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

The above named parties hereby mutually agree to carry out a project in accordance with the terms set forth herein and the terms set forth in any annexes attached hereto, as checked below:		1. PROJECT/ACTIVITY NO. 730-15-460-327		PAGE 1 OF 2 PAGES																									
<input type="checkbox"/> PROJECT DESCRIPTION ANNEX A <input type="checkbox"/> FOREIGN CURRENCY STANDARD PROVISIONS ANNEX <input type="checkbox"/> STANDARD PROVISIONS ANNEX <input type="checkbox"/> SPECIAL LOAN PROVISIONS ANNEX		2. AGREEMENT NO. 69-009		3. <input type="checkbox"/> ORIGINAL OR REVISION NO. 2																									
This Project Agreement is further subject to the terms of the following agreement between the two governments, as modified and supplemented:		4. PROJECT/ACTIVITY TITLE <p style="text-align: center;">Manpower Development</p>																											
<input type="checkbox"/> GENERAL AGREEMENT FOR TECHNICAL COOPERATION DATE _____		5. PROJECT DESCRIPTION AND EXPLANATION <p style="text-align: center;">(See Annex A attached)</p>																											
<input checked="" type="checkbox"/> ECONOMIC COOPERATION AGREEMENT DATE 9/7/51		6. AID APPROPRIATION SYMBOL 72-1191006		7. AID ALLOTMENT SYMBOL 956-50-730-00-60 \$																									
<input checked="" type="checkbox"/> (Other) Master CY 1968 Cpt Agreement DATE 7/15/68																													
8. AID FINANCING <input type="checkbox"/> DOLLARS <input type="checkbox"/> LOCAL CURRENCY		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">PREVIOUS TOTAL (A)</th> <th style="width: 20%;">INCREASE (B)</th> <th style="width: 20%;">DECREASE (C)</th> <th style="width: 30%;">TOTAL TO DATE</th> </tr> </thead> <tbody> <tr> <td>(a) Total</td> <td>\$ 263,300</td> <td>\$640,000</td> <td>\$ 903,300</td> </tr> <tr> <td>(b) Contract Services PASA</td> <td>78,300</td> <td></td> <td>78,300</td> </tr> <tr> <td>Pers Servs Contract</td> <td>185,000</td> <td>640,000</td> <td>825,000</td> </tr> <tr> <td>(c) Commodities</td> <td></td> <td></td> <td></td> </tr> <tr> <td>(d) Other Costs</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				PREVIOUS TOTAL (A)	INCREASE (B)	DECREASE (C)	TOTAL TO DATE	(a) Total	\$ 263,300	\$640,000	\$ 903,300	(b) Contract Services PASA	78,300		78,300	Pers Servs Contract	185,000	640,000	825,000	(c) Commodities				(d) Other Costs			
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(a) Total T/F		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">VN\$</th> <th style="width: 20%;">VN\$</th> <th style="width: 20%;">VN\$</th> <th style="width: 30%;">VN\$</th> </tr> </thead> <tbody> <tr> <td>11,000,000</td> <td>25,000,000</td> <td></td> <td>36,000,000</td> </tr> <tr> <td>(b) Technical and other Services</td> <td>11,000,000</td> <td>25,000,000</td> <td>36,000,000</td> </tr> <tr> <td>(c) Commodities</td> <td></td> <td></td> <td></td> </tr> <tr> <td>(d) Other Costs</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				VN\$	VN\$	VN\$	VN\$	11,000,000	25,000,000		36,000,000	(b) Technical and other Services	11,000,000	25,000,000	36,000,000	(c) Commodities				(d) Other Costs							
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(d) Other Costs																													
10. SPECIAL PROVISIONS (Or: Additional Communication Expects, if Necessary):																													
11. DATE OF ORIGINAL AGREEMENT August 29, 1968		12. DATE OF THIS REVISION November 9, 1968		13. ESTIMATED FINAL CONTRIBUTION DATE December 31, 1971																									
14. FOR THE COOPERATING GOVERNMENT OR AGENCY			15. FOR THE AGENCY FOR INTERNATIONAL DEVELOPMENT																										
For signatures of the parties to this Agreement, see page 2.																													
SIGNATURE: _____ DATE: _____ TITLE: _____		SIGNATURE: _____ DATE: _____ TITLE: _____																											

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ANNEX

PROJECT AGREEMENT

BETWEEN AID AND

DGEFA

AN AGENCY OF THE GOVERNMENT OF

Vietnam

1. Project/Activity No.

730-15-460-327PAGE 2 OF 2 PAGES

2. Agreement No.

69-0093. ☐ Original orRevision No. 2


3. Project/Activity Title


Manpower Development

This revision is to provide \$640,000 and VN\$25,000,000 to finance a training contract for the GVN through USAID for a period of 12 months from January 16, 1969 through January 15, 1970. The details are included in PIO/T.

This PIO/AG will be amended at a later date to include a detailed description of the project objectives and responsibilities.

This agreement becomes effective on the date of the last signature below:


Dam St Hien 29 Octob 1968 (date)
Minister of Labor


D. G. MacDonald 11/4/68 (date)
Director
Agency for International
Development
Mission to Vietnam


Ngo Khac Thieu Nov 8. 68 (date)
Director of Foreign Aid

For the Cooperating Government or Agency

SIGNATURE: _____ DATE: _____

TITLE: _____

For the Agency for International Development

SIGNATURE: _____ DATE: _____

TITLE: _____

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET-NAM

**PROJECT DOCUMENT
APPROVAL FORM**

Project Agreement ☒

69-009
Revision 2

Date October 29, 1968

Initiating USAID Division

Project Completion Report ☐

Project { No : 730-15-460-327
Title : Manpower
Development

- ☐ Agriculture
- ☐ Industry
- ☐ Public Works
- ☐ Health
- ☐ Education
- ☐ Pub. Admin.
- ☐ Public Safety
- ☒ Labor
- ☐ Field Operations
- ☐ _____
- ☐ _____

If you concur in the attached document,
please sign in the space indicated below. Upon
receipt of all required signatures the attached
document will be considered cleared and ready
for official issuance.

Robert D. Smith
PROJECT TECHNICIAN

10/29/68
DATE

AP
ST
Gus D. Jordan
AD/FINANCIAL MGMT

11/1/68
DATE

Emil B. Sindall
DIVISION CHIEF

10/29/68
DATE

J. Roney
PROGRAM OFFICE

10/29/68
DATE

As Rmk 11/7/68

JOINT AGREEMENT
BETWEEN THE DEPARTMENT OF STATE, AGENCY FOR INTERNATIONAL DEVELOPMENT (AID),
AN AGENCY OF THE GOVERNMENT OF THE UNITED STATES OF AMERICA, AND
DIRECTORATE GENERAL OF BUSINESS AND FOREIGN AID
AN AGENCY OF THE GOVERNMENT OF Vietnam

The above-named parties hereby mutually agree to carry out a Project in accordance with the terms set forth herein and the terms set forth in any annexes attached hereto, as checked below: USAID/VN		1. PROJECT/ACTIVITY NO. 730-15-460-327		PAGE 1 OF 13 PAGES	
<input checked="" type="checkbox"/> Project Description Annex A <input checked="" type="checkbox"/> Project Description Annex B Standard Provisions Annex <input checked="" type="checkbox"/> Standard Provisions Annex <input type="checkbox"/> Special Loan Provisions Annex		2. AGREEMENT NO. 69-066		3. <input checked="" type="checkbox"/> ORIGINAL OR REVISION NO. _____	
This Project Agreement is further subject to the terms of the following agreement between the two governments, as modified and supplemented:		4. PROJECT/ACTIVITY TITLE Manpower Development			
<input type="checkbox"/> General Agreement For Technical Cooperation <input checked="" type="checkbox"/> Economic Cooperation Agreement		DATE 9/7/51		5. PROJECT DESCRIPTION AND EXPLANATION See Annex A attached	
<input checked="" type="checkbox"/> Other: Master of 68 Opt. Agreement		DATE 7/15/68		6. AID APPROPRIATION SYMBOL EA	
7. AID ALLOTMENT SYMBOL NA		8. AID FINANCING <input type="checkbox"/> Dollars <input type="checkbox"/> Local Currency			
PREVIOUS TOTAL (A)		INCREASE (B)		DECREASE (C)	
(a) Total		(b) Contract Services		(c) Commodities	
(d) Other Costs		(e) Total		(f) Technical and other Services	
(g) Commodities		(h) Other Costs		(i) Total	
9. COOPERATING AGENCY FINANCING-DOLLAR EQUIVALENT \$1.00 = VN\$118		AAC, Title 23 Oct 1968		VN\$ 14,000,000	
(a) Total		(b) Technical and other Services		(c) Commodities	
(d) Other Costs		(e) Total		(f) Technical and other Services	
(g) Commodities		(h) Other Costs		(i) Total	
10. SPECIAL PROVISIONS (Use Additional Continuation Sheets, if Necessary)					
11. Date of Original Agreement: October 22, 1968					
12. DATE OF THIS AGREEMENT: September 30, 1968					
13. FOR THE COOPERATING AGENCY:			14. FOR THE AGENCY FOR INTERNATIONAL DEVELOPMENT:		
Signature: _____			Signature: _____		
Title: _____			Title: _____		

PROAG CONTINUATION SA ANNEX A	BETWEEN AID AND DGEFA AN AGENCY OF THE GOVERNMENT OF VIETNAM	75C-06-60-627 2. Agreement No. 69-066 3. Project/Activity Title Manpower Development	PAGE 2 OF 14 PAGES 3. <input checked="" type="checkbox"/> Original or Revision No.
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I. Background

Although the importance of manpower to Vietnam's war effort and development is recognized, no coordinated manpower planning effort on the part of the GVN exists. There has been little activity within the government to develop a program to improve utilization of available manpower and allocate it equitably. At the present time only limited data is available on which to base decisions and formulate overall plans. The military draft has started giving consideration to the needs of the civilian sector and elements of the GVN as a result of new data available. Training of skilled workers has been left largely to the individual employers with little overall coordination or actual training done by the GVN. No effective labor exchange is in existence. Serious problems have been avoided by importation of manpower, both civilian and military. This is costly and would not be available in Vietnam without extensive foreign assistance. The GVN now does no overall manpower planning and no governmental machinery exists to coordinate activities of the various ministries concerned with manpower.

The GVN Employment Service is small and inadequately trained and serves little real purpose in the labor market. Although efforts have been made by the various segments of the U.S. Mission in manpower planning, no government agency in the GVN exists in this field. The manpower problem has become more critical during CY 1968 because of the general mobilization being imposed by the GVN. Chieu Hoi, refugees, and disabled veterans are coming back into the work force, and plans must be laid to utilize them to make up some of the critical manpower shortages.

In support of the manpower planning and utilization efforts, the GVN must improve the relationship between workers, the government, and management. In the past the Minister of Labor has conducted various training programs for workers' representatives and for the Ministry's labor inspectors; however, these have not met the needs of the rapidly expanding urban labor force.

II. Purpose

The purpose of the Manpower Development Project is to develop both a comprehensive manpower program for Vietnam and the capability of the GVN to plan and operate such a program. This program would include:

- a. Planning, coordination, and direction at the national level.
- b. Collection, analysis, and dissemination of essential manpower information.

For the Cooperating Government or Agency SIGNATURE: _____ DATE: _____ TITLE: _____	For the Agency for International Development SIGNATURE: _____ DATE: _____ TITLE: _____
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PROAC CONTINUATION OF ANNEX A	BETWEEN AID AND DATA AN AGENCY OF THE GOVERNMENT OF VIETNAM	69-327 2. Amendment No. 69-066 3. Project/Activity Title Manpower Development	PAGE 11 PAGES 3. <input checked="" type="checkbox"/> Original or Revision No.
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c. Operation of a National Employment Service with emphasis on problem groups.

d. Development of a job oriented vocational training program to train workers in needed craft skills.

e. The introduction of modern concepts of industrial relations to labor, management, and government officials.

f. Training of the GVN Ministry of Labor Inspectorate. Besides enforcing labor laws, members of the Inspectorate act as low-level mediators in labor disputes.

Goals

a. To develop the capability of the MOL to do manpower planning. To implement plans and programs, the goals will be (1) to establish a Manpower Planning Committee composed of representatives of all ministries to coordinate manpower responsibilities; (2) to establish within the Labor Ministry a coordinating office of Manpower Plans and Programs; (3) to train technical staff of the Ministry of Labor in planning and in new technical approaches such as determination of labor supply and demand, occupational classification, allocation of manpower and utilization of work force; and (4) to develop tools, techniques, and methods needed to carry on a manpower program.

b. In improving collection, analysis, and dissemination of manpower information, the goals are (1) to increase the capabilities of the labor research and statistics services in the areas of data collection and economic research, and (2) to develop as rapidly as possible the data needed for manpower planning.

c. In building an effective National Employment Service, the goals are (1) to expand the scope of the present service and improve the technical competence of its staff to perform such essential functions as placement, testing, counselling, job development, employer relations, and collection and use of labor market information; (2) to establish in-service training programs and provide participant training and technical advice; (3) to make organizational changes to provide central direction, coordination, and control of all offices and to develop standard procedures and office practices;

For the Cooperating Government or Agency

For the Agency for International Development

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BETWEEN AND		130-2-406-527	108
DGRPA		2. Agreement No. 69-056	3. <input checked="" type="checkbox"/> Original or Revision No. _____
AN AGENCY OF THE GOVERNMENT OF VIETNAM		3. Project/Activity Title Manpower Development	

and (4) to increase the capabilities and areas of activity of the Service to facilitate the spread of information and the mobility of labor. Activities in Saigon and in provincial cities will be increased. A mobile service and centralized clearance system will serve rural areas and concentrations of refugees and other problem groups.

d. To develop a skill training program the goals are (1) to develop competence within the Ministry of Labor in the operation of an "on-the-job" or apprenticeship training program so that it can assume responsibility for short-term programs being set up by Education Consultants; (2) to bring industry and organized labor into the program to a larger extent by demonstrating to them the benefits to be derived from systematic training programs; and (3) to alleviate shortages of critical skills by setting up short-term training courses.

e. To introduce modern industrial relations concepts and training for labor, and business people in their application, the goal is to establish the Institute of Industrial Relations during CY 1968.

f. To improve the labor inspectorate, the goal is to increase the efficiency of provincial offices and to conduct in-service training for labor Inspectors beginning in FY 1969.

III. Responsibilities

A. The Government of Vietnam

1. The Ministry of Labor will:

a. In the Manpower Planning and Programming activity,

(1) propose establishment of a high-level manpower planning and policy committee, empowered to develop manpower plans, establish manpower policy, and coordinate manpower activities of the different ministries giving attention to both current and future needs for Vietnam;

(2) devote personnel to the collection and analysis of manpower information, development of recommendations for allocation and utilization of the work force, and recommendation of types of training for workers so that they form a secretariat for the manpower committee;

(3) train personnel in the techniques and methods needed to carry out a manpower program, and further, undertake to develop by determination of labor supply and demand, job analysis, and occupational classification, the

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

PROAG
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ANNEX A

PROJECT AGREEMENT

BETWEEN AID AND

BGBFA

AN AGENCY OF THE GOVERNMENT OF
VIETNAM

1. Project/Activity No.

730-15-460-327

PAGE 3 OF 10 PAGES

2. Agreement No.

69-066

3. ☒ Original or
Revision No. _____

3. Project/Activity Title

Manpower Development

manpower program for Vietnam which will recommend allocation and utilization of the work force and provide closer coordination with the skill training and employment service programs of the Labor Ministry.

b. For the Labor Research and Statistics activity, assign and make available for training the personnel concerned, so that they can gather the data necessary for meaningful manpower planning.

c. In the Employment Service Activity, train personnel in the techniques of job placement, occupational analysis, and supervisory training. The Ministry will attempt to provide office space for a model placement office in Saigon and space for placement offices at five other locations in the country. Improvements will be made in the administration of both the employment service and foreign workers' branch so that job placements and foreign workers' permits will be handled in an efficient manner.

d. For the Skill Training Activity, place training personnel in classes to upgrade training methods, curriculum, organization, and administration of the Ministry's skill training classes. The Ministry of Labor will propose the establishment of a national apprenticeship council involving industry, labor unions, and the GVN which will establish and carry out apprenticeship standards for Vietnam and recommend improvements in the labor code's apprenticeship section. The Ministry and the Labor Division will request funds to install six in-country prefabricated structures purchased by USAID in 1967 and to provide furnishings, equipment, and a suitable site for the buildings, which will be used as skills training centers.

e. For the Industrial Relations Institute, designate a director to represent the Ministry in carrying out this project, and propose that BGBFA provide VN\$ 500,000 from the National Budget to support this project.

f. In the Labor Inspectorate Activity, require the Labor Inspectors to attend training sessions in arbitration and mediation techniques. The Ministry of Labor will request funds to prepare two prefabricated buildings to house Labor Inspectorate offices related to this activity and provide suitable furnishings. The Ministry will also provide information and staff to help conduct a study on the arbitration and mediation laws of Vietnam.

g. For each of these activities, designate a counterpart to the American advisor assigned, meet the normal operating costs of the activity, assign the USAID commodities ordered in both FY 1967 and FY 1968 to the use of the activity, maintain in good condition any equipment supplied by USAID

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

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ANNEX A

PROJECT AGREEMENT
BETWEEN AID AND
DGBFA

AN AGENCY OF THE GOVERNMENT OF
VIETNAM

1. Project/Activity No.
730-15-460-327
2. Agreement No.
69-066
3. Project/Activity Title

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3. ☒ Original or
Revision No.

Manpower Development

in connection with this project, and provide the fuel and lubricants for the operation of vehicles used on this project.

2. The Director General of Budget and Foreign Aid agrees to make available 14 million piasters from the CY 1968 American Aid Chapter, Title 24, for this project. These funds will be used for manpower development and will be made available on a timely basis in accordance with approved procedures. For details, see the Budget, Annex C.

B. The United States Agency for International Development (USAID) agrees:

1. To pay the dollar costs of American advisors to be assigned to work on this project.
2. To provide commodities by mutual agreement in subsequent revisions of this Project Agreement.
3. To provide such participant training as may be agreed upon in subsequent agreements.
4. To provide the services of Education Consultants, Ltd., during the term of its contract with USAID in accordance with PIO/T No. 730-327-3-80296, signed by the Minister of Labor, for assignment to trade training centers as approved by the Minister of Labor and the Director of USAID and their designees.

IV. General

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

B. The USAID/GVN Standard Provisions, attached hereto as Annex B, are incorporated in and made part of this Agreement.

C. The Work Plans attached hereto as Annex D may be modified by agreement between the Project Manager and the Project Representative subject to a review of substantive change by the Ministry and USAID.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____
TITLE: _____

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PROJECT AGREEMENT
BETWEEN AID AND
DGBFA

Project No. 73-15-440-327

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ANNEX A

AN AGENCY OF THE GOVERNMENT OF
VIETNAM

2. Agreement No.


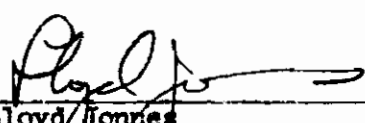

69-066

3. ☒ Original or
Revision No. _____

3. Project/Activity Title

Manpower Development

This agreement becomes effective on the date of the last signature below:


Dom Sy Hien (Date)
Minister of Labor
Lloyd Jones (Date) 10/22/68
Associate Director for
Program & Economic Policy
USAID/Vietnam
Tran Van Bot (Date)
Director of Cabinet
Ministry of Labor
Oct 18, 68
Ngo Khac Thieu (Date)
Director of Foreign Aid

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

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ANNEX B

**PROJECT AGREEMENT
BETWEEN AID AND**

DGBFA

**AN AGENCY OF THE GOVERNMENT OF
VIETNAM**

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

PAGE 8 OF 18 PAGES

2. Agreement No.
69-066

3. ☒ Original or
Revision No. _____

4. Project/Activity Title
Manpower Development

USAID/GVN STANDARD PROVISIONS

1. RESPONSIBILITIES :

A. USAID

1. Availability of funds permitting, USAID proposes to provide dollar funds to finance the procurement of contract services, commodities, technicians' costs, participant training, and other costs as required for this project. Except for technical costs, the actual obligation of these funds will be accomplished by separate documents signed by the GVN and USAID if they are not obligated by this Project Agreement.

2. AID agrees to furnish technical advice, guidance, and assistance through technical advisors, consultants, or contractors to assist the GVN Ministry sponsoring the project, in all technical and financial aspects of the project, including planning and implementation.

3. AID agrees to assist the Government of Vietnam in the selection of participants for further study and training in the USA and third countries and to assist in planning study and observation tours as required.

4. USAID shall appoint a Technical Advisor, who will act as the USAID technical specialist and be delegated the authority to assist his GVN counterpart in the latter's responsibility to supervise, develop, and implement this project. Notification of the name of the USAID Technical Advisor shall be made to DGBFA and the appropriate Ministry within 10 days after the Agreement has been signed. The Technical Advisor or his successor will assure continuity of activities undertaken pursuant to this Project Agreement.

5. USAID shall make available to the USAID Technical Advisor such technical, financial, or administrative services as may be necessary to implement the project on schedule, including relevant financial data concerning the USAID direct dollar assistance. This information will also be made available to DGBFA.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

TITLE _____

TITLE _____

**PROJECT AGREEMENT
BETWEEN AID AND**

1. Project / Activity No.

PAGE 9 OF 18 PAGES

730-15-460-327

2. Agreement No.

69-066

3. ☒ Original or
Revision No. _____

DGBFA

4. Project / Activity Title

Manpower Development

AN AGENCY OF THE GOVERNMENT OF

VIETNAM

PROAG
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ANNEX B

USAID/GVN STANDARD PROVISIONS - CONTINUED**B. Government of Vietnam :**

1. The GVN agrees to provide the plaster funds from the source and in the amount specified under block 9 of this Project Agreement for the purposes designated in this Agreement.

2. The GVN Minister sponsoring this project, or his authorized representative, shall appoint a Project Manager, who will act as the GVN technical specialist and be delegated the authority to supervise, develop and implement this project, with the assistance of U.S. technical advisors. Notification of the appointment and the name of the Project Manager shall be made to USAID and DGBFA within 10 days after this Agreement has been signed.

3. The GVN Minister, or his authorized representative, shall make available to the Project Manager such technical, financial, or administrative services as may be necessary to implement the project on schedule, including financial data from the National Budget relating to the project. This information will also be made available to USAID.

4. For evaluation and review purposes, the Project Manager, acting through his Minister, shall render to the Directorate General for Budget and Foreign Aid (DGBFA) quarterly progress reports in a format approved by the GVN and USAID. Copies of the reports will also be made available to USAID.

5. In accordance with AID regulations governing the selection of participants, the Project Manager is to nominate qualified technicians associated with the project as candidates for participant training. Selection of participants and nomination to the GVN and USAID for approval will be achieved jointly by the Project Manager and his U.S. technical advisors. The GVN agrees that all participants selected and mutually sponsored by the GVN and USAID for training shall (a) be released for training when scheduled, (b) have their salary continued during the period of training, and (c) shall be immediately re-employed upon their return from training in the same position from which released or in a more responsible position in the project.

For the Cooperating Government or Agency

For the Agency for International Development

SIGNATURE: _____ DATE: _____

SIGNATURE: _____ DATE: _____

TITLE: _____

TITLE: _____

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ANNEX C

PROJECT AGREEMENT

BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
VIETNAM

1. Project/Activity No.

730-15-460-327

PAGE 1 OF 12 PAGES

2. Agreement No.

69-066

3. ☒ Original or

Revision No. _____

3. Project/Activity Title

Manpower Development

PIASTER BUDGETAmerican Aid Chapter, Title 24, CY 1968

<u>Article</u>	<u>Expenditure</u>	<u>Amount (VN\$000)</u>
31-39	<u>Operating Supplies and Services</u>	<u>14,000</u>
	Manpower Planning (allowances for personnel in charge; Manpower Development Committee operating expenses and allowances)	5,000
	Labor Market Research (allowances for labor survey personnel; miscellaneous operating expenses)	2,000
	Labor Inspectorate: training for Labor Inspectors, census takers, and cadres (operating expenses and transportation)	500
	Skill Training (allowances for 50 new instructors -- hourly basis -- allowances for 40 high-degree teachers for new classes; operating expenses)	6,400

For the Cooperating Government or Agency

SIGNATURE: _____ DATE: _____

TITLE: _____

For the Agency for International Development

SIGNATURE: _____ DATE: _____

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ANALYSIS OF THE COVERED TOP
VIETNAM

Manpower Development

WORK PLANS

A Manpower Planning and Programming Activity

1. Establish a Manpower Planning Committee composed of high-level representatives of ministries with major manpower responsibilities. The Labor Ministry will negotiate the formation of such a committee with the GVN, with technical advice provided to the Labor Ministry by the Labor Division, and to other ministries by the counterpart AII divisions. The committee will be organized as soon as possible.

2. Establish an office of Plans and Programs within the Labor Ministry to plan and direct manpower programs and coordinate activities with other ministries. The Ministry of Labor will be re-organized to provide direction and adequate staff for manpower planning and directing programs.

3. Train manpower planning staff of up to 24 people during CY 1968 to do manpower planning and to perform new related functions within the Ministry of Labor. Such functions will include occupational classification, manpower allocation and utilization, authorization of foreign workers, and use of manpower information for planning. Training should result in occupational classifications being put in use during CY 1968, and should be started in other areas so that performance of some other functions can start and further training continue in CY 1969.

4. Develop an occupational classification system for Vietnam and an in-service training program for the staff of the Ministry of Labor. The occupational classification system should be usable in CY 1968, though further work will be required in CY 1969. In-service training program for 40 staff members was conducted in FY 1968, and should be expanded in FY 1969.

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

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

7. Develop a manpower program and a manpower plan for Vietnam in FY 1969.

For the Cooperating Government or Agency

For the Agency for International Development

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TITLE: _____

PROJECT AGREEMENT
BETWEEN AID AND

DGBFA

AN AGENCY OF THE GOVERNMENT OF
VIETNAM

1. Project/Activity No.

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ANNEX D

B. Labor Market Information Activity

1. The Ministry of Labor will centralize the following functions in the Labor Research and Statistics Service during CY 1968:

- a. Responsibility for developing studies of the labor force and the labor market situation.
- b. Coordination of data collection activities of Labor Inspectors
- c. Responsibility for all data collection (for statistical studies engaged in by the Ministry of Labor).

2. In order to carry out its added responsibilities, the Labor Research and Statistics Service will endeavor to augment its present staff by hiring and training six additional staff members.

3. The Census of Establishment Employment (for which data have already been collected) will be published by the Ministry of Labor in FY 1968.

4. Priority will be given to two surveys. The first will be to collect information on professional and technical manpower in Vietnam, and the second will be a survey of employment in the Saigon, Gia Dinh, and Bien Hoa areas.

5. An occupational industry matrix will be constructed and maintained for use as a research tool to estimate the current inventory of skills in Vietnam and project future skill requirements during CY 1969. Construction of the matrix will require that all available data on occupational and industrial employment be incorporated into one analytical system. Construction of this matrix will require that special surveys of specific industries, or of given geographic areas, be undertaken from time to time. Using universe data obtained in the Census of Establishment Employment, a series of industry and/or area surveys will be devised to yield detailed information on the occupational structure of industries and geographic areas in Vietnam during CY 1969. As these studies are completed, the data obtained will be incorporated into the occupational industry matrix, replacing data which is either outdated or roughly estimated.

6. Within the limits of existing data and staff, special research projects will be undertaken to project the total labor force, estimate changes in the characteristics of the labor force, and project the probable supply of workers in professional and skilled occupations. These studies should be available in early FY 1969 as the surveys above are completed.

For the Cooperating Government or Agency

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S. F.

ANNEX D

C. Employment Service Activity

No CY 1968 American Aid Chapter funding will be provided for this Activity under this Project Agreement. The Activity will be carried out, within approved Ministry of Labor and USAID budgetary and staffing levels, as follows:

1. USAID will provide technical advice to the Ministry of Labor to improve the Vietnam Employment Service's ability to provide placement service to applicants and employers as well as the issuance of work permits to foreign workers. Central management direction will be established in the Manpower Directorate. In-country training programs will be developed and out-of-country training programs will be provided, if practical, for qualified participants who, upon their return, will be assigned positions commensurate with the training the candidates receive abroad.

2. The translation of the International Labor Organization list of Occupational Titles will be used to develop additional codes, titles, and descriptions applicable to the Vietnamese labor market and such occupational classifications will be used to facilitate placement.

3. Programs for training and for the development of capable management and supervisory personnel and competent placement specialists among new staff members will be carried out on a priority basis.

4. The Ministry will work to establish a model placement office in Saigon to provide guidelines to expand the Employment Service to all parts of the country. These will include the development of placement methods and procedures, service to special priority applicant groups, and service to employers, through a well developed Employer Relations Program, if possible.

5. Assistance will be provided in developing improved placement forms, Employment Service pamphlets, brochures, training manuals, and general publications for distribution to Employment Service offices and/or to the general public.

6. A mobile placement team of six members will be developed to move about the country to meet the needs of special situations such as mass lay-offs, refugee camps, and the open arms program, staffing newly constructed industries, and conducting tests in the field which will be useful to related programs.

7. During CY 1968, the Employment Service will try to expand to four major market areas outside of Saigon. Placement staff will be recruited from these areas and after appropriate training in the Saigon model placement service

For the Cooperating Government or Agency

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S F

ANNEX 1

office, will return to their respective labor market areas to form the nucleus of the newly established placement offices.

8. USAID will advise on procedures for the issuance of work permits and the control of foreign workers with respect to their skills, as well as the training of Vietnamese to replace foreign workers.

D. Skill Training Activity

1. Improve, train, and redirect the Ministry of Labor trade training centers to better meet the needs of industry, labor, and GVN for skilled workers. The activity proposes to assist in:

a. Establishing trade training programs which will maintain an acceptable level of quality through:

- (1) Well-developed curriculums and courses of study
- (2) Satisfactory and accessible facilities
- (3) Up-to-date instructional equipment and materials
- (4) Competent instructors
- (5) Good teaching methods
- (6) Selected students
- (7) Efficient administration and supervision
- (8) Use of on-the-job training techniques

During CY 1968 a basis will be laid by training up to 90 instructors and teachers; overhauling existing curricula; reshaping center administration; requesting additional funds for site preparation, assembly and installation of needed utilities and of six in-country prefabricated buildings for instructional purposes to decrease use of rented space; and involving MLI personnel in on-the-job training. By CY 1969 this capability can be scheduled into areas and fields of training determined to be crucial by the Manpower Planning Section.

b. Enlarging size and scope of the trade training center's programs to meet the needs of Vietnam for trained workers by increasing the number of such workers from the approximately 2,000 of 1967 to 4,000 during 1968.

c. Utilizing the skills of Education Consultants, Ltd., to bring training methods, curricula, organization, and administration of Ministry of Labor training centers to train up to 40 instructor personnel.

d. Encourage skill training programs within industry to be set up and run by management.

For the Cooperating Government or Agency

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PROJECT AGREEMENT
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2. Establish relations with industry, labor unions, and GVN agencies, through a proposed national apprentice council and sub-committee for occupation training standards and certification.

3. Plan programs on the basis of district, regional, and national needs with each of the 17 trade training centers currently holding classes in heavily populated provinces. Curriculum offering, in each case will be coordinated with the overall manpower development program.

E. Industrial Relations Activity

No CY 1968 American Aid Chapter funding will be provided for this Activity under this Project Agreement. The Activity will be carried out within approved Ministry of Labor and USAID budgetary and staffing limits, including available AAC funds from CY 1967, as follows:

(NOTE: Since the CY 1967 Agreement was not signed until September, 1967, funds were not available, much of the work plan below is a carry-over from last year's plan.)

1. Have a tripartite board determine the feasibility of establishing a self-supporting Industrial Relations Institute. If the Institute is deemed practical, invite a notable personality to serve as rector. The tripartite board will include labor, management, and government members with labor as chairman. The Labor Ministry will designate a Project Manager and an advisory board until the institute is established. The advisory board will determine how the institute may achieve autonomous status under the sponsorship of Vietnamese universities to enable the institute to receive aid from the government, friendly nations, trade union groups, and employers associations. The Project Manager will hire faculty, set up courses, arrange seminars, contact agencies on class needs, and manage the day-to-day operations of the institute, according to the delegation of power of the governing board.

2. Help to establish a training program for instructors (drawn from Provincial Labor Inspector offices); and determine the need for classes. Establish classes for 1,000 workers' representatives, evaluate the impact of the trained workers upon return to the job site, and improve techniques as required.

3. Help set up a plan whereby workers' representative class teachers receive instructions, training materials, and course outlines from the institute.

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4. Cooperate with interested agencies in setting up classes and seminars in the Industrial Relations field. Provide such training for Ministry of Labor staff.

5. Conduct an Industrial Relations Seminar. Top leaders of business, labor, and government will be invited. The seminar will (a) show the value of an Industrial Relations Institute and (b) show how they may cooperate by sending delegates to serve on the policy making board, by permitting employees to attend institute classes during working hours, and by conducting classes for other workers when they complete their training.

F. Labor Inspectorate Activity

1. Survey and study arbitration and mediation laws of Vietnam and former training methods. Evolve a brief course for training in the field using field and on-the-job training methods.

2. Conduct four regional seminars and one Saigon-Gia Dinh-Bien Hoa seminar, using above materials.

3. Prepare for the Ministry of Labor a report on problems with present Vietnam statutes concerning methods of arbitration and mediation. Make recommendations in the field of labor inspection and applicable labor laws.

4. Request additional funds for installation of two buildings, and review commodity requirements.

For the Cooperating Government or Agency

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PROJECT AGREEMENT

BETWEEN AID AND

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

B. (1) AID will make available the amounts specified in Block 8 of this Project Agreement, as necessary for the project, for use for the designated purposes and as may be further described in Annex A, as required by Block 5 hereof. In addition, as may be further specified in Annex A, AID will, subject to the availability of funds and (where required by AID procedures) as provided for in Project Implementation Orders (PIOs) issued by AID in accordance with its procedures, make available funds (a) to pay costs of furnishing technical services to be performed by United States Government employees in connection with the project; (b) to pay a share of the costs of providing training outside the cooperating country in connection with the project for qualified persons from the cooperating country, and (c) to pay such additional costs as may be specified.

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

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

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

agreed by the parties, all contributions of the Cooperating Agency pursuant to this Project Agreement shall be made on or before said estimated termination date, or amended date. A contribution of goods or services shall be considered to have been made when the goods or services, provided or financed by the contributing party, are delivered in accordance with commercial practice.

E. The procurement of commodities and contract services to be financed in whole or in part by AID may (where so required by AID procedures) be undertaken only pursuant to PIOs issued by AID in accordance with its procedure.

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

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

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

I. (1) If AID and any public or private organization furnishing commodities through AID financing for operations hereunder in the cooperating country, is, under the laws, regulations or administrative procedures of the cooperating country, liable for customs duties and import taxes on commodities imported into the cooperating country for purposes of carrying out this Project Agreement, the Cooperating Agency will pay such duties and taxes unless exemption is otherwise provided by any applicable international agreement.

(2) If any personnel (other than citizens and residents of the cooperating country), whether United

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

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

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

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

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

N. The two parties shall have the right at any time to observe operations carried out under this Project Agreement. Either party during the term of the Project and three years after the completion of the project, shall further have the right (a) to examine any property procured through financing by that party under this Project Agreement, wherever such property is located, and (b) to examine and audit any records and accounts with respect to such property, or any properties and accounts so procured through financing by, the other party under this Project Agreement, wherever such property may be located and maintained. Each party shall have the right for any disposition of any property procured through financing by the other party under this Project Agreement, shall reserve the right of examination, inspection and audit of such property. The preceding sentence are reserved to the extent that they did the financial.

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

P. The present Agreement shall enter into force when signed. Either party may terminate this Project Agreement by giving the other party 30 days written notice of intention to terminate it. Termination of this Project Agreement shall terminate any obligations of the two parties to make contributions pursuant to Items 8 and 9 of this Project Agreement, except for payments which they are committed to make pursuant to noncancelable commitments entered into with third parties prior to the termination of the Project Agreement. It is expressly understood that the obligations under paragraph M relating to the use of property shall remain in force after such termination.

UNITED STATES AGENCY FOR INTERNATIONAL DEVELOPMENT
TO
VIET - NAM

PROJECT DOCUMENT
APPROVAL FORM

Project Agreement ☒ Original
69-066

Date September 27, 1968

Initiating USAID Division

Project Completion Report ☐

Project { No : 730-15-460-327
Title : Manpower
Date : 9/27/68

- ☐ Agriculture
- ☐ Industry
- ☐ Public Works
- ☐ Health
- ☐ Education
- ☐ Pub. Admin.
- ☐ Public Safety
- ☒ Labor
- ☐ Field Operations
- ☐ _____
- ☐ _____

If you concur in the attached document, please sign in the space indicated below. Upon receipt of all required signatures the attached document will be considered cleared and ready for official issuance.

M E Wein
PROJECT TECHNICIAN

9-20-68
DATE

AD/FCF
AD/FINANCIAL MGMT

9/27/68
DATE

Emil A. Linderoth
DIVISION CHIEF

9-20-68
DATE

A. K. Kowley
PROGRAM OFFICE

9/27/68
DATE

LCB: Jim 9/18/68