

## Report of Activities - February

### Civil Service Project

#### 1. Problems

A heavy schedule for the Civil Service Project liaison precluded more than one meeting with him during the month. Further meetings were scheduled but postponed at the request of the liason.

The main problem in pursuing this project results from the lack of a firm course of action to be pursued. At the meeting mentioned above new proposals for modernation of the system were submitted and since then have already been provided.

#### 2. Accomplishments

Consultations continued with the General Directorate of Budget and Foreign Aid on the preparation of a personnel survey project which brought the initial planning stage to a close.

In an attempt to coordinate the proposed personnel survey by the budget agency with the modernization program of the civil service agency so as to make them mutually useful, and to press for a definite course of action, some concrete proposals were submitted to the civil service agency. The objectives of these proposals are practically identical with those submitted by the civil service agency though the methods for attaining them are somewhat different. A meeting is scheduled for early March to discuss the entire subject of civil service modernization.

3. Activities of host government and other agencies

The General Directorate of Budget and Foreign Aid submitted its proposed plans for a civil service personnel inventory to the civil service agency at the close of the month for study and consideration.

Participated in USOM Regional Conference of Public Administration Advisors.

PROJECT STATEMENT - Dale L. Rose

CIVIL SERVICE PROJECT

A committee known as the Committee for the Study of the Civil Service System has been designated to conduct a detailed study of the civil service system in Viet Nam. This committee is composed of the following members of agencies participating in the study:

Mr. Ton That Trach	General Director of Civil Service
Mr. Vinh Tho	Civil Service
Mr. Ngu Van Trung	" "
Mr. Vo Xuan Dai	" "
Mr. Cao Huu Dong	NIA
Mr. Pham Ngoc An	NIA
Mr. David L. Wood	USOM
Dr. John T. Dorsey	MSU
Mr. Leonard Maynard	MSU
Mr. Dale L. Rose	MSU

The committee held some preliminary meetings prior to the departure for Europe (2 months in Fall of 1958) and the United States of the Director General of Civil Service and the departure for the United States of Mr. Vinh Tho. (for one year beginning Fall 1958) It did not develop any definite program of action at that time. During the absence of these 2 members from Viet Nam (Mr. Vinh Tho has not yet returned), the American members of the committee prepared a concrete proposal for the conduct of the study. In order to pool the knowledge and experience of these members and in order to have a basic document of reference for the study an Outline for a Proposed Civil Service System for Viet Nam was prepared. This outline

sets forth all of the elements of a modern civil service system which these members believe should be given consideration in determining the ultimate objectives of a long-range reform of the civil service system in Viet Nam. It was not intended that this outline should be considered as the outline of such ultimate objectives, but rather as a reference document to be used as the basis for discussions by the committee as a whole for arriving at a consensus as to what the ultimate objectives should be.

A letter dated December 19, 1958, transmitting the outline to the General Director of Civil Service, proposed that the committee as a whole discuss the outline and also set forth a proposed course of action for beginning the study as soon as the committee had determined the objectives. Under date of January 5, 1959 the General Director acknowledged receipt of the outline. He stated that it was a good document of reference and "may provide a basis for discussion in the study of our civil service system."

In discussing the outline with Mr. Trach later in January he stated that it is being studied by members of his staff at the present time. He also stated that the only changes he intends to propose during the coming year are some with respect to the pay structure for the civil servants and that any further changes in the system would have to be a very long-range project, probably 4 or 5 years hence. He agreed to and has since submitted copies of all basic documents pertaining to the pay system and proposed that we discuss changes in that system after we have had an opportunity to study the documents submitted. These documents are now being translated.

MONTHLY REPORT - DALE L. ROSE

FEBRUARY, 1959

#### CIVIL SERVICE PROJECT

The translations of the documents pertaining to the compensation system submitted by the Civil Service Agency last month have been translated and an analysis of them has been started.

Another conference was held with the General Director of the Agency in which he reiterated his plan for making some changes in the compensation paid to high level officials. The general tenor of his conversation indicated that he has no desire for any further study of the Civil Service System at this time.

During the course of the discussion, the General Director said he would like to have our recommendations on changes in salary for the high level officials. It will be difficult if not impossible to make any realistic recommendations on such a piece-meal approach; we should have access to more information from the Agency and have an understanding on broad pay policy objectives before making any such recommendations. Until these are available our services might better be limited to consultation on the proposals from the Agency.

PROJECT STATUS REPORT

Dale L. Rose

March, 1959

Title: Civil Service Project

Several attempts were made during the month to get a clarification from the Vietnamese Government as to whether or not MSUG is to continue this project. It is now expected that discussions will take place at the Presidency on this matter during the first week in April. In the meantime, development of some proposals on the pay system is being continued.

(No report value)

PROJECT STATUS REPORT

Dale L. Rose

Third Quarter, 1959

Title: Civil Service Project

In the second quarter the civil service agency indicated its desire to continue this project. In accordance with this expressed desire the personnel administration specialist, who had completed his tour with the Group and was ready to depart, was invited to return after home leave. No activity occurred on this project during his absence.

Since the return of this specialist, he has had several meetings with the General Director of the agency and the liaison assigned to work on this project. Preliminary indications were that this project may be faced with much of the same lethargy which has been encountered in the past.

To date assistance has been given on only some relatively less important items such as reports and background materials for conducting a personnel inventory. However, at quarter's end some informal reports indicated some renewed interest in pursuing this project more vigorously.


# MICHIGAN STATE UNIVERSITY

VIETNAM ADVISORY GROUP

## OFFICE MEMORANDUM

TO : Dr. Lloyd Musolf, Chief Advisor

DATE : December 18, 1959

FROM : Dale Rose 

SUBJECT : Material for Tenth Semi-Annual Report

Attached is material covering my activities for the Tenth Annual Report of the Group.



## MATERIAL FOR THE TENTH SEMI-ANNUAL REPORT

*Although he returned in August it was not until October that the CS Agency developed an enthusiasm for reform*

### Civil Service Project

Work on the Civil Service Project was at a standstill while the specialist assigned to this Project was on home leave. Upon his return in August, early contacts with the Civil Service Agency seemed to portend of much the same lethargy toward making any real constructive changes in the Civil Service System that had prevailed previously. However, about the first of October a very genuine enthusiasm for going ahead with the project became evident. *with* A high-level participant from the Civil Service Agency, due to return from the United States early in October was assigned as liaison for the project. Progress was delayed after his return while he was completing his reports on his study in the United States and getting re-established on his job.

By the end of the reporting period, a proposal for reorganization of the General Directorate of Civil Service was under consideration. Similarly, *Simultaneously,* a long-range study is being made of all Civil Service statutes with the view to drafting legislation which will contain some basic changes in the System.

Also started during this period was the preparation of a personnel survey questionnaire. Further development of the questionnaire is needed, as well as methods for tabulating the information <sup>to be</sup> obtained on IBM equipment. The results of the survey probably will not be available for <sup>several</sup> months but should be of considerable value in drafting Civil Service reform.

### Treasury Project

There has been no activity on the Treasury Project since the Treasury submitted its comments to the Secretary of State for Finance, during the last reporting period, on the MSUG draft report submitted last year. MSUG has submitted further comments on the draft report and on the Treasury's comments to the Secretary of State for Finance. The General Directorate of Budget and Foreign Aid has expressed its intentions of pressing for implementation of many of the recommendations in the Treasury draft report in which it is also interested. However, the personnel of that agency are too busy at the present time to pursue the matter.

### A Look Ahead

During the coming six months the reorganization and improvements in procedures and methods in the General Directorate of Civil Service should be well on their way toward completion, the personnel survey itself should be completed though the information probably will not be tabulated. Some progress should be accomplished on draft legislation for a new Civil Service Law.

There are no indications that there will be any further developments on the Treasury project unless or until either the Secretary of State for Finance or the General Directorate of Budget and Foreign Aid presses the matter within the Government itself.

### Participants

Two employees of the General Directorate of Civil Service have been selected to go to the U. S. for study. They are taking English training now and will probably leave for the U. S. about March.