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for a sustainable future

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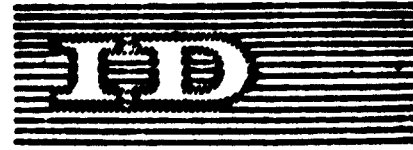
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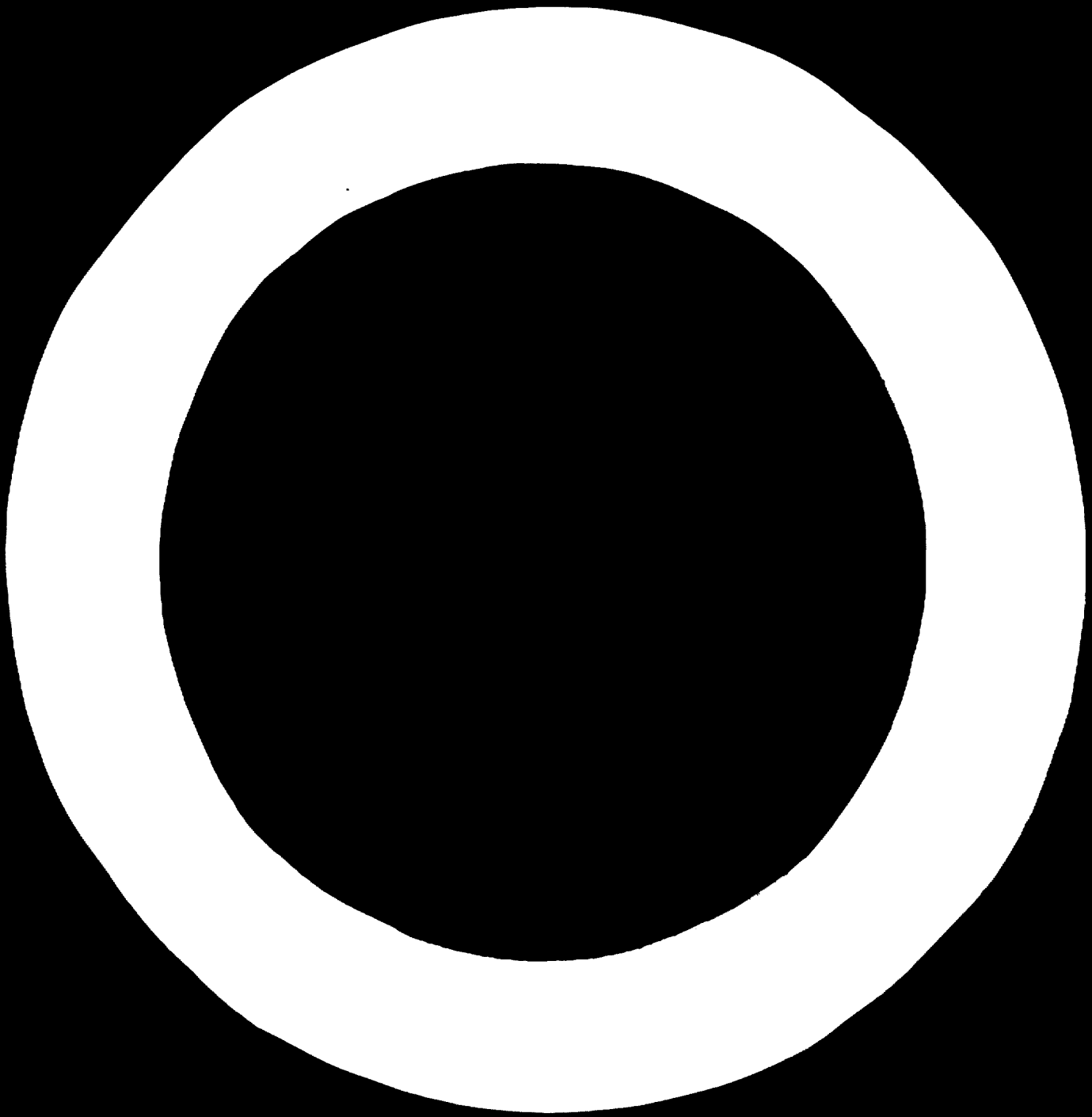
ORIGINAL: ENGLISH

Joint Meeting of the Government of Austria
and UNIDO to consider More Effective
Training in Industrial Administration
Vienna, Austria, 26 - 28 November 1971

PROVISIONAL AGENDA

id.71-8709

We regret that some of the pages in the microfiche copy of this report may not be up to the proper legibility standards, even though the best possible copy was used for preparing the master fiche.



Proposed Agenda for the Joint Meeting

The Joint Meeting may want to express considered opinions and make recommendations in the following major areas:

I. The Practicality of Improving the Implementation of Industrial Programmes through a Proposed Centre for Industrial Administration

- (1) General analysis of problems or deficiencies which may cause gaps between the planning and the implementation of industrial development programmes and projects;
- (2) Identification of those areas of deficiencies where training and related supporting activities e.g. consulting services for new techniques of administration, could help improve implementation and which are within the power of most governments to take action; and
- (3) Further identification of the general types of activities which governments may be willing to request of the proposed Centre.

II. Planning for the Proposed Centre

- (1) Estimate of the "population" which might make use of the activities of the proposed Centre, e.g. countries and individuals to be involved during initial years and for a continuing programme;
- (2) Identification of the types of individual from the industrializing countries who would gain the most from participation in the Centre's programme;
- (3) Determination whether a single programme could meet the most common needs of many developing countries; or whether, right from the beginning, programmes of different types would need to be established to satisfy differing needs of groups of countries;

.../...

- (4) Establishment of criteria for selectivity in grouping participants from different industrializing countries and at different levels of responsibility for specified programmes;
- (5) Consideration of the usefulness and practicability of including, as participants in the training courses, selected UNIDO and other United Nations staff members;
- (6) Consideration of the advisability of including governmental and industrial personnel from the industrialized countries in the proposed training programmes, either as participants or as observers.

III. Design of the Activities of the Proposed Centre

- (1) Formulate the essential features of:
 - (a) the design;
 - (b) the professional content; and
 - (c) the methodology;reflecting any innovations to be incorporated in the proposed training programme and other activities;
- (2) Review selected existing international and regional programmes in industrial administration taking into account their possible relation to the proposed new programme. In particular, the focus of attention could be directed to Austrian organizations engaged in comparable training activities; the programmes and plans of the United Nations Institute for Training and Research (UNITAR); the International Institute of Management at the Science Centre, Berlin; the new OECD assisted training centre in Milan; UN assisted regional institutes; etc.
- (3) Consideration of the advisability of undertaking studies and research in support of training programmes and/or to collect material for case studies; and whether such work could be undertaken at the new Centre or should be contracted out.

The Joint Meeting may only be able to suggest the general direction the design should take and then recommend that further action be taken to complete the design, e.g. studies, pilot training, consultations with governments, etc.

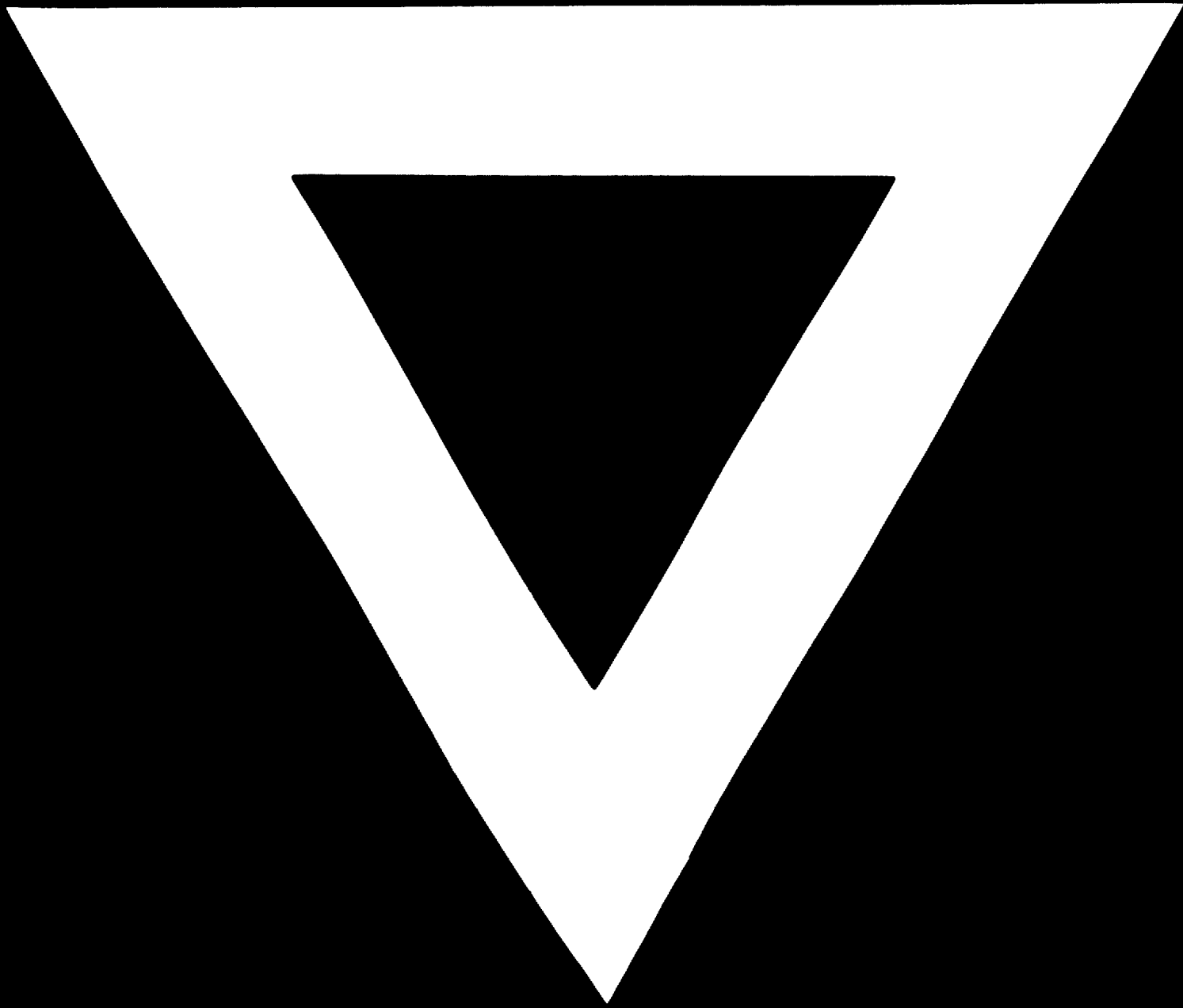
IV. Administration of the Proposed Centre

- (1) Method for providing policy guidance to the proposed Centre, initially and over the long term;
- (2) Proposed time table for accomplishing various phases of the programme, and determining the urgency of each phase;
- (3) Projection of financial requirements for implementing the proposed programme, indication the various phases and major components including staff requirements;
- (4) Recommendations for creating or mobilizing various sources for financing the programme both for the initial investment and for operating expenses;
- (5) Suggested actions to be taken:
 - (a) separately by the Government of Austria; UNIDO; and other organizations;
 - (b) jointly by the Austrian Government and UNIDO; and
 - (c) by any other international or national organisation(s).

In summary, the Agenda is concerned with establishing the:

- (1) practicality of accelerating industrial growth through improved industrial administration;
- (2) justification for a new centre in Vienna;
- (3) strategy for generating interest of developing nations in the proposed programme;
- (4) strategy for selectivity in participation, and determining follow-up required;
- (5) determining essential features of the training and other activities; and
- (6) plan for the administration and the financing of the Centre's programme and suggested responsibilities for programme implementation.





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