

July 27, 1973

MEMORANDUM FOR: Mr. R. MARSHALL, JEP

FROM: Eddie E. Allen

SUBJECT: Report for the month of July, 1973.

PROBLEMS: The Curriculum Center badly needs its own duplicating facilities independent of the Ya Yum system. Mr. Ong is overworked, his machines badly maintained and operated without any real understanding, manuscripts have been lost or misplaced, completed material has been shoved into the trash can by the caretaker who should not have been in the room in the first place, and a general malaise seems to pervade the entire operation.

ACTIVITIES: The status of science and mathematics is as follows:

I. SCIENCE:

1. Biology Glossary: The MS is now complete and ready for duplicating. In view of duplicating problems (see above) I am holding this MS until a satisfactory arrangement can be made for reproduction.

Grade 11 Chemistry 1st: Volume I (Physical Chemistry) has been handed in for printing. Volume II (Organic and Inorganic Chemistry) has been transferred from the Lao version and is now being typed.

2. Integrated Science 1st: Volume I has been typed and is awaiting any work.

Physical Science Synthesis: Two pages of the Lao version of this material were lost by peons during duplicating. These pages have been recyped but the machine is now out of order.

II. MATHEMATICS:

1. Grade 11 MS: I am currently discussing with Mr. Wong the possibility of having Mr. Siamphat write this material.

COOPERATIVE ACTIVITIES: A most successful three week summer science workshop was held at Hong Kong July 2 - 20 in conjunction with the Teacher Training Division of USAID (Mr. Coleman).

RECOMMENDATIONS: The establishment of our own duplicating facilities in our new Curriculum Center. It is also suggested that a man be hired on a permanent basis to be responsible for the operation and maintenance of this equipment.