

OFFICE MEMORANDUM

May 8, 1972

TO : Mr. Hunter Fitzgerald, A/Chief, Education Division
FROM : *Lucius Butler* Lucius Butler, Chief of Party, University of Hawaii Contract
SUBJECT: Secondary Education Monthly Report, April, 1972

Problems

1. Air conditioning for Curriculum Office

Quoted from problem #2 of the SE monthly report for November, 1971: "The problem I foresee if air conditioning is not available in the offices occupied by the curriculum advisors is that their energy level will lower and make meeting the textbook completion deadline that much more difficult. In terms of space, the MoE has provided as much as they can at this time. If we can air condition this space, efficiency can be maintained at its present level even during the "hot season". "

I wish to report, with regret, that this "hot season" is already upon us and that constant efforts on the part of Chief of Party and Logistic Officer of the Hawaii team have failed to produce air conditioning for the Curriculum Office where six curriculum advisors, three Lao USAID staff and the Chief of Party work.

I also regretfully report that the energy level of the staff working in April and May is less than 50% of previous months and as project manager and chief of party there is apparently nothing I can do except report the situation. My own experience of working half days in Building 100 and half days at the curriculum office is that I accomplish so much more "professional thinking" in the air conditioned Building 100, that aside from the obvious comfort, I tend to spend all but an hour or two in Building 100.

Originally USAID/MGT planned to install USAID air conditioners. These are not available now. Program and MGT offices have concurred on PIO/C 4 each 14,000-16,000 BTU air conditioners and PMB has agreed to install. Suggest Project Manager initiate PIO/C charging MRO (which needs about \$1,000). If MRO does not have sufficient funds budget transfer request should accompany PIO/C for sufficient funding. SMB/PROC can help on air conditioner specifications.

H. Fitzgerald

1. Air conditioning (continued)

I again request action on the repeated requests for a climate controlled working space for the professional educators who have the tremendous task of developing curriculum and textbooks for the Fa Ngum project.

2. Misrouting of Construction Change Orders

The project construction in Luang Prabang has been moving comparatively well as construction projects go in Laos. Recently, however, the area coordinator has written a letter directly to Commander W. P. Donnelly, ROICC, requesting a conference and making several recommendations. This action has caused confusion and concern on the part of the Secondary Education Project Manager and ROICC W. P. Donnelly and resulted in a delay while information copies were being distributed.

In his memorandum, Mr. Cauterucci writes that "the list was originally proposed by school director Wath and his advisor Mr. Yamauchi." The role and function statement for Hawaii team advisors indicates the route for changes to be through the Chief of Party and Chief of the Education Division. While I do not object to the area coordinator's expression of interest in the project, I can see no value in his writing a memorandum to ROICC, who, as a contractor for USAID/PWD, is not authorized to make major changes from the approved specifications and plans.

The recommendation number six, construction of concrete-lined ditches to divert runoff from the buildings, was submitted to the project manager by Mr. Yamauchi and was rejected on the basis of cost. The Luang Prabang project is more costly than other school sites and both soil erosion and flooding problems can be solved to a great extent by more economical means.

Acting Division Chief has contacted Mr. Dent, Chief, PWD, USAID contract representative, for appropriate action. A copy of OM has been forwarded to Secondary Education Branch.

H. Fitzgerald

2. Misrouting of Construction Change Orders (continued)

I would appreciate it if memorandums concerning change orders for secondary education projects would be sent directly to the project manager.

Program ProgressA. Building Projects and PlansVientiane

Curriculum center-classroom building plans have been completed by OICC and signed by the project manager and the RLG counterpart.

Plans for a shop building to care for "second cycle" (grades 11-13) industrial arts courses in electronics and small motor repair are being drafted by advisor William Rankin. Estimated costs are about \$10,000 for contract and GFM.

<u>Phone Hong</u>	<u>Phase I to III</u>	<u>Phase IV January</u>	<u>April 28</u>
1. Classroom Building A	100%		
2. Classroom Building B		23%	54%
3. Toilet Building A	100%		
4. Toilet Building B		36%	51%
5. Science Building	100%		
6. Agriculture Building		45%	66%
7. Greenhouse and Nursery		62%	70%
8. Shop Building A	100%		
9. Shop Building B		61%	66%
10. Auditorium	100%		
11. Home Economics Building		46%	58%
12. Fence and Civil Work			85%
Total			65%

The large excavation made by the contractor to secure fill for the project has been graded into a second reservoir for agricultural irrigation water supply.

A. Building Projects and Plans (continued)

<u>Savannakhet</u>	<u>January (40%)</u>	<u>April (66%)</u>
1. Classroom Building A	44%	> 62%
2. Classroom Building B	24%	
3. Toilet Building	95%	100%
4. Science Building	100%	100%
5. Agriculture/Home Economics	100%	100%
6. Auditorium	33%	85%
7. Shop Building	9%	37%
8. Greenhouse and Nursery	12%	> 80%
9. Farm Equipment Building	12%	
10. Fence and Civil Work		49%

It is planned to give final inspection on several buildings on May 3, 1972.

<u>Luang Prabang</u>	<u>Phase I</u>	<u>Phase II</u>	<u>Phase III</u>
1. Classroom Building A		x	
2. Classroom Building B			x
3. Toilet Building	90%		
4. Science Building	97%		
5. Agriculture Home Economics	98%		
6. Auditorium			x
7. Shop Building		x	
8. Greenhouse and Nursery		x	
9. Farm Equipment Building		x	
10. Fence and Civil Work	62%	x	x
		Contractor on site	Funded

The commodities for electrical supply to the school site have been secured and work is progressing on this phase of the development of the school.

B. Science-Math Cooperative Curriculum Development

Discussions with the United Nations Development Program (UNDP) team and the Hawaii team have continued during the month.

A formal letter of agreement has been drafted which provides for the following:

- names the seven students to be involved in the project as intern-teachers
- names the three UNDP team advisors as back-up advisors and Fa Ngum teachers as supervising teachers
- names the two Hawaii team advisors as coordinators to the project: Dr. Leslie Allen, science, and Mr. Francis Wong, math
- provides for a workroom on Fa Ngum campus
- provides for scheduling of all classes taught by intern-teachers on the same three days of the week
- provides for formal follow-up meetings once each month with the school director, chief of party of both teams, and persons named above
- provides for daily and weekly communication and progress reports through Fa Ngum staff
- provides for reproduction of Lao language materials by Fa Ngum curriculum office staff
- provides for eventual use of revised materials as "Fa Ngum" textbooks in the Lao language

When completed, copies of the agreement will be provided contract representatives of both teams and appropriate Lao Ministry of Education officials.

C. A proposal for a change of the school year for Fa Ngum schools has been drafted based upon reports by Hawaii team advisors of six days of school in Phone Hong and seven days of school in Savannakhet. The change requests a school year from July 1st through March 30 rather than the present October 1st through June 15th.

D. A proposal has also been drafted to open grade 11 entrance examinations at Fa Ngum schools to "colleges" and teacher-training grade 10 graduates. It provides three options for upper secondary (grades 11-13) curriculum to provide for students entering Fa Ngum schools at grade 11.