

Worksheet

*2770040*  
 2770040 (3)  
 PD-APF-006

AID 11350-1X (1-78)	DEPARTMENT OF STATE AGENCY FOR INTERNATIONAL DEVELOPMENT	1. Cooperating Country <b>Yemen Arab Republic</b>	Page 1 of 3 Pages
		2. PIO/T No. <b>279-040-3-80069</b>	<input checked="" type="checkbox"/> Original or Amendment No. _____
		4. Project/Activity No. and Title <b>279-0040 Development Training II</b>	

DISTRIBUTION	5. Appropriation Symbol <b>71-1181021</b>		6. Allotment Symbol and Charge <b>845-50-279-00-69-81</b>	
	7. Obligation Status <input type="checkbox"/> Administrative Reservation <input checked="" type="checkbox"/> Implementing Document		8. Project Assistance Completion Date (Mo., Day, Yr.) <b>9/30/78</b>	
	9. Authorized Agent <b>SER/CM/SOD/PDC</b>		10. This PIO/T is in full conformance with PRO/AG Date _____	
	11a. Type of Action and Governing AID Handbook <input checked="" type="checkbox"/> AID Contract (HB 14) <input type="checkbox"/> PASA/RSSA (HB 12) <input type="checkbox"/> AID Grant (HB 13) <input type="checkbox"/> Other		11b. Contract/Grant/PASA/RSSA Reference Number (If this is an Amendment)	

12. Estimated Financing (A detailed budget in support of column (2) is attached as attachment no. \_\_\_\_\_)

Maximum AID Financing	A. Dollars	(1) Previous Total	(2) Increase	(3) Decrease	(4) Total to Date
					25,000
	B. U.S.-Owned Local Currency				

13. Mission References  SANA 3124	14a. Instructions to Authorized Agent  Negotiate work order under Indefinite Quantity Contract (AID/AFR-C-1131, Academy for Educational Development) for services described herein.
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14b. Address of Voucher Paying Office  
**FM/PAD**

15. Clearances—Include typed name, office symbol, telephone number and date for all clearances.

A. The project officer certifies that the specifications in the statement of work are technically adequate  NE/TECH/HRST, MEHurley	Phone No. <b>632-9734</b>	B. The statement of work lies within the purview of the initiating and approved agency programs	Date
	Date <b>6/28/78</b>		
C.  NE/NENA/Y, EGIesser	Date	D. Funds for the services requested are available  NE/DP (Info)	Date
E.  NE/TECH:Thelma Patterson	Date <b>6/30/78</b>		

16. For the cooperating country: The terms and conditions set forth herein are hereby agreed to	17. For the Agency for International Development
Signature _____ Date _____	Signature <i>Will F. Gilchrist</i> Date <b>6/30/78</b>
Title _____	Vice Director, Office of Technical Support

**Background:** The Yemen Development Training II projects' main purpose is to provide the Yemen Government with adequately trained personnel in fields of high development priority. Under this project, training is to be given to persons who will occupy positions of responsibility in the government. Special emphasis will be given to fields or occupations that tend to have large spread effects, such as teacher training, public health, administration, management, agricultural, and engineering related occupations. A related purpose is to provide support to the Yemen Arab Republic Government's (YARG) institution building efforts related to human resources planning. The YARG requires a Human Resources Planning (HRP) Unit that can effectively direct the Yemen's education planning and training programs towards filling priority personnel requirements.

- I. TITLE Consultants to Human Resources Planning Unit, Development Training II Project
  
- II. OBJECTIVE To provide a team of two persons specialized in Human Resources Development to study and analyze various sections of the YARG Five Year Development Plan, namely, manpower, experts and training sections, to determine the appropriate location and how a YARG Human Resources Planning Unit will fit into the implementation of the Development Plan's objectives.
  
- III. STATEMENT OF WORK The two-person contract team will work with USAID and YARG officials in accomplishing the above objective by (1) conducting in-depth review of the manpower, experts and training sections of the YARG Five Year Development Plan. This will familiarize the contract team with the current human resources section of the plan; (2) studying the role of the YARG Human Resources Planning Unit (HRPU) in conjunction with the plan's objectives and determining the HRPU role in the development of a human resources strategy; (3) Recommending composition of the YARG HRPU in terms of numbers of personnel and experts; (4) Recommending physical location and placement of the HRPU to best implement the goals outlined in the Development Plan; (5) Developing recommendations in conjunction with YARG officials for terms of reference and description of duties and the organization of the HRPU within the YARG; and (6) Developing recommendations in conjunction with YARG officials for the scope of work for the proposed long term Human Resources Planning Specialist.

- IV. REPORTS The contract team shall submit a draft report 10 days prior to departure from the Yemen. The report will include details and findings of the activities specified in the scope of work, including specific recommendations as noted in the statement of work. The team will also be required to present a detailed outbriefing to both USAID and YARG officials prior to departing post. A final report shall be submitted, in ten copies, to YARG Central Planning Office through the USAID within 30 days after departing post.
- V. RELATIONSHIPS AND RESPONSIBILITIES The contract team members will be responsible to the USAID Mission Director and/or his designees and to those YARG officials as designated by the USAID Mission Director.
- VI. TERM OF PERFORMANCE Approximately thirty days in Yemen.
- VII. LEVEL OF EFFORT A total of approximately thirty days in Yemen which includes twenty-four working days (six-day work week authorized) at daily rate of \$180 (for two persons).
- VIII. AID ILLUSTRATIVE BUDGET

1. Salary for 2-person team including IQC factor	\$16,000
2. Travel & Per diem	8,000
3. Other direct costs (insurance, etc.)	1,000
	<hr/>
	Total \$25,000

- IX. DUTY POST
- |                                  |             |
|----------------------------------|-------------|
|                                  | SANA, Yemen |
| Language Requirements            | None        |
| Access to classified information | None        |

LOGISTICS SUPPORT

AID will provide transportation to and from Yemen plus excess Baggage Allowance.

The Cooperating Country will provide office space, office equipment, transportation in cooperating country and interpreter services/secretarial, as required.

**ACTION  
COPY**

UNCLASSIFIED  
*Department of State*

**INCOMING  
TELEGRAM**

PAGE 01 SANA 03124 271244Z  
ACTION AIG-31

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O 271216Z JUN 78  
FM AMEMBASSY SANA  
TO SECSTATE WASHDC IMMEDIATE 5171

UNCLAS SANA 3124

AIDAC

E.O. 11652: NA  
SUBJECT: CONSULTANTS TO HRPV DEVELOPMENT TRAINING II

REF: STATE 158486

1. USAID/SANA APPRECIATES PROMPT, COMPREHENSIVE  
AID/W RESPONSE REFTEL. WHILE BOTH TEAMS,  
REFTEL, APPEARS WELL QUALIFIED, USAID/CPO  
RECOMMENDS ACCEPTANCE OF AED NOMINEES. DR. VICTOR  
J. CIEUTAT AND DR. THOMAS G. ROULETTE. ANTICIPATE  
EARLIES JULY ARRIVAL. PLEASE FORWARD ARRIVAL  
DETAILS ASAP.

2. PER REFTEL PARA 3 REQUEST ISSUANCE OF  
PIO/T NO. 279-040-3-80069 DOLS 25,000, APPRO  
72-1181021 ALLOT 845-50-279-00-69-81.  
RANSOM

11  
Action

NE

Info

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