

OFFICE MEMORANDUM

November 1, 1972

TO : Norman W. Green, Chief, EDU

FROM : Thomas A. Liston, Maintenance Advisor

SUBJECT: Monthly Report for October 1972

Problems

No problems to report for this reporting period.

Progress

The first month of my assignment to the Education Division has been spent being oriented to the mission and the specific job.

An activity plan for furniture construction at the Technical College of Vientiane was written and has been sent to the program office for final approval. The Technical College has started the construction of the parts of the desks to be supplied by the school so no delay in this activity should occur.

Assistance has been provided to Teacher Training to help relieve the water problem and develop a back-up capability at the ESP, Dong Dok.

Work has been started on a catalog of school supplies which will be useful for Community Education, Secondary Education and Teacher Training.

The Fa Ngum books are in the process of being put on shelves and stock record cards are being developed. The warehouse at Dong Dok will provide adequate storage space for the books.

Visits were made to the following areas during this reporting period:

1. Phone Hong - Fa Ngum School
2. Savannakhet - Fa Ngum School
3. Pakse - ENI School, site of Fa Ngum School, and seven Groupes Scolaires.
4. Refugee Schools in the Vientiane area.

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