ATTRIBUTION OF NATIONAL INSTITUTES
OF ADMINISTRATION

Ségon (VP) July 11

The Institute is only dealing with the technique of professional improvement by following closely the development of professional improvement works, such as:

1) - participating in the central commission of professional improvement as "rapporteur";

2) - organizing training courses for professional improvement instructions;

3) - following activities of professional improvement courses set up in provinces.

The Institute stressed the fact that instruction and professional improvement fall within the ministerial departments' competence (central commissions of professional improvement).

The Institute contributes only to the technical organization field.

On Researches and Documentation

Thanks to the researches undertaken by the teachers' committee, and the cooperation of a number of M.S.U.'s technicians, the Institute had the possibility to cooperate with ministerial departments to engage in researches and documentation activities on administrative, economic and financial questions such as in:

a) - The internal organizations either the ministerial departments propose the main aspects of problems to be studies, or the presidency after consulting various departments then setting up a list of problems classified in order of priority.

Professors and technicians of the Institute will gather information on the theoretical side of problems then cooperate with concerned organisms to find out an appropriated solution.

b) - Forms of cooperation: the Institute could:

- participate in the inter-ministerial commissions for studies and documentation,
- send professors and technicians to departments to cooperate with the concerned service's personnel to study aspects of problems and to find out a solution.
- cooperate with the Director General of Budget and Foreign Aid to set up a bureau called "Organisation and Methods".

- organise together with M.S.U.'s mission many visits to public organsines abroad.

The Institute lays stress on the necessity to make the most efficient use of the technical capacity of M.S.U. experts.

On the organisation and co-ordination

The Presidency approved the idea of removing the Institute's centre to a place located along the road going to Tan-See-Whit.

The American Aid and the National Budget will advance a 12,000,000$ credit for the construction of this new centre which will include a boarding-house for students.

Capable instructors will be promoted to professorship or lectureship. In addition, a certain number of students who had completed their courses at the Institute or at other universities will be sent abroad to receive further training so that once they return home they will be members of the teaching staff of the Institute.

Transportation means will be assured in order to organise on-the-spot visits for students. This is necessary for the application of the new program of education.

In short, after completing its organisation by 1953, the Institute will become a valuable centre to train high-ranking public servants, to serve as a liaison bureau where public servants' experiences on professional improvement and results of researches and documentation can be exchanged in order to set up an effective method of administration.