

VF- Cooperative Societies  
Vietnam



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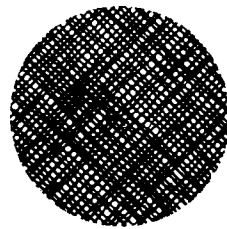
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# The COOPERATIVE RESEARCH AND TRAINING CENTER

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THE  
COOPERATIVE RESEARCH  
and  
TRAINING CENTER  
of  
VIETNAM



TERMINAL REPORT

*Carl R. Hutchinson, Technical Advisor*



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## **ACKNOWLEDGEMENTS**

The Cooperative Research and Training Center is itself a cooperative undertaking participated in by the Government of Vietnam, the Cooperative League of the USA and the United States Operations Mission to Vietnam, Agency for International Development. Mr. William H. Fippin, Deputy Chief of USOM, deserves special recognition for his wise counsel and vigorous support of the Center from the beginning. Among the others in USOM who have rendered special services are Paul Borresen, Warren O'Hara and Earl Brockman.

It has been said that an institution is the lengthened shadow of a man. In this case the credit goes to two men : Mr. Tran-Ngoc-Lien and Mr. Nguyen-Manh-Tu. The growth and achievements of the Center stand as testimony to their technical skill, their faith in cooperatives and their devotion to duty.

The teaching staff and the graduates of the Center deserve a special salute. By applying their training to the instruction of others they have rapidly extended the work of the Center to every Province in the Nation.



# THE COOPERATIVE RESEARCH AND TRAINING CENTER OF VIETNAM

From its beginning, the Government of the Republic of Vietnam has stressed cooperatives as a means of raising the level of living of the people within the democratic framework. The Decree of August 27th, 1954, set forth the general cooperative statutes defining cooperatives as private organizations with legal status. With the setting up of the National Agricultural Credit Office by the Decree of April 1st, 1957, the need for trained leadership both in the field of cooperation and credit became acute. Both the government officials and technicians of the United States Operations Mission (USOM) had earlier recognized this need. They had in mind the establishment of a cooperative training institution and appealed to the Cooperative League of the USA for assistance in this field.

## SETTING UP THE TRAINING CENTER

This led in the Spring of 1957 to a visit to Vietnam by Mr. Merlin G. Miller, Director of International Affairs of the Cooperative League. At this time, a tentative plan was agreed upon for the organization, programming, and financing of a cooperative institute in which the League would contribute four and one-half million piasters (US \$62,000) per year for the first two years, plus the services of a technical advisor. Mr. Carl R. Hutchinson of the Education Department of the Ohio Farm Bureau was selected for this post.

In the summer of 1958 Mr. Tran-Ngoc-Lien, at that time Head of the National Agricultural Credit Office of Vietnam, and Mr. Nguyen-Manh-Tu, then Director of Cooperative Directorate, Department of National Economy, visited the USA to make studies of cooperatives.

These two government leaders were later to play the dominant roles in the Cooperative Research and Training Center. On August 1st, 1958, an important meeting took place at the Cooperative League Offices in Chicago, where Mr. Lien and Mr. Tu met with Mr. Jerry Voorhis, Executive Secretary of the Cooperative League, Mr. Merlin G. Miller and Mr. Hutchinson. On this occasion a more definite understanding as to the purpose and program of the new training center was achieved. Mr. Lien pointed out the difficulties in which cooperatives in Vietnam find themselves, and traced most of these to the lack of trained leadership. He stressed the need to be exceedingly practical in the training program but at the same time emphasized the point that cooperatives are not simply a means of improving the economic conditions of the people but are also a way of life.

Mr. and Mrs. Hutchinson arrived in Saigon on the 20th of September, 1958. In the following months, Mr. Tu and Mr. Hutchinson worked together in studying the needs for training in the various cooperative sectors, drafted plans for the first year's program, organized a teaching staff, and drew up a budget.

An important move by the Government took place on February 27th, 1959, when the Commissariat General for Cooperatives and Agricultural Credit was created by decree. This centralized under one administrative head all governmental activities pertaining to cooperatives and agricultural credit. Mr. Tran-Ngoc-Lien was made Commissioner General for Cooperatives and Agricultural Credit. He was also made administrative head of the Cooperative Research and Training Center. This close tie-up of the Training



*On May 7, 1959, Mr. Tran-Ngoc-Lien, representing the Government of Viet-Nam, and Mr. Carl R. Hutchinson, representing the Cooperative League of the USA, signed the Agreement for the establishment of the Cooperative Research and Training Center.*

Center with an integrated cooperative business set-up greatly facilitated the development of the Center and magnified its role as the central institution in Vietnam for cooperative education and training.

The Agreement between the Government of Vietnam and the Cooperative League was signed on the 7th of May, 1959. The purpose of this agreement is stated as follows : « ... to provide a basis of understanding that will lead to the development within the nation of Vietnam of an educational institution devoted exclusively to the promotion of understanding of cooperatives and of their place in a free society, and to assist the Government of the Republic of Vietnam and the cooperatives which now exist or may be organized in Vietnam in developing their own self-supported educational and training programs in co-operation. »

On May 14th, 1959, the President signed the Decree establishing the Cooperative Research and Training Center. This Decree states that the Center has the following functions :

- a) To provide basic and technical education to better equip public servants for their work in connection with cooperatives,
- b) To provide in-service training for Government officials now employed in cooperative service offices,
- c) To provide instruction for staff, boards of directors, and other officials and members of cooperatives,
- d) To train cooperative personnel in responsible positions of leadership,
- e) To equip educators and organizers for their work in the cooperative movement,
- f) To establish a Department of Research and Information,
- g) In collaboration with all organizations working with cooperatives, to study the effective structure, organization and functioning of all branches and types of cooperatives,
- h) To exchange materials with similar organizations of other countries,
- i) To prepare documents for study and for the promotion of cooperatives and participate in teaching cooperative principles

and distributing cooperative literature to people of all levels, and

- j) To assist all schools in Vietnam seeking to incorporate cooperative teaching and principles in the curriculum.

### DIRECTIONS AND GOALS

The Administrators of the Cooperative Training Center subscribe to certain common educational principles and goals. Among the more important of these are :

1. The cooperative enterprise is a movement of the people. This calls for the adequate training of technicians to guide and educate the people in cooperative thinking and action. People are important.
2. Education and training must be applied to everyone at every level in the movement : Executives, civil servants, field agents, board members, controllers, managers, cooperative personnel, and members.

3. In countries lacking top leadership, special stress needs to be placed on basic training through pre-service courses. This is followed closely by in-service refresher courses.
4. The education of members is basic, and an adequate, well-equipped staff of field instructors must be prepared and maintained for this task.
5. All students are trained in effective educational methods and techniques so they can instruct others. This multiplies the outreach of training.
6. The social basic unit in member education is the small group. The vital functioning of small groups requires proper training techniques.
7. Cooperative education must be constantly followed up by critical evaluation and improvement.
8. The sequence of courses is significant. Each year's training is designed to fit into an over-all plan for future development. A periodic analysis of training needs in

*Shortly after the Agreement was signed, plans for its implementation were discussed with the Vice-President of the Republic, Mr. Nguyen-Ngoc-Tho. Left to right : Mr. Tran-Ngoc-Lien, Commissioner General for Cooperatives and Agricultural Credit, Mr. Tho, Mr. Carl R. Hutchinson, Technical Advisor from the Cooperative League of the USA, and Mr. Nguyen-Manh-Tu, Director of the Cooperative Training Center.*

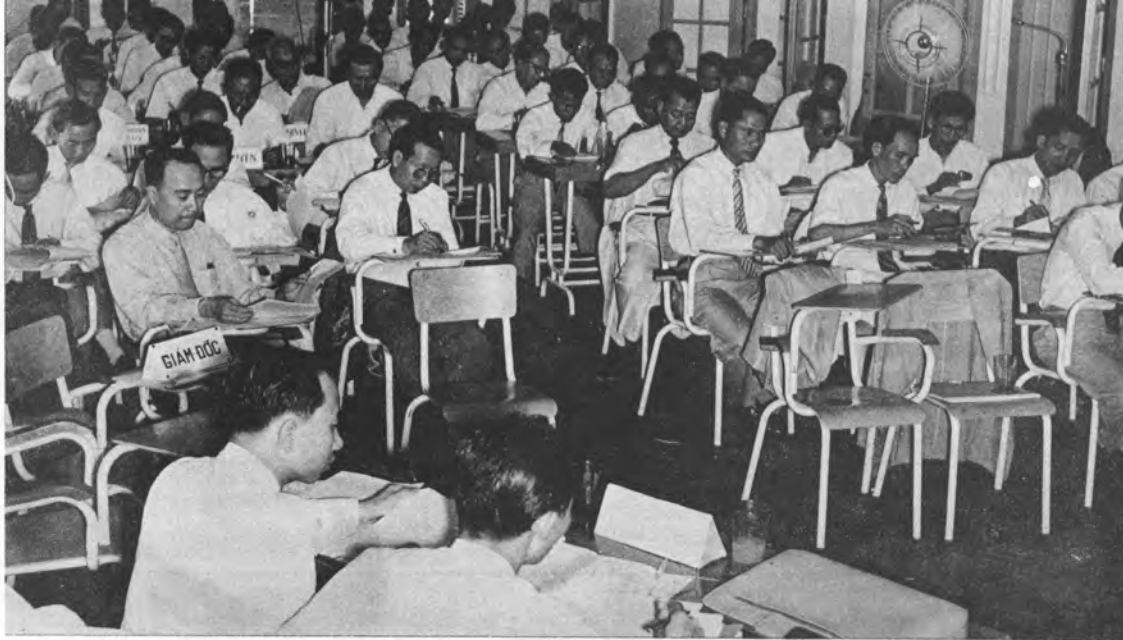




*The first home of the Cooperative Research and Training Center was a rented house at 122 Cong-Ly, Saigon, which provided three classrooms for 160 students and office space for the staff.*

*First meeting of the Board of Directors of the Cooperative Research and Training Center, July 24, 1959. Plans for the organization and program of the Center were discussed and approved.*





*Seminar of 56 students held August 10-13 for Chiefs of Provincial Cooperative and Agricultural Credit Services and civil servants of the Commissariate General for Cooperatives and Agricultural Credit.*

terms of future operations is essential to a logical and intelligent programming of courses.

9. The whole process of training is designed to reach the members : farmers, fishermen, and artisans. Human values take precedence over material.

#### ORGANIZATION AND ADMINISTRATION

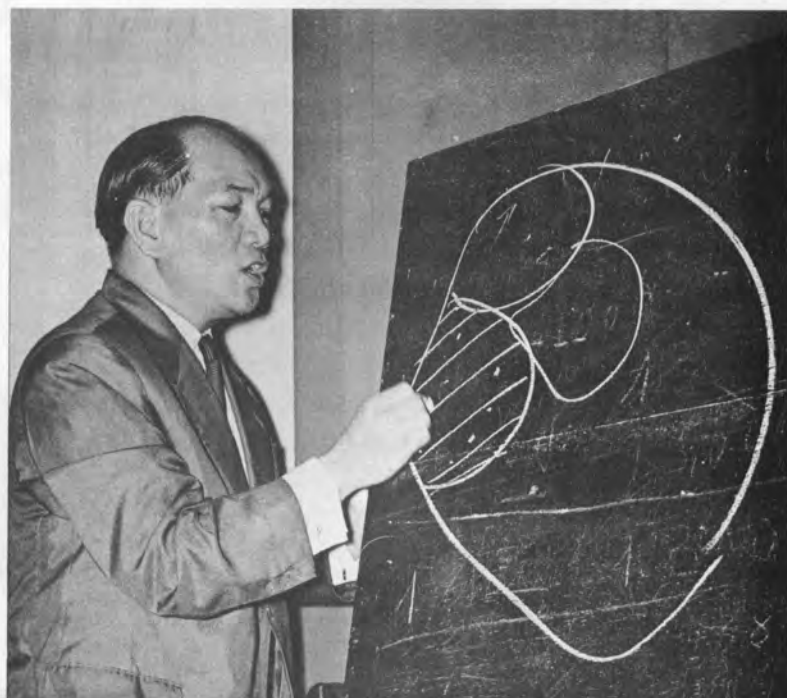
The Cooperative Research and Training Center is administered by a Board of Directors composed of the Commissioner General for Cooperatives and Agricultural Credit as President, the Director of the Cooperative Research and Training Center, and a representative from each of the following departments : The Ministry of National Economy, the Ministry of Rural Affairs, the Ministry of National Education, the General Directorate of Planning, the General Directorate of National Budget and Foreign Aid, the Direction of Research and Planning, and the National Federation of Agricultural Cooperatives.

The general function of the Board of Directors is to study and propose all matters relating to the functioning, control, and

extension of the work of the Cooperative Center. The Board meets at least once every three months and more often as the occasion requires.

Management of the Cooperative Center is handled by a Director who is assisted by a head of Research and Documentation Section and a head of Instruction and Training.

*Mr. Nguyen-Ngoc-Lien, Commissioner General for Cooperatives and Agricultural Credit, explains to members of his staff the plan for setting up Farmers' Cooperative Associations by communities, districts, and provinces.*



## FINANCING

The funds for the operating program of the Center have come from three sources : The

Government of Viet-Nam, the Cooperative League of the USA, and the United States Operations Mission.

### CONTRIBUTION TO THE BUDGET OF THE COOPERATIVE RESEARCH AND TRAINING CENTER (in piasters)

	1959	1960	1961	Budgeted for 1962	Total
Government of the Republic of Viet-Nam .....	1.100.000 \$	5.000.000 \$	4.000.000 \$	2.000.000 \$	12.100.000 \$
United States Operations Mission.	2.000.000	2.500.000	947.000	1.500.000 *8.500.000	15.447.000
Cooperative League of U.S.A. ...	2.250.000	4.500.000	3.937.500	2.415.200	13.102.700
* for the building					

By a new financial agreement between the Cooperative League of the USA and the Government of Vietnam, the League is extending its financial aid to the Center beyond the first two operating years but on a diminishing basis. The third financial year of support is three-fourths of the basic annual support of four and one-half million piasters. The fourth year of support amounts to one-half of the basic support and the fifth year, one fourth. This concludes the financial support by the Cooperative League according to the financial Agreement.

### PROGRAM OF EDUCATION AND TRAINING

The Cooperative Research and Training Center provides four major types of training :

1. Pre-Service Training (basic courses of one year, six months, and four months)

2. In-Service Training (refresher courses ranging from two weeks to two months)
3. Seminars of three to six days
4. Member Education Courses — 12 to 14 days.

The first one-year course was opened October 5th, 1959 with an enrollment of 39 students selected from a group or more than 580 applicants who took the competitive examinations. This course was repeated again in 1960, and will be given a third time in 1962. In the first class, two-thirds of the students were public servants in cooperatives and related fields. All students taking this course contract to serve the Government for at least two years following their graduation. The first ten months of the course take place at the Center. The last two months are devoted to field study and practical training under the supervision of cooperative field personnel.

The one-year course consists of 945 hours of instruction on the following subjects :

Bookkeeping .....	250
Cooperatives and Farmers Associations.	200
English .....	90
Agricultural Credit .....	80
Methods of Working with People .....	50
Civil Law Related to Cooperatives .....	40
Commerce Related to Cooperatives .....	40
Economics Related to Cooperatives .....	40
Vietnamese Economy .....	30
Rural Sociology .....	30
Lectures on Political Subjects .....	30
Commercial Arithmetic .....	25
Agricultural Credit Bookkeeping .....	20
Administrative Writing .....	20

945

The six-months course has been given four times, with five months of residence study and one month of field study. The first of these courses opened on October 23, 1959, with an enrollment of 58 students selected from more than 1100 applicants who took the competitive examinations.

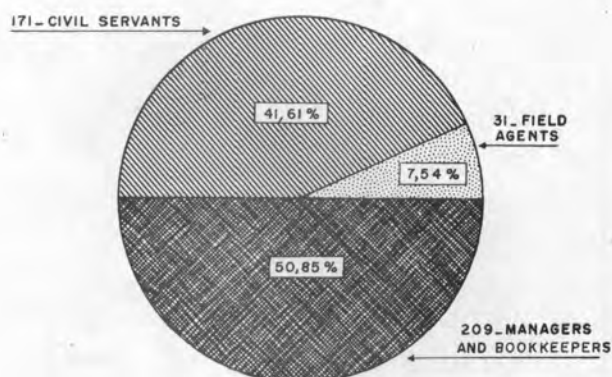
Classes include both government employees and new students. The course consists of 535 hours of training. The subjects are similar to the list above for one-year students but with reduction in the number of hours per subject. Students also contract for at least two years of service following completion of the course.

Refresher courses of in-service training are conducted for Administrative Board members, cooperative managers, bookkeepers, civil servants of the CGCAC, and field agents in cooperatives and agricultural credit. The courses are designed to meet specific technical needs of each group plus essential background and principles involved.

### COOPERATIVE TRAINING COURSES: 8

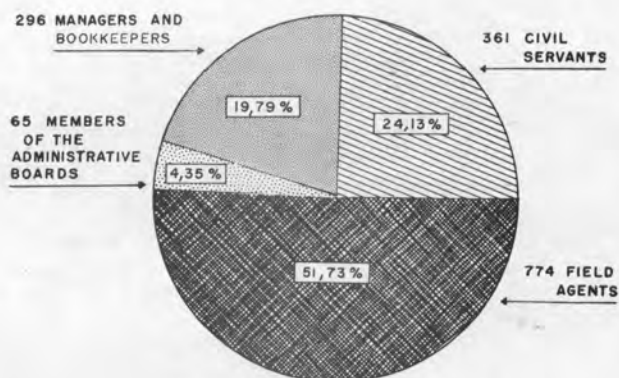
PARTICIPANTS : 411

1959 - 1961



### REFRESHER COURSES: 38

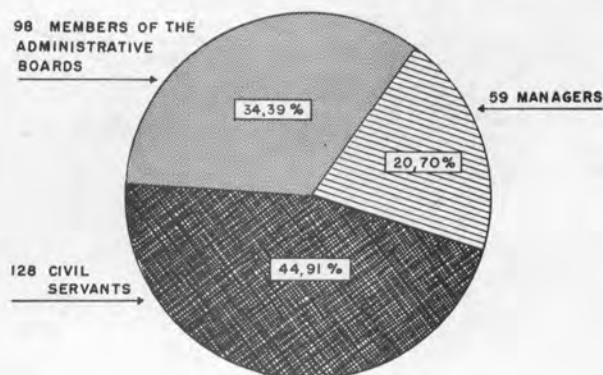
PARTICIPANTS 1,496



### SEMINARS: 4

PARTICIPANTS : 285

1959 - 1961



# SOUTH VIETNAM

17th PARALLEL



## ORIGIN OF STUDENTS BY PROVINCE

JULY 1959 TO DECEMBER 31, 1961

**TOTAL STUDENTS 3959**

JULY 27, 1959 TO DECEMBER 31, 1962

