

WORLD HEALTH ORGANIZATION
INTERNATIONAL DEVELOPMENT
AGENCY
WASHINGTON, D.C.

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INFORMATION CENTER

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The WASH Project is managed
by Camp Dresser & McKee
Incorporated. Principal
Cooperating Institutions and
subcontractors are: Interna-
tional Science and Technology
Institute; Research Triangle
Institute; University of North
Carolina at Chapel Hill;
Georgia Institute of Tech-
nology—Engineering Exper-
iment Station.

COORDINATION OF WASH INFORMATION ACTIVITIES AND EXCHANGE WITH INTERNATIONAL INFORMATION CENTERS

Trip Report No. 3

ACHAN: Hong Kong
TECHNONET ASIA: Singapore
AIT/ENSIC: Bangkok, Thailand
AWWA: Denver Colorado
November 15-24, 1982

WASH FIELD REPORT NO. 64

DECEMBER 1982

Prepared For:
Office of Health
Bureau for Science and Technology
Agency for International Development
Order of Technical Direction No. 32

504-6748

WATER AND SANITATION
FOR HEALTH PROJECT



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December 6, 1982

Mr. Victor W.R. Wehman, Jr., P.E., R.S.
AID WASH Project Manager
AID/S&T/H/WS

Dear Mr. Wehman,

Attached please find four copies of WASH Field Report
No. 64, Coordination of WASH Information Activities and
Exchange with International Organizations, Trip Report
No. 3.

This report summarizes the visits of Mr. James Beverly,
WASH Information Director, to ACHAN - Asian Community
Health Action Network, Hong Kong; TECHNUNET ASIA - Asian
Network for Industrial Technology Information and Ex-
tension, Singapore; AIT - Asian Institute for Technology
and ENSIC - Environmental Sanitation Information Center,
Bangkok, Thailand; AWWA - American Water Works Associa-
tion, Denver, Colorado, November 15 - 24, 1982, under
OTD #32.

If you have any questions or comments regarding this
report, we will be happy to discuss them.

Sincerely yours,

Dennis B. Warner
Dennis B. Warner, Ph.D., P.E.
WASH Project Director

DBW: JEB: mbb

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WASH FIELD REPORT NO. 64

COORDINATION OF WASH INFORMATION ACTIVITIES AND
EXCHANGE WITH INTERNATIONAL INFORMATION CENTERS

Trip Report No.3

ACHAN - Asian Community Health Action Network
Hong Kong

TECHNONET ASIA - Asian Network for Industrial
Technology Information and Extension
Singapore

AIT - Asian Institute of Technology and ENSIC -
Environmental Sanitation Information Center
Bangkok

AWWA - American Water Works Association - WATERNET
Data Base (via DIALOG)
Denver, Colorado

November 15 - 24, 1982

Prepared for the Office of Health
Bureau for Science and Technology
Agency for International Development
under Order of Technical Direction No. 32

Prepared by;

James E. Beverly

December 1982

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504 8200

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Chapter 1

INTRODUCTION

This report summarizes the third trip made by the WASH Project Information Director under Order of Technical Direction #32: Coordination of WASH Information Activities and Exchange with International Information Centers. The first trip was made in April 1981 to the International Reference Centre (IRC) for Community Water Supply and Sanitation, the Hague, and other European information centers. The second trip was made to the Pan American Center for Sanitary Engineering and Environmental Sciences (CEPIS) of the Pan American Health Organization (PAHO) in Lima, Peru, June 20-25, 1982. This third trip was made November 15 - 24, 1982 to: ACHAN - Asian Community Health Action Network, Hong Kong; TECHNUNET ASIA - Asian Network for Industrial Technology Information and Extension, Singapore; AIT - Asian Institute for Technology and ENSIC - Environmental Sanitation Information Center, Bangkok, Thailand; AWWA - American Water Works Association, Denver, Colorado.

This trip was planned around a presentation by the WASH Project Information Director at an NTIS Seminar in Singapore, November 19, 1982, which included an audience from eleven developing countries. TECHNUNET ASIA also includes eleven developing countries and ACHAN has nine. AIT is regionally supported and its Environmental Sanitation Information Center has 298 member-subscribers. The WATERNET Data Base of the American Water Works Association is available worldwide through the DIALOG telecommunications network, which will include abstracts of all WASH publications.

Chapter 2 lists the organizations contacted and individuals who were briefed on WASH and with whom information exchanges will take place. Significant comments are included where appropriate.

The Appendices provide descriptive information on the organizations contacted and their addresses.

The purpose of the trip was to establish sound, long-term working relationships concerning information exchange and various modes of collaboration in information development, acquisition, analysis and dissemination. The general approach used was to describe the WASH Project, its operational procedures and reports to their staff, to obtain similar information about the organization, the organization's staff and their programs, and then to explore possible modes of interaction.

Chapter 2

Organizations Visited and Personnel Briefed on WASH November 17 - 24, 1982 by J.E. Beverly, Information Director

Nov. 17 - Hong Kong

ACHAN - Asian Community Health Action Network
Flat 2A, 144 Prince Edward Road
Kowloon, Hong Kong Ph. 3-800513

Dr. L.K. Ding, Chairman

Ms. Susan B. Rifkin, Coordinator

ACHAN has collaborating organizations in 9 countries: Bangladesh, India, Indonesia, Japan, Korea, Nepal, Philippines, Sri Lanka and Thailand. (See Appendix A for names and addresses and description of ACHAN purposes.)

Nov. 18-19 - Singapore

NTIS Seminar - National Technical Information Service

Representatives from eleven countries participated in the seminar: Australia, Bangladesh, Ghana, India, Italy, Korea, Mexico, Nepal, Pakistan, Sri Lanka and Tanzania. (See Appendix B for names and addresses and Seminar Agenda).

James E. Beverly, Information Director of WASH, made a presentation on WASH on Friday, November 19.

This seminar was hosted by TECHNUNET ASIA, (Asian Network for Industrial Technology Information and Extension) which is headquartered in Singapore and was started by the IDRC of Canada.

There are eleven countries in TECHNUNET ASIA: Bangladesh, Fiji, Hong Kong, Indonesia, Korea, Malaysia, Nepal, Philippines, Singapore, Sri Lanka and Thailand, and fourteen participating organizations. (See Appendix C for institutions and addresses and a description of TECHNUNET ASIA).

Nov. 22 - Bangkok

AIT - Asian Institute of Technology and its ENSIC - Environmental Sanitation Information Center.

Dr. Robert Banks, President AIT

Dr. Jacques Valls, Director, Library and Regional Documentation Center, and of ENSIC (ENSIC has 298 members).

Mr. D.M. Tam, Senior Information Scientist, ENSIC

AIT (cont'd.)

Ms. Lilia Robles - AUSTRIACO, Associate Editor and Senior Information Scientist, International Ferrocement Information Center (IFIC).

Dr. Anat Arbhabhirama, Professor, AIT, and Director of the new (November 1982) Regional Research and Development Center. (He was recently Minister of Agriculture of Thailand, and is head of the team that just completed a draft of the Thailand National Plan for the Water Decade).

Dr. Bindu N. Lohani, Associate Professor, Environmental Engineering Division, AIT, and Technical Advisor to ENSIC. (He went to North Carolina State and knows of Drs. Okun and Lauria.)

Dr. Richard W.A. Vokes, Assistant Professor of Rural Development Planning, Human Settlements Division, AIT.

Also met Mr. Sharid Akhtar, Information Sciences Representative, Asia, of the International Development Research Center (Canada), who is headquartered in Singapore and was visiting ENSIC and AIT.

A brief description of AIT and ENSIC is in Appendix D. The 1981 AIT Annual Report, in the WASH organization file, lists AIT Projects completed in 1981 and on-going in 1982.

Nov. 23 - AID - Bangkok

Mr. Karoon, Population Office

Mr. Narinto, Health Office

Mr. Albert Votaw, Regional Housing Officer

(David Oot, HPN Officer, was in Washington and John Neave, Chief Engineer, was away from Bangkok).

Nov. 24 - American Water Works Association, Denver, Colorado

Mr. Kurt M. Keeley, Technical Information Services Manager.

The AWWA is going to abstract WASH publications, announce them in its newsletter, and include them in its computerized WATERNET database, which is available throughout the world from Lockheed's DIALOG Information Service. WASH publications, in microfiche and hard copy, are available to non-AID supported organizations and individuals from the AID Document and Information Handling Facility, Chevy Chase, MD, 20815. (See Appendix E for description of AWWA's WATERNET).

Description of ACHAN - Asian Community Health Action Network
and names and addresses of participating organizations.
ACHAN is headquartered in Hong Kong.

LINK



Newsletter of the Asian Community Health Action Network.

Editorial

This is the first issue of LINK, the ACHAN newsletter. With its publication we initiate a formal communication link with our membership. The preliminary format of the newsletter will include an editorial, a feature article on issues of community health, a review of ACHAN's activities and plans, a report on the programme of one of our members, a "Co-ordinator's Corner" reporting the co-ordinator's activities and a review of publications of interest to our membership with information about how to receive these publications. ACHAN was created to respond to the needs of its members and LINK is an arm of ACHAN. In other words, the newsletter is designed to provide information which its membership finds useful. It is designed to respond to and reflect your wishes. For this reason, the format is flexible. If you feel certain articles are not useful or if you want information about areas we do not cover at present PLEASE LET US KNOW. In addition, we want to LINK various community health individuals and programmes with each other. We can do this if you provide information about your programmes, your views, your experiences. Again, PLEASE WRITE TO US. LINK is your newsletter. It will be of use if you give your contributions. We look forward to hearing from you very soon. □

Susan B. Rifkin
ACHAN Co-ordinator

Feature

ACHAN: A Brief History

In the past decades a growing number of people have become committed to and engaged in exploring ways by which health of large numbers of people can be improved rapidly. Under the umbrella of "community health" several groups and individuals have created alternatives to traditional systems of health care delivery which are plagued with the problems of limited resources availability. They have been able to do so, in part because 1) they have analyzed health in terms of its social, political and economic implications, 2) they have viewed community health as the active participation of the community in health care, not as merely the extension of medical services to the community and 3) they have considered health as an integral and crucial part of national development programmes. The more innovative programmes often have grown out of the voluntary agency sector. They have influenced policies and programmes of both the national governments and the international agencies such as the World Health Organization and UNICEF.

Many of these innovative programmes have developed in Asia. Programmes like Jamked in India, Solo in Indonesia and Sarvodaya Shramadana in Sri Lanka have attracted international interest. Community health programmes which share the orientation of integrating health, development and participation have a number of experiences which can benefit everyone who is engaged in this work. Yet, to date there has been no attempt to systemati-

cally co-ordinate an exchange of information, personnel and training experience among these groups, secular and religious, on a sustaining basis:

The idea for a formation of an Asian community health network began two years ago among members of an ad hoc planning committee, (see Appendix 1) all of whom had experience in community health work at the local and/or international level. Members of the Committee had made the following observation about community health work in its present stage of growth: Firstly, the term community health could cover a range of programmes from the mere extension of medical services to the community to the active involvement of people in their own health care. As the majority of people in most countries still used the first definition, people committed to the participation of the community in their work found great comfort and support in continuing contacts with others who shared their views. Secondly, people in this latter group found it stimulating, helpful and even necessary to participate in conferences and workshops with others in the region doing similar work. However, they became disappointed in and skeptical of the purpose of these gatherings when these meetings produced no follow-up work or ways of continued contacts and exchanges. Thirdly, efforts for exchange of information, materials and personnel depended on chance rather than systematic coordination. If people knew about the activities or developments in another prog-

ramme at the national and/or regional level, it was most often only that by chance they met a person associated with or had information about that programme. Thus, in programmes with already scarce resources, unnecessary waste and duplication occurred due to the lack of knowledge about experiences of other groups dealing with similar problems and/or developing similar activities.

In an effort to discuss and reflect upon these observations with people who had a diversity of experiences and lived in different Asian countries but who shared commitment to community health in which members of the community actively participated, during October, November, December, 1979, various members of the ad hoc planning committee visited people throughout the region. These people, representatives from a wide range of national, cultural and religious background validated the observations of the committee and, for the most part, gave support to the idea of the creation of an Asian community health network. As a first step, plans for a small exploratory meeting were drawn up.

The ad hoc planning committee met in December, 1978 gratefully accepted Dr. Ding's (Chinese Medical Research Centre) offer of sponsorship and reviewed discussions that had been held with a wide range of people involved in community health in Asia. After considering the interests of various people with whom the ad hoc planning committee had met and the various groups which these people represented, it was decided to invite a group of about 15 people to join the planning committee for a meeting in Bangkok June 21-24, 1980. The committee applied for and was granted a sum of money to convene this meeting by EZE (Protestant Central Agency for Development Aid, West Germany).

The Bangkok meeting created the Asian Community Health Action Network (ACHAN) and mandated it with a three year life span. At the end of this period, the consultation agreed that members present would review the network to see if it had fulfilled the objectives and expectations of

the consultation and to recommend either its continuation or demise. The mandate called for a small office with a co-ordinator and a secretary to administer ACHAN activities. It was proposed and accepted that the office in the first instance be located in Hong Kong where both the Chairman of ACHAN and the coordinator live. The consultation suggested that ACHAN begin to function officially on January 1, 1981. In preparation for its work, however, the executive committee of the Board accepted an invitation to travel to Japan to advise and consult the Asian Health Institute which is in the process of establishing a training programme for rural community health workers in Asia.

OBJECTIVES

ACHAN is an explicitly secular organization and is a functional rather than structural group which has two basic objectives.

The first is to propagate, popularize and pursue a philosophy of community health which:

1. sees health as the physical, mental, social and spiritual wholeness of the individual and the community not the mere delivery of a medical service;
2. gives priority to the deprived members of any community;
3. makes health understandable and accessible to all, using tools such as auxiliary care, indigenous remedies, appropriate technology, concepts of community development, and involvement of the community in planning, implementing and evaluating health care programmes;
4. stresses comprehensive approaches for improving the total health of the community;
5. helps the community to become aware of the broad range of development problems through health work; and
6. views health problems and priorities in the terms in which the community sees them.

The second objective is to facilitate the exchange of information, materials and personnel among its members and

to help initiate, support and sustain community health work among non-governmental organization in Asia by:

1. providing documentation of Asian experiences in community health done by Asian themselves (this documentation includes research, analysis, scientific evaluation, study and reflection on various community health programmes in Asia);
2. establishing communication and exchange of information among its members through newsletter, exchange of materials and visitations;
3. assisting members when requested to develop training techniques and programmes;
4. assisting the development of national community health networks where they do not exist;
5. facilitating the exchange of programme personnel;
6. in the long term, developing a data bank of people, programmes and technologies as a catalogue of resources.

PLAN OF ACTION

In pursuing these objectives while, at the same time, remaining a facilitating network rather than a bureaucratic organization, ACHAN seeks to expand its membership to include those who accept its philosophy of community health and wish to be involved in the described exchanges. Membership of ACHAN is developed in three categories. The first is members of the Board of Directors which compose the managing body of ACHAN's activities. The second is ordinary members consisting of programmes, individuals and national organizations who subscribe to ACHAN's philosophy of community health as described above and live in Asia. The third is Friends of ACHAN who subscribe to the philosophy and live outside Asia. All members pay a membership fee.

ACHAN is governed by a Board of Directors working through an executive committee. The Board of Directors consists of one person from each country represented at the Bangkok Consultation in June, 1980. The executive com-

mittee consists of six people including the Chairman of the Board, the Honorary Secretary, Honorary Treasurer, the Co-ordinator and two other appointed members. A list of the executive committee, the Board and the present membership can be found in Appendix 2. The Bangkok Consultation mandated the network to function beginning January 1, 1981. A co-ordinator with a 3-year term of office has been appointed. An office is located in Hong Kong.

ACHAN's activities are geared to reflect the facilitating nature of the network. As mentioned above, a first activity was to send, at the request of the Asian Health Institute, five members of the executive committee to consult on training programmes of the Institute for community health workers in Asia. Other activities will build upon the requests and needs of the expanded ACHAN membership. In order to define concretely such actions, the first step will be to identify prospective ACHAN members, record information about their programmes and/or interests and analyze their potential needs and contributions to the development of community health. To collect this information, a brochure about ACHAN's operations will be printed with a simple ACHAN addressed return form to be completed with programme operations, needs and contributions described. It is foreseen this exercise will occupy the first months of ACHAN's official existence.

On the basis of this data, through a continuing dialogue with ACHAN members and with the specific recommendations of the ACHAN executive committee which is scheduled to meet every six months, specific activities will be developed that will help the membership to develop their particular needs. It is already foreseen that one such activity will be a regular newsletter containing relevant information about programmes, technologies and other defined interests. Another will be to help develop training programmes for community health trainers in the region. It also is foreseen that channels will be developed whereby ACHAN members will be available for consultation upon request by

member programmes and other agencies. Other activities also will focus on promoting, assisting and maintaining the philosophy of community health articulated in the objectives.

APPENDIX I

Members of the Ad Hoc Planning Group for an Asian Health Action Consultation.

1. Dr. L.K. Ding, Chairman
2. Dr. Prem John
3. Mr. Samuel Isaac
4. Dr. Hari John
5. Ms. Susan Rifkin

APPENDIX 2

BOARD OF DIRECTORS OF THE ASIAN COMMUNITY HEALTH ACTION NETWORK (ACHAN) :

Executive Committee Members :

Dr. L.K. Ding, Chairman
Hong Kong

Dr. Qasem Chowdhury
Bangladesh

Dr. Lukas Hendrata
Indonesia

Dr. Prem John
India

Dr. Kim Il Soon
Korea

Members :

Dr. Abhay Bang
India

Dr. Manolet Dayrit
Philippines

Dr. Hiromi Kawahara
Japan

Dr. H. Kusnadi
Indonesia

Dr. Park Kyong Wha
Korea

Dr. Sant Hathirat
Thailand

Dr. V.L. de Silva
Sri Lanka

Co-ordinator :

Susan B. Rifkin
Hong Kong

Dr. Qasem Chowdhury,
Gonosasthaya Kendra,
Nayarhat via Dharmari,
Dacca.

India :

Dr. Abhay Bang,
Friends Medico Circle,
Gopuri, Wardha 442001.

Dr. Prem John,
Deenabandu Medical Mission,
R.K. Pet 631 303,
Tamil Nadu.

Indonesia:

Dr. Lukas Hendrata,
Director,
Yayasan Indonesia Sejahtera,
P.O. Box 3028,
Jakarta.

Dr. H. Kusnadi,
P.K.U. Mohammadiyah,
Jalan Menteng Raya No. 62,
Jakarta Pusat.

Japan:

Dr. Hiromi Kawahara,
Director, Asian Health Institute,
Hara Hospital,
3-17 Wakatake-Cho,
Chikusa-ku, Nagoya 464.

Korea:

Dr. Kim Il Soon,
Professor and Chairman,
Department of Preventive Medicine,
Yonsei University College of Medicine,
Yonsei University, P.O. Box. 71,
Seoul.

Nepal:

Mr. Shanker Shah,
Family Planning Association of Nepal,
P.O. Box 486,
Lain Chaur, Kathmandu.

Philippines:

Dr. Manolet Dayrit,
c/o Dr. Mite Pardo de Tavera,
AKAP, 66 J.P. Rizal St.,
Project 4, Quezon City.

Sri Lanka:

Dr. V.L. de Silva,
117 Uyana Road,
Lunawa, Moratuwa.

Thailand :

Dr. Sant Hathirat,
387, Soi Soon Vijai 4,
New Petchburi Road,
Bangkok 10.

AGENDA for National Technical Information Service Seminar,
Singapore, 15 - 19 November, 1982

and names and addresses of participants.

James E. Beverly, Information Director of WASH

made a presentation on WASH on Friday, 19 November.

NTISEMINAR '82

Singapore, 15-19 November 1982

President: Augustus Brookman-Amissah
Pendohbrukes Ltd., Ghana

Technical Secretary: Ernest Kwan-Boon Tan
TECHNONET ASIA, Singapore

A G E N D A

<u>DAY/DATE</u>	<u>TIME</u>	<u>ACTIVITIES</u>
14 November (Sunday)	1930	RECEPTION - Introduction of Seminar Participants - Welcome Remarks by Dr Leon V Chico, Executive Director, <u>TECHNONET ASIA</u>
	2000	DINNER - Keynote Address by Frank Post, Chief, Development Assistance Programs, NTIS
15 November (Monday)	0900	Opening Plenary Session - Report of the Cooperating Organizations (Highlights of 1982)
	1000	COFFEE/TEA BREAK
	1015	Plenary Discussion of the Report: "An Evaluation of Scientific and Technical Information Distribution and Use in Latin America: The NTIS Program in Five Selected Countries" Inter-America Research Associates Jorge Cepeda, Director of Services, INFOTEC/Mexico, Outstanding Network Agency in Latin America for 1981
	1200	LUNCH BREAK
	1400	Plenary Session - NTIS International Technical Information Network: A Five Year Perspective Frank Post, Chief, Development Assistance Division, Office of International Affairs
	1545	COFFEE/TEA BREAK
1615	New NTIS Policies, Products and Services Comer Heine, International Services Specialist, Office of International Affairs	
		DINNER

<u>DAY/DATE</u>	<u>TIME</u>	<u>ACTIVITIES</u>
16 November (Tuesday)		PUBLIC PROGRAM FOR INAUGURAL SESSION
	0830	Registration of Participants/Invited Guests
	0845	All present to be seated
	0900	Welcoming Remarks by Ernest Kwan-Boon Tan, Program Coordinator, TECHNINET ASIA
		Inaugural Address by His Excellency, Hon Harry E T Thayer, US Ambassador to Singapore
	0930	COFFEE/TEA BREAK
	1000	Inaugural Forum: "Access to Information for Productivity and Development"
		- A Regional Perspective by Dr Leon V Chico Executive Director TECHNINET ASIA
		- A National Perspective by Mrs Peggy W C Hochstadt Chief Librarian National University of Singapore
		- Open Discussion
	1200	LUNCH BREAK
	1400	The Documentation System of the World Bank By Mr Terrance Lindemann, Marketing Specialist
	1515	COFFEE/TEA BREAK
1545	European Services and Sources of Technical Information for Asia and Africa By Dr Georgette Lubbock, SLAMARK International (NTIS Cooperating Organization in Italy)	
	DINNER	
17 November (Wednesday)	0900	The Cooperating Organization Manual by Constellate Consultants (P) Ltd
		Discussion Group A: Governmental Organizations Discussion Group B: Private Organizations
	1015	COFFEE/TEA BREAK
	1030	Plenary Discussion of the Cooperating Organization Manual
	1200	LUNCH BREAK
	1400	Problem-solving consultations with NTIS staff; meetings of Special Task Groups
	DINNER (B-3)	

<u>DAY/DATE</u>	<u>TIME</u>	<u>ACTIVITIES</u>
18 November (Thursday)	0845	Marketing Strategies and Promotional Techniques Establishing a commercial information service by Ken McGregor, Australian Financial Review
	0900	Discussion Group A: Print Media
	0920	Discussion Group B: New Outlets of NTIS Information a. Bookstores b. Research Centers
	1015	COFFEE/TEA BREAK
	1045	Continuation of Discussion
	1200	LUNCH BREAK
	1400	Plenary Training and Orientation: Applications of Mini-Computer Technology to Technical Documentation Services by Robert Landau, President, International Development Corporation (training consultant to NTIS)
	1615	COFFEE/TEA BREAK
	1630	Plenary Training and Orientation: Economics of Microfiche - Best Use in Asia
	1800	Task Force on Recommendations for NTISeminar '83 DINNER
	19 November (Friday)	0900
1030		COFFEE/TEA BREAK
1045		Report of Task Force on NTISeminar '83
1200		LUNCH BREAK
1400		Report of the Rapporteur Vote for Cooperating Organization of 1982 CLOSING CEREMONY Closing Comments from: - Frank Post, NTIS - Augustus Brookman-Amisah Pendohbrukes Ltd, Ghana
1930		FAREWELL DINNER
		GOODBYE!! TILL WE MEET AGAIN...

NTISeminar '82
SCHEDULE OF SOCIAL FUNCTIONS

1. INAUGURAL DINNER

Date: Sunday, 14 November 1982
Time: 7.30 p.m.
Venue: Poolside, Hotel Equatorial (Barbeque-style food)

MENU

Welcome Drink - Fruit Punch/Planter's Punch

Chicken Drumstick
Dutch Spare Ribs
Lamb Chop
Hamburger Steak
Home-made Beef Sausages
Seafood Brochettes
Baked Potatoes
Corn-on-the-cob
Baked Mixed Vegetables
Mixed Salad with Dressing
Tropical Fruits on ice
French Pastries

2. NTISeminar '82 COCKTAIL

Date: Tuesday, 16 November 1982
Time: 6.00 p.m.
Venue: French Ballroom, Lobby Floor, Hotel Equatorial

3. FAREWELL DINNER

Date: Friday, 19 November 1982
Time: 7.30 p.m.
Venue: Charming Garden, Orchid Inn, Dunearn Road

MENU

Cold Dish Combination
Shark Fin with Crab Meat
Bean Curd Skin
Minced Pigeon in Bamboo Container
Crispy Fried Chicken
Mixed Taiwanese Vegetables
Fresh Water Fish in Black Bean Sauce
Fried Rice
Baked Cake with Red Bean
Iced Longan with Bean Curd

NTISeminar '82
Hotel Equatorial, Singapore
15-19 November 1982

LIST OF PARTICIPANTS

1. AUSTRALIA
Mr Kenneth Charles McGregor
Information Manager
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Deputy University Librarian
Research Centre for Applied Science
& Technology (RECAST.)
Documentation Unit
Tribhuran University
Kiztipur, Kathmandu
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10. PAKISTAN
Dr M D Shami
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11. SRI LANKA
Mr N U Yapa
Director (Information)
Sri Lanka Scientific & Technical
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Telephone: 596771
Cable: LAKSCIENCE

12. TANZANIA

Mr Hamisi Nguli
Scientific Officer (Information)
Tanzania National Scientific
Research Council
P O Box 4302
Dar-es-salaam

Telephone: 33024, 25802
Telex: 41177
Cable: UTAFITI

13. USA

Dr Robert Landau
President
Science Information Association
3514 Plyers Mill Road
Kensington MD 20895

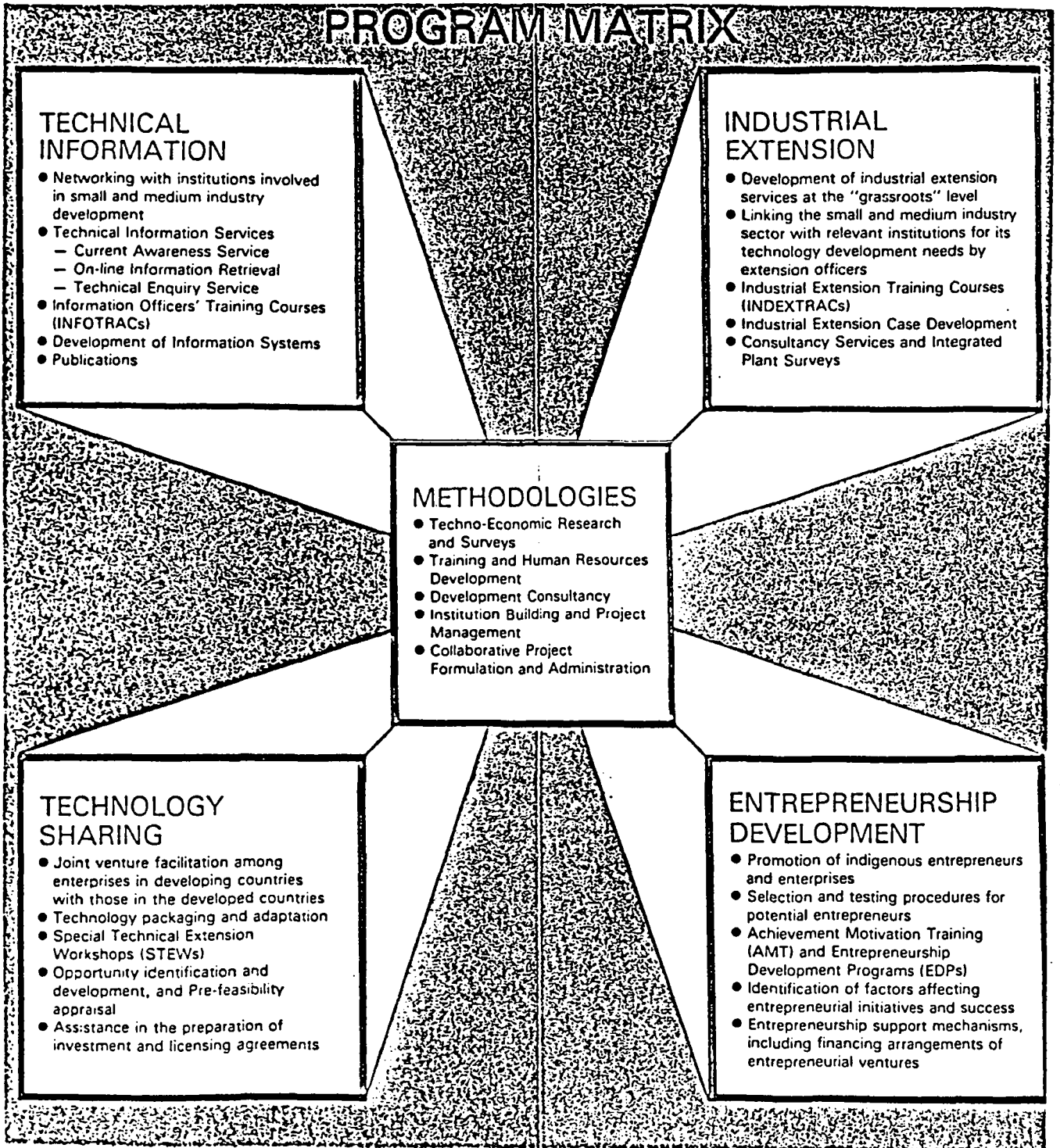
Telephone: 301/9490220

14. INDONESIA

Ms Carolyn Scruggs
Regional Library Consultant
U.S.I.A.
c/o U S Embassy
P O Box 5
Jakarta, APO SF 96356

Description of TECHNUNET ASIA - Asian Network for Industrial
Technology Information and Extension -
and names and addresses of eleven participating
organizations. TECHNUNET is headquartered in Singapore.
Also included is the brief paper presented by
Dr. Leon Chico, Executive Director of TECHNUNET ASIA,
"Role of Information for National Development -
Regional Experience of TECHNUNET ASIA."

TECHNONET ASIA
Asian Network for Industrial
Technology Information and
Extension



Asian Network for Industrial
Technology Information and
Extension

PARTICIPATING ORGANIZATIONS	
<p>Bangladesh Small and Cottage Industries Corporation 137-8 Motijheel Commercial Area Dacca-2, BANGLADESH Telephone: 243201/255023</p>	<p>PIB National Training Council Training House 22 Camarvon Street Private Mail Bag Suva, FIJI Telephone: 25654/22395</p>
<p>The Hong Kong Productivity Centre 20/21 Floors, Sincere Building 173 Des Voeux Road, Central HONG KONG Telephone: 5-443181</p>	<p>BIPIK Departemen Perindustrian (Ministry of Industry) Jalan K.H. Hasyim Asyari No 6-12 Jakarta, INDONESIA Telephone: 353917/348665</p>
<p>Korea Institute for Industrial Economics and Technology 206-9 Cheongryangri-dong Dongdaimun-ku Seoul, KOREA Telephone: 9656211</p>	<p>Small and Medium Industry Promotion Corporation Sanglim Building, 151-11 Sanglim-dong, Chung-ku Seoul, KOREA Telephone: 2617011/2661494</p>
<p>Standards and Industrial Research Institute of Malaysia Lot 10610, Phase 3 Federal Highway Shah Alam, Selangor MALAYSIA Telephone: 362601/361630</p>	<p>Majlis Amanah Ra'ayat 15th Floor, Pertama Complex Jalan Tuanku Abdul Rahman Kuala Lumpur, Selangor MALAYSIA Telephone: 926011</p>
<p>Industrial Services Centre Baleju Industrial District Baleju Post Box 1318 Kathmandu, NEPAL Telephone: 11522/13522</p>	<p>Institute for Small-Scale Industries University of the Philippines E Jacinto Street UP Campus, Diliman Quezon City, PHILIPPINES Telephone: 997070/997076</p>
<p>Economic Development Foundation 8th Floor, Banker Building (Between Allied Bank & PDCP Bldgs) Ayala Avenue, Makati Metro Manila, PHILIPPINES Telephone: 863334/892950</p>	<p>Singapore Institute of Standards and Industrial Research 179 River Valley Road SINGAPORE 0617 Telephone: 3360933/3381500</p>
<p>Industrial Development Board 615 Galle Road Katubedde, Moratuwa SRI LANKA Telephone: 072326/072394</p>	<p>Department of Industrial Promotion Ministry of Industry Rama VI Road, Bangkok THAILAND Telephone: 3915722/3922486</p>

TECHNONET CENTRE
Room 703, RELC International House
30 Orange Grove Road
Singapore 1025

Mailing Address: Tanglin P. O. Box 160
Singapore 9124

Telephone: 734 3331
Cable: TECHNINET
Telex: RS21076 SINIDRC

ROLE OF INFORMATION FOR NATIONAL DEVELOPMENT
- REGIONAL EXPERIENCE OF TECHNONET ASIA*

INTRODUCTION

Let me preface this brief presentation by stating that TECHNONET ASIA's main concern is industrial technology and information, particularly for small and medium industries. The eventual target, therefore, is the bulk of smaller enterprises mostly situated in the countrysides. These enterprises constitute more than 90% of the total number of firms in the industrial structure of most of the developing countries in this region.

(A more detailed description of TECHNONET ASIA is given in the information material that is available for those interested). The rationale for the continued existence of TECHNONET ASIA is that there is a strong basis for cooperation and sharing among its currently 14 Participating Organizations in 11 Asian-Pacific countries - and, whenever necessary, with some 60 other cooperating institutions in the developed and developing world.

A REGION OF GROWTH AND DEVELOPMENT

South-East Asia represents the fastest developing region in the world today. In terms of economic growth, the combined GNP's of the countries in the region has increased annually in excess of 6% in real terms during the last ten years - with some countries recording double digit figures. This growth has been phenomenal in the sense that, during the same period, various world crises have affected the region. For one, the energy problem continues to be a major factor in the region's development. But the future of the region is of great promise and high aspirations - of growth and development that has yet to reach its full potential.

*By Dr Leon V Chico, Executive Director of TECHNONET ASIA. Brief paper presented at the panel discussion during the "NTIS Workshop for Information Users" held in Singapore on 16-19 November 1982.

And yet, inspite of this rapid development, much of the population - particularly those in rural communities - still remain poor. Except for a few countries, the basic needs of the people - of food, clothing and shelter - are not adequately met. The great majority of the people in South-East Asian countries live in the countrysides where life for vast numbers is a question of survival. Many migrate to cities in search of jobs, a better life, but there is not enough work for all of them. The problem of unemployment continues to be one of the major problems in most of South-East Asia today. This is simply because over 50% of the increase of the world's labour force during the decade of the 70's has occurred in Asia.

Mostly dependent on agriculture and their mineral and other natural resources, most of the South-East Asian countries have opted for a balanced agro-industrial development. Industrial development has been thought of as a vehicle to employment and eventual prosperity. Many are seeking the establishment of industries that will be labour-intensive, that will produce substitutes for imports, or that will produce goods to meet the quality standards of international trade and can compete in export markets. Most of these developing countries, with rapidly growing population and inadequate capital resources, have given high priority to the promotion and development of small and medium scale industries - to complement the capital-saving technologies that are brought by large enterprises, mostly multinational companies.

But small industries are often ineffective because of lack of technological know-how and low productivity. These industries are often saddled with excessive costs - particularly through wastage or improper use of raw materials - or because their products are of low quality brought about by poor methods of production. To overcome these problems and meet the objectives, industry needs technological advice and information. Quite often, the advice or information needed is at a very basic level - it is not a question of providing advanced technology, but of having an experienced engineer or technician look at a plant and make suggestions that will improve the processes or the products. Of course, these engineers or technicians must have access to modern industrial and technological information - on a national, regional and international level - in order to upgrade their expertise and be effective in their "extension" efforts.

A "total approach" to promoting the establishment of small business requires that modern technology be accessible to them. Generally lacking in technical expertise to solve their problems, small enterprises require assistance from information centres and industrial extension services. Governments can also play an important role in promoting the type of technology consistent with its development goal and stimulate their transfer by providing incentive schemes. The sharing of technology and information - of processes and expertise - among developing countries could be effective in upgrading the capabilities of small enterprises. This is not to say that technologies from industrialized countries cannot be adapted to suit the needs of small business in developing countries.

The above premise was a major rationale for the development of various mechanisms and organizations devoted to industrial and technological information - in particular, for industry and, in general, for other sectors in the development process.

PROBLEMS OF INFORMATION TRANSFER FOR TECHNOLOGICAL DEVELOPMENT

While no one denies that the developed countries and the international sources of information could be more effective in stimulating the diffusion of technology, at the same time there is a growing realization that the greater part of man's technological know-how is already freely available - and the biggest problem is that the developing countries are still ill-equipped to find, evaluate and apply it. Quite often, the information needs are not even apparent or properly identified and sources of information not readily known. Hence, the needs of strengthening the capabilities of institutions in the Third World, which has been and continues to be a priority of TECHNUNET ASIA. This is being accomplished through facilitation of networking among institutions, assistance in the development of information systems, especially their "delivery" mechanisms, the conduct of training courses and workshops for information and extension officers and the provision of technical information and extension services - Current Awareness Service, On-Line Information Retrieval and Technical Enquiry Service, and In-Plant Consultancy.

Information seekers are also faced with both extremes in their search for technological information. On one end, it can be very limited because they have no ready access to sources of technological information, both local or foreign - or even if such information is available to them, it may not be in an appropriate form. On the other end, it can be a very wide range of technological information - and the problem becomes one of choosing the appropriate technology or the adaptation of technology to suit the specific situation. Along this line, there is the oft-repeated criticism that information obtained from developed country sources are not relevant to the needs of developing countries. Experience has shown that this is not true although we have to be selective and be able to adapt to make such information relevant. But who should really decide what is relevant? Again, the role of information "processors" or extension agents have proven to be extremely important in developing countries.

Developing countries have much to share in terms of "relevant" technological information, processes and expertise. However, the stimulus or the capability is not always there. Most developing countries are competitors in international trade. There appears to be inadequate awareness that the transfer of technological information is a two-way and not a one-way affair - between developing countries and even, to a lesser degree, between developed and developing countries.

The physical infrastructures for effective information transfer are not always present in developing countries. Countrysides are sometimes inaccessible, communication links inadequate. Hence, the problem of delivering information at the right time, at the right place, and in the right form.

THE 4 R'S AND 4A'S OF INFORMATION

Information is generally considered as an important "commodity". As such, we have to ensure that we deliver the *right* information, at the *right* time, at the *right* place using the *right* channels - the 4 R's of information. A fifth R, the right price, is a function of the four factors mentioned above and is not always a major consideration. If the "commodity" is of sufficient value and meets the needs of the clientele, one should be willing to pay its price.

For information to be the right information, one must be able to *adapt* and *apply* it to his particular situation and needs. For the information to be there at the right time and place, it must be *available* and one must have access to it through the right institutional channels. Hence, the 4 A's of information are equally important - Adaptability, Applicability, Availability, and Accessibility.

In this modern era of electronics and automation, TECHNINET ASIA continues to give emphasis on the "human element" in its delivery of appropriate information. Over the years, since our inception in 1973, we have developed a corps of what we refer to as "industrial extension and/or technical information officers". In some 100 training courses and ad hoc programs, we have trained over 1 000 of these officers and - because of the multiplier effect - our Participating Organizations now have a cadre of some 3 000 industrial extension and technical information officers. These officers are the main links between the sources of technical information and the entrepreneurs in small industries. More importantly, they act as "processors" and translate technological knowledge into comprehensible language - right there on the factory floor. They diagnose factory problems and seek solutions to these problems through various means - either through stock knowledge, their organization's or other national technical information services, or through TECHNINET ASIA's network of participating and cooperating organizations.

INFORMATION AS A TOOL IN NATIONAL DEVELOPMENT

There is no longer any question among policy makers, industrialists and business entrepreneurs, scientists and researchers, and other publics involved that the availability and accessibility of appropriate information is a major tool in a country's progress and development. Within this region, Japan, South Korea, Hong Kong, and Singapore are good examples. These countries have very effective information systems and delivery mechanisms. Equally important, they have demonstrated the capability to access and to apply information obtained.

Other countries are in the process of developing and upgrading their information systems. Of course, there are problems and there are constraints. But all these problems are not insurmountable. So much progress has already been made. The mechanisms that have been set up have made their contributions to minimizing some of them and have had their impact on technological development. Some problems require political will, others time and funds. Most important, perhaps, is that *cooperation* and *sharing* among countries in the field of technological information do not become mere slogans. They can be made to work.

LVC:a1
10 Nov 82

Description of AIT - Asian Institute of Technology
and its ENSIC - Environmental Sanitation Information
Center, near Bangkok, Thailand.

THE INSTITUTE

The Asian Institute of Technology is an autonomous, international post-graduate technological institute in Bangkok, Thailand providing advanced education in engineering, applied science and allied fields through :

- Academic Programs leading to the degrees of Master of Science and Engineering, Doctor of Technical Science and Engineering, and Diplomas.
- Research Activities by faculty and students directed towards the solution of technological problems to improve the quality of life in Asia.
- Special Programs comprising conferences, seminars, and short in-service training courses.

Originally established in 1959, the Institute was chartered in 1967 as an independent, international and non-profit making educational institution. The Institute's scenic 400-acre campus is located 42 kms north of Bangkok, in Pathumthani province.

At the Institute, students from many Asian countries pursue practical academic studies: seeking, defining and testing alternative solutions to urgent problems found in the region.

From its inception, the Institute has stressed the problem-oriented nature of its academic programs to the end that appropriate solutions may be found for Asian problems.

The Institute's degree and diploma programs offer a wide range of course in nine Academic Divisions, viz :

- Agricultural & Food Engineering
- Computer Applications
- Energy Technology
- Environmental Engineering
- Geotechnical & Transportation Engineering
- Human Settlements Development
- Industrial Engineering & Management
- Structural Engineering & Construction
- Water Resources Engineering

Support teaching is provided through the Office of Academic Services, the English Language Center, the Regional Computer Center, and the Mathematics and Statistics Committee.

The Institute's community in September 1981 includes a student enrollment of 570 and teaching, administrative, and supporting staff. The faculty-student ratio is 1:8. All students live on campus, where, through study and extra-curricula activities, they become more aware of a common

Asian identity, despite differences of nationality and culture. Student enrollment is expected to reach 650 by 1985.

The Institute is endowed with well-equipped laboratories for basic and applied research. The close link between academic programs and research activities enable faculty members and students to keep abreast of the latest developments in advancing the frontiers of knowledge in engineering, science and allied fields.

The Institute's Library contains more than 120,000 volumes and subscribes to some 2,000 journal titles. The Regional Documentation Center coordinates and economically operates the following information centers to serve the institute's academic divisions and countries in the region: the Asian Information Center for Geotechnical Engineering (AGE), the International Ferroceom Information Center (IFIC), the Renewable Energy Resources Information Center (RERIC), and the Environmental Sanitation Information Center (ENSIC). All information centers are engaged in the collection, processing and dissemination of information pertaining to their respective fields of interest.

INFORMATION FOR VISITORS

General Information: General information about the Institute can be obtained from the Public Relations Office. Enquires concerning academic programs should be directed to the Institute's Academic Secretary.

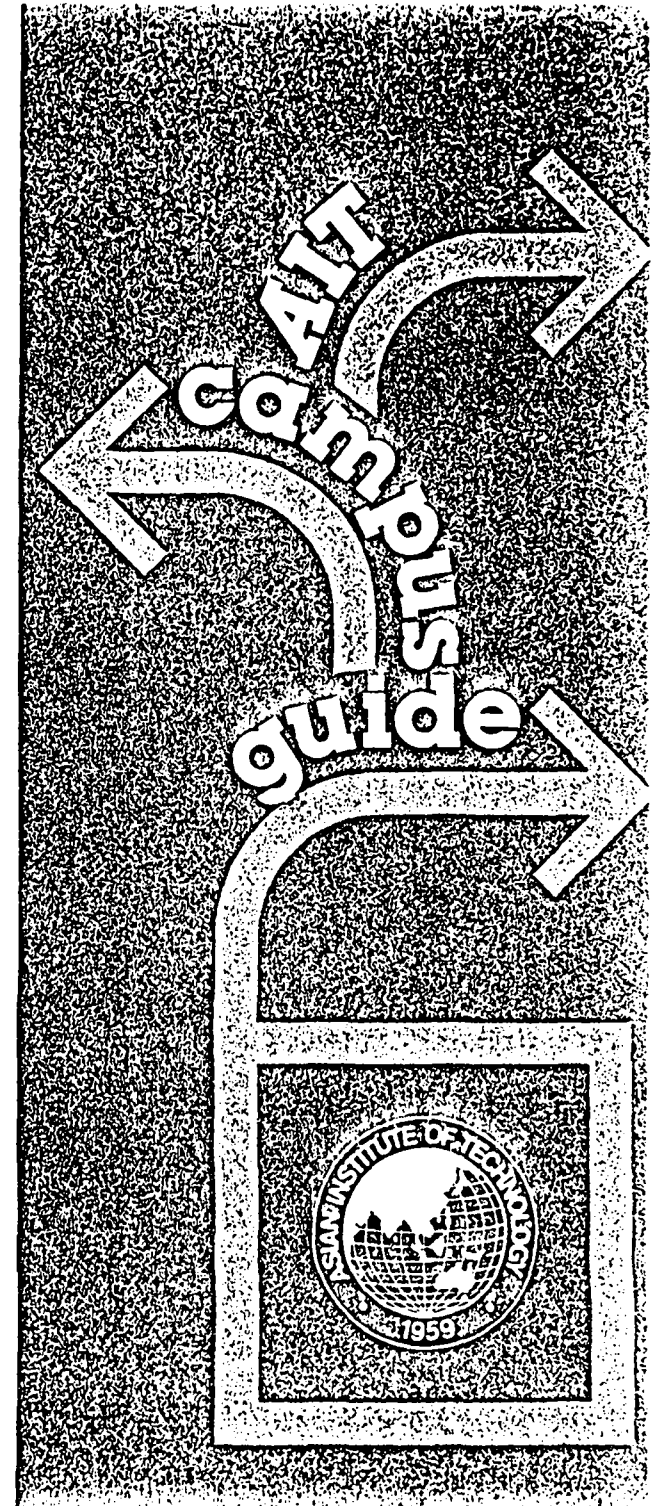
Publications: Copies of the AIT Prospectus are available free on request from the Registrar's Office. The AIT Review, a quarterly publication covering the Institute's important development and miscellaneous information brochures are distributed free to the Institute's faculty, staff and students as well as to friends and supporters throughout the world.

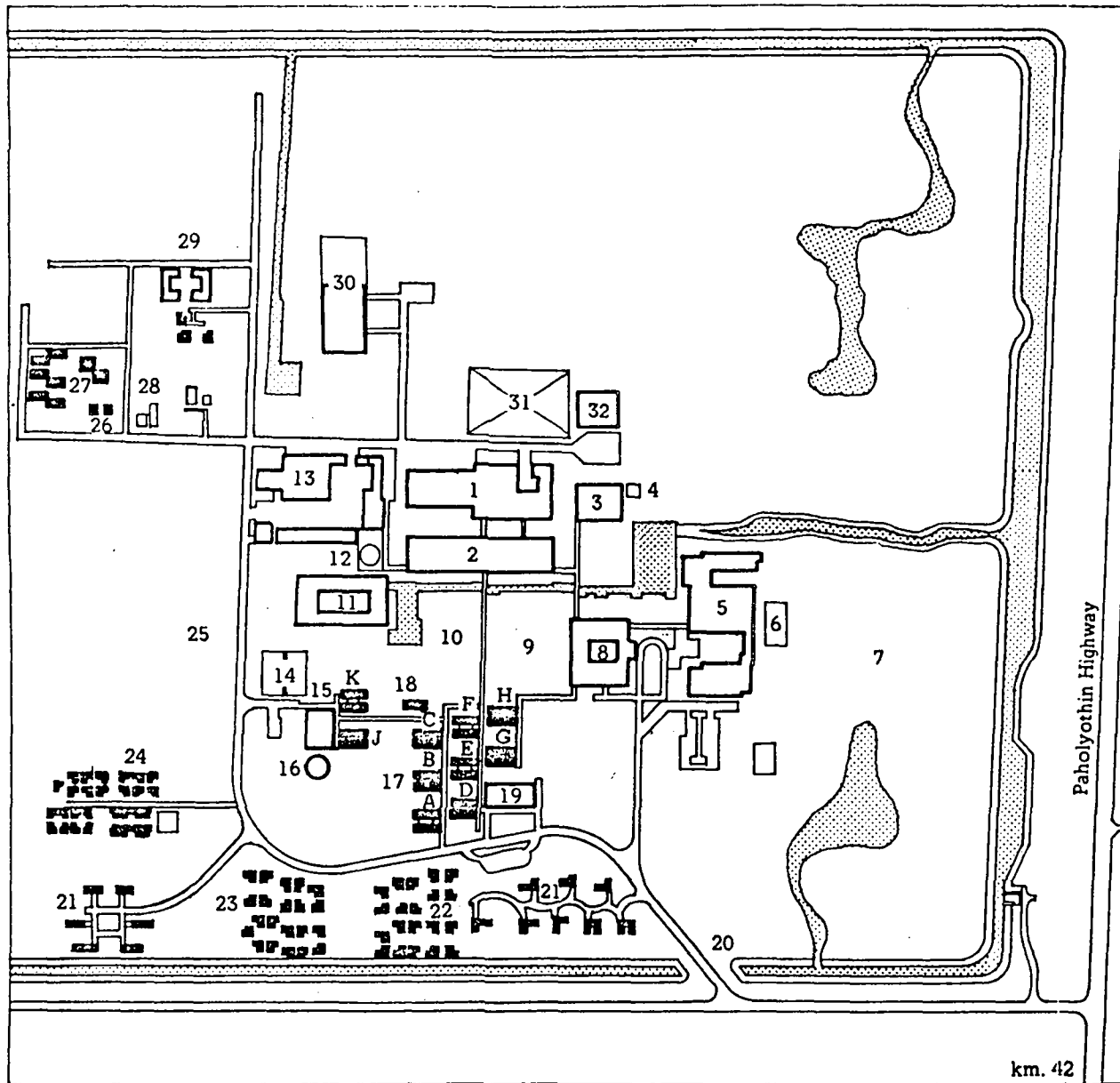
Tours: Conducted tours of the buildings and grounds of the Institute, organized by the Public Relations Office, are available upon request.

For further enquires, write to :

The Public Relations Office
Asian Institute of Technology
42 km Pahonyothin Highway
P.O. Box 2754, Bangkok, Thailand
Tel : 5168311, 5168321, 5168331
Cable : AIT-BANGKOK

Prepared by the Public Relations Office, January 1982



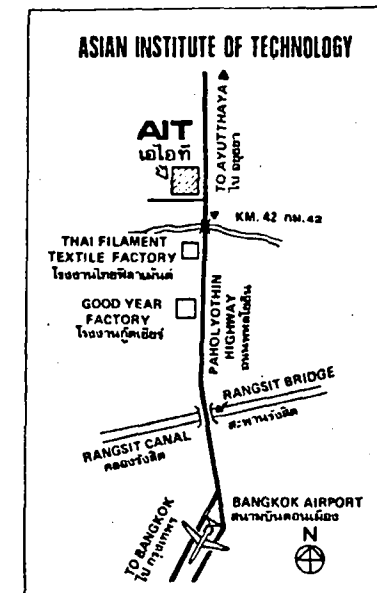


SITE PLAN OF AIT CAMPUS

Scale: 1:5,000



- 1 Academic Building North
- 2 Academic Building South
- 3 Regional Computer Center
- 4 Utility Building
- 5 AIT Center
- 6 Swimming Pool
- 7 Golf Course
- 8 Administration Building
- 9 Football Field
- 10 Hockey Field
- 11 Library
- 12 Water Tower
- 13 Physical Plant
- 14 Tennis Courts
- 15 Cafeteria
- 16 Student Center
- 17 Dormitories
- 18 Staff Dormitory II
- 19 Student Recreation Center
- 20 Gate House
- 21 Faculty Houses
- 22 Student Village I
- 23 Student Village II
- 24 Student Village III
- 25 Cricket Pitch
- 26 Building Together Demonstration Houses
- 27 Staff Housing Project III
- 28 Plant Nursery
- 29 Staff Dormitory I
- 30 Regional Engineering Experiment Station
- 31 Energy Research Park
- 32 Energy Technology Building





Environmental Sanitation Information Center

Asian Institute of Technology

P.O. Box 2754

Bangkok, Thailand 10501

What is ENSIC ?

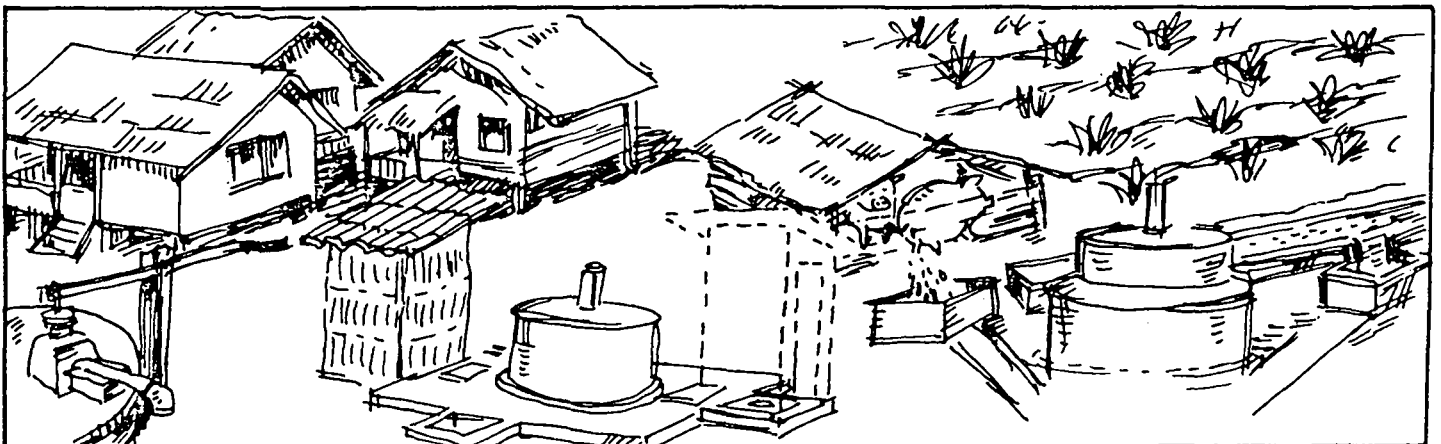
The Environmental Sanitation Information Center (ENSIC) was founded in 1978 at the Asian Institute of Technology in Bangkok under the joint sponsorship of the Institute's Environmental Engineering Division and the Library & Regional Documentation Center.

ENSIC was established following work carried out by the International Development Research Centre of Canada in compiling a review book "*Low-Cost Technology Options for Sanitation – A State-of-the-Art Review and Annotated Bibliography*", which showed that the sanitation problems of developing countries are very poorly covered by the information sources generated in industrialized countries.

ENSIC, which receives financial support from IDRC, attempts initially to cover all types of information related to rural water supply and sanitation, low cost options for disposal and reuse of wastes.

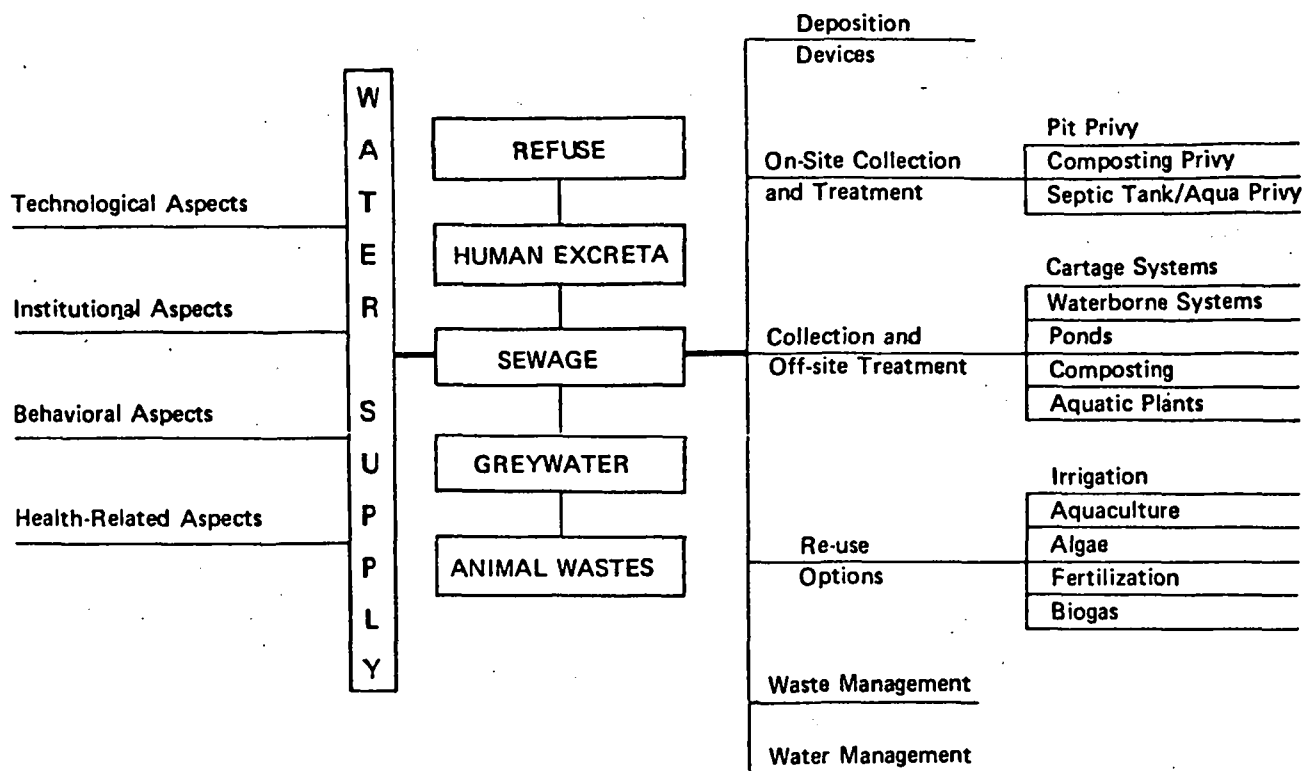
Its target audience comprises all institutions and individuals active in the field of environmental sanitation in developing countries. Special emphasis will be given to finding means of bringing relevant information and technologies to the level of little educated rural users.

ENSIC is establishing contacts and cooperation with existing centers, organizations and individuals active in the field, so as to avoid duplication of effort and seek collaboration in meeting the information requirements of developing countries.



ENSIC Activities - Publications - Services

ENSIC attempts to build up a comprehensive collection of documents - both published and unpublished - in the field of environmental sanitation as indicated below.



The information collected is repackaged and disseminated through several ways:

Publications

- * ENFO, a newsletter (4 issues/year)
- * Environmental Sanitation Abstracts - Low Cost Options (3 issues/year)
- * Environmental Sanitation Reviews (3 issues/year)
- * ENSIC Holdings List (Occasional)

(The above publications are available on a total-package basis for a yearly membership fee.)

- * Occasional Monographs, Do-It-Yourself Booklets, Brochure etc.

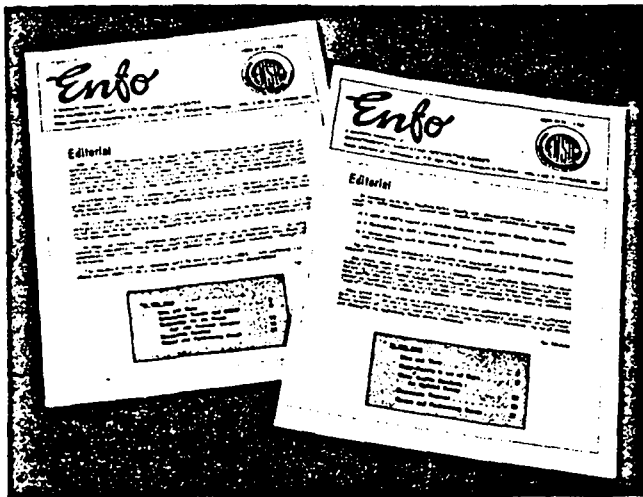
Computerized Data Base

which is built up and retrieved by using the CDS/ISIS software package.

Reference & Reprographic Services

which provide on request answers to queries and copies of documents.

ENSIC, through such activities, aims at providing developing countries with the information they need - at a price they can afford - but at the same time informs industrialized countries of what is going on in the Third World and what its problems are in the field of environmental sanitation.

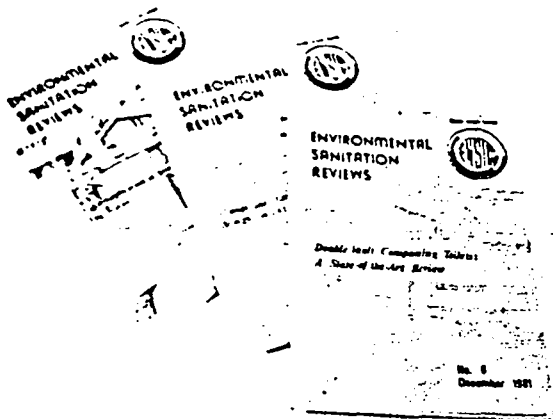


'Enfo' (ISSN 0125-1783)

This newsletter, published 4 times a year, provides readers with various types of information: on-going or recently completed projects, opinions, brief reviews or report documents received at ENSIC, forthcoming events, news on ENSIC's activities, miscellaneous news items and announcements, etc.

'Environmental Sanitation Abstracts' (ISSN 0125-2186)

This journal, published 3 times per year, gives abstracts of documents relevant to ENSIC's coverage (shown on page 2). Their classification follows the pattern used in IDRC's book: **Low Cost Technology Options for Sanitation** and represents a regular updating of the book's bibliographic section. Authors, keywords and geographic indexes ensure easy retrieval of information.

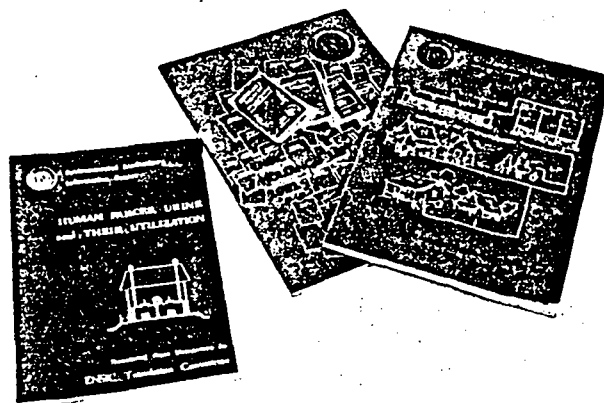


'Environmental Sanitation Reviews' (ISSN 0125-5088)

This journal, produced about 3 times per year, publishes state-of-the-art reviews on various environmental sanitation topics within ENSIC's subject scope. Examples of review titles are: **Land Treatment of Municipal Wastewater, Human and Animal Waste Management Strategies in Developing Countries, Double-Vault Composting Toilets: A State-of-the-Art Review**. This much needed type of publication complements usefully the other types of information provided by the newsletter and the abstracts journal.

And also...

Monographs are occasionally published in the form of booklets, manuals, etc. on subjects of interest. Examples are **Human Faeces, Urine and Their Utilization**, which is a translation from Vietnamese; and **Surface Water Filtration for Rural Areas - Guidelines for Design, Construction, Operation and Maintenance**.



Description of the American Water Works Association's
WATERNET data base. The AWWA is in Denver, Colorado,
and WATERNET is available from the DIALOG Information
Service of Lockheed in Palo Alto, California.



The American Water Works Association's WATERNET database will be available to members and others in the summer of 1982. The WATERNET database is a new service that will provide one stop information shopping for all AWWA and AWWA Research Foundation materials published since 1971 to the present.

Very simply, here is how WATERNET works. Information published by AWWA and AWWARF is indexed, abstracted and entered into a computer system called DIALOG in Palo Alto, California. AWWA has an agreement with DIALOG to make the computerized information available to you.

You can search AWWA's WATERNET on the DIALOG system from your own offices, laboratory, or job site, with an inexpensive terminal, word processor, or home computer connected through your telephone. You and your staff search through WATERNET using a combination of your own words, keywords, and simple English commands. No programming courses are needed. The product of your search is a list of article titles, authors, and abstracts that are printed out in your offices on your equipment. You can order articles directly from AWWA online by typing simple instructions into your terminal.

Some of you already have experience with the DIALOG system. For those of you who do not but would like to know more about it and how to get started, please consult the following:

1. Request an order form from DIALOG. You start service with DIALOG by filling out this simple order form. There is no service initiation fee and no minimum fee. DIALOG usually takes one week to process your order after receipt. They then send mail you your DIALOG password.
2. Locate a terminal and arrange for telephone access via a modem or dataset.
3. Obtain manuals, documentation, and guides for searching WATERNET on DIALOG.
4. Attend training on the DIALOG system.

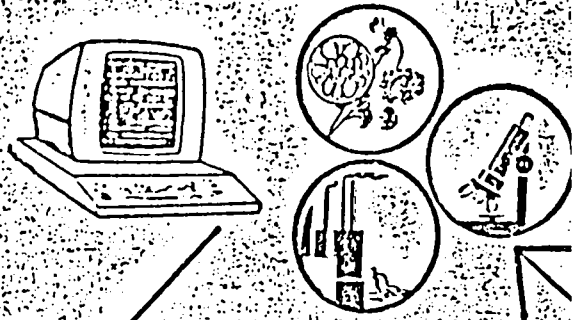
For additional information or an order form to begin service, contact:

DIALOG Information Service, Inc.	Telephone:	800/227-1927
Marketing Department		800/982-5838 (in California)
3460 Hillview Avenue		415/858-3785
Palo Alto, California 94304		
	TELEX:	334499 (DIALOG)
	TWX:	910/339-9221

Watch for further announcements and details on WATERNET in AWWA's Mainstream and Journal AWWA.

WATERNET -- HOW IT WORKS

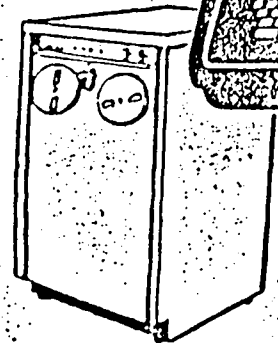
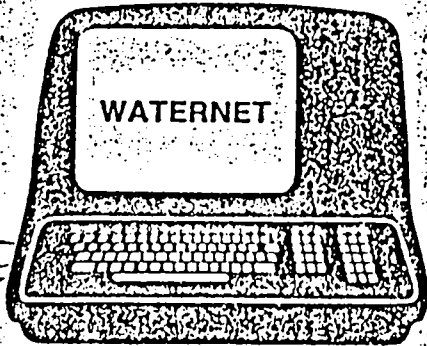
Water Supply Industry



Your system's computer terminal or word processor uses telephone lines to communicate directly with WATERNET, which provides immediate answers to your urgent questions on drinking water topics.

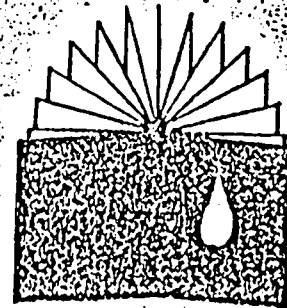
AWWA sends your WATERNET Document Delivery order to you via U. S. mail, Federal Express, UPS, or other routes.

AWWA's WATERNET Database



DIALOG Computers
Palo Alto, California

WATERNET Document Delivery



When you need entire articles that were identified through a computer search, your document delivery orders are picked up electronically the same day and filled promptly.

- Books
- Standards
- WQTC
- Annual Conference Proceedings
- JOURNAL AWWA
- Manuals
- Seminars

AWWA Technical Library
Denver, Colorado

Order of Technical Direction #32

WATER AND SANITATION FOR HEALTH (WASH) PROJECT
ORDER OF TECHNICAL DIRECTION (OTD) NUMBER 32
Amendment Number 1
June 15, 1982

TO: Dennis Warner, Ph.D., P.E.
WASH Contract Project Director

FROM: Victor W.R. Wehman, Jr., P.E., R.S. *VWW*
A.I.D. WASH Project Manager
A.I.D./S&T/H/WS

SUBJECT: Provision of Technical Assistance Under WASH Project Scope of Work
for DS/HEA (S&T/H)

REF: A) OTD #32 dated 11 March 81

1. Paragraph 2 of subject OTD #32 (Reference A) is cancelled. New paragraph 2 of OTD #32 is to read as follows:

"WASH contractor/subcontractor/consultants authorized to allow WASH Project Information Director to expend up to 75 (seventy-five) person days of effort over a 30 (thirty) month period to accomplish this technical assistance effort."

2. Nothing follows.

Camp, Dresser & Fitzkee, Inc.
WASH PROJECT

JUN 15 1982

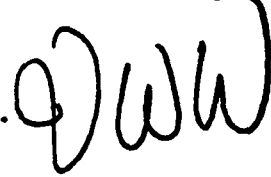
MAR 11 1981

MEMORANDUM

March 11, 1981

Water and Sanitation for Health (WASH) Project
Order of Technical Direction (OTD) Number 32

TO: Mr. James Arbuthnot, P.E.
WASH Contract Project Director

FROM: Mr. Victor W.R. Wehman, Jr., P.E., R.S. 
AID WASH Project Manager

SUBJECT: Provision of Technical Assistance Under WASH Project Scope of Work
for DS/HEA

REFS: A) Conversations Arbuthnot/Beverly/Wehman Dec 80 - Mar 81

1. WASH Contractor requested to provide technical assistance to AID/DS/HEA as per following Scope of Work.
2. WASH contractor/sub-contractor/consultants authorized to allow WASH Information Director to expend up to 75 person days over a six month period to accomplish this technical assistance effort.
3. Contractor to provide detailed briefing upon all aspects of this OTD upon returning from overseas information centers working visits. No visit to last more than 2 weeks duration spread at least one month apart.
4. No draft or final report due on this OTD other than ensuring that coordination initiated as a result of coordinating trips is followed up on and all actions taken as necessary.
5. Contractor to physically visit and work with following international information centers to ensure information sharing for A.I.D. clients:
 - 1) IRC, the Hague, Netherlands
 - 2) Ross Institute, London, England
 - 3) ITDG, London, England
 - 4) (Univ. of Loughborough), England
 - 5) CEPIS Lima, Peru
 - 6) AIT (ENSIC), Bangkok, Thailand
 - 7) WHO Information Center, Geneva, Switzerland
6. Contractor's information director should attempt to accomplish the following aspects during these investigatory, information gathering trips.

In an effort to establish a sound, long-term working relationship on WS&S matters concerning information exchange and various modes of collaboration on information development, acquisition, analysis and dissemination, at least the following points with each organization should be covered:

1. Identify who should be the primary contact(s)-- name, title, address, phone, cable
 2. Identify names of other people in organization with specific interests or responsibilities-- by technical area, region, etc.
 3. Acquire recent annual report and other descriptive material on programs, projects, joint-ventures, future plans
 4. Obtain list of publications, prices, service charges, procedures, forms, etc.
 5. Have WASH Project placed on mailing list for announcements, etc, literature dissemination
 6. Review facility and holdings: what does their collection consist of; how organized; strongest area(s); computerized; micro-fich?
 7. Identify specific subject areas, if any, to emphasize for information exchange - In what are they most interested?
 8. Introduce and explore ideas as to how they might work with the WASH Project - on information in training, technical assistance, technology transfer/ adaptation, joint-efforts, etc.
7. WASH Information Director should take detailed notes on conversation/ meetings and observations made at each organization, and follow up on coordination commitments made or actions that require A.I.D. Project Manager approval.
 8. Contractor to coordinate directly with international reference or information center authorities. Contractor must notify and receive country clearance from respective AID Mission before traveling to that location. Please keep AID desk officers officially informed of travel schedules and ETAs, etc. Ensure that health officers with each of the regional bureaus receive copies of the OTD and a short visit explaining its purpose.
 9. WASH Contractor authorized up to 75 days of international travel per diem and miscellaneous expenses to accomplish scope of work.
 10. Contractor authorized to pay for interpreter services, secretarial services or spot purchase various appropriate documents during official visits to information centers. Contractor should encourage gratis dissemination and cooperative sharing of various documents except for large bulk orders. WASH should be paying for large bulk orders unless they are given as gratis.

11. Contractor authorized to make up to 5 trips in and out of Washington, D.C. to respective sites to accomplish Scope of Work. *Arrangements for each trip should be cleared with Project Manager in ADVANCE. QWW*
12. Coordination on trips should begin immediately and technical assistance initiated as soon as possible after appropriate coordination and travel approval.
13. Appreciate your prompt attention to this matter. Good luck.

VWV:ja:3/11/81