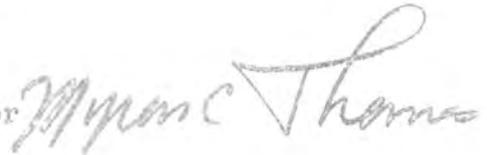


August 3, 1970

To : Dan Cox, Teacher Education Advisor

From : Myron C. Thomas, Maintenance Advisor



Subj : Monthly Report, July 1970

The writer returned from home leave on 30 June 1970

Problems:

1. The school grounds were a complete mess. Waist high grass and weeds over all clear areas. Fallen trees scattered all over the school grounds. This is on its way to solution. Much grass and weeds have already been cut. Unfortunately all workers at the school went on leave on 15 July. Work will resume on 3 August. Arrangements have been made with the BPR training program for heavy equipment operators to do some training on the school grounds to remove the trees and fill the holes.
2. During the last year the bifurcation of physical layout of the school into a separate ENI & ESP has wrought havoc with the support areas of K-9. These include the carpenter shop, motor pool, warehouse and to some extent the plumbing and electrical maintenance. These areas were taking orders from the Directors of both schools with natural resulting jockeying for priorities and conflicts. As of July one this year all the maintenance and support areas at K-9 have been put directly under the ministry. This will make for a great tightening up of the work and better control and record keeping.

Progress:

Two K-9 functionaries are presently taking training in general maintenance with US AID Maintenance Section. Both of these people have dabbled in maintenance at the school in the past and it is the intention of the Director of Teacher Training to have the two people, Mr. Khanteum and Mr. Nounay, act as general maintenance supervisors, working for the ministry, one at the ENI and one at the ESP. Their appointments will help with problem 2 above.

Mr. Phyraphong, ENI Electrical instructor and returned Participant from Thailand, is presently taking a training course at the FAR English language school in the repair and maintenance of the electronic language laboratory equipment. In the coming school year he will maintain the K-9 language laboratory.

A trip was made to the Keng Thao ENI, to check on the progress of the Student Summer Work Program. Mr. Luning accompanied the writer to interview prospective bidders for school furniture for Activity Plan TT 70/2 A-1. The school looked to be in very good shape. Except for three additional stairways to the upper floor the main school building and dormitory is completed. Work was also progressing on the Director's house behind the school. Mr. Onsy, former dean of students at the ESP, is the new director of the school.

Since returning from home leave, many long discussions have been held with Mr. Done, regarding a long range, continuous and workable plan for maintaining the schools at K-9. Much of this was brought on by the present deplorable condition of the school grounds and the realization that with both the ENI and the ESP getting new directors next week, that now might be the time to resurrect the plan submitted to the ministry in 1966 for the establishment of a Division of Public Works at K-9. The implementation of the plan will be smoother now that the service areas at the school are under direct Ministry control. These discussions have led to the calling of a general meeting of the officials of the three schools at K-9 by the Director of Teacher Training on August 4 at which maintenance ideas will be discussed.

Already Mr. Phommachakr has instituted a reporting system by the Motor Pool that will indicate which vehicles have been worked on, what parts have been installed, and the time involved. Further refinement of the reporting form will probably be needed later on. Further the two busses and two trucks are now parked at the Motor Pool shed and the keys are no longer kept by the drivers.

It has been decided by the Ministry that the Sam Thong ENI will occupy the buildings used last year by the English Section. This will keep the whole Sam Thong school well away from the other two schools. It will be a self-contained unit with its own kitchen, messing facilities, classrooms and dormitory.

The Summer Work Program is moving along very well. There are three groups working independent of each other. One at each of the ENI's and one at the ESP. Although no single building has been completed, the next week should see several finished. The work has consisted of the following things:

Ceilings in three classrooms have been replaced at the ESP. Several hundred feet of screening replaced at the ENI, all the ceilings in four ENI buildings painted, some miscellaneous carpentering, some general cleaning up of trash around the grounds, and areas of wall in the main building of the ESP have been repainted, about half the buildings on the school grounds have been sprayed to kill termites. The ENI Sam Thong has repainted the outside of all their buildings and much of the inside. Double bunks have been moved from the girls dormitory to the Sam Thong ENI to accommodate the 120 students who will live there.

Considerable time spent this reporting period with locals from the Auditors office in tracking down equipment. It is unfortunate that the audit was held at this time when the school is completely closed down for vacation. Many French, IVS and Locals faculty apartments are locked up with the owners away for vacation. Other offices and shops are also locked up causing much time loss in searching out the keys.

EDJ/TT:MCThomas:sb

We might  
discuss some  
of this with  
to give him an  
idea of some of  
the things he  
will be getting  
into.