs issued by AID in accordance with its procedure.

F. Unless otherwise specified in the applicable PIO, the procurement of commodities financed with the AID contribution referred to in Block 8 of this Project Agreement shall be subject to the provisions of AID Regulation 1.

G. Unless otherwise specified in the applicable PIO, title to all property procured through financing by AID pursuant to Block 8 (c) 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 (c).

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. (1) 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 an applicable international agreement.

(2) If 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, 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 any 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 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 and 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. The Cooperating Agency will make such arrangements as may be necessary so that funds introduced into the cooperating country by AID or any public or private agency for purposes of carrying out obligations of AID hereunder shall be convertible into currency of the cooperating country at the highest rate which, at the time the conversion is made, is not unlawful in the cooperating country.

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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 noncancellable commitments entered into with third parties prior to the termination of the Project Agreement. It is expressly understood that the obligations under paragraph K relating to the use of property shall remain in force after such termination.

PROAG
FOREIGN CURRENCY
STANDARD PROVISIONS
ANNEX

PROJECT AGREEMENT

BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

750-11-799-372

2. Agreement No.

70-095

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 \$5,000 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 N^o _____ 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.

(2) 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. (1) 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.

(g) 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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 II 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 PUBLIC ADMINISTRATION

Date Typed December 31, 1969

Project No. 730-11-799-372

Title Public Administration Technical Support
(Management Services - Ministry of Land
Reform, Agriculture & Fisheries Development)

Original Project Agreement - 70-093

Revision No.

AMS
1/18/70
D. Randall
PROGRAM OFFICE

1/18/70
DATE

J. P. Shuman
PROJECT TECHNICIAN

25/2/70
DATE

AMS
Per
D. Randall
AD/FINANCIAL MGMT

2/24/70
DATE

D. Shuman
DIVISION CHIEF

3/3/70
DATE

OK
AMS
FA DDP.

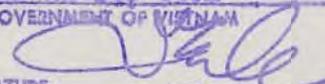
PROJECT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

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.

1. PROJECT No. 730-11-799-372		2. AGREEMENT No. 70-116		3. ORIG <input checked="" type="checkbox"/> REVISION No. <input type="checkbox"/>	
4. PROJECT TITLE: Public Administration Technical Support (Sub-Activity) (Budget Administration)					
5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)					
6. APPROPRIATION: 72-1101006			7. ALLOTMENT: 056-50-730-00-69-01		
8. AID DOLLAR FINANCING (Cost Component)		PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs					
(1) US					
PASA					
Contract					
(2) Local and TCI					
PASA					
Contract					
b. Participants					
AID Direct			17,692		17,692
PASA/Contract					
c. Commodities					
AID Direct					
PASA/Contract					
d. Other Costs					
AID Direct					
PASA/Contract					
e. TOTAL (ALL COSTS)			17,692		17,692
9. LOCAL CURRENCY FINANCING (\$1.00 = 118 Vietnamese)					
a. Counterpart					
Trust Fund					
AAC					
Special Fund					
Other					
b. GVN (show source below)					
c. US - Owned					

10. REFERENCES AND REMARKS:

Ref: **PIO/P 730-340-1-90427 & PIO/P 730-340-1-0300424**

11. DATE OF ORIG AGREEMENT March 25, 1970		12. DATE OF THIS REVISION April 10, 1970		13. EST FINAL CONTRIBUTION DATE June 30, 1972	
14. GOVERNMENT OF VIETNAM SIGNATURE:  TITLE: For Director General for Budget and Foreign Aid			15. AGENCY FOR INTERNATIONAL DEVELOPMENT SIGNATURE: H W Tames DATE: 4/10/70 TITLE: Acting Associate Director for Program		

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-11-799-372

PAGE 2 OF 3 PAGES

2. Agreement No.

70-116

3. Original or
Revision No. _____

3. Project/Activity Title

**Public Administration Technical Support
(Budget Administration)**

I. BACKGROUND

ADPA has been encouraging the GVN to upgrade its financial management functions and to install more modern budgeting practices, procedures and concepts. During 1969 the GVN Directorate General for Budget and Foreign Aid (DGBFA) selected six senior budget officers to observe budgeting and other financial management techniques practiced in the US. The GVN Senate sent members of its Budget and Taxation Committee to the US on a similar mission in August 1969.

Both groups are currently evaluating the feasibility of introducing modified program budgeting concepts into the GVN budget process.

Training a core of budget officers who will be responsible for interpreting national policy in the form of budget instructions is one of the first steps. Eventually more training of accountants, budget officers, personnel technicians, etc., will be required.

II. DESCRIPTION AND OBJECTIVES

A. Long range objectives are to develop a budgeting process which clearly converts national policy into action programs and provides the frame-work through which funds are made available for the purposes intended and information is collected for the purpose of evaluating results.

B. To achieve these objectives the GVN budgeting system must eventually be converted to one that reflects program activities. Such a change will require significant changes in accounting systems and ministry approaches to the budgeting process.

III. DESIGNATIONS

A. USAID

The Assistant Director for Public Administration 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.

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.
730-11-799-372

2. Agreement No.
70-116

3. Original or
Revision No. _____

DCRFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

3. Project/Activity Title
**Public Administration Technical Support
(Budget Administration)**

**PROAG
CONTINUATION
SHEET**

ANNEX A

B. GVN

The Assistant Director General for Budget and Foreign Aid is hereby designated GVN Project Manager. In this capacity he will be primarily responsible for the overall implementation of the program.

IV. IMPLEMENTATION - 1st Phase

In this first phase budget officers will be sent to the US to observe practices and procedures at the National, State, County and City levels. Emphasis will be placed in the following areas:

1. The Budget Process as an instrument to implement policy.
2. The Concept of Program Budgeting.
3. Planning the Budget Process.
4. Supplemental Budget Documents as Control Devices.
5. Accounting Systems
6. Reporting Techniques and Systems

V. FINANCIAL OBLIGATIONS

USAID

Funding is provided for participant training as specified on the face sheet and in reference PIO/P.

VI. REPORTING AND EVALUATION

The GVN Project Manager will review the training received and submit an evaluation report to the USAID Project Manager. This report will be in memo form and submitted within 45 days after the participants' return to Vietnam.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROAG
STANDARD
PROVISIONS
ANNEX**

PROJECT AGREEMENT

BETWEEN AID AND

DGBPA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

730-11-799-372

2. Agreement No.

70-116

3.

Original or Revision No.

A. As used herein, the term «AID» refers to the Agency for International Development, any component agency, or any successor agency. References to «this Project Agreement» shall mean the original Project Agreement as modified by any revisions which have entered into effect.

B. (1) 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 Annex A, as required by Block 5 hereof. In addition, as may be further specified in Annex A, AID will, subject to the availability of funds and (where required by AID procedures) as provided for in Project Implementation Orders (PIOs) issued by AID in accordance with its procedures, make available funds (a) to pay costs of furnishing technical services to be performed by United States Government employees in connection with the project, (b) to pay a share of the costs of providing training outside the cooperating country in connection with the project for qualified persons from the cooperating country, and (c) to pay such additional costs as may be specified.

(2) The Cooperating Government 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 Annex A. The Cooperating Government 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 Annex A, 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. AID shall not be required to make any contribution after the expiration of six months following the estimated final contribution date (Block 13 of the Project Agreement form AID 1330-1) or any amended final contribution date specified herein. Except as otherwise specified herein or subsequently

agreed by the parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before said estimated termination date, or amended 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 in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to PIOs issued by AID in accordance with its procedure.

F. Unless otherwise specified in the applicable PIO, the procurement of commodities financed with the AID contribution referred to in Block 8 of this Project Agreement shall be subject to the provisions of AID Regulation 1.

G. Unless otherwise specified in the applicable PIO, title to all property procured through financing by AID pursuant to Block 8 (c) 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 (c).

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. (1) 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.

(2) If 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, 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 any 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 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 and 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. The Cooperating Agency will make such arrangements as may be necessary so that funds introduced into the cooperating country by AID or any public or private agency for purposes of carrying out obligations of AID hereunder shall be convertible into currency of the cooperating country at the highest rate which, at the time the conversion is made, is not unlawful in the cooperating country.

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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 90 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 noncancellable commitments entered into with third parties prior to the termination of the Project Agreement. It is expressly understood that the obligations under paragraph B 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 PUBLIC ADMINISTRATION

Date Typed April 4, 1970

Project No. 730-11-799-372

Title Public Administration Technical Support
(Budget Administration)

Original Project Agreement 70-116

Revision No.

WMM
Polle

PROGRAM OFFICE

4-5-70
DATE

PROJECT TECHNICIAN

DATE

PK
EDW
AD/FINANCIAL MGMT

4/7/70
DATE

DIVISION CHIEF

DATE

Ch F

04

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.

1. PROJECT No. 730-11-799-372 2. AGREEMENT No. 70-100 3. ORIG REVISION No.

4. PROJECT TITLE: Public Administration Technical Support
 (Sub-Activity) (Training of Training Directors)

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

6. APPROPRIATION: 72-1101006 7. ALLOTMENT: 056-50-730-00-69-01

B. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. Personnel Costs				
(1) US				
PASA				
Contract		90,000		90,000
(2) Local and TCI				
PASA				
Contract				
b. Participants				
AID Direct				
PASA/Contract				
c. Commo/for				
AID Direct				
PASA/Contract		6,000		6,000
d. Other Costs				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		96,000		96,000
9. LOCAL CURRENCY FINANCING (\$1.00 = 118 Piasters)				
a. Counterpart				
Trust Fund		1,000,000		1,000,000
AAC				
Special Fund				
Other				
b. GVH (show source below)				
c. US - Owned				

8. REFERENCES AND REMARKS:

Ref: PIO/T 730-372-3-0400442.

11. DATE OF ORIG AGREEMENT: May 8, 1970 12. DATE OF THIS REVISION: 13. EST FINAL CONTRIBUTION DATE: March 31, 1973

14. GOVERNMENT OF VIETNAM: [Signature] DATE: April 29/70 15. AGENCY FOR INTERNATIONAL DEVELOPMENT: [Signature] DATE: 5/6/70

TITLE: Dir. Director General TITLE: Associate Director for Program
for Budget and Foreign Aid

PROAG
CONTINUATION
SHEETANNEX APROJECT AGREEMENT
BETWEEN AID AND
DCEFAAN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

750-11-799-372

PAGE 2 OF 6 PAGES

2. Agreement No.

70-100

3. Original or
Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Training of Training Directors)I. BACKGROUND

Specific training efforts in basic administrative management, village/hamlet official training, skills training and others have had wide acceptance in Vietnam. The GVN has accepted the responsibility for actual conduct of the training and has performed in excellent fashion in implementing the various training programs. This general acceptance and the record of performance on the part of the GVN has resulted in an atmosphere which is conducive to the development of an administrative capacity in the organization of generalized training programs. The first step in the development of this capacity is the building of a body of knowledge and skills in how to survey training needs, design and implement programs and evaluate results. This can be done most effectively by concentrating on improving the capability of the Training Director in each of a wide range of GVN agencies. Each Training Director can then exercise the leadership role in initiating and carrying out the broad range of GVN sponsored public service training which is so vitally needed in the attainment of effective public administration.

II. DESCRIPTION AND OBJECTIVES

This agreement provides for the training of approximately 80 training directors and assistants, representing 20 ministries and autonomous agencies, and 44 provinces. The training will be directed at developing the capabilities of each organization to develop plans of action for training, to conduct training, and to evaluate the results within the overall goals of the GVN.

The project will be implemented according to the time table shown under IV. B. below.

III. DESIGNATIONSA. USAID

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

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.
730-11-799-372

PAGE 3 OF 6 PAGES

2. Agreement No.
70-100

3. Original or
Revision No. _____

3. Project/Activity Title
**Public Administration Technical Support
(TTD)**

B. GVN

The Director General of Civil Service (DGCS) is hereby designated GVN Project Manager. In this capacity he will be primarily 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.

IV. IMPLEMENTATION PLAN AND RESPONSIBILITIES

A. The Office of the Prime Minister will assign the following Officials to the Steering Committee:

- The Director General of Civil Service..... Chairman
- The Secretary General, Ministry of Interior (NOI)..... Member
- The Rector of National Institute of Administration (NIA) Member

The Chairman of the Steering Committee may invite other representatives from Ministries to participate in its meetings.

B. The Steering Committee has the responsibility of providing this Training Directors' training program with guidance and support, as well as studying and submitting to the OPM all ideas and plans regarding the training of civil servants at all levels and in all services and agencies.

Four full-time counterpart training specialists will be assigned/ by the Steering Committee to work with US contract technicians. They will be primarily responsible for the successful establishment and implementation of the training program and the full utilization of contract personnel. They will serve as writer/instructors for the entire period of the project, approximately nine months. Following the completion of this activity, consideration will be given to assigning these officials to one organization on a temporary basis (i.e., DGCS) to enable them to function as a unit for a minimum of one additional year. This will enable them to continue training activities started under this project and to develop further GVN training efforts, such as the course in Advanced Management projected by DGCS.

The contract technicians and counterpart personnel will concentrate on the areas identified below:

<p>For the Cooperating Government or Agency</p> <p>SIGNATURE: _____ DATE: _____</p> <p>TITLE: _____</p>	<p>For the Agency for International Development</p> <p>SIGNATURE: _____ DATE: _____</p> <p>TITLE: _____</p>
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**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project/Activity No.
730-11-799-572

PAGE 4 OF 6 PAGES

2. Agreement No.
70-100

3. Original or
Revised No. _____

3. Project/Activity Title
Public Administration Technical Support
(Training of Training Directors)

**PROAC
CONTINUATION
SHEET**

ANNEX A

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

or less

1. First month/- intensive research, preparation and collection of materials as a general resource, /U.S. visit of GVN Training Specialists; possible
2. Second, third and fourth months - field research in Vietnam, design work and course preparation;
3. Fifth month - complete course material preparation and coach Vietnamese Training Specialists in conduct of training;
4. Sixth, seventh and eighth months - conduct of training sessions by Training Specialists with contractor guidance and assistance;
5. Ninth month - completion of training sessions, review and evaluation of recommendations for further action to be taken by GVN.

C. The Office of the Prime Minister agrees to promote the development of training in Vietnam by suitable actions which will include: positive steps to establish or reinforce the position of the Training Director in each Ministry and Province and the issuance of instructions and training information.

V. FINANCIAL OBLIGATIONS

A. USAID

The dollar funds obligated in Block 8 on the face sheet of this Agreement will provide funding for a contract with a university or a consulting firm which will provide the technical services described above and as outlined in the implementing PIO/T.

B. GVN

The GVN and USAID agree to utilize the local currency shown in Block 9 of the face sheet of this Agreement in support of this program according to the Piaster Budget attached hereto.

VI. REPORTING AND EVALUATION

The US and GVN Project Managers shall jointly prepare and submit to their respective agencies quarterly progress reports and other reports as may be requested, in a format mutually acceptable to the GVN and USAID.

These reports shall be submitted within 20 days after the end of the reporting period.

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.

730-11-799-372

PAGE 5 OF 6 PAGES

2. Agreement No.

3. Original or
Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Training of Training Directors)

Distribution will include DGBFA and other GVN agencies when appropriate. These reports should cover progress in the attainment of specific targets established in this Project Agreement and identify any problems or delays encountered which are deterring progress of the project.

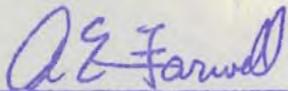
VII. SPECIAL PROVISIONS

The Piaster Budget may be modified, within the limit of total funds, by agreement between the US and GVN Project Managers, but no budget article may be increased by more than 20 percent without formal amendment to this agreement.

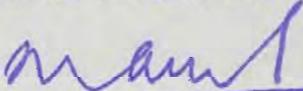
Concurrences:



Minister of Interior (date) 24-4-70



Associate Director for (date) 5/2/70
Local Development



Director General of (date) 4-27-70
Civil Service



Rector, National Institute (date)
of Administration



Minister in the Office (date) 29-4-70
of the Prime Minister

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.

730-11-799-572

PAGE 6 OF 8 PAGES

2. Agreement No.

70-100

3. Original or
Revision No. _____

3. Project/Activity Title

**Public Administration Technical Support
(Training of Training Directors)**

BUDGET

Estimated Dollar Cost

<u>Item</u>	<u>Amount</u>
Salaries - 18 man-months @ \$2,500/mo	\$ 45,000
Allowances - @ 25%	11,250
Overhead - @ 60%	27,000
Intl. Travel and Per Diem	4,000
Miscellaneous, including Insurance	2,750
Supplies to be included in Contract	<u>6,000</u>
<u>Total</u>	<u>\$ 96,000</u>

Estimated Piaster Costs

Secretarial services 8 man-months (contractor employee)	VN\$ 120,000
Interpreter/translator services 8 man-months (contractor employee)	240,000
Visual aid development, reproduction.	420,000
Per diem for in-country travel (US and GVN employees)	120,000
Miscellaneous	<u>100,000</u>
<u>Total</u>	<u>VN\$1,000,000</u>

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROAG
STANDARD
PROVISIONS
ANNEX**

**PROJECT AGREEMENT
BETWEEN AID AND
DGBFA
AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.
730-11-799-372

2. Agreement No.
70-100

3.
 Original or Revision No.

A. As used herein, the term «AID» refers to the Agency for International Development, any component agency, or any successor agency. References to «this Project Agreement» shall mean the original Project Agreement as modified by any revisions which have entered into effect.

B. (1) 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 Annex A, as required by Block 5 hereof. In addition, as may be further specified in Annex A, AID will, subject to the availability of funds and (where required by AID procedures) as provided for in Project Implementation Orders (PIOs) issued by AID in accordance with its procedures, make available funds (a) to pay costs of furnishing technical services to be performed by United States Government employees in connection with the project, (b) to pay a share of the costs of providing training outside the cooperating country in connection with the project for qualified persons from the cooperating country, and (c) to pay such additional costs as may be specified.

(a) The Cooperating Government 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 Annex A. The Cooperating Government 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 Annex A, 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. AID shall not be required to make any contribution after the expiration of six months following the estimated final contribution date (Block 13 of the Project Agreement form AID 1330-1) or any amended final contribution date specified herein. Except as otherwise specified herein or subsequently

agreed by the parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before said estimated termination date, or amended 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 in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to PIOs issued by AID in accordance with its procedure.

F. Unless otherwise specified in the applicable PIO, the procurement of commodities financed with the AID contribution referred to in Block 8 of this Project Agreement shall be subject to the provisions of AID Regulation 1.

G. Unless otherwise specified in the applicable PIO, title to all property procured through financing by AID pursuant to Block 8 (c) 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 (c).

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. (1) 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.

(2) If 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, 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 any 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 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 and 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. The Cooperating Agency will make such arrangements as may be necessary so that funds introduced into the cooperating country by AID or any public or private agency for purposes of carrying out obligations of AID hereunder shall be convertible into currency of the cooperating country at the highest rate which, at the time the conversion is made, is not unlawful in the cooperating country.

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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 noncancellable 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.

**PROAG
FOREIGN CURRENCY
STANDARD PROVISIONS
ANNEX**

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-11-799-372

2. Agreement No.

70-100

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. (1) 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:

(1) 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.

(g) 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. (1) 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 (1) 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 PUBLIC ADMINISTRATION

Date Typed January 31, 1970

Project No. 730-11-799-372

Title Public Administration Technical Support
(Training of Training Directors)

Original Project Agreement 70-100

Revision No.

JHB, WNW
Volk
PROGRAM OFFICE

3-27-70
DATE

R. Thomas
PROJECT TECHNICIAN

3-17-70
DATE

PK
Charles D. Mennens
AD. FINANCIAL MGMT
ad-mgmt

4-20-70
DATE

DZ
DIVISION CHIEF

3/15/70
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. **730-11-799-372** 2. AGREEMENT No. **71-012** 3. ORIGINAL REVISION No.

4. PROJECT TITLE: **Public Administration - Technical Support**
 (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)
a. PERSONNEL COSTS				
(1) US				
PASA				
Contract				
(2) LOCAL AND TGN				
PASA				
Contract				
b. PARTICIPANTS				
AID Direct		19,100		19,100
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		19,100		19,100
f. LOCAL CURRENCY FINANCING (\$1.00 = PLASTERS)				
g. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
h. GVN (SHOW SOURCE BELOW)				
i. US - OWNED				

10. REFERENCES AND REMARKS:

Ref: **PIO/P 1110042**

11. DATE OF ORIG AGREEMENT: **August 25, 1970** 12. DATE OF THIS REVISION: 13. EST FINAL CONTRIBUTION DATE: **December 31, 1973**

14. GOVERNMENT OF VIETNAM
 SIGNATURE:  DATE: **Aug 21/70**
 TITLE: **Director General for Budget and Foreign Aid**

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE:  DATE: **8/25/70**
 TITLE: **Associate Director for Program**

PROJECT AGREEMENT
BETWEEN AID AND
DGBPAAN AGENCY OF THE GOVERNMENT OF
Vietnam1. Project/Activity No.
730-11-799-372PAGE 2 OF 2 PAGES2. Agreement No.
71-0123. Original or
Revision No. _____3. Project/Activity Title
Public Administration Technical SupportI. BACKGROUND

The GVN Office of the President is composed of an Advisory Group, Cabinet, Military Cabinet, Press and Protocol Directorates, a number of Special Assistants and a Directorate General for Administration. The Office serves the President in the performance of many varied activities incident to his immediate requirements, provides communication and maintains liaison with the Legislature, other government agencies and organizations, the information media and the general public, and assists and advises the President in special fields of assignment.

The Office of the Directorate General for Administration has the responsibility for managing, supporting and coordinating all administrative activities of the Office of the President to assure they are performed in the most efficient and expeditious manner, and for maintaining liaison with and disseminating Presidential policy and directives to other central and local government agencies.

The USAID Public Administration Division has been requested by the Director General of Administration to provide assistance to the Office of the President in strengthening and improving its administrative processes and in developing its capabilities to provide support and prompt response to other government agencies responsible for administering national programs of development, reconstruction and rehabilitation. Since the Office of the President is newly reorganized and still in the initial stages of development, it has been agreed that a training tour for selected key managerial officials would be highly beneficial as the first step to be applied under this agreement.

II. DESCRIPTION AND OBJECTIVES

This agreement provides for US technical assistance to units or offices within the Office of the President and covers general management and administrative activities as well as those which are directed, coordinated or supported by the Directorate General of Administration.

As the initial effort under this agreement, the USAID will finance a participant training tour to the US for selected officials of the Office of the President, representing administrative, legislative and legal functions, to provide them with background in organizing and implementing their operations and procedures.

Subsequent specific activities, responsibilities and funding will be covered in revisions to this agreement.

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. 730-11-799-372	PAGE <u>3</u> OF <u>3</u> PAGES
2. Agreement No. 71-012	3. <input checked="" type="checkbox"/> Original or Revision No. _____
3. Project/Activity Title Public Administration Technical Support	

III. DESIGNATIONS

A. In the Office of the President (OP) the Director General for Administration serves as the focal point for the coordination of activities covered by this agreement. He will act as Project Manager or designate a Project Manager to represent the OP in carrying out each activity of the project.

B. The USAID hereby designates the Assistant Director for Public Administration or his designee as Project Manager for the activities covered by this project.

IV. IMPLEMENTATION PLAN

The Public Administration Division of USAID will work with the Office of the Director General for Administration in the development and implementation of individual activities. Details of each activity will be specified in separate documentation.

V. FINANCIAL OBLIGATIONS

The dollar funds obligated on Page 1 will fund participant training. Details are included in reference PIO/P.

Other specific activities to be carried out in support of the objectives of this agreement will be funded as they are documented.

The Director General for Administration, Office of the President, agrees to provide general support to the activities to be carried out under this agreement from the regular budget of the Office of the President and its operating units. Specific requirements will be covered in separate documentation.

VI. REPORTING AND EVALUATION

Provision will be made under separate documentation for the joint preparation by the GVN and US Project Managers of reports as may be appropriate or requested in a form mutually acceptable to the GVN/OP and USAID/ADPA. Distribution will include GVN and USAID agencies as appropriate. These reports will cover progress in the attainment of specific targets and goals that will be established in separate documentation and will identify any problems and delays which are deterring progress.

Concurrences:

[Signature]

Director General for Administration
Office of the President

[Signature]

Associate Director for
Local Development

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

**PROAG
STANDARD
PROVISIONS
ANNEX**

PROJECT AGREEMENT

BETWEEN AID AND

DGRFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-11 799 372

2. Agreement No.

71 012

3.

Original or Revision No.

A. As used herein, the term «AIDs» refers to the Agency for International Development, any component agency, or any successor agency. References to «this Project Agreement» shall mean the original Project Agreement as modified by any revisions which have entered into effect.

B. (1) 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 Annex A, as required by Block 5 hereof. In addition, as may be further specified in Annex A, AID will, subject to the availability of funds and (where required by AID procedures) as provided for in Project Implementation Orders (PIOs) issued by AID in accordance with its procedures, make available funds (a) to pay costs of furnishing technical services to be performed by United States Government employees in connection with the project, (b) to pay a share of the costs of providing training outside the cooperating country in connection with the project for qualified persons from the cooperating country, and (c) to pay such additional costs as may be specified.

(2) The Cooperating Government 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 Annex A. The Cooperating Government 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 Annex A, 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. AID shall not be required to make any contribution after the expiration of six months following the estimated final contribution date (Block 13 of the Project Agreement form AID 1330-1) or any amended final contribution date specified herein. Except as otherwise specified herein or subsequently

agreed by the parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before said estimated termination date, or amended 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 in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to PIOs issued by AID in accordance with its procedure.

F. Unless otherwise specified in the applicable PIO, the procurement of commodities financed with the AID contribution referred to in Block 8 of this Project Agreement shall be subject to the provisions of AID Regulation 1.

G. Unless otherwise specified in the applicable PIO, title to all property procured through financing by AID pursuant to Block 8 (c) 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 (c).

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. (1) 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.

(2) If 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, 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 interded 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 any 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 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 and 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. The Cooperating Agency will make such arrangements as may be necessary so that funds introduced into the cooperating country by AID or any public or private agency for purposes of carrying out obligations of AID hereunder shall be convertible into currency of the cooperating country at the highest rate which, at the time the conversion is made, is not unlawful in the cooperating country.

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 (1) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (2) 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 90 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 noncancellable 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 PUBLIC ADMINISTRATION

Date Typed August 18, 1970

Project No. 730-11-799-372

Title Public Administration Technical Support

Original Project Agreement 71-012

Revision No.

This Project Agreement 1) sets the stage for Pub. Adm. type assistance to the Office of the President, and 2) specifically funds 5-week observation training for 5 staff members from the Office of the President.

[Signature]
10/12
PROGRAM OFFICE

8.20.70
DATE

[Signature]
PROJECT TECHNICIAN

8/20/70
DATE

[Signature]
AD/FINANCIAL MGMT

8/21/70
DATE

[Signature]
DIVISION CHIEF

8/20/70
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
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. **730-11-799-372** 2. AGREEMENT No. **71-065** 3. ORIGINAL REVISION No.

4. PROJECT TITLE: **Public Administration Technical Support**
(Sub-Activity) **(Accounting and Education Training)**

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				
Contract		42,563		42,563
(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)		42,563		42,563
9. LOCAL CURRENCY FINANCING (\$1.00 = PLASTERS)				
10. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS:

Ref: PID/T 1210504 & 1210503

11. DATE OF ORIG AGREEMENT: **April 2, 1971** 12. DATE OF THIS REVISION: 13. EST FINAL CONTRIBUTION DATE: **December 31, 1975**

14. GOVERNMENT OF VIETNAM 15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE: *[Signature]* DATE: **12/1/71**
TITLE: _____

SIGNATURE: *[Signature]* DATE: **4/2/71**
TITLE: **Associate Director for Program**

PROJECT AGREEMENT
BETWEEN AID ANDMEMPA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

730-11-799-372

PAGE 2 OF 5 PAGES

2. Agreement No.

71-065

3. Original or

Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Accounting and Education Training)I. BACKGROUND

Project Agreement 70-089 with the GVN Office of the Prime Minister provided for policy guidance, administrative services and technical support for the Public Administration Sector. One of the targets of the project was to provide assistance to the central staff agencies of the GVN in improving the effectiveness of the fiscal process by the end of calendar year 1974.

This Agreement within that scope provides assistance in developing and conducting programs of in-service training for government accountants, auditors and bookkeepers of various agencies of the GVN.

The provision of technical assistance under this project is a cooperative effort of the USAID/Public Administration Division and the USAID/Office of the Associate Director for Financial Management.

The USAID has been requested by the Office of the Prime Minister and several agencies of the GVN for assistance in training their financial personnel, particularly the General Censorate, the National Bank of Vietnam and the Central Accounting Agency, Ministry of Finance (MOF). The most immediate target is to provide assistance to the Directorate of Research and Training of the Central Accounting Agency, MOF in planning and conducting in-service training in the field of financial management for regular controllers, accountants and bookkeepers of the ministries and agencies. The Central Accounting Agency is one of the major employers of accountants and is the agency responsible for standards, supervision and implementation of the government-wide accounting system established by Decree Law 019 of 1966 and Decree 170 of 1968.

Also special assistance in training will be provided to the General Censorate, the Director General of Taxation, the Director General of Customs, the Central Management Office of the Prime Minister, the National Bank of Vietnam and other fiscal agencies of the GVN. Training will be conducted with the cooperation and assistance of the In-Service Training Center, at the National Institute of Administration. Assistance to pre-service training in accounting will be given to the National Institute of Administration (NIA). Organization, teaching and logistical support will be provided by the NIA.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

TITLE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

DOBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-11-799-372

PAGE 3 OF 5 PAGES

2. Agreement No.

71-065

3. Original or

Revision No. _____

3. Project/Activity Title

Public Administration Technical Support
(Accounting and Education Training)II. OBJECTIVES

The objective of this effort is to assist the Office of the Prime Minister in establishing an in-service training program in financial management for all GVN ministries which use the present government-wide accounting system.

Specific actions will include:

- A. Surveying the training requirements of accountants and bookkeepers in the civil service, and developing a long-range training plan for the Research Training Directorate, Central Accounting Agency, MOF.
- B. Implementing the long-range plan, which will include the preparation of course materials, organization and conduct of classes.
- C. Developing appropriate special courses for personnel of the National Bank, the Directorates of Taxation, and Customs and the Censorate and the Treasury.
- D. Institutionalizing this type of training through the In-service Training Center, (NIA).
- E. Assisting the National Institute of Administration in designing a basic government accounting course for pre-service training.

III. DESIGNATIONS

- A. The Minister of Finance will designate an official of the Ministry of Finance to act as GVN Project Manager.
- B. The Chief, Central Government Management Branch/PAD will serve as Project Manager for the activities covered by this project.
- C. The Directorate of Research and Training, Central Accounting Agency, MOF, serves as the focal point for coordination of activities covered by this agreement.

IV. IMPLEMENTATION PLAN

The Public Administration Division of USAID will work with the Office of the Prime Minister and the GVN agencies listed in I and II above in the

For the Cooperating Government or Agency

For the Agency for International Development

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

AID 1220-1A (9-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND <u>INBPA</u> AN AGENCY OF THE GOVERNMENT OF <u>Vietnam</u>	1. Project/Activity No. <u>730-11-799-372</u>	PAGE <u>4</u> OF <u>5</u> PAGES
		2. Agreement No. <u>71-062</u>	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		3. Project/Activity Title Public Administration Technical Support (Accounting and Education Training)	

development and implementation of individual activities. The project will be divided into two phases:

Phase I

A contract financial management specialist will work for a period of two months with GVN counterparts in the Central Accounting Agency, MOF, to plan a training program and design in-service training courses in accounting which can be used generally to train and upgrade government financial personnel in correct operations and procedures to be followed in implementing the presently established government-wide accounting system.

The specialist will study the present system, survey training requirements of the financial personnel, and develop training courses to fit specific needs and existing weaknesses of the system.

Concurrently, to the extent possible within this initial period, the specialist will help train Central Accounting Agency personnel to carry out the new training courses and render technical assistance to other specialized agencies on problems related to training course content in accounting procedures and requirements peculiar to their respective agencies.

Phase II

Following the initial two months of preliminary surveys and the development of a long-range training plan undertaken under Phase I of this Agreement, a contract technician specializing in financial training will assist the Central Accounting Agency, MOF and the In-Service Training Center, (NIA), in implementing the plan developed under Phase I. He will assist in preparing course materials, organizing courses and conducting training necessary to carry out the programs.

He will assist in institutionalizing in-service training for financial personnel through the In-Service Training Center, (NIA). This will be accomplished through staff development, establishment of annual training plans, standard courses, development of a roster of qualified instructors, training in course scheduling and logistics, so that in-service training in accounting becomes a permanent part of the operations of the In-Service Training Center.

During Phase II, assistance will be provided to the Director General of Taxation, the Director General of Customs, the Censorate and the Treasury in designing in-service training courses in specialized accounting procedures and requirements of the respective agencies.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

**PROJECT AGREEMENT
 BETWEEN AID AND**

DGBFA
 AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

750-11-799-377

PAGE 5 OF 5 PAGES

2. Agreement No.

71-062

3. Original or
 Revision No. _____

3. Project/Activity Title

**Public Administration Technical Support
 (Accounting and Education Training)**

The National Institute of Administration, Office of the Prime Minister is responsible for the pre-service training of future civil servants. The curriculum includes course work in governmental accounting, which requires updating and improvement. The technician will work with Accounting Professors of the NIA to advise and assist in improving the content and variety of accounting instruction. In addition the NIA will provide instruction and logistical support to the extent possible to the in-service training program. Mutual cooperation, communication and coordination between the NIA and the In-Service Training Center is required for successful implementation of the program.

V. FINANCIAL OBLIGATIONS

The dollars obligated on Page 1 will fund one short-term and one long-term technician. Details are included in the individual PIO/T documents. The Director General of the Central Accounting Agency, MOF and the GVN agencies to be assisted will provide general support to the activities to be carried out under this Agreement from the regular budget of the Agency concerned and its operating units.

VI. REPORTING AND EVALUATION

The US and GVN Project Managers shall prepare jointly and submit to their respective agencies quarterly reports and other reports as may be requested, in a format mutually acceptable to the GVN/MOF and the USAID Distribution will include the USAID Program Office and DGBFA and other GVN agencies as appropriate. These reports should cover progress in the attainment of specific targets and identify any problems or delays which are deterring progress of the project.

Concurrences:

[Signature]
 30.3.71

Office of the Prime Minister

[Signature] 4/2/71
 Associate Director for
 Local Development

[Signature]
 Minister of Finance

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 PUBLIC ADMINISTRATION

Date Typed March 12, 1971

Project No. 730-11-799-372

Title Public Administration Technical Support
(Accounting and Education Training)

Original Project Agreement

71-065

Revision No.

V. M. Polk
PROGRAM OFFICE

3-16-71
DATE

L. D. Margosian
PROJECT TECHNICIAN

3/17/71
DATE

[Signature]
AD/FINANCIAL MGMT

3-18-71
DATE

[Signature]
DIVISION CHIEF

3/17/71
DATE

12

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. 730-11-799-372		2. AGREEMENT No. 71-065		3. ORIGINAL		REVISION No. 1	
4. PROJECT TITLE: Public Administration Technical Support (Sub-Activity) (Accounting Education and Training)							
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							
Contract		42,563	5,700		48,263		
(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)		42,563	5,700		48,263		
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 revision provides additional funds to extend services of the financial training advisor and for the purchase of instructional materials and visual aids under contract No. <u>AID-730-3441</u> . Ref: PIO/T 1210503/A1.							
11. DATE OF ORIG AGREEMENT April 2, 1971		12. DATE OF THIS REVISION June 15, 1971		13. EST FINAL CONTRIBUTION DATE December 31, 1973			
14. GOVERNMENT OF VIETNAM				15. AGENCY FOR INTERNATIONAL DEVELOPMENT			
SIGNATURE: 		DATE: June 14 71		SIGNATURE: 		DATE: 6/15/71	
TITLE: Director General For Budget and Foreign Aid				TITLE: Associate Director for Program			

PROJECT DOCUMENT CLEANSING SHEET

Project Title : Public Administration Technical Support

Project Number : 730-11-799-372 (AE&T)

Agreement Number : 71-065

Original _____ Revision 1

Explanation and/or comments

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

ADPROG : 4/2/71 4/3/71
Va. Murray RCR Brown
 APC Division Chief Financial Mgmt. Br. ADPROG

ADFM : 6/3/71 6/3/71
[Signature] L. R. King R. King
 FAD B&A ADFM

TECHNICAL OFFICE :
R. D. Mangosian 6/3/71
 Project Manager 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
OFFICE OF THE PRIME MINISTER
AN AGENCY OF THE GOVERNMENT OF VIETNAM.

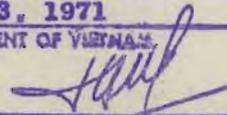
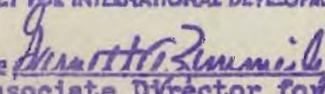
Under the terms of the Economic Cooperation Agreement signed September 7, 1951, and the standard provisions annexes attached, it is agreed to carry out a project in accordance with the terms set forth herein.

1. PROJECT No. 730-11-799-372		2. AGREEMENT No. 71-075		3. ORIGINAL <input checked="" type="checkbox"/>		REVISION No.	
4. PROJECT TITLE: Public Administration Technical Support (Sub-Activity) (OPM - Management and Reporting)							
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							
Contract							
(2) LOCAL AND TEN							
PASA							
Contract			161,367		161,367		
b. PARTICIPANTS							
AID Direct							
PASA/Contract							
c. COMMODITIES							
AID Direct							
PASA/Contract							
d. OTHER COSTS							
AID Direct							
PASA/Contract							
e. TOTAL (ALL COSTS)			161,367		161,367		
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: The purpose of this document is to fund an Organization and Methods contract team to assist the Office of the Prime Minister, Government of Vietnam strengthen its management unit and establish a reporting system.

Director
General for
Budget and
Foreign Aid

Ref: PIO/T 1310911

11. DATE OF ORIG AGREEMENT June 23, 1971		12. DATE OF THIS REVISION		13. EST FINAL CONTRIBUTION DATE December 31, 1973	
14. GOVERNMENT OF VIETNAM				15. AGENCY FOR INTERNATIONAL DEVELOPMENT	
SIGNATURE: 		DATE: June 18/71		SIGNATURE: 	
TITLE: Office of the Prime Minister Secretary of State - Executive Affairs				DATE: 6/23/71 TITLE: Associate Director for Program	

PROJECT AGREEMENT
BETWEEN AID AND

1. Project/Activity No.

730-11-799-372

PAGE 2 OF 4 PAGES

PRO AG
CONTINUATION
SHEET

2. Agreement No.

71-075

3. Original or
Revision No. _____

ANNEX A

AN AGENCY OF THE GOVERNMENT OF

3. Project/Activity Title

Public Administration Technical Support
(OPM - M&R)I. BACKGROUND

Project Agreement 70-089, dated 18 February 1970, with the GVN Office of the Prime Minister provided for policy guidance, administrative services and technical support for the Public Administration Sector. One of the targets of this project was to provide assistance to the Office of the Prime Minister (OPM) management unit to improve its capability for providing Organization and Management (O&M) services to the Government of Vietnam.

Under Project Agreement 70-089 the joint activities were agreed to be carried out between USAID Public Administration Division and the OPM.

The OPM through expanding the O&M staff, increased its capacity to perform continuing research and study of problems involving the effective organization and administration of government services. The OPM agreed to support the establishment and coordination of management units in key ministries and agencies of the GVN.

II. DESCRIPTION AND OBJECTIVES

This agreement provides for US technical assistance to units or offices within the OPM and covers general O&M and administrative activities within the OPM. Under this agreement the USAID will finance a contract team to assist the OPM in reviewing its reporting system. This study will undertake to help the OPM develop a system to facilitate prompt, accurate and informative reports from the Ministries as well as systems to ensure that prompt follow-up actions are taken or deficiencies identified in the reports.

III. IMPLEMENTATION PLAN

1. The Chief Management Advisor of the US contract team will work with his GVN counterpart, the Director of the OPM Management Unit, for a period of 18 months to assist in defining the functions, policies, plans and operations needed to establish a modern management unit at the Central Government level. He will assist in conducting organization and management studies and will furnish guidance to the OPM Management Unit staff in the conduct of their work assignments. He will also assist in conducting an inventory of the education, language ability, skills and experience of the personnel of the OPM Management Unit to provide the basis for a comprehensive participant training program for members of the Management Unit.

For the Cooperating Government or Agency

For the Agency for International Development

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

AID 1300-1A (8-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND	1. Project/Activity No. 730-11-799-372	PAGE <u>3</u> OF <u>4</u> PAGES
		2. Agreement No. 71-075	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF	3. Project/Activity Title Public Administration Technical Support (OPM - M&R)	

2. The Management Information Systems Specialist of the contract team will assist a task force from the OPM Management Unit for a period of 12 months to establish a modern reporting system. This system will be based on source information from the various ministries and will coordinate information needed from other staff agencies such as the National Planning Office, Directorate General of Budget and Foreign Aid, Central Accounting Agency and Directorate General of Civil Service.

man-

3. Nine months of short-term advisory services will be provided to assist the OPM Management Unit staff in (1) major assignments in specific areas for which existing skills are not available in Vietnam and (2) to furnish on-the-job training in special techniques of OSM such as organizational analysis, manpower utilization, space and layout studies, forms design, and contract practices, which can strengthen the operational capabilities of the Management Unit.

IV. DESIGNATIONS

A. The Government of Vietnam

In the OPM, the Secretary of State for Executive Affairs serves as the focal point for the coordination of activities covered by this agreement. He will designate a Project Manager to represent the OPM in carrying out this activity who will work closely with the US Project Manager in all phases of the project.

B. The USAID

The USAID hereby designates the Assistant Director for Public Administration or his designee as Project Manager for this activity. The Project Manager will work closely with the GVN Project Manager in all phases of the project and serve as general technical advisor.

V. EXPLANATION OF FINANCING

Funds obligated on the face sheet of this agreement are (1) to provide a US contract team of two staff advisors and three short-term advisors over a period of 18 months to carry out the advisory services described in this agreement; and (2) to provide publications, books and instructional materials to be used for this project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

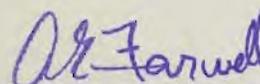
AID 1550-1A (5-701) PRO AG CONTINUATION SHEET ANNEX	PROJECT AGREEMENT BETWEEN AID AND	1. Project/Activity No. 730-11-799-372	PAGE <u>4</u> OF <u>4</u> PAGES
		2. Agreement No. 71-075	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF	3. Project/Activity Title Public Administration Technical Support (OPM - M&R)	

VI. REPORTING AND EVALUATION

The US and GVN Project Managers shall prepare jointly and submit to their respective agencies quarterly reports and other reports as may be requested, in a format mutually acceptable to the GVN/OPM and the USAID. Distribution will include the USAID program office and DGBFA and other agencies, as appropriate. These reports shall cover progress in the attainment of specific targets and identify any problems or delays which are deterring progress of the project.

Concurrences:


 June 18/71
 Office of the Prime Minister

 6/22/71
 Associate Director for
 Local Development

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support
(OPM - Management and Reporting)

Project Number : 730-11-799-372

Agreement Number : 71-075

Original Revision _____

Explanation and/or comments

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

ADPROG :

V.A.M. 6/3/71
APO

6/3/71
R.R.B.
Division Chief

Financial Mgmt. Br.

ADPROG

ADFM :

[Signature]
FAD

R. King 6/8/71
BAA

R. King 6/8/71
ADFM

TECHNICAL OFFICE :

L.D. Mangonair
Project Manager

[Signature]
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 (DOBFA)
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. 730-11-799-372		2. AGREEMENT No. 71-078		3. ORIGINAL X		REVISION No.	
4. PROJECT TITLE: Public Administration Technical Support (Sub-Activity) (Improving Governmental Accounting)							
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							
Contract			38,600		align="right"> 38,600		
(2) LOCAL AND TGN 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)			38,600		align="right"> 38,600		
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 Project Agreement provides technical assistance to the GVN Central Accounting Agency in the Ministry of Finance to survey GVN financial management and accounting systems and develop a plan for improvement, the parameters of which are set forth in this agreement.
Ref: PJO/T 1410925

11. DATE OF ORIG AGREEMENT June 25, 1971		12. DATE OF THIS REVISION June 25, 1971		13. EST FINAL CONTRIBUTION DATE December 31, 1973	
14. GOVERNMENT OF VIETNAM			15. AGENCY FOR INTERNATIONAL DEVELOPMENT		
SIGNATURE: <i>[Signature]</i>		DATE: June 25		SIGNATURE: <i>[Signature]</i>	
TITLE: Director General		DATE: 6/25/71		TITLE: Associate Director for Program	
for Budget and Foreign Aid					

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.
730-11-799-372

PAGE 2 OF 5 PAGES

2. Agreement No.
71-076

3. Original or
Revision No. _____

3. Project/Activity Title
**Public Administration Technical Support
(Improving Governmental Accounting)**

I. BACKGROUND

Project Agreement 70-089 with the GVN Office of the Prime Minister provides for policy guidance, administrative services and technical support for the Public Administration Sector. One of the targets of the project is to provide assistance to the central staff agencies of the GVN in improving the effectiveness of the fiscal processes by the end of calendar year 1974.

This agreement within that scope provides assistance to the Ministry of Finance to improve the governmental accounting system.

The provision of technical assistance under this project is a cooperative effort of the USAID/Public Administration Division and the USAID/Office of the Associate Director for Financial Management.

The USAID has been requested by the Office of the Prime Minister (OPM) and the Ministry of Finance (MOF) for assistance to the Central Accounting Agency, MOF, in improving the government wide accounting system used by all agencies. The Central Accounting Agency (CAA) is the organization responsible for standards, systems and procedures, supervision and implementation of GVN accounting laws and regulations. It also centralizes the budgetary accounts and prepares the annual financial statement of the National Budget operations. Both participant training in the U.S. and third countries and advisory assistance are covered in this project agreement to enable the CAA to upgrade its present accounting and financial reporting to a system which is based upon modern concepts of financial management. Cooperation with the Directorate General of Budget and Foreign Aid (DGBFA) will take place to permit coordinated financial management procedures to be developed.

II. DESCRIPTION AND OBJECTIVES

The scope of this Project Agreement covers a plan of activities scheduled over a period of fifteen months, to be carried out in two phases:

A. Phase One

An inventory of CAA personnel to determine their function,

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

AID 1330-1A (8-70) PRO AG CONTINUATION SHEET ANNEX	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-11-799-372	PAGE <u>3</u> OF <u>6</u> PAGES
		2. Agreement No. 71-078	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Public Administration Technical Support (Improving Governmental Accounting)	

future potential, English language comprehension and training needs will be made by the cooperative work of Ministry of Finance personnel and the USAID Public Administration Division. A training plan will be prepared which will include: (1) Local training of accounting personnel, using the services of a USAID/Contract Accounting Training Advisor (provided under a separate Project Agreement). (2) Observation visits to other Southeast Asian countries for officials from the CAA and the DGBFA to study the financial management systems of third countries which have been engaged in similar improvement programs. This activity will be carried out as part of the contract under Phase I and will be funded through that contract. (3) Participant training for officials of the CAA which will include short-term practical training and long-term academic and degree-training in the United States. Financial officials of other agencies of the GVN may also be selected for participant training in accounting.

During Phase I, the advisory services funded by USAID will provide a two-man contract team of US accounting experts for four months to work with CAA counterparts to do a reconnaissance survey to examine the present accounting system in the context of Decree Law No. 019/SLU and Decree No. 170-SL/TC (which have been passed by the GVN but have not been fully implemented) to determine the merits and short-comings of the present system and the new decrees. The US team and GVN counterparts will prepare a work plan which identifies areas for improvement and agrees upon the composition of additional advisory assistance that might be required.

Specific objectives under Phase I will be:

1. To prepare an inventory of CAA personnel to determine training needs and prepare a plan which includes local training, third-country observation and study and participant training in the United States for both short-term practical training and long-term academic and degree training in accounting.

2. To survey and analyze the existing accounting system, including the voucher system and budgetary accounting as established by Decree Law 019 and Decree 170, in order to develop an understanding of present methods and procedures and identify areas in need of improvement.

3. From the above survey, to prepare a work plan, designating the tasks to be accomplished by priority of need, a schedule for implementation,

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

PROJECT AGREEMENT

BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

730-11-799-372

2. Agreement No.

71-078

3. Project/Activity Title

**Public Administration Technical Support
(Improving Governmental Accounting)**

3. Original or

Revision No. _____

PRO AG
CONTINUATION
SHEET

ANNEX A

and any additional advisory services that might be required.

B. Phase II

Subject to the recommendations of the reconnaissance survey, it is proposed that advisory services provided by USAID under Phase II will include a two-man contract team of US accounting experts for one year and six man-months of short term specialist time. The two experts will work with counterparts in the CAA to implement the approved work plan. They will also participate with GVN officials on special task forces to develop agency budgetary accounting and control systems in the Ministries of Agriculture and Education, as a modernized, integrated part of a government-wide accounting system. Either the two-man team or short term specialists brought in for the purpose, will help the CAA to work on specific problem areas, such as the preparation of accounting manuals, accounting for national property, stores accounting, and accounting systems for autonomous public agencies and state enterprises.

Specific objectives under Phase II will be:

1. To assist in the implementation of the above work plan after it has been approved by the MOF.
2. To develop improved agency budgetary accounting and control systems in the Ministries of Agriculture and Education.
3. To assist and give advice concerning special tasks or problem areas defined by the CAA, such as preparation of government accounting manuals, drafting regulations covering accounting for national assets, stores accounting, and accounting for state enterprises and autonomous agencies.

III. IMPLEMENTATION PLAN AND RESPONSIBILITIES

The USAID Public Administration Division will work with the Office of the Prime Minister and the Ministry of Finance in the development and implementation of individual activities.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

PRO AG
CONTINUATION
SHEETANNEX APROJECT AGREEMENT
BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
Vietnam

1. Project/Activity No.

730-11-799-372

2. Agreement No.

71-078

3. Project/Activity Title

Public Administration Technical Support
(Improving Governmental Accounting)PAGE 5 OF 6 PAGES3. Original or
Revision No. _____

A. Funds obligated by this original Project Agreement will cover the objectives specified in Section II, Phase I, as follows:

A two-man team of US accounting experts for four-months for a reconnaissance survey conducted with the cooperation of the CAA, to analyze the existing accounting system, including the voucher system and budgetary accounting. As part of this reconnaissance survey, one member of the team will accompany three officials from the CAA and three officials from the DGBFA on a four-week observation visit to study the financial management systems of Thailand, the Philippines, Taiwan and Malaysia and to learn from the experience of these countries acquired in conducting financial management improvement programs.

B. It is proposed to implement Phase II as follows:

Accounting experts on the contract staff will work for a period of one-year with GVN counterparts in the MOF to carry out the activities specified in Section II, Phase II. Short-term contract advisors will provide six man-months assistance in special areas to be determined by a survey of needs and approved by MOF and the USAID Public Administration Division.

During Phase II participants will be selected for training abroad from accounting personnel of the CAA and other agencies of the GVN. Funding for this training will be provided through the USAID direct-funded participant training program as available.

IV. DESIGNATIONS

A. The Minister of Finance will designate an official of the MOF to act as GVN Project Manager.

B. The Chief, Central Government Management Branch, Public Administration Division will serve as USAID Project Manager for the activities covered by this project.

C. The Central Accounting Agency, MOF will serve as the Agency for coordination and implementation of GVN activities covered by this agreement.

For the Cooperating Government or Agency

For the Agency for International Development

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

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
Vietnam**

1. Project/Activity No.

730-11-799-372

PAGE 6 OF 6 PAGES

2. Agreement No.

71-078

3. Original or

Revision No. _____

3. Project/Activity Title

**Public Administration Technical Support
(Improving Governmental Accounting)**

V. EXPLANATION OF FINANCING

The dollars obligated on Page 1 will fund two men under contract for four months and an observation study tour to third countries for six GVN officials accompanied by one member of the contract team.

VI. REPORTING AND EVALUATION

The US and GVN Project Managers shall prepare jointly and submit to their respective agencies, quarterly reports and other reports as may be requested in a form mutually acceptable to the GVN/MOF and the USAID. Distribution will include the USAID Program Office, the DGBFA and other GVN agencies as appropriate. These reports should cover progress in the attainment of specific targets and identify any problems or delays which are deterring progress of the project.

Concurrences:

T. Trung

Ministry of Finance

A. E. Farwell 6/23/71

Associate Director for
Local Development

Sam

Office of the Prime Minister

JUNE 22 / 1971

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support
(Improving Governmental Accounting)
Project Number : 730-11-799-372

Agreement Number : 71-078

Original X Revision _____

Explanation and/or comments

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

ADPROG :

Va. M 6/8/71
APO

Polk 6-10-71
Division Chief

Financial Mgmt. Br.

ADPROG

ADFM :

[Signature]
FAD

Roy King
B&A

Charles Szymanski
ADFM

TECHNICAL OFFICE :

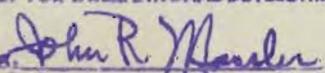
Leon Mangosian
Project Manager

Thomas [Signature]
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
OFFICE OF THE PRIME MINISTER
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. 730-11-799-372		2. AGREEMENT No. 72-002		3. ORIGINAL <input checked="" type="checkbox"/>		REVISION No.	
4. PROJECT TITLE: Public Administration Technical Support (Sub-Activity)							
5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)						Allocation No. CUP-22	
6. APPROPRIATION: Trust Fund Allocation Account Symbol 72FT800				7. ALLOTMENT: 168-50-730-05-69-00			
8. AID DOLLAR FINANCING (Cost Component)		PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)		
a. PERSONNEL COSTS							
(1) US PASA							
Contract							
(2) LOCAL AND TEN 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)							
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)							
a. COUNTERPART							
Trust Fund							
AAC							
Special Fund			5,000,000		5,000,000		
Other							
b. GVN (SHOW SOURCE BELOW)							
c. US - OWNED							
10. REFERENCES AND REMARKS: This agreement provides funds in support of Special Assistants in the Office of the Prime Minister, Government of Vietnam.							
11. DATE OF ORIG AGREEMENT July 7, 1971		12. DATE OF THIS REVISION		13. EST FINAL CONTRIBUTION DATE June 30, 1973			
14. GOVERNMENT OF VIETNAM				15. AGENCY FOR INTERNATIONAL DEVELOPMENT			
SIGNATURE: 		DATE: July 2/71		SIGNATURE: 		DATE: 7/2/71	
TITLE: Minister in the Office of the Prime Minister				TITLE: Director			

PROJECT AGREEMENT
BETWEEN AID AND
Office of the Prime Minister
AN AGENCY OF THE GOVERNMENT OF
Allocation No. CSF- 22

1. Project/Activity No.
730-11-799-372 PAGE 2 OF 5 PAGES
2. Agreement No.
72-002 3. Original or
Revision No. _____
3. Project/Activity Title
Public Administration Technical Support

I. BACKGROUND

The special fund of VN\$5,000,000 will be used to continue paying the salaries of eight Special Assistants in the Office of the Prime Minister (OPM), four directly attached to the Prime Minister and four attached to Minister Vang, Secretary of State for Executive Affairs. The original funding (Mar '67) was provided the OPM under Project 730-11-790-339.

The Special Assistants are all American University graduates, several with advanced degrees. The OPM advises us that present Civil Service salary scales would only permit a starting salary for these people of about VN\$15,000 to 20,000; these men obviously would command a higher salary working in the commercial sector. This Special Fund is to provide for their employment at a rate higher than Civil Service scales but still considerably below that of the private sector.

The pervasive American presence in Vietnam places a high premium on the need for people in the GVN who can interpret our language, attitudes and concepts, particularly in as pivotal an office as the Prime Minister. The Secretary of State for Executive Affairs is also a focal point for USAID programs of administrative improvement, which also calls for a high level of understanding of American actions. The type of trained staff needed to carry out these functions is difficult to hire at existing Civil Service salary scales.

II. IMPLEMENTATION PLAN

This fund is to continue the employment of eight Specialists employed at the Office of the Prime Minister. A similar fund, established in March 1967, has now been exhausted. This document will have the effect of replenishing that fund.

III. DESIGNATION

A. The Assistant Director for Public Administration is hereby designated US Project Manager for purposes of providing control of this fund.

B. The Secretary of State for Executive Affairs, Office of the Prime Minister or his designee, is designated GVN Project Manager for purposes of managing the use of this fund.

IV. REPORTS

The reporting procedures currently in existence (see project

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

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

PRO AG
CONTINUATION
SHEET

ANNEX

PROJECT AGREEMENT
BETWEEN AID AND

Office of the Prime Minister

AN AGENCY OF THE GOVERNMENT OF

Allocation No. GSF-22

1. Project/Activity No.

730-11-799-372

PAGE 3 OF 5 PAGES

2. Agreement No.

72-002

3. Original or

Revision No. _____

3. Project/Activity Title

Public Administration Technical Support

730-11-790-339) will be continued unless later modifications are found necessary. In that event both parties will agree to the new procedures in writing.

V. RELEASE PROCEDURES

1. The Office of the Prime Minister will designate a Disbursing Officer and will establish a separate bank account for this program. The official designation will be made in the spaces provided herein.

2. Upon receipt of a request for funds from the Office of the Prime Minister, and with the approval of the responsible USAID Project Representative the USAID Controller will release funds to the Disbursing Officer designated below in an amount not to exceed 25 percent of the total allocated herein and the remainder will be released on the basis of signed receipts submitted for expenditures made on this project in accordance with the master budget included herein and made after the effective date of this allocation document. All funds under this Special Fund will remain available for obligation for eighteen months from the date of this allocation and remain available for expenditure for 20 months from the date of this allocation document.

3. The Disbursing Officer, named below, will maintain separate accounting records for all expenditures made and will establish the controls necessary to safeguard funds advanced by USAID.

4. To enable USAID to provide reports to the GVN on the uses, expenditures and remaining balances, as required by the Special Fund Agreement, it is necessary for the beneficiary agency (through the Disbursing Officer designated) to submit a monthly report of expenditures to the USAID Controller and to the USAID Program Office within 15 days of the end of the reporting period. Delays in submission of reports may delay further releases of funds.

5. Upon completion of the program, the Office of the Prime Minister will present a final statement of finance to the USAID Controller and return any remaining balance.

6. USAID may conduct audits of the expenditures as it deems necessary and advisable according to requirements of US Funding Requirements.

Designation of Disbursing Officer

NGUYỄN-THÀNH-THÂN, of the Office of the Prime Minister, is
(Print Name)

For the Cooperating Government or Agency

For the Agency for International Development

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

PRO AG
CONTINUATION
SHEET
ANNEX A

**PROJECT AGREEMENT
BETWEEN AID AND
Office of the Prime Minister**

AN AGENCY OF THE GOVERNMENT OF

Allocation No. CSF-22

1. Project/Activity No.
730-11-799-372

2. Agreement No.
72-002

3. Original or
Revision No. _____

3. Project/Activity Title
Public Administration Technical Support

hereby designated as the Disbursing Officer responsible for the funds
(VN\$5,000,000) allocated herein from this Special Fund for advisory
assistance to the Office of the Prime Minister.

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.
730-11-799-372

**PRO AG
CONTINUATION
SHEET**

Office of the Prime Minister

2. Agreement No.
72-002

3. Original or
Revision No. _____

AN AGENCY OF THE GOVERNMENT OF

3. Project/Activity Title
Public Administration Technical Support

ANNEX _____

Allocation No. CSF- 22

PIASTER BUDGET

<u>Article</u>	<u>Expenditure</u>	<u>Amount</u>
11-19	<u>Salaries and Allowances of Civilian Personnel</u>	<u>VND 5,000,000</u>
	Office of the Prime Minister: Specialists	5,000,000

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support

Project Number : 730-11-799-372

Agreement Number : 72-002

Original Revision _____

Explanation and/or comments

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

ADPROG

Clare Doherty
APO

Division Chief

RAME
Financial Mgmt. Br.

NWB
ADPROG

ADFM

[Signature]
FAD 7-2-71

SEA

[Signature]
ADFM

TECHNICAL OFFICE :

[Signature] 7-5-71
Project Manager

[Signature]
Division Chief or Assistant Director

OTHER :

O. E. Farwell 7/6/71

Associate Director for
Local Development

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: 730-11-799-372	2. AGREEMENT No: 70-093	3. ORIGINAL	REVISION No. 1
4. PROJECT TITLE: Public Administration Technical Support (Sub-Activity) Management Serv. Ministry of Land Reform, Agr. Fish. & Animal Husb.			
5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)			
6. APPROPRIATION: 72-1111006		7. ASSIGNMENT: 156 50-730-00-69-23	

for Minister of Land Reform, Agriculture and Fisheries Development

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
a. PERSONNEL COSTS (1) US PASA Contract	130,000			130,000
(2) LOCAL AND YCN PASA Contract				
b. PARTICIPANTS AID Direct PASA/Contract				
c. COMMODITIES AID Direct	2,500		2,500	
PASA/Contract	2,000			2,000
d. OTHER COSTS AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)	134,500		2,500	132,000
9. LOCAL CURRENCY FINANCING (\$1.00 = PIA.750)				
a. COUNTERPART Trust Fund	1,066,000	5,121,000		6,187,000
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS: The purpose of this revision is to provide additional Trust Funds required by an extension of contract VN-90 through April 1973, for a more adequate supporting staff of local (Vietnamese) personnel. The goals, objectives and work plan to achieve management improvements within the Ministry remain essentially the same.

Ref: PIO/T 0100360.

11. DATE OF ORIG. AGREEMENT April 4, 1970	12. DATE OF THIS REVISION March 8, 1972	13. EST. FIRM CONTRIBUTION DATE December 31, 1973
14. GOVERNMENT OF VIETNAM		15. AGENCY FOR INTERNATIONAL DEVELOPMENT
SIGNATURE: <i>[Signature]</i> DATE: March 7		SIGNATURE: <i>[Signature]</i> DATE: _____
TITLE: Director General for Budget and Foreign Aid		TITLE: Associate Director for Program

AID 1330-1A (B-70) PRO AG CONTRIBUTION SHEET ANNEX	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-11-799-372	PAGE <u>2</u> OF <u>2</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 70-093	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
		3. Project/Activity Title Public Administration Technical Support (MS - MLR, A, F, & AH)	

The piaster budget as shown on page 7 of the original ProAg is deleted and the following substituted therefor:

Expenditures through 11/30/71	VN\$441,392
Estimated Costs 12/1/71 - 4/15/73:	
2 Technical Assistants/Translators	VN\$1,650,000
2 Typists	825,000
1 Admin. Assistant	750,000
2 Drivers	660,000
	VN\$3,885,000
Tet Bonus (12½%)	323,000
In-Country per diem	75,000
Printing and Reproduction*	800,000
Office Supplies	100,000
	5,183,000
Company Overhead (10%)	562,440
	VN\$6,186,832
Total	

* 160,000 pages @ VN\$5/page.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support (Management Services - Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)

Project Number : 730-11-799-372

Agreement Number : 70-093

Original _____ Revision 1

Explanation and/or comments

This revision provides plasters for additional support costs of the local staff of American Asian International on contract VN-90 as amended. The additional funds are required because of the extension of the contract from May 24, 1972, to April 15, 1973.

This revision also deobligates dollars no longer needed which were programmed for commodities.

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

ADPROG :

[Signature] 3/1/72
AFO

[Signature] 3/2/72
Division Chief

[Signature] 3/1/72
Financial Mgmt. Br.
Planning

[Signature]
ADPROG

ADFM :

[Signature]
FAD

[Signature]
SEA

[Signature]
ADFM

TECHNICAL OFFICE :

[Signature] 2/1/72
Project Manager

[Signature]
Division Chief or Assistant Director

OTHER :

PRO AG
VIETNAM

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 & 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.

1. PROJECT No. **730-11-799-372** 2. AGREEMENT No. **70-100** 3. ORIGINAL REVISION No. **2**

4. PROJECT TITLE: **Public Administration Technical Support (Training of Training Directors)**
 (Sub-Activity)

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

6. APPROPRIATION: **72-1111006** 7. ALLOTMENT: **156-50-730-00-69-23**

leaf

6.28.72

Minister
in the
Office of
the Prime
Minister

8. USD DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
a. PERSONNEL COSTS (1) US PASA Contract	90,000			90,000
(2) LOCAL AND TCH PASA Contract				
b. PARTICIPANTS AID Direct PASA/Contract	12,000			12,000
c. COMMODITIES AID Direct PASA/Contract	6,000			6,000
d. OTHER COSTS AID Direct PASA/Contract				
e. TOTAL (ALL COSTS)	108,000			108,000
9. LOCAL CURRENCY FINANCING (\$1.00 = 420 PIASTERS)				
a. COUNTERPART Trust Fund	1,000,000	400,000		1,400,000
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS:

The purpose of this Revision is to extend the contract by 9 months providing 11 man-months of services; to extend the Final Contribution Date to December 31, 1973; and to obligate additional Trust Funds for contract support.

Ref: PIO/T (04)00442/A3

11. DATE OF ORIG. AGREEMENT: **May 6, 1970** | 12. DATE OF THIS REVISION: **July 25, 1972** | 13. EST FINAL CONTRIBUTION DATE: **December 31, 1973**

14. GOVERNMENT OF VIETNAM
 SIGNATURE: *[Signature]* DATE: **July 22 1972**
 TITLE: **Director General for Budget & Foreign Aid**

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE: *[Signature]* DATE: **7/25/72**
 TITLE: **Associate Director for Program**

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support
(Training of Training Directors)
Project Number : 730-11-799-372
Agreement Number : 70-100

Original _____ Revision 2

Explanation and/or comments

On May 11, 1972, the Director instructed ADCS to extend Contract AID 730-3414 with International Training Consultants, Inc., by 9 months providing 11 man-months of services using remaining FY 70 funds provided under this Prog. This Revision extends the Final Contribution Date and documents the contract extension and provision of additional technical services.

This Revision also provides Trust Funds to reimburse the contractor for supplies used as audio-visual aids that were purchased locally. The contractor purchased these items locally rather than dollar purchases in the US because it was useful to show the trainees what could be accomplished with locally available material. On submission of vouchers, ADCS preferred to handle these piasters costs in piasters rather than reimbursing the contractor in the dollar equivalent.

NOTE: Journal Voucher 72-399 dated 4/2/72 deobligated \$14,808 from this Prog. These funds, however, will be reinstated by ADFM and used to finance the contract extension.

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

ADPROG :			
<u>[Signature]</u> AFO	^{6/24/72} <u>RRB</u> Division Chief	<u>[Signature]</u> Financial Mgmt. Br.	<u>CK</u> 7/25/72 ADPROG
ADFM :			
<u>[Signature]</u> FAD	<u>[Signature]</u> BRA	<u>[Signature]</u>	<u>[Signature]</u> ADFM

TECHNICAL OFFICE :

[Signature] Project Manager [Signature] Division Chief or Assistant Director

OTHER :

PRO AG
(VIETNAM)

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. 730-11-799-372 | 2. AGREEMENT No. 73-067 | 3. ORIGINAL X | REVISION No.

4. PROJECT TITLE : Public Administration Technical Support 372.00
(Sub-Activity)

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

6. APPROPRIATION : 72-1131006 | 7. ALLOTMENT : 356-50-730-00-69-31

26214

Minister
in the
Office of
the Prime
Minister

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US PASA				
Contract				
(2) LOCAL AND TCN PASA				
Contract		25,000		25,000
b. PARTICIPANTS				
AID Direct				
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		25,000		25,000
9. LOCAL CURRENCY FINANCING (\$1.00 = 465 PIASTERS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GYN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS :

The purpose of this ProAg is to obligate funds to finance a six-month extension to contract AID 730-3414 with International Training Consultants.

Ref: PIO/T (31)30382.

11. DATE OF ORIG. AGREEMENT February 23, 1973 | 12. DATE OF THIS REVISION | 13. EST FINAL CONTRIBUTION DATE June 30, 1974

14. GOVERNMENT OF VIETNAM
 SIGNATURE : [Signature] DATE Feb 14 73
 TITLE : For Director General
 for Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE : [Signature] DATE 2-23-73
 TITLE : Associate Director for Program

PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support

Project Number : 730-11-799-372

Agreement Number : 73-067

Original X **Revision** _____

Explanation and/or comments

The purpose of this ProAg is to provide for a six-month extension for the International Training Consultants contract (AID 730-3414) in order to provide further field inspection and evaluation of the province training directors and the concurrent development of locally made audio-visual materials for use in field training courses. No ProAg narrative description is provided as this extension is simply a follow-up to an activity funded and described in FY 1970 (ProAg No. 70-100).

It should be noted that the contractor will be working with the National Institute for Training (NIT) as that organization has now been given responsibility for the corps of training directors developed under this contract.

The amounts indicated in this ProAg are in accordance with the existing Program Implementation Document (PID) as amended.

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

ADPROG :

[Signature]
APO

[Signature] 1/13
Division Chief

[Signature] 1/12/73
Financial Mgmt. Br.

ADPROG

ADFM :

FAD

B&A

[Signature]
ADFM

TECHNICAL OFFICE : 2/2/73
[Signature]
Project Manager

[Signature]
Division Chief or Assistant Director

OTHER : [Signature]
W. P. Niblo, A/ADDD

PRO AG
VIETNAM
31

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. 730-11-799-372 | 2. AGREEMENT No. 73-062 | 3. ORIGINAL | REVISION No. _____
 4. PROJECT TITLE: Public Administration Technical Support (Management Improvement - (Sub-Activity) Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)
 5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)

6. APPROPRIATION: 72-1131006 | 7. ALLOTMENT: 356-50-730-00-69-31

D. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (a)	INCREASE (b)	DECREASE (c)	TOTAL TO DATE (d)
5. PERSONNEL COSTS				
(1) US PASA				
Contract		100,000		100,000
(2) LOCAL AND TCM PASA				
Contract				
b. PARTICIPANTS				
AID Direct		13,200		13,200
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		113,200		113,200
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund		3,641,000		3,641,000
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS: This Agreement presents the planned implementation of the Central Government Management Improvement with the Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry sub-project as agreed to by representatives of the USG and GVN whose signatures appear hereon. This Agreement also obligates funds to finance a contract extension and obligates with waiver funds for participant training as described within.
 Ref: PTO/T (31)30238 | Waiver: 73-372-09

11. DATE OF ORIG. AGREEMENT: February 22, 1973 | 12. DATE OF THIS REVISION: _____ | 13. EST FINAL CONTRIBUTION DATE: December 31, 1974

14. GOVERNMENT OF VIETNAM
 SIGNATURE: [Signature] DATE: Feb 10
 TITLE: Director General 73
for Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT
 SIGNATURE: [Signature] DATE: 2/22
 TITLE: Associate Director for Program

AID 1990-1A (3-789) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-11-799-372	PAGE <u>2</u> OF <u>5</u> PAGES
		2. Agreement No. 73-062	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title: Public Administration Technical Support (Management Improvement Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)	

A. BACKGROUND

Since 1969 technical assistance activities have been carried out between the Central Government Management Branch, USAID/PAD and the Office of the Prime Minister aimed at introducing administrative and management improvements and increasing the professional capacity of senior executive and middle management level officials throughout the GVN.

It has been of expressed personal concern to the Minister of Land Reform, Agriculture, Fisheries & Animal Husbandry and other key officials that the level of management competence and conceptual understanding throughout the Government of Vietnam must be increased. They also recognize that a concerted effort must be made to increase the efficiency and effectiveness of government operations through the adaptation and utilization of modern management techniques and practices.

This project is one segment of the broad administrative/management improvement effort being undertaken jointly and cooperatively by the USAID Public Administration Division and the Government of Vietnam, and specifically reflects those activities of direct and immediate interest to the Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry.

B. GOAL STATEMENT

GVN efficiently and effectively planning and managing its resources.

C. PROJECT PURPOSE

To improve management at the Central Government specifically the Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry level including both staff and line functions in order that rational policies and programs will be implemented as planned, at reasonable cost and within a reasonable time period.

D. CONDITIONS EXPECTED AT END OF PROJECT

Improved management, administration and operations in the Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

AID 1330-1A (B-70) PRO AG CONTINUATION SHEET ANNEX A	PROJECT AGREEMENT BETWEEN AID AND DGRFA	1. Project/Activity No. 730-11-799-372	PAGE 3 OF 6 PAGES
		2. Agreement No. 73-062	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Public Administration Technical Support (Management Improvement Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)	

E. OUTPUT TARGETS FOR FY 73

The output targets for FY 1973 represent a continuation of the Advisory Team efforts to accomplish the objectives specified in Annex C, Work Plan, Project Agreement 70-093 as follows:

1. Examine and analyze the Ministry financial management systems including budgeting, for the purpose of identifying and improving those processes which are under the Ministry control, and bring to the attention of the appropriate agency those beyond the control of the Ministry. Improvement in this vital area is to provide management with more accurate financial information and to free executive officials from clerical detail and allow them more time to carry out their primary management functions, i.e. to plan, direct, and control the activities of the Ministry.
2. Design and implement a management reporting system which can be integrated into an inter-Ministerial reporting system.
3. Prepare and publish procedure manuals for each system or process reviewed.
4. Examine, analyze and prepare operating manuals for the functions and responsibilities of the several control administrative units including the Director of Cabinet, Secretariat General, Directorate for Administration and Personnel, Budget and Accounting, Technical, International Relations, and Statistics and Economy. In addition, the administrative units within the operating or technical directorates will be reviewed.
5. Included in "4" will be a detailed analysis of approximately 30 key positions and the development of comprehensive position descriptions and duty assignments for each.
6. Review and recommend improvements in the internal personnel management procedures including selection, assignment, organization and clarification of positions.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

AID 1250-1A (8-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-11-799-372	PAGE <u>4</u> OF <u>5</u> PAGES
		2. Agreement No. 73-062	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Project/Activity Title Public Administration Technical Support (Management Improvement Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)	

F. INPUTS FOR FY 1973

1. Government of Vietnam Inputs

Subject to the availability of funds and personnel, the GVN will provide the following:

a. The Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry will assign ministry personnel, in the equivalent of at least eight (8) or more man years to work regularly as a counterpart team(s) with the American contract staff of AID/vn-90 to improve organization and management in the Ministry. The Ministry of Land Reform, Agriculture, Fisheries, and Animal Husbandry will provide the AID/vn-90 Contractor with office space in the Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry.

b. The Ministry of Land Reform, Agriculture, Fisheries, and Animal Husbandry will select a total of two qualified English speaking employees of the MLRAFAH for six months training in the US, one in program management and control and one in management analysis or organization and management. If chosen from the eight referred to in par. 1a above, they need not be replaced.

c. Trust Fund support for the USAID Contract AID/vn-90 including local personnel hired by the contractor.

2. United States Government Inputs

Subject to the availability of funds and personnel the United States Government through the Agency for International Development will provide the following:

a. Direct Hire

Part-time services of two Public Administration Advisors.

b. Contract Services/Institutional

Kentron - Hawaii Inc. (AID/vn-90)

Three - four contract Advisors, plus short term consultants, to provide assistance to the Ministry of Land Reform, Agriculture,

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 (2-79) PRO AG CONTINUATION SHEET ANNEX A	PROJECT AGREEMENT BETWEEN AID AND DGRFA	1. Project/Activity No. 730-11-700-372	PAGE 5 OF 5 PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 77-062	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		3. Project/Activity Title Public Administration Technical Support (Management Improvement Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)	

Fisheries, and Animal Husbandry in administrative and management improvement.

c. Participant Training in the US

One for 6 months in Program Management and Control and one for 6 months in O&M or management and administration.

G. DESIGNATIONS

1. Government of Vietnam

The Minister of Land Reform, Agriculture, Fisheries and Animal Husbandry will designate a Project Manager to coordinate, monitor, and ensure the implementation of the GVN project activities covered by this agreement and relating to their particular jurisdictional areas. The Project Manager will, in addition, work closely with the US Project Manager and be responsible for nomination of participants, selection of employees for English language training, and the processing of implementing documents arising from this agreement.

2. The United States Government

Project management responsibility rest with the Central Government Branch under the direction of the Assistant Director for Public Administration. The Project Manager will be responsible for continuous liaison with GVN officials and for providing professional analysis and general guidance as to the overall planning, implementation, execution and management of the project. He reviews and evaluates contractor performance in meeting project objectives and ensures that remedial or supportive action is taken by and/or for the contractor, the USAID or the GVN as appropriate.

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

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

SIGNATURE: _____ DATE: _____
TITLE: _____

AID 159D-1A (2-70) PRO AG CONTINUATION SHEET ANNEX <u>A</u>	PROJECT AGREEMENT BETWEEN AID AND DGBFA	1. Project/Activity No. 730-11-799-372	PAGE <u>5</u> OF <u>6</u> PAGES
		2. Agreement No. 73-062	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF Vietnam	3. Project/Activity Title Public Administration Technical Support (Management Improvement Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)	

J. STANDARD PROVISIONS

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

Concurrences:

Carvanthou

Minister of Land Reform, Agr.
 Fisheries and Animal Husbandry
 Development

Windfield P. Xabla

Associate Director for
 Local Development

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

PROJECT DOCUMENT CLEARANCE SHEET

Project Title: Public Administration Technical Support (Management Improvement - Ministry of Land Reform, Agriculture, Fisheries & Animal Husbandry)

Project Number: 730-11-799-372

Agreement Number: 73-062

Original X Revision _____

Explanation and/or comments

The purpose of this FY 73 ProAg is to set forth the scope of the Central Government, Management Improvement at the Ministry of Land Reform, Agriculture, Fisheries and Animal Husbandry sub-project and to stipulate the responsibilities and contributions of the GVN and the USG. This documentation also obligates and subobligates \$100,000 to finance extension of contract AID/vn-90 and obligates \$13,200 with waiver for participant training as described within.

The extension of contract AID/vn-90 has been shortened at the request of ADPA in order to provide additional man-months of technical assistance at critical times. There is no additional requirement of funds beyond that shown in the FY 74 PBS; this change merely represents a compacting of man-months into a shorter period.

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

ADPROG:

12/14 [Signature] [Signature] 12/6 EK 2/21/73
ADPROG Division Chief Financial Mgmt. Br. ADPROG

ADFM:

[Signature] [Signature] 12/11/72 [Signature] [Signature] [Signature]
ADFM BSA ADFM

TECHNICAL OFFICE:

Leon D. Morgan [Signature]
Project Manager Director Chief or Assistant Director

OTHER:

[Signature] [Signature]
[Signature] 2/22/73

VN-158/112-73
ADPROG

PRO AC
(VIETNAM)

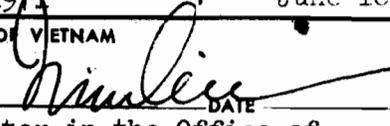
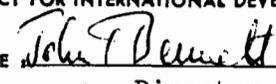
PROJECT AGREEMENT
 BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
 AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
 AN AGENCY OF THE GOVERNMENT OF VIETNAM
OFFICE OF THE PRIME MINISTER

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. 730-11-799-372	2. AGREEMENT No. 72-002	3. ORIGINAL	REVISION No. 1
4. PROJECT TITLE : Public Administration Technical Support (Sub-Activity)			
5. PROJECT DESCRIPTION AND EXPLANATION (See Annex A attached)		Allocation No. CSF-22	
6. APPROPRIATION : 72-FT-800		7. ALLOTMENT : 168-50-730-05-69-00	

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US PASA				
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)				
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund	5,000,000			5,000,000
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS :
 The purpose of this ProAg revision is to extend the Final Contribution Date from June 30, 1973 to June 30, 1974.

11. DATE OF ORIG. AGREEMENT July 7, 1973	12. DATE OF THIS REVISION June 18, 1974	13. EST FINAL CONTRIBUTION DATE June 30, 1974
14. GOVERNMENT OF VIETNAM		15. AGENCY FOR INTERNATIONAL DEVELOPMENT
SIGNATURE :  DATE _____		SIGNATURE :  DATE 6/18
TITLE : Minister in the Office of the Prime Minister		TITLE : Director

AID 1330-1A (8-70) PRO AG CONTINUATION SHEET ANNEX _____	PROJECT AGREEMENT BETWEEN AID AND Office of the Prime Minister	1. Project/Activity No. 730-11-799-372	PAGE <u>2</u> OF <u>2</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF Vietnam	2. Agreement No. 72-002	3. <input type="checkbox"/> Original or Revision No. <u>1</u>
		3. Project/Activity Title Public Administration Technical Support	

The following changes are made to Annex A of ProAg 72-002:

Delete the last sentence in item V 2 and substitute the following:

"All funds under this Special Fund will remain available for obligation for 18 months from date of this allocation and remain available for expenditure for 36 months from date of this allocation document."

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
 TITLE: _____

SIGNATURE: _____ DATE: _____
 TITLE: _____

