



**TOGETHER**  
*for a sustainable future*

## OCCASION

This publication has been made available to the public on the occasion of the 50<sup>th</sup> anniversary of the United Nations Industrial Development Organisation.



**TOGETHER**  
*for a sustainable future*

## DISCLAIMER

This document has been produced without formal United Nations editing. The designations employed and the presentation of the material in this document do not imply the expression of any opinion whatsoever on the part of the Secretariat of the United Nations Industrial Development Organization (UNIDO) concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries, or its economic system or degree of development. Designations such as “developed”, “industrialized” and “developing” are intended for statistical convenience and do not necessarily express a judgment about the stage reached by a particular country or area in the development process. Mention of firm names or commercial products does not constitute an endorsement by UNIDO.

## FAIR USE POLICY

Any part of this publication may be quoted and referenced for educational and research purposes without additional permission from UNIDO. However, those who make use of quoting and referencing this publication are requested to follow the Fair Use Policy of giving due credit to UNIDO.

## CONTACT

Please contact [publications@unido.org](mailto:publications@unido.org) for further information concerning UNIDO publications.

For more information about UNIDO, please visit us at [www.unido.org](http://www.unido.org)



D02488



Distr.  
LIMITED

ID/WG.61/3  
13 April 1970

ORIGINAL: ENGLISH

United Nations Industrial Development Organization

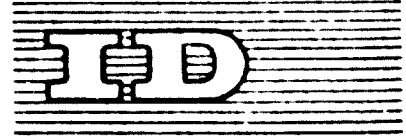
---

Seminar on the Organization and Administration  
of Industrial Services (for Asia and the Middle East)

Tashkent, USSR, 20 July - 4 August 1970

AIDE-MEMOIRE

Prepared by the Secretariat of UNIDO



Distr.  
LIMITED

ID/WG.61/3/Corr.1  
2 June 1970

ORIGINAL: ENGLISH

United Nations Industrial Development Organization

---

Seminar on the Organization and Administration  
of Industrial Services (for Asia and the Middle East)

Tashkent, USSR, 12 - 26 October 1970

AIDE-MEMOIRE

Prepared by the Secretariat of UNIDO

Corrigendum

Cover Page: Change date of meeting to read as follows:  
12 - 26 October 1970

Page 2, last line:

Delete 20 July - 4 August 1970

Substitute 12 - 26 October 1970

### Background and Objectives of the Seminar

A basic element for the rapid industrialization of developing countries is the ready availability of a number of needed services to industrial enterprises. These services include inter-alia, applied industrial research, standardization and quality control, industrial information, industrial promotion, industrial consulting, industrial legislation and licensing.

Since many enterprises in the developing countries do not have the capability of providing such services internally, special institutions are set up for this purpose either by the Government and/or by private industry. It is generally agreed that there is a definite need for further developing and strengthening such institutions in the developing countries.

The purpose of the Seminar is to discuss various aspects related to the provision of efficient services to industry in the developing countries, as well as to suggest practical measures for strengthening and improving these services.

### Provisional Agenda

The following are major items for discussion :

- a. Nature and Scope of Industrial Services
- b. Organizational aspects of Industrial Services
- c. Case studies of Institutions providing Industrial Services
- d. Bi-lateral and International Technical Assistance in the field of Industrial Services

### Date and Place

The Seminar will be held in Tashkent, Union of Soviet Socialist Republics, for a duration of two weeks, from 20 July - 4 August 1970.

### Organization

The Seminar will consider country papers prepared by the participants from developing countries and discussion papers prepared by the Secretariat, and by expert consultants as well as a number of background papers. These papers will be discussed by the participants at the Seminar and it is expected that this will lead to the adoption of appropriate recommendations.

The working languages will be English and Russian. Arrangements will be made for simultaneous interpretation.

### Participants

There will be approximately thirty-five participants from various developing countries in Asia and the Middle East. Expert consultants from various developed and developing countries, and staff members of UNIDO, ECAFE and UNESOB will also attend the meeting. In addition it is expected that some regional and national organizations concerned with the problems to be discussed at the Seminar, will send observers at their own expense.

Twenty-two countries will be invited to nominate up to four candidates. UNIDO will select one or two participants from each country, as appropriate. Candidates should be persons at the highest management level, such as Directors of departments in the Ministry of Industry or Economy, Directors of Industrial Research Institutes, Industrial Development Corporations, Industrial Consulting Organizations, high officials of Chambers of Industry. Participants will be regarded as attending the Seminar in their individual capacity and not as representatives of their respective Governments.

The participants selected will be expected to prepare a paper on their country's experience in the organization and administration of one or more of the industrial institutions indicated in item 6 of the provisional agenda. In addition, participants who so desire, may also submit a paper on any particular item of the agenda in which they consider themselves capable of making a significant contribution.

Financial Arrangements

UNIDO will bear the following costs with regard to the participants nominated by the Governments:

- (a) Round trip economy class air transportation between the airport of departure in the home country and the location of the Seminar in the U.S.S.R.
- (b) A daily official subsistence allowance (intended to cover expenses for hotel room, meals and incidental expenses) for the duration of the Seminar.

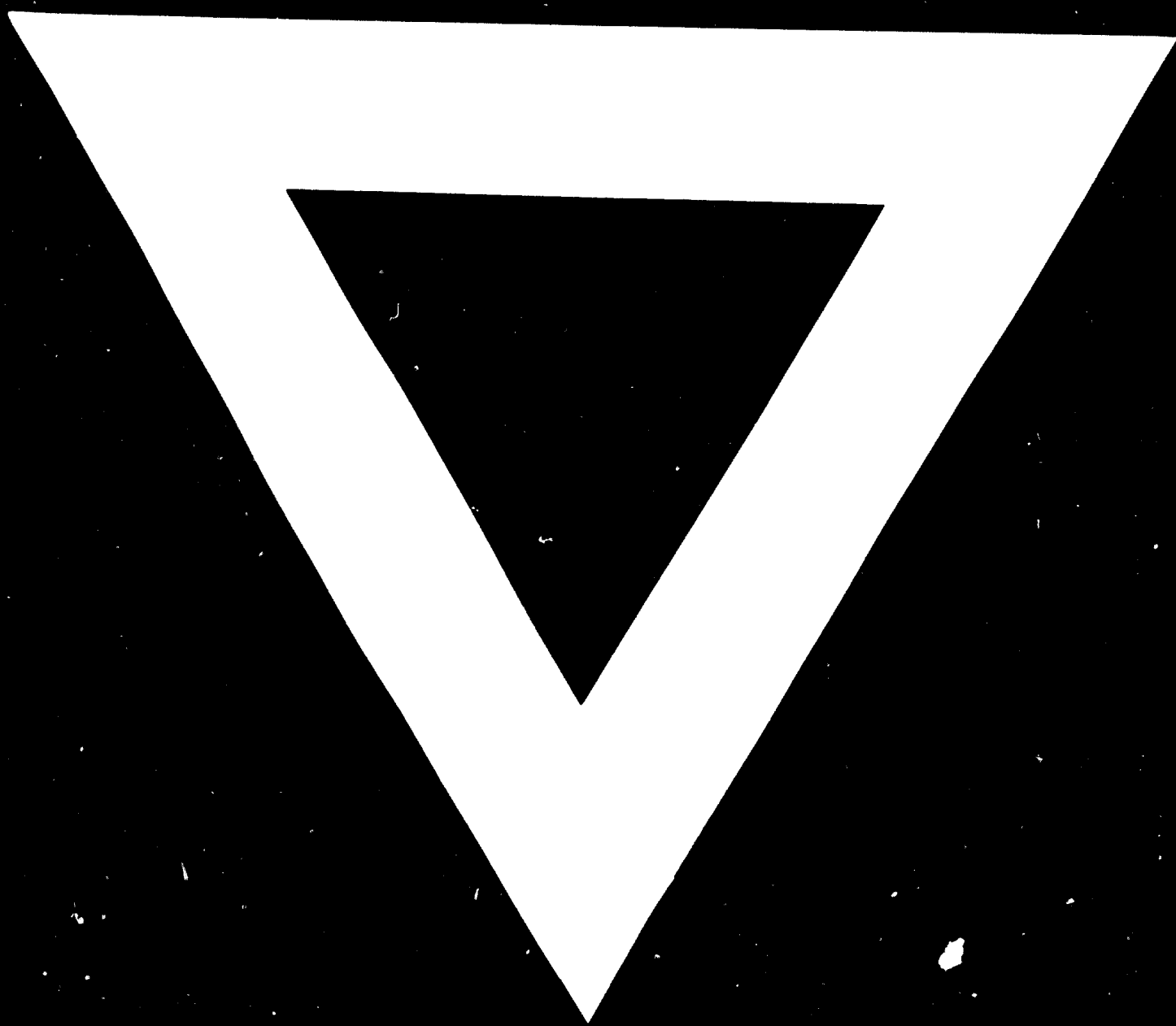
The participant's Government will be required to bear the following costs:

- (a) All expenses in the home country incidental to travel abroad, including expenditures for passports, required medical examinations, inoculations and other miscellaneous items and internal travel to the airport of departure in the home country.
- (b) Salary and related allowances for the participants during the period of the Seminar.

UNIDO will not assume responsibility for the following expenditures:

- (a) Travel and any other costs incurred by dependents who might accompany participants
- (b) Costs incurred by participants in respect of travel insurance, accident insurance, medical bills and hospitalization fees in connexion with their attending the Seminar
- (c) Compensation in the event of death or disability of the participant while attending the Seminar
- (d) Loss of, or damage to, personal property of the participant while attending the Seminar.





**26. 6. 72**