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List of United Nations and UNIDO Sales Publications,
Articles, Reports and Mimeographed Documents
on Small-scale Industry

EXTENSION SERVICES, TRAINING AND TECHNICAL FACILITIES
FOR SMALL-SCALE INDUSTRIES

id.75-6722

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

The following lists of United Nations and UNIDO Sales Publications, Articles, Reports and Mimeographed Documents on Small-scale Industry are also available:

UNIDO/ISID/45/Rev. 1	PROMOTION AND DEVELOPMENT OF SMALL-SCALE INDUSTRIES (GENERAL)
	A. Industrialization in Countries at Early Stages of Development
	B. Small-scale Industry Outside Metro- politan Areas/Rural Industrialization/ Regional Industrial Development
	C. Self-Help/Co-operatives/Mergers
UNIDO/ISID/45/Add. 2/Rev. 1	INDUSTRIAL ESTATES, INDUSTRIAL AREAS AND FREE ZONES
UNIDO/ISID/45/Add. 3/Rev. 1	FINANCING OF SMALL-SCALE INDUSTRIES
UNIDO/ISID/45/Add. 4/Rev. 1	MANAGEMENT OF SMALL-SCALE INDUSTRIES
UNIDO/ISID/45/Add. 5/Rev. 1	MARKETING OF SMALL INDUSTRY PRODUCTS
	A. Domestic Marketing
	B. Export Promotion
	C. Subcontracting
	D. Government Procurement Programmes
UNIDO/ISID/45/Add. 6/Rev. 1	PRODUCTION IMPROVEMENT IN SMALL-SCALE MANUFACTURING
	A. General (Size of Plant)
	B. Choice of Technology and Appropriate Technology
	C. Capital Intensity
	D. Quality Control
	E. Standardization
	F. Maintenance and Repair
	G. Model Schemes/Profiles/Plant Models

The publications, reports and documents listed relate not only to policies, programmes and measures directly concerned with the development of small-scale industry, but also to certain broader issues of financing, marketing, subcontracting, technological research, choice of technology, and other matters which have a bearing on the development of this sector. Studies on the broader aspects are included when directly relevant to the main subject matter of this list. In a few cases, reference is made to studies of more general scope.

The following list is arranged by main subjects and, under each heading, by date of publication or proposed publication.

For each document, the number of pages indicated is that of the English version.

EXTENSION SERVICES, TRAINING AND TECHNICAL FACILITIES FOR SMALL-SCALE INDUSTRIES

Printed Publications

<u>Sales No.:</u>	<u>Title:</u>	<u>Language:</u>
70.II.B.19	<u>Technical Services for Small-scale Industries</u> , United Nations sales publication, New York 1970, 257 pages.	E F S

This publication contains the "Report of the Inter-regional Symposium on Technical Services and Facilities for Small-scale Industries", held in Vedbaek, Denmark, 26 June - 8 July 1967 and selected papers presented to the Symposium.

The Report (Part I) contains a review and evaluation of technical services and facilities for small-scale industries in developing countries and findings and recommendations on their organization and operation. (This report is also available as a mimeographed document under United Nations symbols ID/CONF.2/19 Rev.1 and ID/WG.17/BP.6)

Part II of the publication contains:

"The Role of Industrial Extension Services in Small Industry Development Programmes", by UNIDO. The paper considers the relationship between industrial extension and financing, research, industrial estates and special incentive programmes, and underlines the need for co-ordinating the various measures of promotion and assistance to small-scale industries. (Also ID/CONF.2/3 and ID/WG.17/7)

The next four papers in the publication contain a description and a critical analysis of technical services and facilities provided to small-scale industries in India, Canada and Denmark, respectively. They present conclusions and recommendations applicable to various developing countries. The titles of the papers are: "Sponsorship, Organization and Financing of Technical Services in the Light of the Indian Experience", by P. C. Alexander (also ID/CONF.2/10 and ID/WG.17/8); "Operational Problems of Small Industry Service Institutes in the Light of the Indian Experience", by G. Sain (also ID/CONF.2/11 and ID/WG.17/9); "Technological Research and Industrial Extension in Canada", by R. E. McBurney (also ID/CONF.2/8); and "Technical Services and Facilities for Small-scale and Medium-sized Industries in Denmark". A summary of three papers by the Copenhagen and Jutland Technological Institutes, the Danish Textile Institute, M. Knudsen and E.J.A. Ohrt.

Sales No.:

Title:

Language:

Further papers included in the publication are:

(i) "Training of Small Industry Extension Workers", by Yao Kie Han. This document provides a conceptual framework for formulating training programmes for industrial extension workers and analyses career patterns, qualifications of workers and methods of training required. (Also ID/CONF.2/9)

(ii) "Technical Services and Facilities for Rural Industries", by the Food and Agriculture Organization (FAO), analyses the possibilities of setting up small-scale rural industries linked to the development of agriculture, fisheries and forestry, and the technical services required to promote such industries. (Also ID/CONF.2/16)

(iii) "Problems in the Application of Technical Assistance to Small-scale Industries in Developing Countries", by A. Neilson, discusses some of the problems that arise in providing technical advice to small-scale industries in developing countries, particularly the role and approach of the foreign expert, and the appropriate methods of industrial extension. (Also ID/CONF.2/5 and ID/WG.17/BP.3) (Reprints in Spanish under no. 73-7482)

(iv) "Conditions for Setting up and Operating Technical Services for Small-scale Industries on a Regional or Subregional Basis, in the Light of the Experience of the Central American Research Institute for Industry (ICAITI)", by Manuel Noriega Morales and Stefan Wittkowsky; it analyses the prerequisites for establishing regional or subregional centres for extending technical services to small-scale industry; and discusses the sponsorship, organization, financing and management of such centres. (Also ID/CONF.2/12 and ID/WG.17/BP.4)

(v) "UNIDO's Activities Relating to Technical Services and Facilities for Small-scale Industries", by UNIDO, (up-dated version) presents information on projects carried out in this field by this organization. Information is also given on the work in this area done by certain specialized agencies of the United Nations. (Also ID/CONF.2/13 and ID/WG.17/BP.5 earlier versions)

(vi) The Annex to this publication contains: "A Summary List of Technical Services and Facilities for Small-Scale Industries and Related Institutions", by UNIDO. (Also ID/CONF.2/2 and ID/WG.17/6)

Sales No.:

Title:

Language:

69.II.B.39
Vol. 14
(ID/40/14)

- Manpower for Industry, Monograph No.14, United Nations sales publication, New York 1966), 54 pages.

E F S R

This monograph is one of twenty-one monographs on industrial development, based on the proceedings of the International Symposium on Industrial Development, Athens, November - December 1967. Monograph No.14 discusses the programmes, objectives and problems in the education, training and use of manpower for industrial development. It reviews the sources of industrial skills, the measures and targets to improve the performance of industrial manpower, the administration and financing of industrial training schemes and the system of education and training in developing countries. Annex I outlines the areas in the field of industrial manpower development in which UNIDO is in a position to provide technical assistance.

E.73.II.B.5

- Information Units in Small Plants, United Nations sales publication, New York, 1973, 48 pages.

E F S

This publication describes what any small firm could do to set up an industrial information unit suited to its needs. Examples of operative systems appended by a list of national and international information sources and a bibliography of selected works dealing with the organization of information services and libraries.

To be published

- Common Service Facilities for Small-scale Industries

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This publication will contain four studies on common service facilities: the tool room and the testing and quality control laboratory; and facilities for small-scale leather, metal and rubber industries.

(i) The study on the "Tool Room and the Quality Control Laboratory" was prepared by the UNIDO Secretariat; it describes the functions, policies, procedures, methods, equipment and staff of these facilities, including economic and engineering data.

(ii) The study on "Leather", by S. Nagarajan, is almost entirely based on the experience of India, but most of its recommendations are applicable in other developing countries. It

Series No.:

Title:

Language:

described and provides guidance on the types of facilities relating to curing, tanning and finishing; processes, equipment and staff requirements; methods of operation, management and organizational problems; provision of training and demonstration, and product development.

(11) The study "Metal Finishing" by A. Lapsen, discusses welding and equipment requirements for electro-plating, allied wet processes and metal-grouping; costs, staff requirements, administrative procedures, operational problems and their solution and other aspects like testing, disposal, pollution and safety rules.

(12) The study on "Rubber", by A.V. Abraham, is based on the experience of India, but will be useful to small-scale industries in other developing countries. The paper describes the production of rubber, latex, smoked sheet and crepe; manufacture of rubber products; scabbled, dipped microcellular extruded moulded and foam rubber; the re-treading, recapping and repairing of tyres; marketing and financial assistance; design and testing; training, administration, organization and management.

EXTENSION SERVICES, TRAINING AND TECHNICAL FACILITIES FOR SMALL-SCALE INDUSTRIES

Articles published in the Industrialization and Productivity Bulletin

<u>Sales No.:</u>	<u>Title:</u>	<u>Language:</u>
63.II.B.1	<p>Training for Industrial Production of Prototype Machinery, by A. D. Bohra, (<u>Bulletin No. 6</u>, United Nations, New York, 1963), 10 pages.</p> <p>An article on a new type of institution established in India - the Prototype Production and Training Centres - whose purpose is to transfer and adapt machine-building technologies developed in the advanced countries for manufacture and use of the machines by Indian small-scale industries. This is done by constructing equipment prototypes and by training managers and workers to produce this equipment on commercial lines. (This article is also available as a reprint under United Nations symbol ID/CO.P.2/B.4).</p>	E F S
69.II.B.12	<p>Skill Requirements for Industrialization, by ILO (<u>Bulletin No. 14</u>, United Nations, New York, 1969) 16 pages. See also: "Skill Requirements for Manufacturing Industries, by Manuel Zymelman in <u>Bulletin No. 12</u> (United Nations, New York, 1963, Sales No. 68.II.B.3), 22 pages.</p> <p>While both articles are concerned with skill requirements in industry in general, some of the conclusions may be relevant to small industry development.</p>	E F S

EXTENSION SERVICES, TRAINING AND TECHNICAL FACILITIES FOR SMALL-SCALE INDUSTRIES

Mixed in kind documents

Symbols:

Title:

Language:

The following document was originally prepared for the Joint Seminar of UNIDO and CAERIA on the Organization and Administration of Industrial Services in Africa, Tangiers, 24 - 30 August 1967. It was submitted, later on, to the Interregional Symposium on Technical Services and Facilities for Small-scale Industries, Vedbaek, Denmark, 26 June - 8 July 1967 and to the Meeting on the Development of Small-scale Industries in the Arab Countries of the Middle East, Beirut, Lebanon, 11 - 16 November 1968:

- ID/WG.1/EP.1 - Industrial Extension Services for Small-scale Industries, by P. C. Alexander, 24 pages. E F S
(ID/CONF.2(SR.))
(ID/WG.17/11)

The following documents were prepared for the International Symposium on Industrial Development, Athens, 29 November - 20 December 1967:

- ID/CONF.1/R.19 - Training for Small Manufacturing Enterprises in Developing Countries, by ILO, 23 May 1967, 30 pages. E
- ID/CONF.1/G.75 - Vocational Training and Education for Small- and Multi-size Enterprises, by the Government of Israel, 14 July 1967, 7 pages. E

The following documents were originally prepared for the Interregional Symposium on Technical Services and Facilities for Small-scale Industries, Vedbaek, Denmark, 26 June - 8 July 1967, some of them were submitted, later on, to the Meeting on the Development of Small-scale Industries in the Arab Countries of the Middle East, Beirut, Lebanon, 11 - 16 November 1968:

- ID/CONF.2/2 - A Summary List of Technical Services and Facilities for Small-scale Industries and Related Institutions, by UNIDO, 9 pages. E F
(ID/WG.17/6)
- ID/CONF.2/2,Add.1- Summary E F S

* This document is incorporated in the U.N. sales publication entitled Technical Services for Small-scale Industries (Sales No. 70.II.B.19)

<u>Symbol:</u>	<u>Title:</u>	<u>Language:</u>
ID/CONF.2/3 (ID/WG.17/7)	- The Role of Industrial Extension Services in Small Industry Development Programmes, by UNIDO, 8 pages.	E
ID/CONF.2/3, Add.1	- Summary	E F S
ID/CONF.2/4	- Short Background of the Origin of the Danish Technological Institute and Danish Handicraft and Industry - General description of existing services in Danish Technological Institutes, by the Technological Institute, Copenhagen, the Jutland Technological Institute of Aarhus and the Danish Textile Institute, in collaboration. 16 June 1967, 14 pages.	E F S
ID/CONF.2/5 (ID/WG.17/BP.3)	- Problems in the Application of Technical Assistance to Small-scale Industries in Developing Countries, by A. Neilson, 25 pages. * (Reprint in Spanish under no. 73-7482)	E S
and Add. 1	- Summary	E F S
ID/CONF.2/6	- Advisory Services in Management - Recent and Present Trends in the Development of a Body of Industrial Consultants attached to Industrial Organizations in Denmark, by Erik J. A. Ohrt, 1967, 26 pages.	E
and Add. 1	- Summary	E F S
ID/CONF.2/7	- Technological Institute's Wood Department - An Example of Co-operation with a Specific Branch, by Morten Knudsen, 17 April 1967, 22 pages.	E
and Add. 1	- Summary	E F S
ID/CONF.2/8	- Technological Research and Industrial Extension in Canada, by R. E. McBurney, 8 May 1967, 34 pages. *	E
and Add. 1	- Summary	E F S
ID/CONF.2/9	- Training for Small Industry Extension Workers, by Yap Kie Han, 25 May 1967, 26 pages. *	E
and Add. 1	- Summary	E F S
ID/CONF.2/10 (ID/WG.17/8)	- Sponsorship, Organization and Financing of Technical Services and Facilities in the Light of Indian Experience, by P. C. Alexander, 41 pages. *	E
and Add. 1	- Summary	E F S
ID/CONF.2/11 (ID/WG.17/9)	- Operational Problems of Small Industry Service Institutes in the Light of Indian Experience, by G. Sain, 53 pages. *	E
and Add. 1	- Summary	E F S

* This document is incorporated in the U.N. sales publications entitled Technical Services for Small-scale Industries (Sales No. 70.II.B.19).

Symbol:	Title:	Language:
ID/CONF.2/12 (ID/II.17/BP.4)	- Conditions for Setting up and Operating Technical Services for Small-scale Industries on a Regional or Sub-regional Basis, in the Light of the Experience of ICATSI, by Manuel Nepie a Morales and Steffen Wittkowski, 37 pages. ^{*/}	E
and Add. 1	- Summary	E F S
ID/CONF.2/13 (ID/II.17/BP.5)	- United Nations Activities Relating to Technical Services and Facilities for Small-scale Industries, by UNIDO, 44 pages. (This document is incorporated in an updated version - in the U.N. sales publication entitled <u>Technical Services for Small-scale Industries</u> (Sales No.70.00.B.19)).	E
and Add. 1	- Summary	E F S
ID/CONF.2/14	- Research and Extension for Small-scale Industries in India: The Role of the Council of Scientific and Industrial Research, by Baldev Singh, J. C. Srivastava and H. C. Chatterjee, 21 June 1967, 23 pages.	E
ID/CONF.2/15	- The Development of Indigenous Small-scale Entrepreneurs in Africa, by Keith Marsden, 25 June 1967, 13 pages.	E
ID/CONF.2/15	- Technical Services and Facilities for Rural Industries, by UNO, 5 June 1967, 24 pages. ^{*/}	E
and Add. 1	- Summary	E F S
ID/CONF.2/17	- Promotion of Entrepreneurship: An Introductory Talk, by K. L. Nandipati, 8 pages.	E
ID/CONF.2/18	- Summary of the Development Conditions for the Small- and Medium-sized Enterprises and their Harmonious Integration in the Market Economy, by Robert Holtz, 5 pages.	E
ID/CONF.2/19 Rev.1 (ID/II.17/BP.6)	- Report of the Interregional Symposium on Technical Services and Facilities for Small-scale Industries, August 1968, 59 pages. ^{*/}	E F
ID/CONF.2/BP.2 (ID/II.1/BP.2) (ID/II.17/10)	- Stimulation of Entrepreneurship and Assistance to Small Industrialists at the Pre-Investment Stage, by UNIDO, 44 pages.	E F S
ID/CONF.2/BP.3	- Industrial Extension Services for Small-scale Industries, by P. C. Alexander, April 1967, 24 pages.	E

^{*/} This document is incorporated in the U.N. sales publication entitled Technical Services for Small-scale Industries (Sales No. 70.II.B.19).

<u>Symbol:</u>	<u>Title:</u>	<u>Language:</u>
ID/CONF.2/BP.4	- Training for Industrial Production of Prototype Machinery, by A. D. Bohra, 1973, 10 pages. (A reprint from I + D. Bulletin No. 6 (Sales No. 63. II.B.II).)	E
ID/CONF.2/BP.5 (ID/WG.1/BP.3) (ID/WG.17/12)	- Services and Facilities for Small-scale Industries in Industrial Estates, by A. D. Bohra, 17 pages.	E F

The following document was originally prepared for the Meeting on the Development of Small-scale Industries in the Arab Countries of the Middle East, Beirut, Lebanon, 11 - 15 November 1968. It was submitted, later on, to the Meeting on Financing of Small-scale Industry in Latin America, Buenos Aires, 23 - 28 November 1970:

ID/WG.17/14 (ID/WG.65/3)	- Extension Service and Development Finance for Small Industry: an International Comparative Analysis, by M. C. Shetty, August 1968, 45 pages.	E F S
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The following document was prepared for the Meeting on the Development of Small-scale Industries in the Arab Countries of the Middle East, Beirut, Lebanon, 11 - 15 November 1968:

ID/WG.17/18	- Institutions for Providing Technical Services for Small Industry, by ILO, October 1968, 15 pages.	E
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The following documents were prepared for the Training Workshop on Extension Services for Small-scale Industry in the West African Subregion, Dakar, Senegal, 25 May - 4 June 1970 and some of them were submitted to the Training Workshop on Extension Services for Small-scale Industry in the East African Sub-region, Kampala, Uganda, 8 - 18 June 1970:

ID/WG.53/2 - ID/WG.54/2	- Services for Small-scale Industry in West Africa, by Benjamin F. Spiro, 23 January 1970, 86 pages.	E F
ID/WG.53/3	- Country Statement, Republic of Ghana (Extension Services), by R. Quist-Arcton, 4 May 1970, 8 pages.	E F
ID/WG.53/7 - ID/WG.54/9	- UNIDO's Activities Relating to Technical Services and Facilities for Small-scale Industries, by UNIDO, 7 May 1970, 43 pages.	E F
ID/WG.53/8	- Sierra Leone's Experience, Plans or Intentions in the Field of Small-scale Industry and Industrial Extension Services, by Mohamed As-Adu, Tunis, 21 May 1970, 8 pages.	E

Language:

Symbol:

Title:

The following documents were prepared for the Training Workshop on Extension Services for Small-scale Industry in the East African Sub-region, Kampala, Uganda, 7 - 10 June 1970:

- ID/WG.54/4
+ Corr. 1 - Problems and Possibilities of Small-scale Industry Extension and Development Finance with Special Reference to the Situation in East Africa, by Frans G. Hahn, 27 April 1970, 12 pages. E
- ID/WG.54/6 - Small-scale Industry and Extension Services in the Sudan, by Abdullah Ahmed Mustafa, 25 April 1970, 4 pages. E
- ID/WG.54/8 - Small-scale Industries and Industrial Extension Services in Tanzania, by Wilfred Murray Nshau, 3 May 1970, 5 pages. E
- ID/WG.54/11 - Small-scale Industry. An Account of Tanzania's Experience, Plans and Intentions in the Field of Small-scale Industry and Extension Services, by S. A. Malhi, 29 May 1970, 9 pages. E

The following documents were prepared for the Meeting on Promotion of Small Industries in the RCD Countries, Teheran, Iran, 11 - 17 April 1971:

- ID/WG.93/3 - Industrial Extension Service (Iran), by Hamid Akhavan, 10 April 1971, 5 pages. E
- ID/WG.93/8 - Training of Entrepreneurs and Extension Service Officers, (Iran), by Fereydoon Moezzi Moghaddan, 10 April 1971, 5 pages. E
- ID/WG.93/19 - A Note on Institutions and Facilities for the Development of Small Industries in West Pakistan, by Syed Asif Shah, 12 April 1971, 9 pages. E

The following documents were prepared after the Training Workshop in Industrial Free Zones as Incentives to Promote Export-Oriented Industries, Shannon International Free Airport, Republic of Ireland, 5 - 16 March 1972:

- ID/WG.112/23 - Labour Recruitment, Training and Industrial Relations and the Place of Advisory Services, by Tom Sheedy, 10 July 1972, 4 pages. E
- ID/WG.112/36 - Training, by S. Barron, 14 July 1972, 8 pages. E
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Symbol: Title: Language:

The following document was prepared for the Seminar on Industrial Information for the ECA Region, Addis Ababa, 17 - 26 April 1972:

- ID/WG.119/5 - Institutions for the Transfer of Technology, by the Geneva Branch, United Nations Office for Science and Technology, 17 March 1972, 19 pages. E

The following document was prepared for the Expert Group Meeting on Domestic Marketing of Small Industry Products in Developing Countries, Dublin, Ireland, 29 May - 3 June 1972:

- ID/WG.124/22 - Training Needs for a Consumer Oriented Industrial Management Programme, by H. Beekkerk van Ruth, June 1972, 13 pages. E

The following documents were prepared for the Seminar on Financial Assistance and Extension Services for the Promotion of Small-scale Industries in the Caribbean Area, 3 - 8 December 1973, Bridgetown, Barbados:

- ID/WG.167/5 - Integrated Programme of Financial Assistance and Technical Advisory Services to Small Business, by R. J. Bowen-Ashwin, 15 October 1973, 15 pages. E
- ID/WG.167/6 - The Potential of Small Industry and Experiences in Setting Up Industrial Liaison and Extension Services in Trinidad and Tobago, by K.V.S. Murthi, 18 October 1973, 20 pages. E
- ID/WG.167/9 - Report of the Seminar on Financial Assistance and Extension Services for the Promotion of Small-scale Industries in the Caribbean Area, 31 July 1974, 24 pages. E

The following document was prepared for the Training Workshop and Study Tour on Small-scale Industry in the Least Developed Countries of Asia, the Far East, and the Middle East, Nepal and India, 1 - 23 April 1974:

- ID/WG.174/20 - Organization and Working Methods of an Industrial Extension Service Centre: Recruitment and Training of Extension Officers, by Ganesh Bahadur Thapa, April 1974, 11 pages. E
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Serial: Title Language:

The following report was prepared for the
JICA/ITIDW/ICIA Meeting on Special Problems
and Recommendations for Industrial Development of
Least Developed Countries of the Middle East, Beirut,
Libanon, 2 - 12 November 1974:

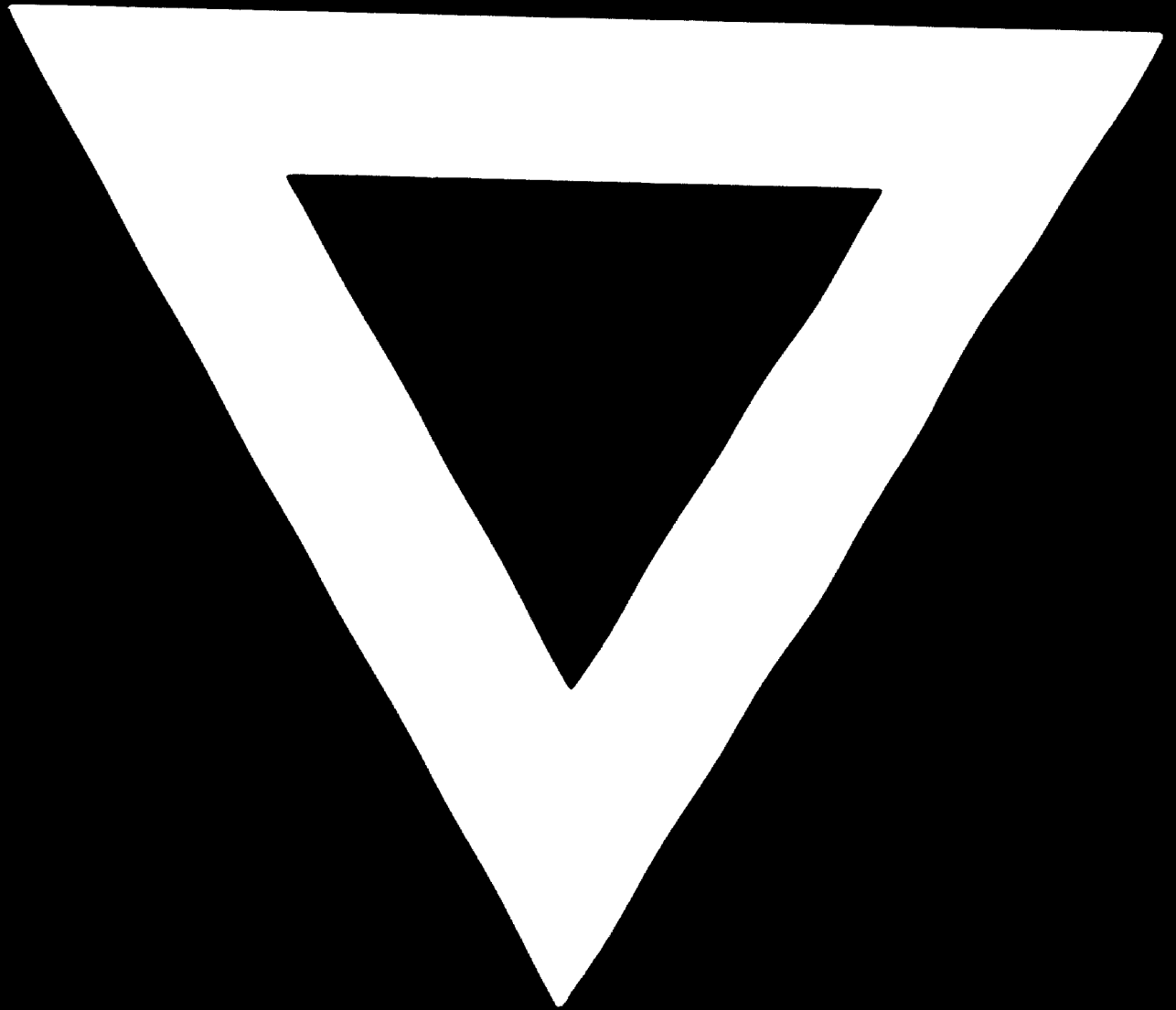
ID/17.207/ - Services for Least Developed Arab Countries,
JICA/ITIDW/ICIA Meeting, 22 October 1974,
Beirut.

JICA/ITIDW/ICIA - Analysis of Conditions of the Industry,
by John G. Lewis, JICA/ITIDW/ICIA Meeting,
12 February 1975, Beirut.

The following report was prepared for the
Joint Training Programme on Extension Services
for Small-scale Industries in East African
Countries, Nairobi, Kenya, 12 - 24 May 1975:

ID/17.207/ - Extension Services for Promotion of Small
Industry, Nairobi, Kenya, 30 April 1975,
Nairobi.





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