

INTERNATIONAL COOPERATION ADMINISTRATION

PARTICIPANT REPORT / CONTACT LETTER

Project No.

Date:

FROM: PHAM GIA-THINH

ADDRESS: YMCA - LANSING

In-departure Report

I. Schedule of my training.

In the main lines, my training includes:

1/ A 6 week training in Washington about American financial procedure at federal level in General Accounting Office, Bureau of Budget, Treasury Department and Audit Division of ICA under the supervision of Mr. G. Potter, Budget Advisor of Public Administration, ICA.

2/ A 6 week training in Lansing about American procedure at state level in Budget Division, Accounting Division, Purchasing Division and Auditor General Department under the supervision of Mr. Philatus R. Beck, Deputy Controller of Michigan State.

II. Comments.

I have noticed that the American procedure is more efficient than the Vietnamese one, ^{because} ~~there~~ the following reasons:

1/ Philosophy - In the American system, anybody having to deal with public funds is considered a priori honest and reliable.

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2/ The responsibility of spending money is more with the agencies than with the central control organizations

3/ There is a great decentralization in all phases of the procedure

4/ The pre-audit is simple and quick because there is another audit (post audit) which takes place after the payment and which has therefore the advantages of not delaying the payment and of more comprehensiveness in the audit

5/ Almost all operations including budgeting, purchasing, accounting, auditing are done in the same building, saving time for transmissions.

6/ Use of machines which save time and eliminate errors.

7/ Organization and method everywhere to eliminate unnecessary steps and improve the system everyday.

8/ Competent personnel by specialization and continuing training.

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III - Suggestions

I think that, in the special field of my activities in Vietnam, I will have to propose to my Government some reforms related to the following points =

1/ Decentralization of the authority for approval of purchase order, certification of voucher and issuance of payment order (warrant or check)

2/ Simplification of pre-audit which shall control only once

3/ Creation of a post-audit, comprehensive and independent, which will start first reporting to both Executive and Legislature, after a time, will report only to Legislature.

4/ Organization of a Central Purchasing Office

5/ Organization of a Central Accounting Office including the Pre-audit Section.

The Central Purchasing Office and the Central Accounting Office must be in the same building with the Budget Bureau.

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6% use of account codification and standardized forms to facilitate the control

2% use of tabulating and accounting machines to go quickly and have less errors.

8% Payment by checks, to go quicker

Besides, other improvements concerning all agencies could be made by =

1% organizing in every agency a "System and Method Office" for a continuing improvement of the procedure

2% Specializing the personnel

3% organizing a continuing in service training for the personnel

4% Intensifying the training of the personnel by sending part of them to the USA and part to the Philippines or Thailand

I have the idea to propose that decentralization and simplification of pre-audit, and payment by checks be carried out first for the special field of Foreign Aid, and if the

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results are satisfactory, that the whole program be implemented and extended to all other ~~fields~~ fields.

I will submit to my Government a complete report about my training with my comments and suggestions, and will be ready to discuss them in full details in conferences with my colleagues and supervisors.

Dating June 20th 1957

Maunbungh

QUAM GIA THINH

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FROM: PHAM GIA THINH

ADDRESS: YMCA . LANSING

Monthly report for May 1957

This report includes three parts:

- 1 - Schedule of my training
- 2 - Comments and suggestions
- 3 - Extra-technical activities

Part I. Schedule of my training.

Wednesday May 1. Visit to Miss Fox, VIETNAM desk officer of ICA, in company of Mr. Potter, to talk about American Economic Aid to Vietnam -

- Contact with Mr. MULVANEY, head of Administrative Services to ICA to talk about purchasing procedure.

Thursday 2. Making April monthly report to be submitted to Mr. Potter.

Friday - 3 - Writing special work about American procedure in ICA.

Monday 6 - Contact with Mr. POTTER - Discussion about American procedure

Tuesday 7 - Contact with Mr. ONESTY in the Treasury Department to talk about the system of checks (making - control - reconciliation)

Wednesday 8 - Contact with Mr. POTTER - Discussion

II

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on the suggestions made by Michigan State University Advisory Group to Viet Nam about budget and fiscal procedure

Thursday 9 - Attending ceremonies given on the occasion of the visit of President Ngô Đình Diem to the United States -

Friday 10 - Contact with Mr FOSMARK to review the work made in the Audit Division and discuss about the internal audit.

- Take leave of the officials with whom I have had my training in Washington.

Sunday 12 - Departure to Lansing.

Monday 13 - Contact with Mr. SHEINBAUM, Viet Nam project coordinator and his assistant, Miss CUNNINGHAM - Introduction to Mr. BECK, deputy controller in the Department of Administration - Study of general organization of Michigan State and special organization of the Department of Administration.

From Tuesday 14 to Friday 24 - Working in the Budget Division with Mr. LANDERS, Mr. WILDEY and the examiners.

From Monday 26 to Friday 31 - Working in the Accounting Division with ~~Mr. Mr. McLAURRY~~ Mr. Mr. McLAURRY, POWERS, NEUMANN, COCHRANE.

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Part II - Comments and Suggestions.

The training I have had in Washington has given me a general idea of the American financial procedure at the federal level.

And the training I am now undergoing in Lansing would ~~be~~ help me acquire more knowledge converging to the following goals:

1) to learn the American financial procedure at the state level

2) to go deeper in the details in every phase of the procedure (budgeting, accounting, auditing)

3) to find out some way of adaptation of this procedure to my country.

At this phase of my training, I am more and more convinced of the possibilities of adaptation of the American procedure to Vietnam, but I have also to decide that it should be an adaptation and not an adoption. I hope I will be able to state the main points of this adaptation at the end of my training.

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In each Division (Budget, Accounting), I have summarized all what I have learned in a special work, reviewed by the competent authorities, documents to which I can refer later when I need.

Part IV - Extra. technical activities -

Besides my training in the agencies, I have attended some receptions, lectures and social events which help me have more understanding of America and Americans and at the same time improve my English =

- I attended in Washington the reception given by the Press to President Ngô Đình DiEM, and the reception given by the Ambassador of Viet Nam in honor of President DiEM at STATLER HOTEL; and in East Lansing the ceremony of presentation of a honorary degree of law by Michigan State University to President DiEM and the dinner and reception given on this occasion.

- I attended some lectures given in the evening in East Lansing, especially a lecture given by Dr. MUNGIER on South Africa, another given by Dr. WOLFGANG KOHLER about "Problems of Philosophy"

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- I made a trip to Holland to attend the Tulip Festival
- I was invited to a luncheon by Mr. Miller, the Controller in company of Mr. Deek, Landers and McLaughy
- I was invited to dinner in his home by Mr. Landers, Head of Budget Division
- I have been taken to the Capitol to see the House of Representatives and the Senat working in session, and I was introduced to Governor Williams in his office.
- I attended at Hotel Olds a dinner at which awards were given to the two best employees of Michigan State Government.
- I went a tour to see the Assembly Line in Oldsmobile Plant in Lansing
- I attended the weddings of two Vietnamese (Bàn and Luy) which took place in a farm in the country side, weddings and receptions performed according to American customs, in which I had the pleasure to meet a number of persons who had been to Viet Nam in the Michigan State University Advisory Group such as the Widners, and Hunters, Mrs. Smuckler, Mrs. Dorsey.

LANSING JUNE the First, 1957

Pham Gia Minh