

**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.

*DL*

1. PROJECT NO. 730-11-799-372 | 2. AGREEMENT NO. 72-059 | 3. ORIGINAL X | REVISION NO.

4. PROJECT TITLE: PUBLIC ADMINISTRATION TECHNICAL SUPPORT  
 (Sub-Activity) (Of Central Gov't Budget.)

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

6. APPROPRIATION: 72-1121005 | 7. ALLOTMENT: 256-50-730-00-69-21

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS (1) US PASA				
(2) LOCAL AND TCI PASA Contract				
b. INTERNATIONAL AID Direct PASA/Contract		15,200		15,200
c. COMMODITIES AID Direct PASA/Contract				
d. OTHER COSTS AID Direct PASA/Contract				
e. TOTAL (ALL COSTS)		15,200		15,200
9. LOCAL CURRENCY FINANCING (\$1.00 = FIATERS)				
a. COUNTERPART Trust Fund AAC Special Fund Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND DETAILS: This document provides funding for 26 weeks of training in the US in Management Analysis (O&M) for two participants from the GVN Ministry of Education. Courses are scheduled to begin in January 1972. This is a continuation of the programs carried out in FY 71 under the Central Government Management Project (Public Administration Tech Support - Proj 71-012).  
 PIO/P: (21)20231

11. DATE OF CMO AGREEMENT: November 15, 1971 | 12. DATE OF THIS REVISION: | 13. EST. FISCAL CONTRIBUTION DATE: December 31, 1973

14. GOVERNMENT OF VIETNAM | 15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE: *[Signature]* DATE: NOV 15 71 | SIGNATURE: *[Signature]* DATE: 11/15/71

TITLE: Director-General for Budget and Foreign Aid | TITLE: Acting Associate Director for Program

PROJECT DESCRIPTION SUMMARY SHEET

Project Title : Public Administration Technical Support  
(372.01 Central Government Management)  
Project Number : 730-11-799-372  
Agreement Number : 72-059

Original X Revision \_\_\_\_\_

Explanation and/or comments:

Participant training is an integral part of the Central Government activity under Public Administration Technical Support. The funds obligated by this document provide for two participants to attend courses in Management Analysis (O&M) which are scheduled to begin in January 1972. This training will provide supplemental specialized administrative training to that provided in-country by the American Asian International (AAI) contract team, also funded under the Central Government Management Project.

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

ADPROG :

Vam 11/11/71  
ADPROG

John Wilson 11/11/71  
Division Chief

Financial Mgmt. Dir.  
ADPROG

Novelton 11/15/71  
ADPROG

ADFM :

[Signature]  
ADFM

[Signature] 11/12/71  
ADFM

[Signature] 11/12/71  
ADFM

TECHNICAL OFFICE :

Marvin H. Murphy  
Project Manager

[Signature]  
Division Chief or Assistant Director

OTHER :

21

1. TITLE OF PROJECT: *2-1171001*

2. FUNDING SOURCE: *2-1171001*

3. PROJECT NUMBER: *2-1171001*

4. PROJECT PERIOD: *01-01-71 to 01-01-72*

DESCRIPTION	ESTIMATED COST	ACTUAL COST	PERCENTAGE
1. PERSONNEL			
(a) DIRECTOR			
(b) ASSISTANT DIRECTOR			
(c) SENIOR CONSULTANT			
(d) CONSULTANT			
(e) OTHER PERSONNEL			
2. MATERIALS			
(a) AD. Equip.	20,000	20,000	92,000
(b) PASA/Contract			
3. COMMODITIES			
(a) AD. Equip.			
(b) PASA/Contract			
4. OTHER COSTS			
(a) AD. Equip.			
(b) PASA/Contract			
5. TOTAL (AMOUNT)	20,000	20,000	292,400
6. COSTS INCURRED TO DATE			
7. CONTRACTS			
(a) Travel Fund			
(b) AAC			
(c) Special Fund			
(d) Other			
8. CVM (SHOW CODE IS 1000)			
9. UNRECOVERED			
10. RESOURCES AND OTHER			

The purpose of this Division is to provide the program description and explanation and to obligate funds for 1 year with a term of 2 contracts and participants existing as described in the description.

Ref: PIG/T (21)20745, PIG/T (21)20746, PIG/T (21)20747, (21)20748, (21)20749, (21)20750.

11. DATE OF ORIGIN: <i>November 13, 1971</i>	12. DATE OF REVIEW: <i>June 22, 1972</i>	13. DATE OF REPORT: <i>July 31, 1972</i>
14. GOVERNMENT OF <i>USA</i>		
15. APPROVAL: <i>[Signature]</i> <i>May 31</i> DIRECTOR, <i>Johnston</i> <i>72/1</i> AND <i>Debra</i> <i>72/1</i>		
16. REVIEW: <i>[Signature]</i> <i>6/22/72</i> MANAGER		

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1969-1970 10 216 COMMISSION CIVIL Annex A	PROJECT AGREEMENT USAID Technical	730-11-789-372 1-033 Public Administration & Administrative Support (572.08 - 011)	2 11 2
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**PAGE 3**

**I. BACKGROUND**

Since 1969 technical assistance activities have been carried out between the Central Government Management Branch, USAID/EMD 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 Prime Minister, his Secretary of State for Executive Affairs, the Ministers of Agriculture and Education, the Director General of Civil Service 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 adoption and utilization of modern management techniques and practices.

This project reflects the broad administrative/management improvement effort being undertaken jointly and cooperatively by the USAID Public Administration Division, the OMI, the Ministries of Agriculture and Education, the DROS and such other agencies responsible to the Prime Ministry as may become involved.

**II. GOAL STATEMENT**

To increase and improve at the central level of the GVN the administrative capability to plan and manage the efficient use of government resources.

**III. PROJECT PURPOSE**

To improve management at the Central Government level including both staff and line functions in order that national policies and programs will be implemented as planned, at reasonable cost and within a reasonable time period.

**IV. CONDITIONS EXPECTED AT END OF PROJECT**

1. An effective Organization and Management Unit in the Office of the Prime Minister and O & M Units in selected Ministries.

For the Chief of the Civil Service Agency

For the Agency for Technical and Administrative Support

RECEIVED  
1971-03

DATE

RECEIVED  
FILED

4

205 1550-1A (8-73)  HDOAG INFORMATION SHEET  PART A	PROJECT AGREEMENT BETWEEN THE U.S.A. AND THE GOVERNMENT OF VIETNAM	United States OFC 11-709-872 WASHINGTON, D.C. 20539 Telephone: 205-300-2000 FAX: 205-300-2000 Email: <a href="mailto:USAID@USAID.gov">USAID@USAID.gov</a> Website: <a href="http://www.usaid.gov">www.usaid.gov</a> Office of Administration Technical Support (478.01 - 011)	PAGE 3 OF 3 1 2 3 4 5
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2. A government-wide management reporting system.
3. A government-wide management improvement program.
4. Improved administration in the Ministries of Agriculture and Education.
5. Increase professional capacity of the executive level in DECS.

**IV. CHANGE TARGETS**

- a. Establishment of collective organization and management staffs in the Ministries of Agriculture and Forestry.
- b. Up-grading the professionalism of five (5) Vietnamese management analysts through participant training in the United States, four in the Ministry of Education and one in the Ministry of Agriculture.
- c. Local training of fifty-nine (59) management analysts in approximately twenty-five (25) Ministries and independent agencies and offices at the National level.
- d. The codification of civil service laws, rules and regulations.
- e. Development and agreement upon detailed work plans for administrative and management improvement and program management and control in the Ministry of Agriculture.
- f. Advice and assistance to the Ministry of Agriculture in the following areas:
  - (1) Prepare an overall framework for an improved budget and control system.
  - (2) Develop a preliminary program budget structure.
  - (3) Identify major programs and activities.
  - (4) Review and analyze existing program and financial reports.
  - (5) Conduct a program of in-service training and orientation in program management.

For the Governing Government of Agency  APPROVED: _____ DATE: _____ SIGNED: _____	For the Agency for International Development  APPROVED: _____ DATE: _____ SIGNED: _____
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5

AID 1523-01A (2-73)  SLO AG CONTRACT NUMBER 000001  000001	PROMISE AGREEMENT NUMBER 1523-01A  AGENCY OF THE GOVERNMENT OF VIETNAM	Project No. 732-11-752-372 32-000 Public Administration Technical Support (372.01 - 381)	Page 4 of 11 Pages Date: 10/1/73
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(6) Review and evaluation of the ministry organization.

g. A management seminar held for top and middle management level officials in the Ministry of Agriculture.

h. Study and implementation of administrative improvement recommendations in the areas of mail classification distribution, files and filing system, personnel forms, procedures for purchase requisitions and work flow in selected organizational elements of the Ministry.

i. A thorough study of the distribution of work and exercise of authority among the executive level officials of the Ministry of Agriculture and the submission of recommendations to the Minister regarding specific and greater delegation of authority to the lowest practical level.

VI. REQUIREMENTS

A. Government of Vietnam Inmate

Personnel

1. GVI through the Office of the Prime Minister will make available approximately 80 employees from the various ministries and independent agencies with appropriate background and interest for in-country in-service training in management analysis.

2. The Ministry of Agriculture will provide twelve (12) Ministry officials to work regularly as a counterpart team with the American contract staff of AID/VN-90 to improve organization and management in the Ministry. The Ministry of Agriculture will provide AID/VN-90 Contractor with office space in the Ministry of Agriculture.

3. The Directorate of Management of Public Services, Office of the Prime Minister (the central management unit of the GVI) will provide counterpart staff and office space for the Public Administration Service Contract team to work in the program of management improvement and to develop a GVI Management Reporting System.

4. The Office of the Prime Minister will select three candidates from the Office of the Prime Ministry who are qualified in English for six months training in the US in organization and management.

For the Contracting Government of Vietnam  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1550-1A (2-70)  FDB AG CONTRIBUTION SHEET  PART A	PROJECT AGREEMENT BETWEEN THE GOVERNMENT OF VIETNAM AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA	PROJECT NUMBER: 750-11-790-070  TITLE: Public Administration Technical Support (750-03 - 013)	PAGE 5 OF 14 PAGES DATE: 11/1/71 INITIALS:
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The Office of the Prime Minister will select one candidate each from the Ministry of Education, the Ministry of Interior and the Ministry of War Veterans who are qualified in English for six-months training in the US in the training of trainers.

5. The Office of the Prime Minister will release the Director General of Civil Service and one senior staff member of the DSCB to make a two months observation tour of civil service agencies and operations in the United States.

6. The Ministry of Education will select two qualified English speaking employees of the management unit of the MIA for six months training in the US in organization and management.

7. The Ministry of Agriculture will select three qualified English speaking employees of the management unit of the MIA for six months training in the US in program management and control.

8. The Office of the Prime Minister, and the Ministry of Agriculture will provide adequate space and facilities with which to conduct required training and orientation programs under AID/VI-89 and AID/VI-90 contracts.

**B. 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:

1. Direct Hire  
Two Public Administration Advisors - Management Analysts
2. Contract Services/Institutional
  - a. American Asian International (AID/VI-89, funded FY 71).  
Two contract Advisors for one year to train Management Analysts.
  - b. American Asian International (AID/VI-90).  
Three contract Advisors for one year plus short term consultants, to provide assistance to the Ministry of Agriculture in organization and management improvement - to extend contract to May 1973. \$100,000

For the Competing Government Agency  SIGNATURE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ TITLE: _____
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AFD 1220-1A (1-70)  PRO AG  CONTRIBUTION SHEET  Annex A	<b>PROJECT AGREEMENT</b> BETWEEN THE GOVERNMENT OF VIETNAM AND THE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Project Agency No. 720-11-789-372  2. Project Title Public Administration Technical Support (1972-01-01 - 1973-01-01)	PAGE 6 OF 11 PAGES DATE: _____ BY: _____
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- c. Public Administration Services  
 The contract advisors full time to furnish advisory assistance to the Office of the Prime Minister in strengthening its central management unit and its program of management improvement and to develop a PM Management Reporting System. To extend the contract to Dec. 1973 \$100,000
  
- 3. Participant Expenditures in US
  - a. Office of the Prime Minister  
 Management Analysts - Three for 6 months in CMI. (Issued with this Projg) \$19,800  
  
 Management Trainers - Three for 6 months in Training of Trainers. (Issued with this Projg) \$16,500  
 (One each from Ministry of Education, Ministry of Interior, War Veterans).
  - b. Directorate General of Civil Service  
 Director General and Senior Staff Member - Two for 2 months observation tour. (Issued with this Projg) \$6,500
  - c. Ministry of Education  
 Management Analysts - Two for 6 months in CMI (Previously funded Projg 72-059, P/O/T (21)20231) (\$15,200)
  - d. Ministry of Agriculture - Three for 6 months in Program Management and Control \$19,800
  
- 4. Other Costs
  - a. Trust fund local currency support for Contract VII-90 to provide services of 7 local staff and supplies and materials to extend contract through April 1973. (Previously funded Projg 70-093/RI dated March 8, 1972) (VI) \$5,121,000

For the Government of Vietnam  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1530-81A (5-70)  FUND AB  CONTINUATION SHEET  PARTIAL A	PROJECT AGREEMENT BETWEEN THE GOVERNMENT OF GUATEMALA AND THE UNITED STATES OF AMERICA FOR THE TRAINING OF PUBLIC ADMINISTRATION TECHNICAL STAFF (1972 OJ - 011)	THE ASSISTANT DIRECTOR FOR PUBLIC ADMINISTRATION 750-11-759-872 WASHINGTON, D.C. 20541 DATE: 11/29/72 BY: [Signature]	PAGE 2 OF 2 PAGES CONTRACT NO. 1530-81A-0001 TITLE: TRAINING OF PUBLIC ADMINISTRATION TECHNICAL STAFF
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b. Trust Fund local currency support for Contract 15-89 to provide salaries of 9 local staff for the Management Analyst Training Program (WV 1,895,000) (Previously funded under 73-092/81 dated March 16, 1972)

VIII. RESPONSIBILITIES

1. Government of Guatemala

The Secretary of State for Executive Affairs in the Office of the Prime Minister, the Minister of Land, Urban, Agriculture and Fisheries Development, and the Minister of Education, will each designate a Project Manager to coordinate, monitor, and ensure the implementation of the GVI project activities covered by this agreement and relating to their particular jurisdictional areas. Project Managers 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

The Assistant Director for Public Administration or his designee(s) will be designated US Project Manager(s) for this activity. He will be responsible for continuous liaison with GVI 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 GVI as appropriate.

VIII. REPORTING AND EVALUATION

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

IX. SPECIAL PROVISIONS

None.

For the Government of Guatemala  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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9

AID 1990-3A (D-75)  PPO AG CONTRIBUTION SHEET  ANNEX A	PROJECT AGREEMENT  PPOA  MINISTRY OF LAND REFORM, AGRICULTURE AND ANIMAL HUSBANDRY DEVELOPMENT	1. ENTIRE AGREEMENT 700 12 1990 1990 1990 Public Accountants and Financial Support (57) 01 - 001	Page 3 of 14 pages 1990 1990
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X. STANDARD PROVISIONS

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

Consignatures:

*[Handwritten Signature]*

Secretary of State for  
Executive Affairs

*[Handwritten Signature]*

Minister of Land Reform,  
Agriculture, Fisheries and  
Animal Husbandry Development

*[Handwritten Signature]*

Associate Director for  
Rural Development

For

For the Coordinating Committee of Agency

For the Agency Co-ordinating Committee

COORDINATING COMMITTEE

AGENCY CO-ORDINATING COMMITTEE

Aid 1500-1A (0-78)	PROJECT AGREEMENT USAID	780-11-700-372	PAGE 2 OF 31 PAGES
PROJECT AGREEMENT SHEET	PROJECT OF THE PROGRAM		PROJECT NO.
ANNEX A		Public Administration Technical Support (1972.0. 111)	

PART III

I. BACKGROUND

The objective is to provide assistance in strengthening and improving the administrative procedures of the Office of the President (OP) and in developing its capabilities to provide support and prompt response to other government agencies responsible for coordinating national programs of development, reconstruction and rehabilitation.

The USAID has financed two participants' study tours to the US in October of 1970 and May of 1971 for a total of 70 officials from the Office of the President representing administrative, legislative and legal functions. The USAID has now been requested by the OP to sponsor a third observation/study tour to the United States in June of 1972 for five key officials of that office.

II. GOAL STATEMENT

To plan and manage the efficient use of government resources.

III. PROJECT PURPOSE

To improve the administration and management of the various offices within the Office of the President.

IV. CONDITIONS ENVISIONED AT THE END OF THE PROJECT

1. An established and efficiently organized administrative office within the OP with the capability to develop and implement efficient and expeditious systems for providing communications and liaison between the Presidency and other agencies of the central and local government.

2. Certain trained personnel with increased capability to support and advise the President's Special Assistants on Legislative Affairs, Legal Affairs and Liaison with Constitutional Institutions.

V. OUTPUT TARGETS

Five key officials of the Office of the President who will complete a five weeks observation/study tour of the United States in July 1972 and will return to their present or higher positions. This will bring to 15 the total number of officials from the Office of the President who have received training under this project.

For the Cooperating Government or Agency	For the Agency of the Office of Development
SIGNATURE: _____ DATE: _____ TITLE: _____	SIGNATURE: _____ DATE: _____ TITLE: _____

AND 1330-10 (2-72)  FORM 43 GOVERNMENT SHEET  MARCH A	<b>PROJECT AGREEMENT</b> BETWEEN THE GOVERNMENT OF VIETNAM AND THE AGENCY FOR INTERNATIONAL DEVELOPMENT	I. PROJECT NO. 730-11-799-072 II. PROJECT TITLE III. PROJECT START DATE IV. PROJECT END DATE V. PROJECT SUPPORT (\$72,000 - 011)	PAGE 10 OF 14 PAGES 2
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**VI. TERMS**

**A. Government of Vietnam Terms**

Personnel

The Office of the President will make available five officials for a five weeks observation tour of the United States.

**B. United States Government Terms**

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

Participant Training in the US (previously funded Revision No.1)

Five administrative officials 5 weeks June-July 1972 \$24,000

**VII. DESIGNATIONS**

**A. Government of Vietnam**

In the Office of the President, the Director General for Administration serves as the Project Manager for the GVI. He will work with the US Project Manager in implementing and evaluating the program and seeking to obtain project objectives.

**B. The United States Government**

The Assistant Director for Public Administration, or his designee, will serve as Project Manager for the activities covered by this project. He will work with the GVI Project Manager in coordinating and implementing the project and seeking to obtain project objectives.

**VIII. REPORTING AND EVALUATION**

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

**IX. SPECIAL PROVISIONS**

None.

For the Cooperating Government or Agency:  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development:  SIGNATURE: _____ DATE: _____ TITLE: _____
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STANDARD FORM NO. 64 (7-54)  
AGREEMENT  
FORM NO. 1  
STANDARD FORM NO. 64 (7-54)  
AGREEMENT  
FORM NO. 1

WORKING AGREEMENT  
BETWEEN  
THE  
DIRECTOR OF THE BUREAU OF  
THE  
OFFICE OF THE PRESIDENT

U.S. DEPARTMENT OF  
750-11-700-573  
AGREEMENT  
BETWEEN  
THE  
OFFICE OF THE PRESIDENT  
AND  
THE  
BUREAU OF TECHNICAL SUPPORT  
1972-01-01

11-11-72  
11-11-72  
11-11-72  
11-11-72

**V. STANDARD PROVISIONS**

The Standard Provisions B, US follow starting as appended hereto as a part of this agreement.

Concurrence:

*[Handwritten Signature]*

Director General of  
Administration  
Office of the President

*[Handwritten Signature]*  
Assistant Director for  
Local Development

For the Governing Government of Agency

For the Agency for International Development

SIGNATURES  
DATE

SIGNATURES  
DATE

AND 1530-1A (1-7-71)  TITLE IDENTIFICATION NUMBER  PART A	PROJECT AGREEMENT BETWEEN THE GOVERNMENT OF VIETNAM AND THE UNITED STATES OF AMERICA	PROJECT NUMBER 730-14-753-373  PROJECT TITLE Public Administration Technical Support (1971-1974)	PAGE 12 OF 14 PAGES DATE 1971
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PART III

I. BACKGROUND

The Legislative Branch of the Government of Vietnam, the National Assembly, consists of two Houses, each of which is responsible for establishing its own internal rules and organization. In the Upper House matters of administration and management are placed under control of a Director of Cabinet and in the Lower House under control of a General Manager.

In 1969 the USAID Vietnam proposed to arrange for key managerial officials of the two Houses to visit and study the organization and operations of US Legislatures, in order to assist them in implementing and strengthening internal administrative organization of the GVN Legislature. Subsequently an observation tour for five officials was organized in 1971. USAID has now been requested by the National Assembly to sponsor an additional short observation/study for the Chief Administrator from each House to assist them in evaluating and improving their operations from the viewpoint of top level management.

II. GOAL STATEMENT

To plan and manage the efficient use of government resources.

III. PROJECT PURPOSE

To improve the administration and management of Legislative processes, organization and functions.

IV. CONDITIONS PRESENT AT THE END OF PROJECT

1. Improved administrative organization within the National Assembly.
2. More expeditious management of administrative affairs of the Legislature.
3. Improved and more extensive coordination between the administrators of the Legislature and the Legislators.
4. More efficient and responsive support by the administrators to the Legislative programs.

For the Government of Vietnam Agency  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency in Vietnam of USAID, Inc.  SIGNATURE: _____ DATE: _____ TITLE: _____
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FORM 1000-7A (2-72)  PROGRAM OPERATIONAL UNIT  PART A	PROJECT ASSIGNMENT Vietnam	I. Budget 750-11-700-372	PAGE 13 OF 14 PAGES 11/1/72 1
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V. CONCEPT STATEMENT

Two Chief Administrative officials of the National Assembly will complete an observation/study tour of the US Congress and selected State Legislatures and will resume their present positions.

VI. MEASURES

A. Government of Vietnam Measures

Personnel

The National Assembly will make available 2 chief administrators for a five week observation tour of the US.

B. 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:

1. Participant Training in the US. (PAO/P issued with this Prolog)

Two administrative officials      5 weeks      Oct. 1972      \$10,400

VII. DESIGNATIONS

A. Government of Vietnam

In the National Assembly the Director of Cabinet will be designated Project Manager for the Upper House and the General Manager will be designated Project Manager for the Lower House. They will work with the US Project Manager in implementing and evaluating the program and seeking to attain project objectives.

B. The United States Government

The Assistant Director for Public Administration or his designee will act as US Project Manager. He will work with the GVN Project Managers in coordinating and implementing the project.

For the Government of Vietnam

For the Agency for International Development

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_

PROJECT AGREEMENT  
PROJECT POINT

730-11-700-372

Project Offices

PLANNING  
CONSTRUCTION  
OPERATION

1961

1962

Project Offices

AN AGENCY OF THE GOVERNMENT OF

Victoria

Public Administration and Technical Support  
(531 - 372 01)

ANNEX A

VIII. REPORTING AND MONITORING

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

IX. SPECIAL PROVISIONS

None

X. STANDARD PROVISIONS

The Standard Provisions Annex B, US Dollar Funding is appended hereto as a part of this agreement.

Conurrences:

Chairman of the Upper House

Chairman of the Lower House

Associate Director for  
Local Development

For the Commission Government of BVI

For the Ministry of Development, BVI

DATE: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_

Project Title : 1975-1976 ...  
 Project Number : 750-11-439-178  
 Agreement Number : 8-059  
Explanation and/or comments

This Revision serves as the Revised Policy and State sub-agreement and provides the project description and objectives. This project encompasses three distinct activities through the technical assistance provided in each area of the project. The project is provided to the Office of the State Director, the Office of the Secretary and the Legislature. The project is to the State Director (SD) in the activities within the Ministry of Agriculture and Ministry of Education. Because of the nature of this project the description and explanation is provided in three parts; each part to be signed out on by the respective agency(ies) involved.

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

ADPROG :  
 [Signature] 5/2 [Signature] 5/2 [Signature] 5/15/76  
 FAD Division 6 [Signature] ADPROG

ADPM :  
 [Signature] [Signature] [Signature]  
 FAD BCA ADPM

TECHNICAL OFFICE :  
 [Signature] [Signature]  
 Project Manager Division Chief or Assistant Director

OTHER :  
 [Signature] [Signature]

PRO 75  
 MET 110  
 21

**PROJECT AGREEMENT**  
 BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),  
 AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND  
 THE DIRECTORATE GENERAL FOR BUDGET AND FOREIGN AID (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. 72-059 | 3. ORIGINAL | REVISION No. 3

4. PROJECT TITLE: Public Administration Technical Support  
 (Sub-Activity) (372.01 - Central Government Management)

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

6. APPROPRIATION: 72-1121006

7. ALLOTMENT: 256-50-730-00-69-21

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)
1. PERSONNEL COSTS				
(1) US PASA				
Contract	200,000	22,850		222,850
(2) LOCAL AND TECH PASA				
Contract				
2. PARTICIPANTS				
AID Direct	92,400	19,800		112,200
PASA/Contract				
3. COMMODITIES				
AID Direct				
PASA/Contract				
4. OTHER COSTS				
AID Direct				
PASA/Contract				
5. TOTAL (ALL COSTS)	292,400	42,650		335,050
9. LOCAL CURRENCY FINANCING (\$1.00 = RIANGS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US -- OWNED				

BEST AVAILABLE COPY

10. REFERENCES AND REMARKS: This Revision provides funding for a 7½ months extension of contract AID/VII-89 and for 3 participants from the Ministry of Agriculture to the United States for 6 months of Program Management Training as described in the Master ProAg for this subproject.

Ref: PTO/T (21)20839 ; Waiver W-72-372-49.

11. DATE OF ORIG. AGREEMENT: November 15, 1971 | 12. DATE OF THIS REVISION: June 29, 1972 | 13. EST FINAL CONTRIBUTION DATE: December 31, 1974

14. GOVERNMENT OF VIETNAM  
 SIGNATURE: *[Signature]* DATE: June 27 72  
 TITLE: Director General  
 For Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT  
 SIGNATURE: *[Signature]* DATE: 6/29/72  
 TITLE: Director

PROJECT DOCUMENT CHANGE SHEET

Project Title : Public Administration Technical Support,  
(572.01 - Central Government Management)  
Project Number : 730-11-799-572

Agreement Number : 72-059

Original \_\_\_\_\_ Revision 3

Explanation and/or comments

Under contract AID/VN-89, USAID is assisting the Office of the Prime Minister in conducting management analyst training for personnel throughout the GVN. Because of delays caused by problems staffing the contract, delayed US academic training, and the expansion of the training course from two to three months, it will be impossible for the contract technicians to go through a complete course with the Vietnamese teaching the full program before the current termination date for the contract. At a review of Public Administration projects, the Prime Minister expressed his concern that this contract be extended. This Revision, then, obligates the money necessary for an extension of 7½ months to allow the orderly integration of Vietnamese instructors into the course and US instructors out.

This Revision also obligates funds for the remaining portion of the participant training as described in the Master Prolog (72-059/32) for this subproject.

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

ADPROG :

WMP 6/19/72 C/19/72 \_\_\_\_\_ Reed  
ADPROG / Division Chief / Financial Mgmt. Dir. / ADPROG

ADPM :

Walls 6/21/72 L. Walls  
ADPM / B&A / ADPM

TECHNICAL OFFICE :

Walls \_\_\_\_\_ 436  
Project Manager / Division Chief or Assistant Director

OTHER :

\_\_\_\_\_

PRO AG  
(VIETNAM)  
33

**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. 73-071 | 3. ORIGINAL  | REVISION No.

4. PROJECT TITLE : Public Administration Technical Support  
 (Sub-Activity) (372.01 - Central Government - Office of the President)

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

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

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US PASA				
Contract				
(2) LOCAL AND TCN PASA				
Contract				
b. PARTICIPANTS				
AID Direct		10,000		10,000
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		10,000		10,000
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS : This Agreement presents the planned implementation of the Office of the President subactivity as agreed to by representatives of the USG and GVN whose signatures appear hereon. This Agreement also obligates with waiver funds required to finance the participant training program as described within.  
 Ref: Waiver No. 73-372-35.

11. DATE OF ORIG. AGREEMENT | 12. DATE OF THIS REVISION | 13. EST FINAL CONTRIBUTION DATE  
 February 24, 1973 | | December 31, 1974

14. GOVERNMENT OF VIETNAM  
 SIGNATURE : [Signature] DATE Feb 23  
Tu Director General 73  
 TITLE : for Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT  
 SIGNATURE : [Signature] DATE 2-24-73  
 Associate Director for Program  
 TITLE :

AID 1330-1A (3-70)  <b>PRO AG</b>  CONTINUATION SHEET  ANNEX _____	<b>PROJECT AGREEMENT</b> BETWEEN AID AND <b>DGBEA</b>	1. Project/Activity No. <b>730-11-799-372</b>	PAGE <u>2</u> OF <u>4</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF <b>Vietnam</b>	2. Agreement No. <b>73-071</b>	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		3. Project/Activity Title <b>Public Administration Technical Support          (372.01 - CG - OP)</b>	

**A. BACKGROUND**

In prior years the USAID has provided assistance in strengthening and improving the administrative processes of the Office of the President (OP) 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.

The USAID previously financed three participant training tours to the US for a total of 15 officials from the Office of the President representing administrative, legislative and legal functions. The USAID has now been requested by the OP to sponsor a fourth observation/study tour to the United States in the first quarter of CY 1973 for two top level administrative officials of that Office.

**B. GOAL STATEMENT**

GVN efficiently and effectively planning and managing its resources.

**C. PROJECT PURPOSE**

To improve management at the Central Government 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 THE END OF THE PROJECT**

1. An established and effective administrative capability within the Office of the President to develop and implement systems efficiently and expeditiously for provision of communications and liaison between the Presidency and other agencies of the central and local government.

2. Trained personnel with increased capability to support and advise the President's Special Assistants on Legislative Affairs, Legal Affairs and Liaison with Constitutional Institutions.

**E. OUTPUT TARGETS**

Two key officials of the Office of the President who will complete a five weeks observation/study tour of the United States in the first quarter of CY 1973 and will return to their present or higher positions. This will bring to 17 the total number of officials from the Office of the President who have received training under this project.

For the Cooperating Government or Agency  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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AID 1330-1A (3-70)  <b>PRO AG</b>  CONTINUATION SHEET  ANNEX <u>A</u>	<b>PROJECT AGREEMENT</b> BETWEEN AID AND  <b>DGBFA</b>  AN AGENCY OF THE GOVERNMENT OF  <b>Vietnam</b>	1. Project/Activity No. 730-11-799-372	PAGE 3 OF 4 PAGES
		2. Agreement No. 73-071	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		3. Project/Activity Title  Public Administration Technical Support (372.01 - CG - OP)	

**F. INPUTS**

1. Government of Vietnam Inputs

Personnel

The Office of the President will make available two officials for a five weeks observation tour of the United States.

2. United States Government Inputs

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

Participant Training in the US

Two administrative officials five weeks observation/training in management and administration.

**G. DESIGNATIONS**

1. Government of Vietnam

In the Office of the President, the Director General for Administration serves as the Project Manager for the GVN. He will work with the US Project Manager in implementing and evaluating the program and seeking to attain project objectives.

2. The United States Government

Project management responsibility rests with the chief of 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.

**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.

For the Cooperating Government or Agency  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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*21*

AID 1330-1A (3-70)  <b>PRO AG</b> CONTINUATION SHEET  ANNEX <u>A</u>	<b>PROJECT AGREEMENT</b> BETWEEN AID AND  <b>DGBFA</b>	1. Project/Activity No. 730-11-799-372	PAGE <u>4</u> OF <u>4</u> PAGES
		2. Agreement No. 73-071	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF  <b>Vietnam</b>	3. Project/Activity Title  <b>Public Administration Technical Support</b> <b>(372.01 - CG - OP)</b>	

**I. SPECIAL PROVISIONS**

None.

**J. STANDARD PROVISIONS**

The Standard Provisions Annex B, US dollar funding is appended hereto as a part of this agreement.

Concurrences:



\_\_\_\_\_  
 Director General of Administration  
 Office of the President

*Winfield P. Tibbo*  
 A/ Associate Director for  
 Local Development

For the Cooperating Government or Agency  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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# PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support

Project Number : 730-11-799-372

Agreement Number : 73-071

Original X Revision \_\_\_\_\_

Explanation and/or comments

The purpose of this FY 73 ProAg is to set forth the scope of the Office of the President Subactivity and to stipulate the responsibilities and contributions of the GVN and the USG. This documentation also obligates \$10,000 with waiver of subobligation to finance the participant training program as described within.

The attached waiver permits subobligation of \$10,000 for two administrative officials of the Office of the President for management and administration observation training in the US to be completed expeditiously when the sub-obligating documents are prepared.

The amounts indicated in this Agreement 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]* 2/13 *[Signature]* 2/13 *[Signature]* 2/24/73  
APO Division Chief Financial Mgmt. Br. ADPROG

ADFM :

*[Signature]* 2/14/73 *[Signature]*  
FAD B&A ADFM

TECHNICAL OFFICE :

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

OTHER :

*[Signature]* 2/26/73

LEG :

24

PRO AG  
(VIETNAM)

32

**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

Page 1

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

1. PROJECT No. 730-11-799-372 | 2. AGREEMENT No. 73-069 | 3. ORIGINAL  | REVISION No.

4. PROJECT TITLE : Public Administration Technical Support  
 (Sub-Activity) (372.01 - Central Government - Office of the Prime Minister)

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

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

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US PASA				
Contract				
(2) LOCAL AND TCN PASA				
Contract				
b. PARTICIPANTS				
AID Direct		85,800		85,800
PASA/Contract				
c. COMMODITIES				
AID Direct				
PASA/Contract				
d. OTHER COSTS				
AID Direct				
PASA/Contract				
e. TOTAL (ALL COSTS)		85,800		85,800
9. LOCAL CURRENCY FINANCING (\$1.00 = PIASTERS)				
a. COUNTERPART				
Trust Fund				
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS : This Agreement presents the planned implementation of the Office of the Prime Minister Subactivity as agreed to by representatives of the USG and GVN whose signatures appear hereon. This Agreement also obligates with waiver funds to finance the participant training program as described within.

Ref: Waiver No. 73-372-34.

11. DATE OF ORIG. AGREEMENT February 28, 1973 | 12. DATE OF THIS REVISION | 13. EST FINAL CONTRIBUTION DATE December 31, 1974

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

15. AGENCY FOR INTERNATIONAL DEVELOPMENT  
 SIGNATURE : [Signature] DATE 2-28-73  
 TITLE : Associate Director for Program

- 25

AID 1330-1A (3-70)  <b>PRO AG</b>  CONTINUATION SHEET  ANNEX <u>A</u>	<b>PROJECT AGREEMENT</b> BETWEEN AID AND  <b>DGBFA</b>	1. Project/Activity No. 730-11-799-372	PAGE <u>2</u> OF <u>5</u> PAGES
		2. Agreement No. 73-069	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF  <b>Vietnam</b>	3. Project/Activity Title  <b>Public Administration Technical Support          (372.01 - CG - OPM)</b>	

**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 Prime Minister, the Secretary of State for Executive Affairs 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 Office of the Prime Minister.

**B. GOAL STATEMENT**

GVN efficiently and effectively planning and managing its resources.

**C. PROJECT PURPOSE**

To improve management at the Central Government 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**

1. An effective Organization and Management Unit in the Office of the Prime Minister and O & M Units in selected Ministries.
2. A government-wide management improvement program.
3. A functioning government-wide management information program to facilitate executive decisions.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 TITLE: \_\_\_\_\_

AID 1330-1A (3-70)  <b>PRO AG</b>  CONTINUATION SHEET  ANNEX <u>A</u>	<b>PROJECT AGREEMENT</b> BETWEEN AID AND <b>DGBFA</b>	1. Project/Activity No. 730-11-799-372	PAGE <u>3</u> OF <u>5</u> PAGES
	AN AGENCY OF THE GOVERNMENT OF <b>Vietnam</b>	2. Agreement No. 73-069	3. <input checked="" type="checkbox"/> Original or Revision No. _____
		3. Project/Activity Title Public Administration Technical Support (372.01 - CG - OPM)	

**E. OUTPUT TARGETS FOR FY 1973**

1. A determination of basic information needs and requirements of OPM in order that it can effectively monitor, evaluate and expedite GVN performance.
2. An assessment of data collection and reporting operations of GVN Ministries and other major entities and availability of relevant data.
3. A plan for integration of existing reporting systems with OPM as a focal point.
4. Development and definition of functions, policies, plans and operations necessary to increase effectiveness of central management unit; the Directorate of Management of Public Agencies, Office of the Prime Minister
5. An assessment of the staff of the Central Management Unit and development and initiation of a comprehensive staff development plan.
6. A determination of GVN priority management and administrative problems, conduct of organization and management studies in selected problem areas, and the undertaking of remedial measures as appropriate; all to the extent allowable within staff time available.
7. Three members of the staff of the central management staff of the Office of the Prime Minister trained in the US in management analysis and/or related fields.
8. Two additional professionals from among the GVN Ministries trained in the US in management analysis and/or related fields.
9. Establishment of effective organization and management staffs in at least two Ministries in addition to those already operational in the Ministries of Agriculture and Education, and continued improvement of the latter.

**F. INPUTS FOR FY 1973**

**1. Government of Vietnam Inputs**

a. The Directorate of Management of Public Agencies, Office of the Prime Minister (the Central Management Unit of the GVN) will provide

For the Cooperating Government or Agency  SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development  SIGNATURE: _____ DATE: _____ TITLE: _____
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21

AID 1330-1A (3-70)  <b>PRO AG</b>  CONTINUATION SHEET  ANNEX <u>A</u>	<b>PROJECT AGREEMENT</b> BETWEEN AID AND <b>DGBFA</b>	1. Project/Activity No. 730-11-799-372	PAGE <u>4</u> OF <u>5</u> PAGES
		2. Agreement No. 73-069	3. <input checked="" type="checkbox"/> Original or Revision No. _____
	AN AGENCY OF THE GOVERNMENT OF <b>Vietnam</b>	3. Project/Activity Title  <b>Public Administration Technical Support          (372.01 - CG - OPM)</b>	

counterpart staff and office space for the AID/vn-108 contract team to work in the program of management improvement and to develop a GVN Management Reporting System.

b. The Office of the Prime Minister will select or see to the selection of thirteen (13) qualified English speaking professionals from Office of the Prime Ministry or other GVN Ministries for six months training in the US in organization and management or management analysis. Five of these if possible will come from the management unit of the Ministry of Education.

c. Trust Fund support for the USAID Contract team 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

Public Administration Service (AID/vn-108).

Two contract Advisors full time, plus short term consultants, to furnish advisory assistance to the Office of the Prime Minister in strengthening its central management unit and its program of management improvement and to develop a GVN Management Reporting System.

c. Participant Training in the US

Office of the Prime Minister and other selected Ministries - Specialists - 13 for 6 months in Organization and Management or Management Analysis.

G. DESIGNATIONS

1. Government of Vietnam

The Secretary of State for Executive Affairs in the Office of

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 5 OF 5 PAGES

2. Agreement No.  
**73-069**

3.  Original or  
Revision No. \_\_\_\_\_

3. Project/Activity Title  
**Public Administration Technical Support  
(372.01 - CG - OFM)**

Prime Minister or his designee will act as GVN 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.

2. The United States Government

Project management responsibility rests 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

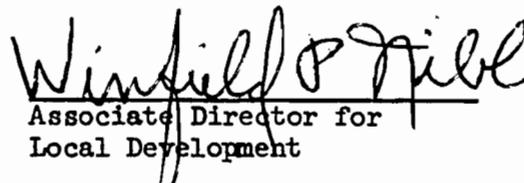
None.

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:

  
\_\_\_\_\_  
2/2/73  
Secretary of State for  
Executive Affairs in the  
Office of the Prime Minister

  
\_\_\_\_\_  
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 (372.01 - Central Government - Office of the Prime Minister)

Project Number : 730-11-799-372

Agreement Number : 73-069

Original  Revision \_\_\_\_\_

## Explanation and/or comments

The purpose of this FY 73 basic Agreement is to set forth the scope of the Office of the Prime Minister subactivity and to stipulate the responsibilities and contributions of the GVN and the USG. This documentation also obligates \$85,800 to finance the participant training program as described within.

The attached waiver permits subobligation of \$85,800 for organization and management or management analysis training in the US for 13 participants to be completed expeditiously when the subobligating documents are prepared.

The increases indicated in this Agreement 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] [Signature] EK 2/28/73  
APO Division Chief Financial Mgmt. Br. ADPROG

ADFM :

[Signature] [Signature] L. 2/12/73  
FAD B&A ADFM

TECHNICAL OFFICE :

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

OTHER :

LEGAL : [Signature] 2/28/73

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**

Page 1

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

1. PROJECT No. 730-11-799-372 | 2. AGREEMENT No. 73-062 | 3. ORIGINAL | REVISION No. 1

4. PROJECT TITLE : Public Administration Technical Support  
 (Sub-Activity) (372.01 - Management Improvement in the Ministry of Agriculture)

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

6. APPROPRIATION : 72-1131006 | 7. ALLOTMENT : 356-50-730-00-69-43

(info)  
Minister  
of  
Agricul-  
ture and  
Land  
Develop-  
ment

8. AID DOLLAR FINANCING (Cost Component)	PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE (D)
a. PERSONNEL COSTS				
(1) US PASA				
Contract	100,000			100,000
(2) LOCAL AND TCN 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	280,000		3,921,000
AAC				
Special Fund				
Other				
b. GVN (SHOW SOURCE BELOW)				
c. US - OWNED				

10. REFERENCES AND REMARKS :  
 The purpose of this Revision is to provide the extra Trust Funds required for salary adjustments and presents a revised Trust Fund budget for the period through the end of the contract.

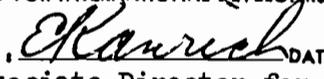
Ref: PIO/T No. (31)30238/A1.

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

14. GOVERNMENT OF VIETNAM

SIGNATURE:  DATE: Dec 12  
 TITLE: Director General  
for Budget and Foreign Aid

15. AGENCY FOR INTERNATIONAL DEVELOPMENT

SIGNATURE:  DATE: 12/12/73  
 TITLE: Associate Director for Program

31

# PROJECT DOCUMENT CLEARANCE SHEET

Project Title : Public Administration Technical Support  
 (372.01 - Management Improvement in the Ministry of Agriculture)

Project Number : 730-11-799-372

Agreement Number : 73-062 Original \_\_\_\_\_ Revision 1

Explanation and/or Comments

The purpose of this program documentation (ProAg Revision and PIO/T Amendment) is to obligate and subobligate the Trust Funds required by the contractor to meet an increased payroll and to provide for separation allowances. Contract personnel salary levels are based on rates paid to USAID personnel performing similar tasks. The contractor (Kentron Hawaii, Inc.) has therefore given salary increases to his staff commensurate with the increases approved by USAID for its direct hire Vietnamese personnel. The budget shown in the PIO/T Amendment reflects a revised piaster budget through the end of the contract period.

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

<p>ADPROG :</p> <p><u><i>[Signature]</i></u> <u>11/29</u>  <small>APD</small></p>	<p><u><i>[Signature]</i></u> <u>11/30</u>  <small>AD/PROG/P (Loc Cur)</small></p>	<p><u><i>[Signature]</i></u> <u>11/29</u>  <small>AD/PROG/PO</small></p>	<p><u><i>[Signature]</i></u> <u>12/5</u>  <small>ADPROG</small></p>
<p>ADEFM :</p> <p><u><i>[Signature]</i></u>  <small>USDAB</small></p>	<p><u><i>[Signature]</i></u> <u>12/4/73</u>  <small>LCB</small></p>	<p><u><i>[Signature]</i></u> <u>12/5</u>  <small>ADEFM</small></p>	
<p>TECHNICAL OFFICE :</p>			
<p><u><i>[Signature]</i></u>  <small>Project Manager</small></p>	<p><u><i>[Signature]</i></u>  <small>Division Chief or Asst. Dir.</small></p>	<p><u><i>[Signature]</i></u>  <small>Associate Director</small></p>	

OTHER :

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