

September 4, 1973

To : Mr. Norman W. Green, Chief, Education Division  
Contract Representative, USAID/Laos

From : Robert M. Martin, Chief of Party  
University of Hawaii Contract Team/Laos

Subject: August, 1973, Monthly Report

While the month of August being in the middle of the school vacation period afforded some staff members an opportunity to take annual leave, still there were substantial activities by the UH Team as indicated by the attached individual reports.

It was necessary for the Chief of Party to go to Honolulu for some medical checks during the period August 19-Sept. 2. During this period John Rantala acted and his reports reflect his broad involvement in team activities during this period.

### Activities and Accomplishments

1. Workshops: A successful workshop in Home Economics is described in the report by Dorothy Heieis. This brought her to the point where she feels ready to enjoy home leave and return to post November 2.  
The General Maintenance Training Program for Teacher Training Institutions and Pa Ngum Schools began on August 29 with John Rantala serving as a co-sponsor. This will be reported on fully in the September report.
2. Textbook Productions: As can be seen from the individual monthly reports by UH Advisors, textbook production has been proceeding at a very satisfactory pace. Iwao Kumabe is coordinating the mechanics of this major effort and monthly accounting as to production, costs etc. are being kept.

The following titles are in various stages of production at this time:

#### Science

1. Ungraded Laboratory Manual - ready for submission.
2. Chemistry, 5th yr., Vol. II - typed in Lao; art work being done.
3. Glossary, Biology - waiting to be duplicated.

#### Mathematics

1. 5th year Algebra - Three chapters already written.

#### Leo Language and Culture

1. Elementary Japanese Language, Bk. I - Being written.
2. Elementary Chinese Language, Bk. I - Being written.
3. Lao Classical Theater - Typed in Lao; ready to be proofread; cover to be drawn; pp. 142.

Home Economics

1. Home Economics 10 - Typed, being proofread, typing corrections to be made; pp. 180.
2. Home Economics Orientation, 7th yr. - Revision completed; ready for art work and final editing.

Agriculture

1. Beef Production - Submitted for approval (MOE).
2. Swine Production - Submitted for approval (MOE).
3. Poultry Production - Being proofread-completed pp. 38; total pages: 201.
4. John Deere Tractor - Ready to be submitted after checking. To be submitted sometime this week.
5. Conservation of Natural Resources, pp. 173. Corrections (typing) being made. Later to be checked for submission.

Social Studies

1. Lao Literature, 5th yr. - Corrections (typing) have to be made. At present on mimeograph stencils.
2. Anthropology - Translated; being typed into Lao language.
3. Thailand - Being developed - 3/4 completed. To be typed to Lao Language soon.

Business Education

1. Business Mathematics - Submitted for approval (MOE).
2. Secretarial Handbook - Translated, illustrations to be added.
3. Applied Economics - Being written; 3 chapters completed.

Industrial Arts

1. Electricity I - Being proofread. Completed pp. 59; total pp. 276.
2. Electrical Lab. Manual - Being edited. Completed pp. 128; total pp. 177.
3. Welding - To be written (edited) - pp. 121.

Summary of Books Submitted - FY 1973-74

August 1973

1. Mathematics 10
2. Chemistry, Vol. I
3. Art of Friendship
4. Sio Savat
5. Mahosot

3. Curriculum Center: Construction of the building which will house on the second floor the UI staff and its curriculum activities approached completion during August. It is hoped that the move from cramped quarters in the old classroom building can take place early in September. Tentative allocation of subject activities to rooms is indicated in John Rantala's report.

4. Agriculture Program at Luang Prabang: Notice should be paid to the accomplishments at Fa Ngum School at Luang Prabang during August. A vexing problem of water supply, both potable and irrigation has been taken in hand and is nearly solved. An intensive program of campus improvement is listed in Shozun Yamauchi's report. What is notable here is the effective use of student labor. A third accomplishment centers around plantings and related agricultural activities. Perhaps the team should study the feasibility of programming agricultural projects during the vacation period-which coincides with the rainy or planting season.
5. Ah Chong Zane to Pakse: On August 27, the Zanes moved to Pakse where he has taken up his duties as SE Advisor to the new school due to open October 1. As indicated in his report he attended to final corrections to the operating condition of Phone Hong School.
6. Visit of Mr. Hal Hall: This visit came at a time when the COP was away and regretfully missed meeting him. However, John Rantala did the honors and reports on the visit in his section.

#### Problems

1. Staffing for the New School Year: Inevitably with the increase in number of schools and of class groups in the project schools, the problems faced by the Ministry of Education in having prepared teachers for the new class groups becomes more acute. Mention is made in several of the reports, particularly in Business Education of the rather critical situation here. However, the situation is actually improving overall, as qualified teachers return from study abroad. What is indicated is a need for intensified assistance by the UH Staff in in-service programs. This will be done.
2. Planning for the new Curriculum Center at Fa Ngum, Vientiane call for the setting up of a materials production room. To this end, we want to procure Gestafax and Gestatner duplicating machines. The most expeditious method of purchasing them would be through the local vendor because the lifetime maintenance service would be more willingly rendered here if the servicing agent had also made the sale. Also, the time lapse in ordering through US channels would mean a loss of a year in using the machines.
3. With the switch-over of in-country travel by the contract team from AID transportation to commercial air carriers, we do not as yet have a mechanism for purchasing tickets at the time they are needed. It is planned that the Contract COP will have a checking account locally to purchase tickets for official travel in Laos with reimbursement being made by the University of Hawaii Office of Foreign Contracts. In the meantime, Staff members are paying for their travel out of their own pockets.

4. The starting of a new Fa Ngum inevitably present problems of facilities readiness, equipment and supplies on hand and staff. Mr. Zane is hoping that the new Director, Mr. Boumy will arrive on the job by the middle of September so that proper preparations for admitting students, orienting staff and in general getting ready for the first grade group.

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