SEVENTH STATUS REPORT ON THE REGIONAL SERVICES TO THE U.S. OPERATIONS MISSIONS IN LATIN AMERICA

February 1 - July 31, 1958
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REGIONAL SERVICES TO THE UNITED STATES OPERATIONS MISSIONS
IN LATIN AMERICA

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Inter-American Institute of Agricultural Sciences
Office of the Director of Regional Services
Turrialba, Costa Rica
September, 1958
PROJECT No. 1 - Coffee and Cacao Technical Services

Training - Twelve USOM sponsored participants took part in the Third Cacao Production Technology Course. Twenty-seven registered for the Third Coffee Production Technology Course that started June 30.

An ingeniero agrónomo sponsored by USOM/Panama, began advanced training as a graduate assistant. He is engaged in spray applications in cacao for the control of Phytophthora pod rot using low volume methods. Another graduate assistant, sponsored by USOM/Peru, was selected to start advanced studies in August.

Consultation - STICA, Costa Rica, lent the services of its agricultural engineer to assist USOM/Ecuador in the design of a coffee processing plant and on-the-spot supervision of its installation at the Experiment Station in Pichilingue.

At the request of USOM/Peru, the Senior Horticulturist made a detailed on the spot review of Peru's Coffee research program prior to presenting a plan for future research.

Following a request of USOM/Brazil, the Assistant Horticulturist served as instructor in an ETA sponsored cacao course held in Bahia for foremen. The soil specialist visited a major coffee area of Brazil to advise ETA on soil fertility problems.

At the request of USOM/Costa Rica, the Project Leader taught in a national course organized by STICA for extension agents.

Publications - Distribution was made of five issues of the monthly tech-
nical newsletter for extension agents, Información Cafetalera. The sub-
jects covered were those in which the Mission Technicians and their na-
tional cooperators had indicated specific interest: diseases, chemical
fertilizers, mineral deficiencies, pruning, and irrigation.

A Literature Review of Research Coffee in Indonesia, a complete review
of the important research work conducted by the Dutch in Indonesia, hith-
erto unavailable, was edited by the Senior Pathologist, published, and dis-
tributed throughout the Missions.

A series of Coffee and Cacao Reviews was initiated. Some were based
on materials originally prepared by the contract specialists, and the
balance from materials adapted for teaching purposes. The titles released
covered the photosynthesis of coffee, shade and fertilizers in cacao
growing, coffee shade problems, and the breeding of cacao.

A Coffee Manual, based on the materials prepared for the Coffee
Courses, is in process of preparation. The preliminary edition of the
Cacao Manual is being revised.

The Assistant Horticulturist prepared a draft Coffee Field Handbook.

The Senior Horticulturist has taken a major role in the coordination
of a special issue of the magazine Coffee and Tea Industries to be devot-
ed to recent advances in coffee technology. A Spanish edition will be
distributed through the Missions.

Plant Materials - Coffee seeds were sent, upon request, to the USOMs in
Nicaragua and Peru, and Cacao seeds to the USOMs in Bolivia and Nicaragua.
The shipments to Nicaragua totalled 5,750 cacao pods. Seeds of coffee
shade trees were sent to USOM/Guatemala.
PROJECT No. 2 - Communications Services

Training - Training in communications received preferential attention. A contract team gave training in communications and visual aids to 16 extension agents of SCIDA in Guatemala. At the request of USOM/Brazil, the services of Mr. Jack Spaven, Extension Editor of the University of Vermont, were obtained to plan and conduct an agricultural information workshop for agricultural editors at Fazenda Ipanema, Sao Paulo. The group action techniques of the train-the-trainer program and the problem solving method of work were used successfully.

At Turrialba, in-service training in communications was given to the prospective head of the new agricultural information office of the Ministry of Agriculture of Colombia. The visual aids specialist of SCIDA, Guatemala, received in-service training in graphic arts.

Thirty home economists attending the Seventh International Home Economics Course of the Northern Zone of IMAE (Project 39), held in San José, received training in communications and visual aids. Communications training was also given to the 12 participants in the Third Cacao Production Technology Course offered under the contract in Turrialba and to 7 advanced extension and home economics students of the Graduate School of IMAE.

A group of editors, extension supervisors, educators, and sociologists, spent an intensive two week period in Turrialba reviewing the plans to adapt to Latin America the communications training program for extension agents developed by the National Project on Agricultural Communications, East Lansing, Michigan. The teaching guides, visuals, movies and other materials were studied in detail. The Planning Session concluded that the program should be extended to Latin America under the ICA contract and made specific
recommendations for its adaptation. A training officer will be appointed to direct the program.

Consultation - Audiovisual materials were sent to British Honduras as a follow-up of a previous consultation trip to aid in the establishment of an agricultural information office. Communications problems were discussed in Turiacelba during orientation sessions with the Head of Information of STIC, Nicaragua and the Vice-Director of STIC, Paraguay during their stop-over at Turiacelba en route home from a training period in the U. S.

Publications - One issue of Extension en las Américas featured home economics and the second the rural youth program. The editor visited eight South American countries to contact contributors and promote the magazine. Subsequently, a study was initiated to improve the efficiency of the distribution. Analysis of replies to the evaluation questionnaires previously circulated indicated that while the magazine is fulfilling its objectives, technical information for extension agents is inadequate. To meet this need a new project is being planned, based on the success experienced with Información Científica, a monthly technical information service for extension agents and field coffee technicians.

Make Effective Use of the Blackboard, the fourth number in the visual aids series for extension agents and home demonstrators, was issued. The translation and adaptation of the USDA publication Evaluation in Extension, requested by the Missions, was completed, published and distributed.

For future circulation of all contract publications to key agricultural libraries in each Latin American country, a registry of depository Libraries was compiled with the concurrence and assistance of the USOMs.
Press services - Two press services were inaugurated to promote interest in the regional services of IAIAS, press releases were prepared and sent to the home papers about contract visitors to Turrialba. A popular style syndicated column, titled "What's New in Agriculture," was initiated to supply up-to-date and reliable agricultural information to the Latin American newspapers interested in agricultural news. The first issue featured the uses of gibberellic acid in the promotion of plant growth in coffee and other crops.

Workshops - As follow-up of the contract Agricultural Information Seminar held in Lima, Peru, SCIP conducted an evaluation of its agricultural publications. To meet the request made by the participants in the Lima Seminar, preliminary plans were made to hold a seminar on the efficient production of agricultural publications, mainly for the Southern South America countries, in Chillan, Chile.

PROJECT No. 3 - Training

Third Cacao Production Technology Course - January 13 to April 5, 1958. Director Frederick L. Hardy. Participants registered: 11.

Third Coffee Production Technology Course - Began June 30 and will end September 20. Director: Dr. Pierre G. Sylvain. Participants registered: 27.

Advanced Training - Four participants, sponsored by the USOhs in Ecuador, Panama, Peru, and Bolivia registered in the Graduate School of IAIAS for advanced training in plant pathology, cacao production, tropical forestry, and cattle production.
In-Service and Special Training - Seven participants received in-service and special training in library, animal husbandry, communications, coffee processing, and agricultural extension. They were sponsored by the USOMs in Bolivia, Guatemala, Panama and Paraguay.

Visiting participants - The USOMs in Paraguay, Chile, Nicaragua and Ecuador sent participants for short observation and discussion periods on matters pertaining to extension, soil conservation, and beef cattle production.

ADMINISTRATION AND COORDINATION

Evaluation and Program Planning

Información Cofetalina, a monthly newsletter containing technical information for extension agents has had wide appeal among its readers. It was initiated as an experimental approach to the problem of supplying reliable summarized technical information to field agents written in an easily understandable style. It's success has prompted the Scientific Communications Service to initiate a pilot project, still on an experimental basis, covering other subjects besides coffee.

Field data has been gathered in a survey of extension personnel in the cooperative servicios as to level of education and training needs. This information has been compiled to facilitate the planning of services for the new Extension Education Unit. The results are being analyzed, and will be made available to the Missions.

The above studies were carried out by the Technical Assistant to the Director of Regional Services, in cooperation with the units concerned.
New Projects

On March 14, 1958 the contract signed in February 1955 was amended and renewed until June 30, 1961. Under the new contract, the coffee and cacao technical services and the agricultural and home economics information services will be continued at about the same level. However, limited field work in clonal selection and testing of diseases of rubber will be carried by the Coffee and Cacao Technical Services Unit of the Plant Industry Department and the extension Information Services Unit of the Scientific Communications Service will give greater emphasis to training in communications.

An Extension Education Unit will be established in the Department of Economics and Rural Life to assist with the training of extension personnel, including home economists and rural youth specialists. Emphasis will be given to establishment of permanent training facilities in the countries and the exchange of ideas and experiences at the level of extension directors and supervisors. Cooperation will be given to Project 39 to reinforce its national and international courses.

An annual short course will be offered by the Department of Animal Industry in Pasture and Range Management. The course will be opened also to participants from tropical areas in other Hemispheres.

Staff and Budget

The technical field staff numbered 14 specialists and assistants supported by 3 secretaries and clerks. The total cash expenditures during the six-month period were $134,652.61.
COFFEE AND CACAO TECHNICAL SERVICES

PROJECT NO 1

Project Leader: J. Robert Hunter

The Coffee and Cacaco Technical Services of the ICA-Turrialba Contract is a group established to provide training, consultation, information, plant materials and other technical services to the various United States Operations Missions in this Hemisphere which have active or projected programs in these particular fields.

TRAINING

1. The Third Cacaco Production Technology Course outlined in ICETO Circular L-25, 9/12/57 was held from January 13, 1958 to April 4, 1958 under the direction of Professor Frederick Hardy. A total of 12 participants (including one special student from the US) representing seven Latin American countries, registered for the course. The names of these participants, together with a general list of the subjects studied is attached as Appendix A.

As in the past, a number of unpaid teaching consultants assisted in the course by covering special fields and information not under study by either Contract Staff or Institute non-Contract Staff. These included: Dr. J.L. Jolly (Imperial College of Tropical Agriculture, Trinidad) for farm management and administration; Mr. Louis de Verteuil, Cacaco Agronomist, Ministry of Agriculture, Trinidad, for improved horticultural practices, especially propagation and pruning; Dr. Paulo de T. Alvim, Physiologist with the Institute's Indian Zone (Project 39) Lima, Peru, for the section on physiology; and Dr. George Berg (P.R.O. Entomologist - Nicaragua) for the section on insect and their control.

A detailed report on the course prepared by Professor Hardy and copies were distributed to ICA/W and the Missions.
2. The Third Coffee Production Technology Course described in ICATO Circular LA-86, 2/7/58 began on June 30, 1958 under the direction of Dr. Pierre G. Sylvain. A total of 27 participants representing 11 Latin American countries including Puerto Rico, registered for the course. The names of these participants, together with a general list of the subjects they will study is attached as Appendix B.

In addition to Contract and Institute non-Contract staff, the following technicians are scheduled to serve as unpaid teaching consultants. Ing. Victor Pérez and Ing. Gilberto Gutierrez from STICA, Costa Rica, will handle the section on General Horticulture; Ing. Rodrigo de la Osa and Prof. Elliott Coen of the Meteorological Section of the Costa Rican Ministry of Agriculture, the section on Climate and Weather; Dr. Eddie Eckandi, Professor of Pathology, University of Costa Rica, the section on Coffee Diseases; Ing. Carlos Luis Arias, Chief Rural Credit Section of the Banco Anglo-Costarricense, the section on Farm Economics; Dr. Edwin Dresner USOM/Costa Rica the section on insect pests and their control; and Mr. Donald Fiester USOM/Guatemala the section on asexual propagation.

3. Advanced Training. Ing. Gilberto Oscaña sponsored by USOM/Panama arrived in Turrialba the first week of April to begin advanced training as a graduate assistant. In addition to academic work he is at present engaged on spray applications in cacao including the use and application of fungicides for the control of Phytophthora pod rot, using the low volume method. His work is under the direction of Hesser, Hunter and Sevord. Dr. Desrosiers of USOM/Costa Rica is also advising in this work.

Ing. Raúl Figueras, sponsored by USOM/Peru is scheduled to arrive in early August to begin his advanced training and work on Coffee Production Technology.
Dr. Sylvain will be in charge.

Dr. J. R. Hunter gave the Institute Graduate School Plant Physiology Course in Growth and Development during the Spring Quarter.

CONSULTANT SERVICES

During the period covered by this report, the following Contract Staff members and Ing. Guillermo Cabrera, of the Engineering Department of STICA, Costa Rica, served the following USOMs as consultants in the fields of coffee and cacao. Where reports were indicated, they were prepared and sent to the Mission involved with a copy to JCA/W, with the exception of Prof. Hardy's report on his trip to Brazil of which an Interim copy has already been presented. In addition a supplementary report is to be written when certain laboratory data have been received.

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<th>Country</th>
<th>Dates</th>
<th>Consultant and services given to Missions</th>
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<tr>
<td>Ecuador</td>
<td>2/11 - 2/24</td>
<td>Ing. Cabrera served as a consultant to supervise and direct on-the-spot engineering for a coffee processing plant (beneficio) at the Experiment Station at Pichilique.</td>
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<td>Ecuador</td>
<td>6/18 - 7/3</td>
<td>Ing. Cabrera returned to supervise the final installation of machinery and equipment at the Coffee Beneficio.</td>
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<td>Peru</td>
<td>5/2 - 6/4</td>
<td>Dr. Sylvain visited the coffee-growing areas of this country to observe the coffee program there and to advise on its improvement, and to present a program for future investigations.</td>
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<tr>
<td>Brazil</td>
<td>5/6 - 6/2</td>
<td>Mr. Capecchi consulted with personnel of the ETA Cacao Project and served as instructor in a course for cacao Fayendemas sponsored by this ETA Project.</td>
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<tr>
<td>Brazil</td>
<td>5/25 - 6/25</td>
<td>Prof. Hardy visited various areas in this country to assist and advise on certain soils and fertility problems under investigation by ETA Projects.</td>
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</table>
Dr. Hunter participated in a course in Cacao Production given to County Agents, from cacao growing areas of the country, by the STICA Cacao Project.

In addition, consultant services were officially requested by USOM/Panama, USOM/Ecuador, USOM/Nicaragua and USOM/Guatemala. In each case, personnel was informed of the type of work to be performed, and arrangements were made for procuring the proper materials, equipment and information. However, in the case of the first three requests, the projects were postponed or cancelled. In the case of the latter, the request was received with too short a notice to send the consultants requested at the desired time.

As usual, a considerable amount of time was used in orienting visitors and in correspondence with Mission Technicians. This type of consultation included:

Bolivia — Mr. Curtis J. Spaulding spent two days orientation in Turrialba on his way to take up his new duties as Chief of Party, AFR Division in Bolivia.

Mission technicians were advised through correspondence with Dr. Sylvain as to projects relating to coffee varieties.

Brazil — Eng. Agr. Adgard Chestin G. and Dr. Pedrito Silva of ETA, visited the Institute and were shown some of the work being done here particularly with regard to cacao.

Prof. Hardy, following his trip to Brazil, continued to advise Mission technicians on soils problems.

Costa Rica — Owing to its location, the Institute has a great deal of contact with USOM/Costa Rica technicians. Mr. Russell G. Ellyson, Chief of Party, AFR, and all of his technicians interested in coffee and cacao, have visited the Institute and have discussed matters relating to these crops in San Jose or the field. In addition, Mr. W.E. Schaefer brought Mr. Charles Whittaker from ICA/N down on a visit during February when he was oriented as to the work
being done under the Contract and Mr. I.L. Larson brought Mr. Lloyd Davis also of ICA/W on a visit in March, when, in addition to the general orientation, a demonstration and discussion of feeding trials with cacao pod meal were held.

At the request of Mission technicians, Dr. Hunter prepared a series of papers dealing with cacao grading and marketing throughout the world, for use by the Ministry of Agriculture and Industries of Costa Rica.

Ecuador -- At the request of the Mission, a detailed description of apparatus required for NPK leaf analysis was prepared and sent to technicians in that country.

El Salvador -- In addition to his participation at the Coffee Round Table, Dr. Jaime Guiseafore-Arrillaga, of USOM/Salvador, visited the Institute for consultation with Contract and non-Contract staff on problems relating to coffee trials, coffee diseases and training. Dr. Sylvain also corresponded with Mission Technicians about the best types of coffee to use in variety trials.

Nicaragua -- In addition to participating in the Coffee Round Table, Dr. White, of USOM/Nicaragua made a special visit to Turrialba to discuss matters relating to coffee and cacao principally with Drs. Sylvain and Hunter. Dr. Sylvain had corresponded with Dr. White about coffee varieties and followed up Dr. White's visit with more correspondence about the same subject.

Messers Camacho and Hunter consulted with Mr. E. Stanwood, USOM/Nicaragua, who also visited the Institute in regards to certain requirements of the Cacao and Rubber projects in that country.

Panama -- Mr. Donald Stoop, Deputy Director, USOM and Mr. Robert A. Munire, Chief of Party, AID, visited the Institute for three days during May. They were particularly interested in seeing how better use could be made of the Institute by the Mission in Panama.
Dr. M. H. Langford also of USOM/Panama, visited Turrialba twice to consult with Mr. Camacho on rubber disease problems.

Paraguay — Dr. Sylvain corresponded with Mission Technicians relative to coffee problems particularly varieties that would be suitable when grown under the conditions of that country.

Peru — As a follow up to his consultation trip, Dr. Sylvain has kept up correspondence with technicians in that country regarding the development of the Coffee Project there.

ICA Missions outside of Latin America

Cambodia — Materials and information, including the Cacao Manual, the Cramer Manuscript and other publications were sent to Mission technicians, following their request for help in this matter.

Ceylon — Messers. Camacho and Hunter consulted with Dr. Baptiste and Mr. W.E. Huis both personally and through correspondence regarding the possible testing of superior rubber clones from Ceylon in Turrialba, in order to determine resistance against Phytophthora and Botulina ulci diseases.

Ethiopia — Dr. Sylvain corresponded with Mr. Houk with the USOM in that country about coffee illustrations to be used in a special report on Ethiopian coffee.

Regional — Professor Hardy assisted in the VII Regional Cacao Conference held in Colombia during the month of July.

Considerable consultation service was carried out with personnel of the American Cacao Research Institute (ACRI) including Dr. Irle, Dr. Hutchins and Mr. Helfenberger. Because of the interest of several Missions, particularly Nicaragua and Costa Rica, in the Cushion Gall disease of cacao, the Coffee and Cacao Technical Services Section will hire Dr. Hutchins as a special consultant.
for a period of three months beginning the first of August 1958.

EXCHANGE OF INFORMATION AND MATERIALS

1. Coffee Round Table. A Round Table on coffee problems was held in Turrialba from May 19 through May 23rd. All USOFS from the Central American and Caribbean area were invited to send delegates and the following Missions were represented: Cuba, Costa Rica, Panama, Honduras, Nicaragua and El Salvador.

A number of conclusions were reached concerning recent horticultural practices: soil, shade and water relations; fertilizers and mineral deficiencies; gamma radiation; coffee quality and processing; control of insects and diseases and variety trials. These conclusions appear in the proceedings of the meeting that were published in Spanish and distributed to the participating members.

The principal accomplishment of the Round Table was that it afforded an opportunity for the various technicians to see how their programs were developing in relation to the development of programs in other countries. In addition, the direct technician-to-technician contact provided a chance for obtaining many suggestions and answers to problems and for a general reorientation.

2. Information and Educational Materials — During the period covered by this report, the following informational materials were prepared:

   a. "Información Cafetalera", the monthly Coffee Newsletter continues to be distributed at a total of 900 copies each issue. The following topics were dealt with during this period: "Dos Plagas Importantes del Café", "Los Fertilizantes Químicos y el Café", "Deficiencias Visuales de Elementos Nutritivos en el Café", "Podas del Café" and "Acuífero de Ladera en Cafetales".

   b. The Cramer Manuscript entitled "A Literature Review on Research on Coffee in Indonesia" was completed and a total of 671 copies were distributed.
to the Missions,

c. As set forth in the Work Plan and explained in the previous Status Report, a new series of training materials called "Coffee and Cacao Reviews" or "Estudios de Café y Cacao" was started during this period as a more advanced and technical corollary to the material covered by "Información Cafetalera". Mission requests for this type of information have been gratifying, up to 150 copies in English and 500 copies in Spanish of the first issues have been received.

The material distributed to date includes both the English and Spanish versions of the following:

"The Photosynthesis of Coffee Arabica L." - Dr. Sylvain - IAIAS

"The Role of Shade and Fertilizer in the Cultivation of Cacao"
B.D. Murray - Imperial College of Tropical Agriculture.

"Coffee Shade Problems" - A Resume of 16 Papers - Dr. Sylvain - IAIAS

"The Breeding of Cacao" - J. Wilson - Imperial College - Trinidad.


e. The preliminary Spanish edition of the Cacao Manual has been distributed to all the Missions. The demand for additional copies has been so great that it is hoped that the revised edition, in English will be completed at an early date. Professor Hardy will edit this edition and Mr. E. Camacho will prepare the translation.

f. The Coffee Field Handbook begun by Mr. D. Fiester and translated under Mr. Camacho's guidance, has been completed. A preliminary edition will be printed and distributed to the Missions pending final approval.

g. Dr. P.G. Sylvain is assisting with the editing of a special issue of "Coffee and Tea Industries" which will be devoted to recent advances in Coffee Technology. Approval has been granted to translate this issue into Spanish and to distributed both versions to the Missions at cost.
h. Approval has also been granted to publish bulletins on Coffee Deficiency Symptoms and Cacao Disease Symptoms. Each of these bulletins will be in Spanish and English and will have ten color plates. Dr. Ludwig Miller of the Institute Plant Industry Staff is preparing the Bulletin on Coffee and Dr. R.O. Desrosiers of USOM/Costa Rica is preparing the one on Cacao.

3. Distribution of Plant Materials: --- The following plant materials were distributed at the request of the respective Missions: USOM/Bolivia, was sent 100 cacao seed each from five different clones; a total of 100 cuttings of coffee shade trees (poré) were shipped to USOM/Guatemala; five pounds of Gataurre coffee seed and seed from 2,000 pods of cacao from clonal trees were sent to USOM/Nicaragua. In addition, at the request of USOM/Nicaragua, assistance was given to a private concern in that country to obtain 3,750 pods of cacao for planting purposes. Seed from 50 different coffee varieties were shipped to USOM/Peru for use in variety trials set up by Dr. Sylvain and a similar request by USOM/Ecuador had to be postponed until more seed of these same varieties can be obtained.

COLLATERAL SERVICES --- Although the principal function of this section is to serve the missions in the general fields of coffee, cacao and rubber, the technicians of the Coffee and Cacao Technical Services group are continually called upon to assist in other matters. Examples of these collateral services are listed below:

a. Professor Hardy has been selected by the School of Inter-American Studies of the University of Florida to act as Chairman of the Soils and Land Use section of the 17th Annual conference to be held during the first week of December, 1958 at Gainesville, Fla. Prof. Hardy will also present a paper on tropical soils at this meeting.
b. Dr. Hunter was elected Chairman of the Caribbean Section of the American Society of Horticulture for the 1958 - 1959 year. The Annual meeting will be held in Costa Rica in May or June of 1959.

c. Dr. Wellman corresponded with OMAA technicians about plant quarantine work in Latin America.

d. Dr. Hunter consulted with Dr. S.B. Fraker of the USDA and Mr. Gregor Rohmer of the University of Florida about the relation of the Mediterranean Fruit Fly to coffee, when they visited this station.

e. Macadamia seed was obtained for Dr. White for plantings by the Mission in Nicaragua. Material was prepared by Dr. Hunter on the botany and management of certain Passiflora species for planting in that same country.

f. Ing. Angel Vergara consulted with Mr. Canache as to possible rubber clones which might be used in the Rubber Program in Mexico and took some budwood back to Mexico with him.

g. At the request of the Mission in British Honduras, a series of papers dealing with the extraction of palm oil were obtained.

h. Dr. Hunter continued correspondence on cocoa seed which was prepared and sent to the Mission in Saigon. Additional correspondence relative to tropical agriculture in general and possible assistance by Turrialba was carried out with the Montana State College Group.

ADMINISTRATION

Dr. Frederick L. Wellman, Pathologist, left this section on April 30, 1958 and is now Coffee Pathologist for the University of Puerto Rico at Rio Piedras.

Miss Emilia Gonzales, Secretary, left the Contract Staff on March 14, 1958, to work with the Pan American Union in Washington.

Mrs. Aida Villalobos de Gutierrez, was hired as a Secretary on the Contract Staff, effective April 28, 1958.
COMMUNICATIONS SERVICES

PROJECT N° 2

Acting Project Leader: Juan Diaz Bordenave

The Communications Services for the U.S. Operations Missions in Latin America are intended to "provide communications support to agricultural and home economics programs in Latin American countries and to aid in development of country and regional communications services and exchange of materials among countries" (Contract, Art. II-a). This is accomplished through an exchange among countries of materials, ideas and experiences; production of information and training materials; consultation services; training courses and workshops; orientation and individual training programs; and providing effective communications support for local agricultural programs.

TRAINING

1. In Service Training at Turrialba.

Colombia - As a follow up of Colombian participation in the Lima Information Seminar, Ismael Saldarriaga of the Colombian Ministry of Agriculture, completed on Febr. 6, 1958, his two-month in service training at IAIAS under the sponsorship of the Andean Zone of Project 39. Contract staff members participated in Saldarriaga's training.

Guatemala - Enrique Soto, Visual Aids Specialist of SCIDA, Guatemala, spent two weeks, from May 16 to June 2, 1958, working with Hernan Granados, contract multi-lith Operator, on graphic arts techniques. Together with Mr. Granados, the Guatemalan trainee participated in the designing of a low-cost photographic camera for offset photography.

NOTE: The in-service training period scheduled for August 1 to October 31, 1958, was moved to Jan. 5-April 5, 1959, in order to give enough time to USOMs to process
participants' papers. Five editors are expected to attend this session at IAIAS.

2. Communications for Home Economists.

Juan Diaz Bordeave, Angel Angel Ferrara and Enrique Sanchez Harvadez, contract staff members, participated as instructors in the 7th International Home Economics Course organized by Project 39 and held in San José, Costa Rica, from April 6 to May 16, 1956. Diaz taught simplified writing and the use of the press in extension; Sanchez taught visual aids construction and use, including puppets; Ferrara demonstrated how to make circular letters and gave some notions on radio programs in extension. The course was attended by 30 home demonstration specialists from 11 Central American and Caribbean countries.

3. National Training Activities Arranged by the USHIs

The following activities were undertaken by the contract communications staff during this period:

GUATEMALA, Annual Course for Extension Agents - At the request of USHl/Guatemala Juan Diaz Bordeave, acting Project Leader and Enrique Sanchez Harvadez took charge of the communications section of this course during the period March 28-April 2nd, 1956. Sponsors taught included Communications Basic Principles; Use of the Local Press and Radio; Construction and Use of Visual Aids. The course was attended by 16 extension workers.

HONDURAS, Annual Extension Conference and National Course - At the request of USHl/Honduras, Enrique Sanchez Harvadez, Visual Aids Specialist, participated in subject meeting held at Consapagua National Agricultural Center, from March 2 to 22, 1956. The conference was attended by 11 home demonstration agents and 29 extension agents of STICA. The communications part of the program gave special emphasis to the use of visual aids in extension. Local problems were used as subject for the problem-solving exercises. The campaign approach recommended by
John Spaven was used. Sánchez Narváez taught the construction and use of flannelgraph, flip chart, circular letters and posters.

NICARAGUA, National Course for Home Economists - at the request of USOM/Nicaragua, Enrique Sánchez Narváez, helped train 12 home demonstration agents, nutritionists and rural teachers, in a training session held at Managua from March 25 to April 1, 1958. Work consisted of construction and use of flipcharts, flannelboards, posters and puppets.

BRAZIL, Agricultural Information Workshop for State Extension Editors - at the request of USOM/Brazil, IIAAS obtained the services of Mr. John W. Spaven, Extension Editor, University of Vermont, USA, as a short-term consultant to help organize and direct a 2-week workshop for state extension editors. The workshop was held at Fazenda Ipanema, state of Sao Paulo, in July, with the attendance of some 25 information specialists. The workshop was organized on the basis of media groups working in the preparation of an extension campaign aimed to promote the use of vegetables in farm homes. A substantial amount of principles and methods contained in the NPA "Train-the-Trainers" program was applied to the development of the Brazilian workshop.

4. Advanced Training

SIC staff and ICA contract information personnel participated in the communications course for extension students of the Graduate School of the Institute, from February 17 to March 25, 1958. This course was attended by 7 students. Interest was created among the extension students on determining the role and the impact of communications media in the diffusion of agricultural knowledge and the adoption of farm practices. Several research projects for the M.S. thesis are being developed along these lines by IIAAS extension students.

5. Communications Training Program for Field Workers (IDECO).

As indicated in the Sixth Status Report (Page 27), a Planning Session for the
adaptation of the Communications Training Program (Train-the-Trainers) developed by the National Project in Agricultural Communications, East Lansing, Michigan, U.S.A., to Latin American conditions, was held at IIAAS on February 4 to 14, 1958.

A synthesis of the discussions and recommendations of the participants in this Planning Session was published in Spanish and in English. Copies of these reports were distributed to Latin American USOMs to keep them informed on the development of the adaptation project.

A revised plan and budget for the implementation of this project up to the present stage and the production of the adapted materials, based on the recommendations of the Planning Session, was submitted to ICA/W (TOICA A-1435, dated 5/26/58) for approval.

With ICA/W's authorization, two members of the Economics and Rural Life Department of IIAAS - Antonio Areu, sociologist, and Porfirio Cómez, Extension Specialist - were sent to Fort Collins, Colorado, on August 6, 1958, to attend the Sixth NPAC Communications Training Session. Areu will be used as resource person in the application of the ADECO program. Porfirio Cómez accepted the position of Training Officer of the contract Communications Services, in charge of directing the adaptation of this program.

**CONSULTATION**

**Honduras** - During the period covered by the present report, Enrique Sánchez Barwaez, contract Visual Aids Specialist, prepared a comprehensive list of audiovisual materials for USOM/British Honduras. He also sent a list of equipment and materials needed to set a small silk-screen shop. This service was a follow-up of Luis Remiro Beltrán's visit to British Honduras, November 2-13, 1957.

**Bolivia** - Luis Remiro Beltrán, Project 39 Information Specialist, stopped over in La Paz by request of USOM/Bolivia, for consultation, on his way back to Costa
Rica from Belo Horizonte, Brazil, where he participated as an instructor in the Third Inter-American Audiovisual Workshop.

List of consultants available at IAIMS - On June 9, IAIMS sent to USAID's Action Circular No. 60 giving the names and background of the technicians available at IAIMS for country consultation under the IC contract. Requests for services of contract technicians were received from:

Guatemala - Luis Rumiro Beltrán
   Miguel Ángel Ferrera
   Rogelio Coto
   Enrique Sánchez Jarváez
   Hernán Granados

Honduras - Guillermo Combariza
   Rogelio Coto
   Luis R. Baltrán
   Hernán Granados

Paraguay - Rogelio Coto
   Miguel Ángel Ferrera
   Guillermo Combariza
   Porfirio Gómez

El Salvador - Rogelio Coto
   Juan Diaz Sordenave
   Hernán Granados
   Enrique Sánchez Jarváez

Colombia - Luis C. Cruz

ORIENTATION

At the request of ICA/N and the respective Missions, orientation programs were prepared for the following persons visiting IAIMS:

a. José Raimundo, chief of the Information Section of STIC, Nicaragua, who was on his return trip from the United States after 6-months of training in agricultural information. For personal reasons Raimundo stayed at IAIMS only one day, April 30–May 1, but had enough time to explain to STIC and contract personnel his information program for Nicaragua.
b. Rogelio Ferreyra Guerreros, Vice-director of STICIA, Paraguay, visited the Institute during the week of July 12-19, 1958. Juan Díaz Bordenave prepared a comprehensive schedule for his visit, which included discussions with all LAMSA heads of departments, an explanation of ICA contract services, a visit to STICIA, San José and a tour of the Office of Information of the Costa Rican Ministry of Agriculture.

c. Robert Haning, Director of the NAR Division, and Donald Steens, Deputy Director USO/M/Parma, visited the Institute April 29-31. SIC and contract personnel gave them a thorough explanation of LAMSA communications services both within and without the ICA contract.

PREPARED AND DISTRIBUTION OF MATERIALS

1. "Extension en las Américas"

During the period February 1, to July 31, 1958, two issues of the Extension Magazine were distributed: Vol. III No 2 (March-April, 1958) and Vol. III No 3 (May-June, 1958). Copy for the next two issues was being set up on the Vari-type.

Vol. III No 2 of the Extension Magazine featured Home Economics activities in Latin America. Highlights of this issue were the articles by Thelma Palma, contract Home Economics Specialist, on "How we help our rural families" and on "What is and what does a home demonstration agent", by Clotilde Cattáneo, extension postgraduate student of LAMSA.

Vol. III No 3 included the following articles by contract staff:

"To make the best better" is the motto of the Rural Youth in Paraguay - by Miguelángel Ferrara, Extension Assistant Editor.

"We need to learn to communicate better", by Juan E. Díaz Bordenave - Press and Radio Editor (build-up story for the "Train-the-Trainers program)
"Seven reasons to use visual aids", by Luis C. Cruz, Extension Editor.

This issue featured also the Costa Rican extension campaign against cutting ants with an article by Ing. Francisco M. Rojas, vice-director of the Costa Rican extension service.

Luis R. Beltrán, Project 39 information specialist, contributed to this issue a story on rural youth leadership in Honduras, as a follow-up for the Second Latin American Rural Youth Leadership Conference held in San José, Costa Rica, September 29-Oct. 12, 1957.

The evaluation study of the Extension Magazine was completed during this period by Miguel Ángel Ferrara, with the help of Alberto Franco, Technical Assistant to the Director of Regional Services. This study showed a great appreciation of the readers toward the magazine. It also showed that the magazine is accomplishing its objectives except communicating research results that could be applied by Latin American extension workers. This conclusion of the study determined LUS to study a better way to accomplish this important objective: a new project called "Technical Communications for Extension Workers" was included in the Work Plan for the next 6-month period on an exploratory basis, capitalizing on the successful experience of "Información Cafetalera", a technical information monthly leaflet for extension agents and coffee field technicians.

Trip of the Extension Editor to South America

Luis C. Cruz, editor of "Extensión en las Américas" made a project implementation trip to 3 South American countries from March 14 to May 31, 1958. Purposes of his trip were:

a. To establish editorial contacts with possible sources of materials (articles and illustrations) for the Extension Magazine.

b. To observe the present distribution system and discuss with USOM represent-
atives ways to increase its efficiency.

c. To obtain first hand information on readers' reaction toward the orientation and content of the magazine (follow-up of the 1957 evaluation study).

d. To receive ideas and suggestions from individuals and institutions regarding trends and needs in agricultural Extension.

e. To discuss with USO representatives other needs and services of interest to the missions.

Cruz visited Argentina, Brazil, Colombia, Chile, Ecuador, Panama, Peru and Uruguay. During his visit to Chile, Cruz participated in the First Latin American Conference on Agricultural Higher Education, in which 86 technicians, representing 16 countries, participated, under sponsorship of the University of Chile, FAO and InLaS. At this meeting, attended by Deans of Latin American Colleges of Agriculture, Director Generals of the Ministries of Agriculture and other specialists, Cruz explained the purposes, the content and the editorial policy of the Extension Magazine. Cruz made a point of stressing one of the major campaigns of the Extension Magazine, which is to promote the introduction of Extension and Communications courses in the curriculum of the agricultural colleges.

Copies of the editor's report in Spanish were distributed to the USOMs of the countries visited. Also English copies of the report were distributed to all USOMs in Latin America.

One of the conclusions of Cruz's observation trip was the need for a thorough study of the distribution system to determine whether the magazine is reaching those who need it, at the right time. This study has been included in the Work Plan for the period August 1, 1958 to January 31, 1959.
2. Extension Materials Service.

This service was incorporated as a regular section in the Extension Magazine upon USOMs' recommendation, starting with Vol. III No 1.

With action Circular No 66, IALAS distributed to USOMs on May 31 copies of two comic-book style leaflets on conservation of natural resources, produced by the Soil Conservation Society of America. USOMs were offered to order paid copies of these leaflets directly from the Society.


On June 24, 1958, IALAS sent action Circular No 70 with information copies of the new addition to the Visual Aids Series: Leaflet No 4, "Make Effective Use of the Blackboard". USOMs' requests started with an order for 500 copies from USOM/Brasil.

During the period covered by this report, the dummy for Leaflet No 5, "The Silkscreen Process" was prepared and handed over to the art Shop for paste-up and illustration. (Copy was set up at a San José commercial printer). It will be ready by the end of September 1958.

Copy for Leaflet No 6, "The Flamengraph", both for the Spanish and the English version was being set on the IBM machine.

The manuscript for Leaflet No 7, on posters, was finished and submitted for revision by Rogelio Coto and Juan Díaz Bordenave.

The construction of a new portable visual aids kit incorporating the experience accumulated in the use of the original "Magic Box" was started at IALAS carpentry shop.


The Spanish translation of the USDA publication "Evaluation in Extension" was distributed to USOMs with action Circular No 71, on July 11, 1958. This publica-
tion is considered an important contribution to the adoption of scientific evaluation principles and techniques in Latin America.

The adaptation of USDA bulletin "Workbook for Extension Nutritionists" made by Thelma Palma de Budowski was edited by Juan Díaz Bordenave, who made the layout for the multilingual version. Guillermo Cervantes, contract artist, did the artwork. At the time of the writing of this report the bulletin was being delivered by the printing-shop in finished form. The bulletin is well illustrated and is printed with color ink to make it more attractive to its feminine readers.

Regional Publications

Negotiations were started to reprint and distribute to USOsIs the 4-S Club manual produced by SCIDa, Guatemala. The nature and content of this leaflet seems to qualify it for regional use. SCIDa approved its reprinting by ICA/S. Copies of the manual were sent to 6 USOsIs to determine its usefulness and adaptability.

Press and Radio Services

During the period of this report, the Press and Radio Editor, Juan Díaz B., wrote 11 press releases on ICA visitors to the Institute as well as on newsworthy contract activities. The releases were sent to home country newspapers to promote interest in the ICA/IICA contract services.

A news story on the Coffee Round Table sponsored by the ICA contract was translated into English and sent to important U.S. magazines.

A new series of articles aimed to appear in the urban big dailies of Latin America, called "What's New in Agriculture", was started during this period.

The first article of this series dealt with the Gibberellic Acid, a new plant growth stimulator.

The article was distributed via air mail to 184 newspapers in Spanish speaking countries. A Portuguese translation of the article was sent to 53 newspapers
By supplying this type of scientific information in a popular style it is hoped, among other objectives, to:

a. Contribute to bridging the gap between research and the popularization of its results;

b. Strengthening the coverage of agricultural information in the Latin American newspapers;

c. Develop gradually a closer pattern of relationship between the research stations, the extension services, and the private mass media.

Reference materials for training in radio, prepared by contract staff members, were sent to ICA/U to be forwarded to New Delhi, India, for use in a training course.

Graphic arts

The Graphic art Shop, under the direction of Guillermo Combariza, handled more than 80 work orders for art work ranging from cover designs and spot illustrations to complete design, illustration and pasting-up of 2 issues of the Extension magazine. The latter has top priority in the work of the art shop.

Seminars and Workshops

a. Efficient Production of Extension Information Materials - Action Circular No. 59 was sent on April 30, 1958, announcing the preliminary plan for this seminar to be held in Chillán, Chile, November 1958. The subject for this seminar was considered as meeting present needs by all USOs answering Action Circular No. 59. The following countries indicated interest in sending participants: Chile, Colombia, Paraguay, Ecuador, Bolivia, Guatemala, and Nicaragua with a total of 19 tentative participants.

A preliminary outline for the program of this seminar, drafted by Juan Díaz B.
and discussed with SIC and contract personnel, was submitted to Mr. John Spaven, IALAS consultant, during his stopover in Turrialba on his way back from Brazil. The modified outline was sent to 6 top U.S. information specialists for comments.

6. Central American and South American Extension Information Seminar (Follow-up)

Copy for the final report of this seminar was set at a commercial printer in San José. The daisy was prepared by Juan Díaz Bordenave and delivered to the Art Shop for paste-up and printing. The report will have 120 pages. Although it will be released more than one year after the seminar was held, IALAS thinks worthwhile to publish the report because it contains very valuable papers of permanent usefulness for agricultural information people.

IALAS gladly acknowledges an important application of a recommendation of the Lima seminar: SCIPA Information Office in Lima conducted an evaluation study of its publications.

Hailing to Libraries

Three shipments of contract publications were made to the 33 depository libraries indicated by the USO's, with a letter stating that this service is being rendered through the courtesy of the respective Mission.

Translation Services and Glossary of Agricultural Extension Terms

Effective July 1, 1958 the Assistant Translator Rodolfo Sánchez returned to the United States.

During the period February 1-July 31, the contract translators translated about 400 number of pages, with 10,000 words.

Eugenio Zúñiga devoted part of his time to work on the glossary of agricultural extension terms project. During this period a special committee was formed for this project. A list of some 200 words was prepared with their English equivalents definition, and a suggested Spanish word.
This list, once revised, will be sent to the USOMs in mimeographed form to introduce the project and request USOM cooperation for its development.

Home Economics Information

Thelma Palma, resigned on January 31 as Home Economics Information Specialist. Negotiations were immediately started to hire a replacement. Juan Diaz Bordenave, acting Project Leader has been in contact with 16 possible candidates from different Latin American countries and the United States.
TRAINING

PROJECT NO 3

Training Officer: Leon Smith

Third Cacao Production Technology Course - January 15 to April 5, 1958.
Director: Professor Frederick L. Wardy. Participants: 11. Subjects covered: use of the library, sources of literature, farm management, soils, ecology, shade, land preparation, weed control, interplantings, propagation, extension, diseases, pests, botany, fertilizers, harvesting, physiology, rehabilitation of old plantations, field experiments, processing, plant improvement, byproducts, history. (See Appendix A).

Second Coffee Production Technology Course - Began June 30 and will end September 20. Director: Dr. Pierre G. Sylvain. Participants registered: 27. (See Appendix B).

Third Library In-Service Training Course - This course, that began October 1, 1957 ended March 30, 1958. Director: Miss Helen Kaufmann, Acting librarian. Participants registered: 3. Subjects covered: acquisition of printed materials, selection of bibliographical sources, organization of printed materials, cataloging and classification, handling of series including magazines, organization of materials such as photocopies and microfilms, information and reference services, reference materials in agriculture and home economics, reference services for research scientists, extension agents, and farmers, bibliographical sources of information such as bibliographies, indexes and abstract journals, circulation, registry, loans, and general principles of library administration.

Advanced Training - Four participants, registered in the Graduate School of I.I.A.S for advanced training in plant pathology, cacao production, tropical forestry, and cattle production. (See Appendix C).
In-service and Special Training - Seven participants received in-service and special training in library (as indicated above), animal husbandry, communications, coffee processing, and agricultural extension. (See Appendix D).

Visiting Participants - Five participants visited Furrialba for short periods of observation and discussion on matters pertaining to extension, soil conservation, and beef cattle production. (See Appendix E).
Evaluation and Program Planning

During the period of this report, Ing. Alberto Franco, Technical Assistant to the Director of Regional Services carried out the following projects:

Coffee Information for Extensionists - Six issues of these technical information newsletter for extension agents were prepared for the Coffee and Cacao Technical Services Unit. The subjects chosen were those indicated to be of greatest interest by the coffee technicians in the USOMs and their national cooperators in a survey conducted for that purpose.

Survey of the organization of the extension services and training needs - To facilitate the planning of services for the new contract Extension Education Unit, a survey was carried out among the missions concerning their extension personnel, their level of education, and the needs for additional training. Seven missions have replied so far. The data compiled will be analyzed and a report prepared with the findings.

Evaluation of the Extension Magazine - Assistance was given to the Editors of the Extension Magazine to analyze the questionnaires of an evaluation conducted in 1957. The replies from the readers indicate that the magazine is fulfilling all its objectives except supplying technical information to the extension agents in sufficient volume.

Evaluation of the Cacao Course - The mid-term evaluation of the Cacao Course indicated general satisfaction on the part of the participants. The participants indicated, however, that more time should be given to control of diseases and suggested that the lists of reference materials be passed
in advance to the classes.

Coordination

Matters of direct interest to the contract activities were discussed as follows at meetings in which the Director of Regional Services participated:

First Latin American Regional Communications Conference, Rio de Janeiro, Feb. 24 - 28. Services available to the USOs in the field of agricultural communications and coordination with the work of the Audiovisual Centers of ICA.

Planning Session for the Communications Training Program, Turrialba, Costa Rica, Feb. 4 - 14. Plans for the adaptation to Latin American conditions of the communications training program developed by the National Program in Agricultural Communications, East Lansing, Michigan.

Technical Advisory Council of IAIAS, Santiago, Chile, March 10-13. Among the subjects discussed was the expansion of the Institute and the future of regional services such as those initiated under the contract with ICA.

First Meeting on Agricultural Higher Education in Latin America, Santiago, Chile, March 15 - 26. Promotion of training in extension and agricultural communications in the College of Agriculture and establishment of pilot extension demonstration areas as training and research areas for the Colleges.

Central American Coffee Round Table, Turrialba, Costa Rica, May 19 - 23. Regional cooperative coffee services to the bilateral coffee programs.

Annual Meeting of the Zone Directors of IAIAS (Project 39), May 12 - 17. Coordination of the coffee, cacao and agricultural communications services and plans for the new extension education and tropical pastures
The contract services were discussed with several visitors to Turrialba. Dr. Milton Eisenhower, President, Johns Hopkins University, Baltimore, Maryland: Contribution of the contract services to the strengthening of IMA as a regional agency in Latin America; Mr. Donald Stoops, Deputy Director, and Robert T. Manire, Chief, ASHR Division, USOM/Panama, contract services to Panama; Ing. Rogelio Ferreyra, Vice-Director, STICA, Asunción, Paraguay, contract services to USOM/Paraguay; Dr. Ernest P. Imle, Director of Research, American Cocoa Research Institute, Washington, D.C.; cooperation with the cocoa regional services; Dr. Michael Langford, Crops Specialists, USOM/Panama, assistance to the rubber disease and clonal work on rubber.

Discussion was held at the Rio Communications Conference and later on in Costa Rica with officials of the Regional Technical Aids Center, operated by ICA in Mexico City, to coordinate the work in the field of agriculture.

In general, RTAC is at present in a better position than Turrialba to assist the Missions with agricultural films and technical translation services while Turrialba can supply the Missions with photocopying and bibliographical services. visual aids materials and extension information publications.

Country visits

From Feb. 20 to Feb. 30 the Director of Regional Services visited Brazil, Uruguay, Chile, Paraguay and Peru to become acquainted with bilateral programs in the field and discuss contract matters with Mission officials. Detailed reports of these visits were prepared and sent to the Missions concerned.
The Technical Assistant to the Director of Regional Services traveled together with the Extension Editor of SIC to Bolivia, Chile, Argentina, Uruguay, Brazil, Peru, Ecuador and Colombia to complete the survey of the training needs in extension, determine the needs for technical information, and promote the contract services. Upon return he proposed a technical information project that has been included in the work-plan of the SIC contract services. He recommended emphasizing the national extension courses for agents and using the international courses for supervisors, subject matter specialists, and directors.

Contract Renewal and New Projects

On March 14, 1958 the contract signed in February 1955 was amended and renewed until June 30, 1961. Under the new contract, the coffee and cacao technical services and the agricultural and home economics information services will be continued at about the same level. However, limited field work in clonal selection and testing of diseases of rubber will be carried by the Coffee and Cacao Technical Services Unit of the Plant Industry Department and the Extension Information Services Unit of the Scientific Communications Service will give greater emphasis to training in communications.

An Extension Education Unit will be established in the Department of Economics and Rural Life to assist with the training of extension personnel, including home economists and rural youth specialists. Emphasis will be given to establishment of permanent training facilities in the countries and the exchange of ideas and experiences at the level of extension directors and supervisors. Cooperation will be given to Project 39 to reinforce its national and international courses.
An annual short course will be offered by the Department of Animal Industry in Pastures and Range Management. The course will be open also to participants from tropical areas in other Hemispheres.

**Teaching**

The Technical Assistant to the Director of Regional Services taught the soil conservation section of both the Third Cocoa and Coffee Courses. He was in charge of the section on technical reports in the Technical Writing Course of the Graduate School.

**Contract Staff**

As of July 31, 1958, the I.A.I.S. staff on the contract payroll included 14 professional staff members, one translator and 7 secretaries and assistants in addition to the Director of Regional Services and the cooperating staff. (See Appendix F).

**Budget**

Cash disbursements for the period amounted to $134,652.61, for all projects, including indirect costs. Since the contract was signed, 49% of the contract funds have financed the agricultural and home economics information services, 36% the coffee and cocoa technical services, and 15% have gone into training and administrative costs. Appendix G gives details on the financial statement.

**Relations with Missions**

Twenty I.A.I.S. Action Circulars were sent to the Missions (See Appendix H for a resume of the circulars sent out and the Mission response). In addition, 100 airgrams were dispatched to the various missions from Turrialba with information copies to ICA/W.
Relations with ICA/W

During the period of this report, 86 airgrams and official cables on contract matters were sent to ICA/W in addition to airgrams sent directly to the USOMs. A total of 115 airgrams were received from Washington.

Taking advantage of his trip to the United States in June to interview candidates for Project Leaders and other contract positions, the Director of Regional Services discussed the contract operations with officials in ICA/W. Emphasis was given to the new projects in rubber, extension education, and pastures training, the procedures for the handling of contract participants, and the communications training program for extension agents.

Policies and Procedures

Negotiations were completed and agreement reached to issued the following statements of contract policies and procedures:

No. 3 - Use of contract funds for international travel (issued March 5)
No. 4 - Contract publications (issued April 23)
No. 5 - Contract staff members (issued June 10)
No. 6 - Outside and Project 39 consultants (issued June 15)

Contract Policies and Procedures No. 1, issued originally in June 1957 was revised May 19.

Official Travel

The following consultation trips were made at the request of the respective Missions:

CAMACHO

April 23 to June 3 Brazil

To serve as instructor in a cacao course for foremen in Bahia.

DIAZ

March 28 to April 2 Guatemala

To serve as instructor on agricultural information in a national course for extension agents.
HARDY       May 23 to June 29       Brazil

To assist with the study of soil fertility problems in coffee areas of the State of Minas Gerais.

SANCHEZ      May 6 to April 2        Honduras, Nicaragua, Guatemala

To teach visual aids to extension agents and home economics in national courses.

SPAVEN       June 27 to August 2     Brazil

To plan and conduct a workshop in agricultural information at Fazenda Ipanema, Sao Paulo, for information specialists.

SYLVAIN      May 1 to June 5         Peru

To review the coffee research carried out and make recommendations for the coffee research program.

The following trips, approved in the work-plan, were made to gather information needed to implement projects for the Missions:

CRUZ         March 14 to March 31    Chile, Argentina, Uruguay, Brazil, Peru, Ecuador, Colombia, Panama

To contact contributors to the extension magazine, study the distribution, and promote the magazine.

For administrative purposes, the following trips were made:

FRANCO       March 16 to June 1      Chile, Argentina, Uruguay, Brazil, Peru, Ecuador, Colombia, Panama

To complete the survey of extension training needs and study the needs for technical information at the extension level.

SALPER       Feb. 20 to March 30     Brazil, Uruguay, Chile, Paraguay, Peru

To discuss contract matters with the Missions and observe projects in the field.
Recruitment of Project Leaders

A large number of candidates were contacted for the position of Project Leader, Communications Services. Five were interviewed by the Director of Regional Services in a trip to the United States in June and Mr. H. Calvert Anderson, former agricultural Editor at Washington State College and Executive Secretary of the Columbia Compact Interstate Commission, Spokane, Washington, was chosen and invited to visit Turrialba. Mr. Anderson accepted the position and will report for duty on October 15.

Candidates were also selected for the position of Project Leader, Extension Education Unit. Dr. Joseph Di Franco, Professor of Extension, Cornell University and formerly with ICA, was interviewed by the Director of Regional Services in Ithaca, New York and invited to visit Turrialba. He accepted the position and will report for duty November 1.

Dr. Arthur T. Seimble, formerly with FAC and ICA, was also interviewed in Washington for the position of Pastures Specialist in the Department of Animal Industry that involves duties of a Project Leader. He accepted the position to report for duty in August.

Recruitment of Consultants

The services of Dr. John A. Morrow, formerly of the National Project in Agricultural Communications, East Lansing, Michigan; Dr. Edward O. Moe, Sociologist, Michigan State University, East Lansing, Michigan; and Ing. Francisco Toro Calder, Communications Training Officer, Extension Service, University of Puerto Rico and former Extension Specialist of the Northern Zone of IAIN (Project 39) were obtained as consultants for the Planning Session of the Communications Training Program.

Mr. John W. Spaven served as consultant for the Agricultural Information Workshop organized by USOI/Brazil in Fazenda Ipanema, Sao Paulo.
Dr. Lee M. Hutchins, who was serving with the American Cocoa Research Institute, Washington, D.C. to study the cushion gall disease of cacao, agreed to remain in Turrialba for three additional months as short term consultant to continue his field work. The Missions in Nicaragua, Costa Rica, and Brazil have expressed keen interest in the study.

Administration

Dr. Henry F. Kroening, Administrator of IAIAS, resigned in June to join ICA. Sr. Henry Laprade, Comptroller of IAIAS took over the handling of the financial matters and Mrs. Stella Taylor, Administrative Secretary to the Director of IAIAS took over the handling of personnel matters.

With the departure of her husband, Mrs. Beverly Kroening resigned as Administrative Secretary to the Director of Regional Services, a position she had discharged since July 1, 1956 with extreme competence and efficiency.
Group Courses

Cacao Production Technology Course, January 13, to April 5, 1958

A. Participants

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Country</th>
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<td>Garcia, Carlos</td>
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<td>Perú</td>
<td>USOM/Perú</td>
</tr>
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<td>Ruiz, Rafael</td>
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B. Subjects

1. The Use of the Library
2. Sources of Cacao Literature
3. Farm Management and Economic Aspects
4. Soils
5. Cacao Ecology
6. Shade Trees
7. Land Preparation
8. Seed Control
9. Interplanting with Cacao
10. Plant Propagation
11. Extension Methods
12. Cacao Diseases
13. Cacao Pests
14. Cacao Botany
15. Use of Fertilizers
16. Harvesting
17. Cacao Physiology
18. Rehabilitation of Old Plantations
19. Field Experiments
20. Processing
21. Selection and Plant Improvement
22. By-Products of Cacao
Appendix B

ICA TRAINING REPORT – February 1, 1958 – July 31, 1958

Group Courses

Coffee Production Technology Course, June 30 – September 20, 1958

A. Participants

<table>
<thead>
<tr>
<th>No.</th>
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<th>Sponsor</th>
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<td>7.</td>
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<td>VALEJO, Roberto</td>
<td>Honduras</td>
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</table>

B. Subjects

1. The Use of the Library
2. Sources of Coffee Literature
3. Soils and Coffee Cultivation
4. Morphology and Taxonomy of Coffee
5. Seedbeds and Nurseries
6. Soil Conservation
7. The Coffee Tree in Relation to Water
8. Establishment of a Coffee Plantation
9. Statistics and Experimental Designs
10. Photosynthesis of the Coffee Tree
11. Cultivation Practices in Coffee Plantations
12. Extension Problems
13. Growth Cycle of Arabica Coffee
14. Agricultural Communications
15. Coffee Physiological Disturbances
16. Genetics and Improvement of Coffee
17. Coffee Varieties
18. Nutrition of the Coffee Tree
19. Ecology of the Coffee Tree
20. Rejuvenation of old Coffee Plantation
21. Shade Trees
22. Coffee Diseases
23. Agricultural Meteorology
24. Vegetative Propagation
25. Coffee Processing
26. Economic Problems of Coffee Production
27. Climate of Coffee Plantations
28. Classification of Beans
29. Coffee Pests
30. Chemical Composition of the Coffee Bean and Quality Factors
31. Coffee Roasting and its Effects
32. Marketing of Coffee
Advanced Training

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<tr>
<th>Name</th>
<th>Country</th>
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<th>Major</th>
<th>Advisor</th>
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<tr>
<td>1. Ampuero, Enrique</td>
<td>Ecuador</td>
<td>USOM/Ecuador</td>
<td>Plant Pathology</td>
<td>Dr. Segal x</td>
<td>September 2, 1957 to date</td>
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<td>2. Ocanto, Gilberto</td>
<td>Panama</td>
<td>ICA/Institute</td>
<td>Cacao Production</td>
<td>Mr. Pavord</td>
<td>April 9, 1958 to date</td>
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<td>3. Taco, Humberto</td>
<td>Peru</td>
<td>USOM/Peru</td>
<td>Tropical Forestry</td>
<td>Dr. Holdridge</td>
<td>June 30, 1958 to date</td>
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<td>4. Ateelo, Alcibiades</td>
<td>Bolivia</td>
<td>USOM/Bolivia</td>
<td>Cattle Production</td>
<td>Dr. de la Ba</td>
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x Plant Pathologist, USOM/Costa Rica
### IN-SERVICE AND SPECIALLY TRAINING

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<tr>
<td>1. ALDA, Ana María</td>
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<td>2. ANDRÉZ, Ruth</td>
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<td>3. HASSCHULL, Julio</td>
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<td>Animal Husbandry</td>
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<td>5. CONTRERAS, José</td>
<td>Panama</td>
<td>USON/Panama</td>
<td>Library</td>
<td>February 6 – April 25, 1958</td>
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<td>6. MOLIN, Juan</td>
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<td>USON/Guatemala</td>
<td>Coffee Processing</td>
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<td>7. VARGAS, Rogelio</td>
<td>Paraguay</td>
<td>USON/Paraguay</td>
<td>Agric. Extension</td>
<td>March 28, 1958 to date</td>
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### Visiting Participants

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<td>FERGUSON, Rogelio</td>
<td>Paraguay</td>
<td>USOM/Paraguay</td>
<td>Extension Project</td>
<td>July 12-19, 1958</td>
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<td>LÓPEZ, Reuben</td>
<td>Chile</td>
<td>USOM/Chile</td>
<td>Soil Conservation</td>
<td>July 3-6, 1958</td>
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<td>GALVÁN, Juan</td>
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<td>USOM/Chile</td>
<td>Agricultural Extension</td>
<td>May 27-28, 1958</td>
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<td>MEDRANO, José</td>
<td>Nicaragua</td>
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<td>Agricultural Extension</td>
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<td>ULLO, Gustavo</td>
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<td>USOM/Ecuador</td>
<td>Beef Cattle</td>
<td>March 8-11, 1958</td>
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### ICA Contract and Cooperating Staff

**As of July 31, 1958**

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<tr>
<td><strong>Professional</strong></td>
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<tr>
<td>Armando Samper</td>
<td>Director</td>
<td>Colombia</td>
<td>Sep. 23, 1955</td>
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<td>Alberto Franco</td>
<td>Technical Assistant</td>
<td>Colombia</td>
<td>Mar. 23, 1957</td>
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<td><strong>Secretarial</strong></td>
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<td>Tita Eleta</td>
<td>Secretary</td>
<td>Panama</td>
<td>Sep. 17, 1957</td>
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<td><strong>COFFEE AND CACAO TECHNICAL SERVICES</strong></td>
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<td><strong>Professional</strong></td>
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<tr>
<td>J. Robert Hunter</td>
<td>Project Leader</td>
<td>U. S. A.</td>
<td>July 8, 1957</td>
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<tr>
<td>Pierre G. Sylvain</td>
<td>Horticulturist</td>
<td>Haiti</td>
<td>Apr. 1, 1955</td>
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<tr>
<td>Frederick Hardy</td>
<td>Soils Scientist</td>
<td>England</td>
<td>Nov. 25, 1957</td>
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<td>Edilberto Camacho</td>
<td>Assistant Horticulturist</td>
<td>Costa Rica</td>
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<td>Gilberto Ocaña G.</td>
<td>Graduate Assistant</td>
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<td>Secretary</td>
<td>Panama</td>
<td>Aug. 12, 1957</td>
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<td>Aída V. de Gutiérrez</td>
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<td>Costa Rica</td>
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<td>Juan Díaz B.</td>
<td>Acting Project Leader</td>
<td>Paraguay</td>
<td>Sep. 1, 1956</td>
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<tr>
<td>Luis Carlos Cruz</td>
<td>Extension Editor</td>
<td>Colombia</td>
<td>Apr. 1, 1955</td>
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<td>Hernán Granados</td>
<td>Multilith-Photocopy Technician</td>
<td>Costa Rica</td>
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<tr>
<td>Enrique Sanchez N.</td>
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<td>Bolivia</td>
<td>Mar. 5, 1956</td>
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<td>Ghislaine de Montoya</td>
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<td>Miguelangel Ferrara</td>
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<td>EVENOR ZUÑIGA</td>
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<td>Aída Cavallini</td>
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<td>Cecilia V. de Vos</td>
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<td>Costa Rica</td>
<td>May 14, 1958</td>
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<tr>
<td>Nidya del C. Brenes</td>
<td>Vari-Type Operator</td>
<td>Costa Rica</td>
<td>June 1, 1958</td>
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</table>
OFFICE OF THE REGISTRAR

Secretarial

Hazel Hodgson

Secretary

Nicaragua Apr. 1, 1955

COOPERATING STAFF +

Ralph H. Allee                     Director of the Institute
Jorge de Alba                      Head, Animal Industry Department
Manuel Alers M.                    Head, Dept. of Economics and Rural Life
Rogelio Coto M.                    Head, Scientific Communications Service
Henry G. Laprade                   Comptroller
Jorge Leoa                         Head, Plant Industry Department
Gordon Havord                     Head, TAHAC Cacaho Center
Angelina Martinez                  Librarian and Acting Registrar
Claudio A. Volio                   Director of Project 39
Paulo de T. Alvim                  Physiologist, Andean Zone, Project 39
Ramiro Beltrán                    Information Specialist, Central Office Project 39

+ Not on Contract Payroll
## A. SUMMARY

1. **Total Contract Allocation**
   - Total Contract Allocation: $1,724,928.00
   - Uncapitated funds: $1,071,414.88

2. **Cash operation**
   - **Receipts**
     - Original advance: $100,000.00
     - Reimbursements: $601,964.91
     - Total Receipts: $703,964.91
   - **Disbursements**
     - Total Disbursements: $653,513.12
   - Cash Balance, July 31, 1958: $50,451.79

## B. DETAIL of operations Feb. 1, 1955 thru July 31, 1958

### EXPENDITURES

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<tr>
<th>Category</th>
<th>Agriculture &amp; Home Economics</th>
<th>Coffee &amp; Cacao &amp; Services</th>
<th>Training and Coordination</th>
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<td>I Personal</td>
<td>$128,215.65</td>
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<td>II Other Costs</td>
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<td>III Consultant Fees</td>
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<td>VI Equipment</td>
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<td>IX Indirect Cost 27%</td>
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(This statement is entirely on a cash basis for expenditures. Same for Reimbursements received from IICA/W.)
### RESUME OF ACTION CIRCULARS

February 1, 1958 through July 31, 1958

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<th>No</th>
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<td>53</td>
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<td>&quot;Información Cafetalera&quot; No 6</td>
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<td>Illustrated Materials on Disease and Defining Symptoms</td>
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<td>Spanish Announcement - Third Coffee Course, June 30/September 20, 1958</td>
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<td>Spanish Announcement - Fourth Library Training, September 30/58 -March 31/59</td>
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<td>57</td>
<td>4/7/58</td>
<td>Central American and Caribbean Coffee Workshop</td>
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<td>4/24/58</td>
<td>Recent Advances in Coffee Production Technology</td>
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<td>60</td>
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<td>&quot;Make Effective Use of the Blackboard&quot; Leaflet No. 4 in Visual Aids Series</td>
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ICA-1280-1958.