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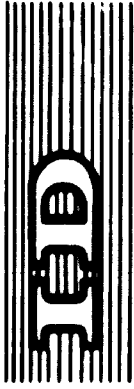
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UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION

Guide to Training Opportunities for Industrial Development

Aperçu des moyens de formation
pour le développement industriel

Repertorio de Oportunidades de Capacitación
para el Desarrollo Industrial

Training Section — Industrial Operations Division
UNIDO
P.O. Box 707, A-1011 Vienna, Austria

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PREFACE

This compilation of industrial training opportunities for personnel from developing countries is the revised seventh edition of a UNIDO publication that first appeared in 1972. It is based on the replies to a questionnaire soliciting information about training facilities which was sent to Governments, organizations and other bodies concerned with industrial training. In order to reduce the size of the seventh edition, entries listed in earlier issues have been deleted except where specific requests were made to include them. Likewise, entries on courses given by the same organization have been condensed. As a result, the current edition is smaller than the previous ones but contains considerably more information. Its approximately 500 entries cover more than 1,400 training courses.

It has been noted in previous editions that the number and variety of training facilities offered is constantly increasing. This increase is indicative of the attractiveness and benefit to personnel from developing countries of receiving training in circumstances that are similar to those in their home countries. Moreover, greater use of the facilities in developing countries helps to mitigate the difficulties that sometimes arise in arranging suitable training programmes in industrialized countries, where facilities are often trained. It is further evidence of the growing importance of technical co-operation among developing countries.

The Guide is divided into three sections: (1) training opportunities organized and offered by UNIDO; (2) training opportunities other than those listed under (1), classified according to industrial branches and industrial functions, excepting short-term courses of less than 16 days' duration; (3) other courses that may be of interest as part of longer, more comprehensive training programmes. The training opportunities listed are suitable mainly for technical, managerial and administrative individuals, including entrepreneurs, at the level of engineers and above, from the various fields of industry and industrial development. With a few exceptions, courses in the regular curricula of universities or similar institutions are not included, nor is information on ad hoc training in industry or elsewhere.

Section (1) follows chronological order, while the entries in sections (2) and (3) are listed by country in English alphabetical order.

UNIDO is not in a position to give further details on courses offered by other institutions. Readers desiring more information are asked to contact the institutions directly, using the mailing address given in each entry.

The training opportunities listed in the Guide are not limited to holders of United Nations fellowships. Any qualified individual from a developing country who has not applied for or won a United Nations fellowship may apply for a course or be nominated to attend. Such applications and nominations may go direct to the organizer of the course. Applicants for United Nations fellowships, however, must be nominated by their Governments, and the nominations must be sent through United Nations Development Programme (UNDP) channels to the respective United Nations executing agency. Further information on UNIDO training activities is available from the UNIDO Industrial Training Offer Programme.

Information on training facilities in a wide range of subjects may be requested from the secretariats of the Economic Commission for Africa (ECA), the Economic and Social Commission for Asia and the Pacific (ESCAP), the United Nations Office at Geneva, the International Labour Organisation (ILO), the International Centre for Advanced Technical and Vocational Training in Turin, Italy, and the United Nations Educational, Scientific and Cultural Organization (UNESCO).

It is hoped that this publication will continue to benefit all those in developing countries who are in need of industrial training. The eighth edition of the Guide is scheduled to appear in late 1979 and will cover courses to be offered in 1980, and, to the extent possible, in 1981.

PREFACE

Le présent répertoire des possibilités de formation industrielle offertes aux cadres de pays en développement est la septième édition, mise à jour, d'un document de l'ONUUDI publié pour la première fois en 1972. Il a été établi d'après les renseignements fournis par un certain nombre de gouvernements, d'organisations et d'institutions s'occupant de formation industrielle en réponse à un questionnaire sur les possibilités de formation qu'ils offraient. Afin de condenser la septième édition, les rubriques qui figuraient déjà dans les éditions précédentes ont été supprimées, sauf lorsqu'il avait été demandé expressément de les citer à nouveau. De la même manière, les rubriques concernant les stages mis sur pied par une même organisation ont été abrégées. En conséquence, la présente édition, moins volumineuse que les précédentes, contient néanmoins beaucoup plus d'informations. Les quelque 500 rubriques qu'elle comporte concernent plus de 1 400 stages de formation.

Comme on l'avait déjà signalé dans les éditions précédentes, le nombre et la variété des possibilités de formation offertes vont croissant, ce qui témoigne de l'intérêt et de l'avantage qu'ont les ressortissants des pays en développement à recevoir une formation dans des conditions proches de celles de leur pays d'origine. En outre, le recours accru aux moyens dont disposent les pays en développement contribue à atténuer les difficultés que soulève parfois l'organisation de stages de formation appropriés dans les pays industrialisés, où les services compétents ne sont souvent plus en mesure d'accepter un surcroît de travail en ce domaine. C'est là une preuve supplémentaire de l'importance croissante de la coopération technique entre pays en développement.

Le présent répertoire comprend trois parties: 1) possibilités de formation offertes par l'ONUUDI elle-même; 2) autres possibilités de formation classées suivant les branches et les fonctions industrielles, à l'exception des stages de courte durée (moins de 16 jours); 3) stages qui n'entrent pas dans les catégories précitées et stages de courte durée qui peuvent utilement s'insérer dans des programmes de formation plus longs et plus vastes. Les possibilités de formation énumérées sont destinées, au premier chef, aux cadres techniques et administratifs (ingénieurs et personnel de rang supérieur) et aux chefs d'entreprise des divers secteurs industriels, ainsi qu'aux spécialistes du développement industriel. A quelques exceptions près, les matières figurant ordinairement au programme des universités et des établissements similaires n'ont pas été retenues, non plus que les renseignements concernant des programmes spéciaux de formation organisés notamment dans l'industrie.

Pour la section 1, on a adopté l'ordre chronologique, tandis que dans les sections 2 et 3, les possibilités de formation énumérées sont classées dans l'ordre alphabétique anglais des pays hôtes.

Pour obtenir de plus amples renseignements sur les stages autres que ceux organisés par l'ONUUDI elle-même, on se mettra en rapport directement avec les institutions intéressées; leurs adresses figurent dans les rubriques consacrées aux stages qu'elles organisent.

Les moyens de formation indiqués ne sont pas réservés exclusivement aux titulaires de bourses des Nations Unies. A condition de réunir les qualifications requises, tout ressortissant d'un pays en développement peut demander à participer à l'un de ces stages ou à être désigné pour y participer. Dans le cas des personnes n'ayant pas sollicité ou obtenu une bourse des Nations Unies, les demandes ou les candidatures peuvent être présentées directement à l'organisateur du stage considéré. Les candidats à des bourses des Nations Unies doivent être désignés par leurs gouvernements et leurs dossiers doivent être soumis, par l'intermédiaire du Programme des Nations Unies pour le développement (PNUD), aux organismes des Nations Unies qui organisent les stages. Pour tous renseignements complémentaires sur les activités de formation de l'ONUUDI, prière de s'adresser au Programme de formation industrielle de l'ONUUDI.

Des renseignements sur les possibilités de formation dans de nombreux domaines peuvent être obtenus auprès du secrétariat de la Commission économique pour l'Afrique (CEA), de la Commission économique et sociale pour l'Asie et le Pacifique (CESAP), de la Commission économique pour l'Europe (CEE), de l'Office des Nations Unies à Genève, de l'Organisation internationale du Travail (OIT), du Centre international de perfectionnement professionnel et technique de Turin (Italie), et de l'Organisation des Nations Unies pour l'éducation, la science et la culture (UNESCO).

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L'ONUUDI espère que la présente publication sera aussi utile que les précédentes à tous ceux qui, dans les pays en développement, ont besoin d'une formation industrielle. La huitième édition du répertoire qu'il est prévu de publier à la fin de 1979, indiquera les possibilités de formation offertes pour l'année 1980 et, dans la mesure du possible, pour l'année 1981.

PREFACIO

La presente compilación de oportunidades de capacitación industrial para personal de países en desarrollo constituye la séptima edición revisada de una publicación de la ONUUDI que apareció por vez primera en 1972. Está basada en las respuestas a un cuestionario enviado a gobiernos, organizaciones y otras entidades que se ocupan de capacitación industrial, solicitando información sobre servicios e instalaciones para este objeto.

A fin de reducir las dimensiones de esta séptima edición, se han suprimido las entradas que figuraban en ediciones anteriores, salvo en los casos en que se ha solicitado específicamente su inclusión. Asimismo, se han condensado las correspondientes a cursos impartidos por la misma organización. Como resultado de ello, la presente edición es más reducida que las anteriores aunque contiene mucha más información. Sus entradas, que son aproximadamente 500, abarcan más de 1.400 cursos de capacitación.

En ediciones anteriores se ha señalado que aumenta sin cesar el número y variedad de los servicios de capacitación ofrecidos. Este aumento denota el atractivo y los beneficios que presenta para personal de países en desarrollo el recibir capacitación en condiciones similares a las del propio país. Además, el recurrir en mayor medida a los servicios de esta índole radicados en los países en desarrollo contribuye a aliviar las dificultades que a veces entraña la organización de cursos de capacitación adecuados en los países industrializados, cuyos servicios están ya excesivamente recargados. Esto es una demostración más de la creciente importancia que reviste la cooperación técnica entre países en desarrollo.

El Repertorio está dividido en tres secciones: 1) oportunidades de capacitación organizadas y ofrecidas por la ONUUDI; 2) oportunidades de capacitación distintas de las enumeradas en la sección 1), clasificadas por ramas y funciones industriales, exceptuados los cursos cortos de menos de 16 días; 3) otros cursos que puedan ofrecer interés como componentes de programas de capacitación de contenido más amplio y de mayor duración. Las oportunidades de capacitación aquí compiladas resultan adecuadas, primordialmente, para personal técnico, directivo y administrativo de categoría equivalente o superior a la de un ingeniero, incluidos los empresarios, de los diversos campos de la industria y el desarrollo industrial. Con escasas excepciones, no se han incluido cursos que formen parte de los planes de estudios ordinarios de las universidades o instituciones similares, como tampoco la información respecto a programas especiales de capacitación en la industria u otros medios.

En la sección 1) se sigue el orden cronológico, mientras que, en las secciones 2) y 3), las entradas se presentan en el orden alfabético inglés de los países en que se ofrece la capacitación.

A la ONUUDI no le es posible dar más detalles sobre los cursos que ofrecen otras instituciones. Se ruega a los lectores que deseen información adicional al respecto que se dirijan directamente a esas instituciones, cuyas direcciones figuran junto a cada entrada.

Las oportunidades de capacitación compiladas en el Repertorio no se ofrecen sólo a becarios de las Naciones Unidas. Cualquier persona calificada de un país en desarrollo, que no haya solicitado u obtenido una beca de las Naciones Unidas, puede solicitar su admisión o ser presentada como candidato a participar en uno de estos cursos. Estas solicitudes o candidaturas pueden dirigirse directamente al organizador del curso. En cambio, las candidaturas a becas de las Naciones Unidas deben ser presentadas por los respectivos gobiernos, por conducto del Programa de las Naciones Unidas para el Desarrollo (PNUD), al organismo de ejecución correspondiente del sistema de las Naciones Unidas. Mayores informaciones sobre las actividades de capacitación de la ONUUDI se pueden obtener del Programa de Ofertas de Capacitación Industrial, de la ONUUDI.

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Puede solicitarse información sobre servicios de capacitación, en un amplio espectro de materias, a las secretarías de la Comisión Económica para África (CEPA), la Comisión Económica y Social para Asia y el Pacífico (CESPAP), la Oficina de las Naciones Unidas en Ginebra, la Organización Internacional del Trabajo (OIT), el Centro Internacional de Perfeccionamiento Profesional y Técnico, de Turín (Italia) y la Organización de las Naciones Unidas para la Educación, la Ciencia y la Cultura (UNESCO).

Se espera que esta publicación siga beneficiando a todas aquellas personas de los países en desarrollo que requieran capacitación en la esfera industrial. La publicación de la octava edición de este Repertorio está prevista para finales de 1979; comprenderá los cursos que se ofrecerán en 1980 y, en la medida de lo posible, en 1981.

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TRAINING OPPORTUNITIES OFFERED BY UNIDO

UNIDO group training programmes

UNIDO organizes group training programmes for technical and managerial personnel in industry and industrial institutions in developing countries, in co-operation with Governments, firms and organizations having specialized knowledge and experience in a particular field. Two kinds of training are offered: in-plant group training programmes, which last from two to five months, and seminars and other group training programmes, lasting from five to six weeks.

The objectives of the in-plant group training programmes are to furnish the participants with intensive practical experience in a relatively short time and to upgrade their theoretical knowledge. The programmes are monitored by experts and usually include four elements: a theoretical introduction, studies, actual in-plant training, and study tours. At the end of each programme, an evaluation session is held, during which the participants assess the value of what they have learned in the light of conditions in their home countries. The seminars and other group training have the same objectives; they offer theoretical instruction and, to the extent feasible, practical studies.

A number of the UNIDO group training programmes are listed below. Some are conducted annually, others on an ad hoc basis. They are all organized subject to the availability of funds and suitable host facilities. Most of the programmes are interregional in interest and participation, but some are limited to certain geographical areas.

Formal applications for participation should be submitted to UNIDO through appropriate government channels and UNDP resident representatives only after the official invitation requesting nomination of candidates has been received. Thereafter, however, Governments are asked to notify UNIDO as early as possible of their interest in participating.

The general requirements for admission are an academic degree or equivalent and several years of practical experience in the particular field.

Further information may be obtained from: The Training Section, IOD
United Nations Industrial Development Organization
P.O. Box 707, A-1011 Vienna, Austria

<u>Field of study</u>	<u>General description</u>	<u>Venue</u>	<u>Duration</u>	<u>Commencing</u>	<u>Language</u>
Quality improvement of industrial products	Modern developments of quality improvement of industrial products, standardization at international, national and plant level, quality control and assurance, product design and improvement, packaging. In-plant training in selected mechanical, electrical and metalworking plants and study tours.	Association for Overseas Technical Scholarship Tokyo, Japan	7 weeks	January	English

Field of study	General description	Venue	Duration	Commencing	Language
Application of dyes & chemicals to textiles	<p>a. Pretreatment, dyeing and finishing of cellulosic fibres, synthetic fibres and blends;</p> <p>b. Pretreatment, printing and finishing of cellulosic fibres, synthetic fibres.</p>	Ciba-Geigy Ltd. Sandoz AG. Basel, Switzerland	3 months	January	French
Iron and steel industry	Theory in technological process of equipment, economic planning, management, maintenance. In-plant training in foundry, blast furnace, sintering plant, open hearth plant, rolling mills, refractory maintenance.	Zaporo-Steel Zaporozhye Ukrainian Soviet Socialist Republics	5 months 3 months	February September	English English
Documentation and industrial information	Function of industrial information in industrial development, retrieval systems and its practical application, classification systems, information systems for industry. Practical training in industrial information and documentation and study visits to specialized institutes providing information services to industry.	VINITI All Union Institute for Scientific and Technical Information Moscow Union of Soviet Socialist Republics	2 months	March	English or French or Spanish
Pulp and paper	Pulp and paper industry processes and modern methods and equipment related to maintenance, instrumentation, environment, plant layout, long range planning, industrial management. In-plant training in wood handling, mechanical, high yield, sulphate, sulphate pulps, newsprint, kraft paper, cardboard and coated paper plants, pulp and paper machinery, equipment manufacturing plants, pulp and paper research and testing laboratories.	Sveriges Skogsindustri- förbund (SSIF), Markaryd Sweden	3 months	March	English
Fertilizer industry	Technology and planning of mineral fertilizer production. Raw material, present development prospects of world production of mineral fertilizers. Key processes and operations and their economic evaluation. Scientific research work on fertilizer production with in-plant training in nitrogen fertilizer or phosphate fertilizer plants.	Ministry of Chemical Industry Moscow Union of Soviet Socialist Republics	3 months	March	English
Grain milling and storage	Technology and equipment of elevators processing of grain, production of loose and granulated mixed fodders, quality control of grain, flour and mixed fodders, etc. Practical studies in laboratories and in-plant training in selected enterprises.	Institute for Advanced Training of Managers and Specialists of the Ministry of State Purchases, Moscow Union of Soviet Socialist Republics	3 months	March	English

Field of study	General description	Venue	Duration	Commencing	Language
Organization of standardization systems in manufacturing industries	Basic principles of standardization, metrology, quality theory, economics of standardization services in developing countries. Standardization in engineering, light industry, food, metallurgical industry, etc. Practical work in laboratories, standardization organizations and industry. Study visits to various factories and institutions.	Gosstandart USSR Moscow Union of Soviet Socialist Republics	4 months	March	English
Metalworking industry	Planning, executing and supervising of the manufacturing processes of machine parts; design of jigs and mixtures, design and use of cutting tools; operation and maintenance, quality control and economics of metalworking operations, etc. Practical studies in laboratories and in-plant training in metalworking industry.	Lumumba University Moscow Union of Soviet Socialist Republics	4 months	March	English
Electric welding	Technology and equipment for electric fusion, resistance, welding processes, modern welding, arc power resources, welding material and structures, constructive technological designing of welded material, etc. In-plant training in plants manufacturing electric welding equipment, metalworking industry as well as laboratories.	E.O. Paton Electric Welding Institute Kiev Ukrainian Soviet Socialist Republics	4 months 4 months	March August	English English
Industrial planning	Technical aspects of industrial planning at different levels. Uniform system of industrial planning on national, sectorial and factory level (long-term forecasts, long-term, medium-term and annual plans). Organs of planning co-ordination of the national industrial development plans at international level.	Berlin (East)	1 month	April	English
Engineering and industrial design	Theoretical introduction on product design, tool design, production engineering and manufacturing of prototype products and tools. Practical study assignments in design offices and laboratories for metallurgical testing and/or workshops.	Engineering and Industrial Design Development Centre Cairo, Egypt	3 months	April	English
Organization and management of maintenance systems	Maintenance organization; techniques and methods including objectives, planning, methods, control systems, spare parts and material control used in maintenance systems; project planning and control, reliability engineering, training of maintenance personnel. In-plant training in maintenance organization, preventive maintenance planning or maintenance management control in mechanical, metallurgical and chemical industry.	Svenska Arbetsgivareföreningen SAF, ALI-RATI Lidingö, Sweden	3 months	April	English

Field of study	General description	Venue	Duration	Commencing	Language
Pesticide formulation	Theoretical studies and concentrated practical experience in the field of production and formulation of pesticide packing; quality control distribution and technical services, plant visits study.	Karl Marx University Leipzig German Democratic Republic	8 weeks	May	English
Methods and techniques of pesticide production and formulation	Development of pesticide chemicals, plant design, environmental considerations, equipment used in pesticide formulation, testing of products, formulation of granular and wettable powders, dusts, aerosols, baits and emulsifiable compositions, packaging, quality control, distribution. Study tours to major pesticide industries.	Karl Marx University Leipzig German Democratic Republic	2 months	May	English
Metalworking industry	Planning, executing and supervising of the manufacturing processes of machine parts; design of jigs and mixtures, design and use of cutting tools; operation and maintenance, quality control and economics of metalworking operations, etc. Practical studies in laboratories and in-plant training in metalworking industry.	Lumumba University Moscow Union of Soviet Socialist Republics	4 months	March	English
Environmental control in chemical and pharmaceutical industries	Analysis of air, water and soil pollution and industrial waste. Theoretical instructions and practical exercises in laboratories study visits to purifications' plants and environmental control installations.	State University of Ghent, Belgium	6 weeks	August	English or French
Pharmaceutical technology	Production techniques (manufacturing of capsules granulation and direct compression methods, preparation of ampules and perfusion solution, ointments) sterilization procedures for the prepared manufactured drugs: by steam, dry or gas. Preparation of oral and intramuscular contraceptive drugs and their formulation, planning for production of antibiotics, sulfonamides, antiseptics.	State University of Ghent, Belgium	6 weeks	August	English or French
Quality control	Basic concepts of quality control, inspection, statistical methods in quality control, metrology, organization of quality control specifications, manufacturing, planning for quality, economics of quality, motivation for quality, etc. Practical training in industry on specified aspects of quality.	ALI-RATI Lidingö, Sweden Svenska Arbetstgivar- föreningen (SAF)	2 months	August	English

Field of study	General description	Venue	Duration	Commencing	Language
Organization and management of agro-industrial enterprises	Theoretical training on different aspects of agro-industrial enterprises. Organization planning, management financing and investment policy, economic infrastructure. Practical training on organizational aspects of agro-industrial enterprises separate agro-industrial enterprises and food processing plants, study visits to agro-industrial enterprises.	Federal Centre for Agricultural and Industrial Managers' Training, Novi-Sad Yugoslavia	2 months	August	English
Production of alumina	The course addresses geologists, chemical engineers and technologists.	Hungarian Aluminium Corporation Budapest, Hungary	3 months	August	English
Organization of metrology and metrological quality assurance	Fundamentals of standardization and metrology, methods of measurement, processing of measurement results, metrological quality assurance, measuring means and calibration, principles of organization of national metrological service and metrological centres. Practical work in laboratories, metrological and standardization institutes and related institutions. Study visits to various institutions and factories.	Gosstandart USSR Moscow Union of Soviet Socialist Republics	4 months	August	English
Management and training in public enterprises	Role of public sector in the economic and social development of developing countries. The management and organization of Public Enterprises: planning and investment, production and marketing, financial management and information systems, management of the transfer of technology, training in Public Enterprises etc. Research work and visits to training centres in different enterprises and institutions.	International Centre for Public Enterprises in Developing Countries Ljubljana, Yugoslavia	3 weeks	September	English
Mould design and Mould making in plastics industry	Mould design and mould making, use and selection of new raw materials and equipment, introduction of modern processing and production methods and techno-economic aspects of mould design and mould making.	Heinrich Schmidberger Österreichische Kunststoffwerke G.m.b.H Vienna, Austria	1 1/2 months	September	English
Plastic technology	Techno-economic aspects of plastic production, plastic fabrication technology, utilization of plastics equipment and tool design.	Laboratorium für Kunststofftechnik Vienna, Austria	2 months	September	English

<u>Field of study</u>	<u>General description</u>	<u>Venue</u>	<u>Duration</u>	<u>Commencing</u>	<u>Language</u>
Maintenance of bio-medical electronic equipment	Technical and managerial questions related to the general and specific techniques for systematic fault diagnosis of bio-medical electronic equipment; i.e. fundamentals of electronics, trouble shooting in electronic equipment, maintenance testing, calibration and safety of bio-medical electronic equipment and its application, and maintenance management. In-plant training in related fields.	Hungarian Instrument Manufacturers Budapest, Hungary	2 1/4 months	September	English
Petrochemical industry	Sources of raw material, technological processes, industrial equipment and unit operations, process control, maintenance and development prospects of petrochemical industry. In-plant training in the fields of plastics, fibres, or nitrogen.	Joint UNIDO/Romania Centre Bucharest Romania	2 1/2 months	September	English
Diesel engines	Practical know-how and experience in technological, economical and managerial aspects on the utilization, operation and maintenance, design and production of diesel engines and spare parts. In-plant training in the production plants on manufacturing of diesel engines and spare parts or on maintenance operations.	TES-Institute Prague Czechoslovakia	3 months	September	English
Textile industries	Raw materials, mechanical and chemical processing of textiles, production economics and organization, maintenance of textile machinery and environmental aspects related to textile industry. The programme will include laboratory and in-plant training in spinning, weaving, finishing or knitting.	Instytut Fizyki Wlokna i Chemicznej Obrobki Wlokna Lodz, Poland	3 months	September	English
Production and application of synthetic fibres	Synthetic fibre technology and laboratory and in-plant studies in production equipment and techniques. Processing technology including fibre engineering, testing and identification and the application of synthetic fibres for various purposes.	The Höhere Bundeslehr- und Versuchsanstalt für Textilindustrie Vienna, Austria	5 weeks	October	English
Management techniques in manufacturing industry	Production management techniques including standardization, planning quality control, with special emphasis on problems related to the manufacturing of products for the export market. Individual in-plant training assignments in industry.	Centre de Recherches en Gestion de la Production Institut d'Administration et de Gestion de l'Université de Louvain, Belgium	2 months	October	French

Field of study	General description	Venue	Duration	Commencing	Language
Production management of mechanical industry	Modern trends of production management; machinery, iron and steel and equipment manufacturing. Case studies on production planning and control, quality control, process innovation, introduction of new equipment etc. Practical training in mechanical, electrical engineering and metal-working plants.	Associations for Overseas Technical Scholarship Tokyo, Japan	2 1/2 months	October	English
Printing industry	Production of newspapers, periodicals, books (including text-books and other printed material); Planning and design of printing houses; Tasks and problems in the training of specialists for the graphic arts industry; Standardization and quality control in the graphic arts industry. In addition to theoretical training, study visits, practical training will be arranged to plants manufacturing printing machinery and to printing houses.	VEB Polygraph Leipzig German Democratic Republic	3 weeks	November	English
Industrial development banking	Three-week lecture-com-discussion seminar with emphasis on case studies; two-attachments with industrial development banks in Bombay, Delhi and Madras; one-week concluding seminar. Major subjects covered: 1. The objectives, activities, organizational structure, capitalization, the environmental frame of an industrial development bank and its inter-relationship with the government and development. 2. Project evaluation-techniques, procedures and practice-assessment of the market and marketing, the technical, financial, economic, managerial and legal aspects. 3. Project evaluation-techniques and legal aspects. 4. The follow-up functions-the rationale, the techniques and tools, the pre-requisites for diagnostic, anticipatory and problem-solving monitoring system. 5. Nurturing of problem projects and rehabilitation of "sick" projects. 6. Problems and pre-requisites for promoting and assisting small industrial projects and those to be located in under-developed regions.	Development Banking Centre of the Indian Management Development Institute Bangalore, India	6 weeks	November	English

POSSIBILITES DE FORMATION OFFERTES PAR L'ONUUDI

Stages de formation en groupe organisés par l'ONUUDI

L'ONUUDI organise, en coopération avec les gouvernements des pays hôtes et avec le concours d'entreprises industrielles et d'instituts spécialisés dans les domaines considérés, des stages de formation en groupe à l'intention du personnel technique et des cadres de gestion des entreprises et instituts industriels des pays en développement. L'Organisation propose deux types de formation: stages de formation en groupe dans l'entreprise, qui durent de deux à cinq mois, et séminaires ou autres stages de formation en groupe, qui durent de cinq à six semaines.

Les stages de formation en groupe dans l'entreprise ont pour objectifs de permettre aux participants d'acquérir, dans un laps de temps relativement court, une solide expérience pratique et de parfaire leurs connaissances théoriques. Ils sont dirigés par des experts et comprennent en général quatre parties, à savoir une introduction théorique, des études, une formation pratique dans des entreprises et des visites d'établissements. Tous les stages se terminent par une session d'évaluation au cours de laquelle les participants évaluent les connaissances qu'ils ont acquises en fonction des conditions existant dans leur pays d'origine. Les séminaires et les autres stages de formation en groupe répondent aux mêmes objectifs et comportent une formation théorique et, dans la mesure du possible, des études pratiques.

On trouvera, ci-après, une liste de stages de formation en groupes organisés par l'ONUUDI. Certains ont une périodicité annuelle, les autres sont organisés selon les besoins. Tous sont organisés sous réserve de disposer de fonds nécessaires et de trouver, dans le pays d'accueil, des moyens de formation adéquats. La plupart des stages ont un caractère interrégional; quelques-uns ne sont ouverts qu'aux participants venant de certaines zones géographiques.

Les candidatures ne doivent être présentées à l'ONUUDI par l'intermédiaire des services officiels compétents et du Représentant résident du PNUD qu'après réception de l'invitation officielle demandant l'envoi de candidatures; cependant, les gouvernements sont priés de faire savoir le plus rapidement possible à l'ONUUDI s'ils envisagent de participer à tel ou tel stage.

Les conditions générales d'admission sont les suivantes: être titulaire d'un diplôme universitaire (ou d'un diplôme équivalent) et justifier de plusieurs années d'expérience dans le domaine sur lequel porte la formation.

De plus amples renseignements sur les stages peuvent être obtenus à l'adresse suivante:

Section de la formation
Division des opérations industrielles
Organisation des Nations Unies pour le développement industriel
Boîte postale 707, A-1011 Vienne (Autriche)

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Amélioration de la qualité des produits industriels	Evolution de l'amélioration de la qualité des produits industriels, normalisation sur le plan international, national et individuel, contrôle et garantie de la qualité. Mise au point et amélioration des produits et conditionnement. Formation pratique dans certaines entreprises des industries mécaniques, électromécaniques et métallurgiques et visite d'usines.	Association for Overseas Technical Scholarship Tokyo, Japon.	7 semaines	Janvier	Anglais
Application des colorants et des produits chimiques aux textiles	a) Prétraitement, teinture et finissage des fibres cellulosiques, des fibres synthétiques et des mélanges; b) Prétraitement, impression et finissage des fibres cellulosiques et des fibres synthétiques.	Ciba-Geigy Ltd. Sandoz Ag. Bâle, Suisse	3 mois	Janvier	Français
Industrie sidérurgique	Formation théorique: technologie, équipements, planification économique, gestion, entretien. Formation pratique: hauts fourneaux, installations d'agglomération, fours Martin, laminage, entretien des réfractaires.	Usine sidérurgique de Zaporozjié, Zaporozjié RSS d'Ukraine	5 mois 3 mois	Février Septembre	Anglais Anglais
Information et documentation industrielles	Rôle de l'information dans le développement industriel, méthodes de recherche et d'extraction des données et leurs applications pratiques, méthodes de classification, systèmes d'information pour l'industrie. Formation pratique dans les domaines de l'information et de la documentation industrielles et visites d'instituts spécialisés chargés de fournir des renseignements à l'industrie.	VINITI Institut d'information scientifique et technique de l'URSS, Moscou, URSS	2 mois	Mars	Anglais ou français ou espagnol
Industrie de la pâte à papier et du papier	Techniques de production industrielle de la pâte et du papier, techniques et matériel d'entretien, appareils de contrôle, protection de l'environnement, organisation des usines, planification à long terme, gestion industrielle. Stages dans des entreprises pour étudier les domaines suivants: traitement du bois, pâte mécanique, pâte à haut rendement, pâte au bisulfite, pâte au sulfate, papier journal, papier kraft, carton, papier couché, fabrication des machines et de l'outillage; travaux dans des laboratoires de recherche et d'essais.	Sveriges Skogsindustrieförbund (SSIF), Markaryd, Suède	3 mois	Mars	Anglais

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Industrie des engrais	Technique et planification de la production des engrais minéraux. Matières premières, perspectives de développement de la production mondiale d'engrais minéraux. Techniques de base et leur évaluation du point de vue économique. Travaux de recherche sur la fabrication des engrais et formation pratique dans des usines d'engrais azotés ou phosphatés.	Ministère de l'Industrie chimique, Moscou, URSS	3 mois	Mars	Anglais
Meunerie et stockage des céréales	Techniques et équipement pour élévateurs, transformation des céréales, production de fourrage, en vrac, et sous forme de pellets, contrôle de la qualité des céréales, farine, mélanges fourragers, etc. Démonstration en laboratoires et formation pratique dans certaines entreprises.	Institut d'administration des affaires et de formation des spécialistes du Ministère des achats, Moscou, URSS	3 mois	Mars	Anglais
Organisation des systèmes de normalisation dans les industries manufacturières	Principes de base de la normalisation, métrologie, contrôle de la qualité, aspects économiques des services de normalisation dans les pays en voie de développement. Normalisation dans les industries mécaniques, les industries légères, les industries alimentaires, les industries métallurgiques, etc. Formation pratique dans des laboratoires, des organismes de normalisation et des entreprises industrielles. Visite de diverses usines et institutions.	Institut de normalisation de Moscou, URSS	4 mois	Mars	Anglais
Transformation des métaux	Planification, exécution et supervision des opérations de fabrication de pièces de machines: conception des gabarits et des montages; conception et utilisation des outils de coupe; fonctionnement et entretien; contrôle de la qualité et aspects économiques des opérations de transformation des métaux, etc. Formation pratique dans des laboratoires et dans des usines de transformation des métaux.	Université Lumumba Moscou, URSS	4 mois	Mars	Anglais
Soudure électrique	Technologie et outillage utilisés pour la soudure électrique par fusion et pour la soudure par résistance; procédés de soudage; sources d'énergie produisant l'arc électrique dans les méthodes modernes de soudure; matériel de soudure et pièces soudées; conception technique de pièces en acier soudé, etc. Formation pratique dans des entreprises d'outillage de soudure électrique, dans des usines de transformation des métaux et dans des laboratoires.	Institut E.O. Paton de soudure électrique Kiev, RSS d'Ukraine	4 mois 4 mois	Mars Août	Anglais Anglais

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Planification industrielle	Aspects techniques de la planification industrielle à différents niveaux. Système uniforme de planification industrielle aux niveaux du pays, du secteur et de l'entreprise (prévisions à long terme, plans à long terme, à moyen terme et annuels). Organismes chargés de coordonner les plans nationaux de développement industriel à l'échelon international.	Berlin République démocratique allemande	1 mois	Avril	Anglais
Construction mécanique et conception industrielle	Introduction théorique sur la conception de produits, la conception d'outils, les techniques de production et la fabrication de prototypes de produits et d'outils. Stages de formation pratique dans des bureaux d'études et des laboratoires d'essais métallurgiques et/ou des ateliers.	Engineering and Industrial Design Development Centre Le Caire République arabe d'Égypte	3 mois	Avril	Anglais
Organisation et gestion des services d'entretien	Organisation de l'entretien; techniques et méthodes utilisées dans les services d'entretien, définition des objectifs, planification, systèmes de contrôle, approvisionnement en pièces détachées et en fournitures; planification et contrôle des projets, fiabilité, formation du personnel d'entretien. Formation pratique portant sur l'organisation et l'entretien, la planification de l'entretien préventif et le contrôle de la gestion de l'entretien dans les industries mécaniques, métallurgiques et chimiques.	Svenska Arbetsgivareföreningen SAF, ALI-RATI Lidingö, Suède	3 mois	Avril	Anglais
Formulation des pesticides	Etudes théoriques et acquisition d'une solide expérience pratique dans le domaine de la production et de la formulation des pesticides; conditionnement, contrôle de la qualité, distribution et services techniques, visites d'installations.	Université Karl Marx Leipzig, République démocratique allemande	8 semaines	Mai	Anglais
Méthodes et technique pour la formulation et la production de pesticides	Mise au point des produits chimiques nécessaires à la fabrication des pesticides, plan des installations de l'usine, incidence sur le milieu, équipement utilisé pour la formulation des pesticides, essais des produits, formulation de granulés et de poudres mouillables, poudres fines, aérosols, apprêts, compositions émulsifiables, conditionnement, contrôle de la qualité, distribution, visite des principales usines de pesticides.	Université Karl Marx Leipzig République démocratique allemande	2 mois	Mai	Anglais

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Protection de l'environnement dans les industries chimiques et pharmaceutiques	Mesure de la pollution de l'air, de l'eau et du sol et analyse des déchets industriels. Formation théorique, travaux pratiques en laboratoire et visite d'installations d'épuration et de protection de l'environnement.	Université d'Etat de Gand, Belgique	6 semaines	Août	Anglais ou français
Technologie des produits pharmaceutiques	Techniques de production (fabrication des gélules, méthodes de granulation et de compression directe, préparation des médicaments en ampoules et des solutés pour perfusions, pommades) et stérilisation par la vapeur, à sec et par les gaz des produits pharmaceutiques finis. Préparation et formulation de production des antibiotiques, des sulfamides et des antiseptiques.	Université d'Etat de Gand, Belgique	6 semaines	Août	Anglais ou français
Contrôle de la qualité	Principes de base du contrôle de la qualité, inspection, méthodes statistiques, métrologie, organisation du contrôle de la qualité, spécifications qualitatives: planification de la fabrication en vue de la qualité, aspects économiques de la qualité, motivations, etc. Formation pratique dans l'industrie portant sur certains aspects du contrôle de la qualité.	ALI-RATI Lidingö, Suède Svenska Arbetsgivare-föreningen (SAF)	2 mois	Août	Anglais
Organisation et gestion des entreprises agro-industrielles	Formation théorique à différents aspects des entreprises agro-industrielles (Organisation, planification, gestion, politique de financement et d'investissement, infrastructure économique). Formation pratique en matière d'organisation de complexes agro-industriels et de diverses entreprises agro-industrielles et agro-alimentaires, visites d'entreprises agro-industrielles.	Centre fédéral de formation de cadres agricoles et industriels Novi Sad, Yougoslavie	2 mois	Août	Anglais
Production d'alumine	Stage destiné aux géologues, aux ingénieurs chimistes et aux technologues.	Société hongroise d'aluminium Budapest, Hongrie	3 mois	Août	Anglais

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Organisation de la métrologie et garantie métrologique de la qualité	Principes de base de la normalisation et de la métrologie, méthodes de mesure, traitement des résultats, garantie métrologique de la qualité, instruments de mesure et étalonnage, principes d'organisation d'un service national de métrologie et de centres métrologiques. Travaux pratiques dans des laboratoires, des instituts de normalisation et des établissements connexes. Visites de divers établissements et usines.	Institut de normalisation de Moscou, URSS	4 mois	août	Anglais
Gestion et formation dans les entreprises publiques	Rôle du secteur public dans le progrès économique et social des pays en développement. Gestion et organisation des entreprises publiques: planification et investissement, production et commercialisation, gestion financière et systèmes d'information, gestion du transfert des techniques, formation dans les entreprises publiques, etc. Travaux de recherche et visites de centres de formation rattachés à des entreprises ou à des organismes.	Centre international des entreprises publiques dans les pays en développement Ljubljana, Yougoslavie	3 semaines	Septembre	Anglais
Conception et fabrication de moules dans l'industrie des matières plastiques	Conception et fabrication de moules, emploi et sélection de nouvelles matières premières et de nouveaux équipements, adoption de méthodes modernes perfectionnées de traitement et de production, aspects technico-économiques de la conception et de la fabrication des moules.	Heinrich Schmidberger Osterreichische Kunststoffwerke G.m.b.H. Vienne, Autriche	1 mois et demi	Septembre	Anglais
Technologie des matières plastiques	Aspects technico-économiques de la production, du travail et de l'utilisation des matières plastiques, étude du matériel et de l'outillage.	Laboratorium für Kunststofftechnik Vienne, Autriche	2 mois	Septembre	Anglais
Entretien de l'équipement électronique biomédical	Techniques générales et particulières employées pour la recherche systématique des causes de mauvais fonctionnement de l'équipement électronique et problèmes d'organisation; notions essentielles d'électronique; dépannage des équipements électroniques; entretien, essais, étalonnage et sécurité de l'équipement biomédical; utilisation de cet équipement: organisation des services d'entretien. Formation pratique dans ces domaines.	Fabrique nationale d'instruments de mesure Budapest, Hongrie	2 mois et une semaine	Septembre	Anglais

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Industrie pétrochimique	Sources de matières premières, techniques de fabrication, équipement et fonctionnement des unités de production, contrôle des processus de fabrication, entretien, perspectives de développement de l'industrie pétrochimique. Formation pratique dans des usines de matières plastiques, de fibres synthétiques ou d'engrais azotés.	Centre commun ONUDI/Roumanie Bucarest, Roumanie	2 mois et demi	Septembre	Anglais
Moteurs Diesel	Aspects techniques, économiques et administratifs de l'utilisation, du fonctionnement et de l'entretien des moteurs Diesel; conception et fabrication de ces moteurs et des pièces détachées. Formation pratique, dans des entreprises sur la fabrication des moteurs Diesel et des pièces détachées, ou sur l'entretien de ces moteurs.	Services techniques et économiques (TES), Prague République socialiste tchécoslovaque	3 mois	Septembre	Anglais
Industries textiles	Matières premières de l'industrie textile, traitement mécanique et chimique des textiles, économie et organisation de la production, entretien du matériel et protection de l'environnement. Le stage comportera une formation pratique en laboratoire et en usine dans les domaines suivants: filature, tissage, finissage, tricotage.	Instytut Fizyki Wlokn i Chemicznej Obrobki Wlokn, Odz, Pologne	3 mois	Septembre	Anglais
Production et application des fibres synthétiques	Technologie des fibres synthétiques. Etude, dans des laboratoires et entreprises, du matériel et des techniques de production. Techniques de traitement, notamment étude, essai et identification des fibres, et applications diverses des fibres synthétiques.	Höhere Bundeslehr und Versuchsanstalt für Textilindustrie Vienne, Autriche	5 semaines	Octobre	Anglais
Techniques de gestion dans l'industrie manufacturière	Techniques de gestion de la production, notamment normalisation et contrôle de la qualité liés en particulier à la fabrication de produits pour l'exportation. Stages individuels de formation pratique dans l'industrie.	Centre de recherches en gestion de la production Institut d'administration et de gestion de l'université de Louvain, Belgique	2 mois	Octobre	Français

Sujet d'étude	Description générale	Lieu	Durée	Date d'ouverture	Langue
Gestion de la production dans les industries mécaniques	Tendances modernes de la gestion de la production dans les industries mécaniques, la sidérurgie et la production de biens d'équipement. Etudes de cas portant notamment sur la planification et le contrôle de la production, le contrôle de la qualité, les procédés nouveaux et l'introduction de nouveaux équipements, etc. Formation pratique dans des entreprises des industries mécaniques, électromécaniques et métallurgiques.	Association des bourses d'études techniques pour étrangers, Tokyo, Japon	2 mois et demi	Octobre	Anglais
Imprimerie	Production de journaux, revues, livres (y compris les manuels) et autres documents imprimés, plans et aménagement des ateliers d'imprimerie; tâches et problèmes relatifs à la formation des spécialistes de l'industrie des arts graphiques; normalisation et contrôle de la qualité dans l'industrie des arts graphiques. La formation théorique sera complétée par des visites d'études et une formation pratique dans des usines de construction de matériel d'imprimerie et des ateliers d'imprimerie.	VEB Polygraph Leipzig, République démocratique allemande	3 semaines	Novembre	Anglais
Financement bancaire du développement industriel	Séminaire de trois semaines consistant en exposés avec débat et axé sur les études de cas. Deux semaines de stages dans des banques de développement industriel à Bombay, Delhi et Madras. Séminaire terminal d'une semaine. Principales questions à étudier: 1) objectifs, activités, organisation, capital et environnement des banques de développement industriel et liens entre ces banques et les organismes publics ou d'autres institutions; 2) identification et mise au point des projets; 3) évaluation des projets (objectifs, techniques, méthodes et pratique), études relatives aux marchés et à la commercialisation, aspects techniques, financiers, économiques, administratifs et juridiques; 4) fonctions de contrôle: principes de base, techniques et instruments; conditions réalisables à la mise en place d'un système de diagnostic, de prévision et de solution des problèmes; 5) assistance aux projets critiques et assainissement des projets "malades"; 6) problèmes à résoudre et conditions préalables à remplir pour promouvoir et aider les petit projets ainsi que les projets intéressants des régions attardées.	Centre de financement bancaire du développement de l'Institut indien de perfectionnement des cadres Bangalore, Inde	6 semaines	Novembre	Anglais

OPORTUNIDADES DE CAPACITACION OFRECIDAS POR LA ONUDI

Programas de capacitación colectiva en el trabajo organizados por la ONUDI

La ONUDI, con la colaboración de diversos gobiernos, así como empresas y organizaciones poseedoras de experiencia y conocimientos especializados, organiza programas de capacitación colectiva destinados a personal administrativo y técnico de categoría superior de la industria y las instituciones industriales de países en desarrollo. Se ofrecen dos tipos de capacitación: programas de capacitación colectiva en el trabajo, que duran de dos a cinco meses, y seminarios y otros programas de capacitación colectiva, de cinco a seis semanas de duración.

Los objetivos de los programas de capacitación colectiva en el trabajo consisten en dar a los participantes, en un espacio de tiempo relativamente corto, la posibilidad de adquirir experiencia práctica en régimen de trabajo intensivo y de ampliar sus conocimientos teóricos. Los programas son supervisados por expertos y, en general, constan de cuatro elementos: una introducción teórica; los estudios; la capacitación misma en el trabajo; y viajes de estudio. Cada programa termina con una sesión de evaluación, en la cual los participantes examinan la utilidad de lo que han aprendido, a la luz de las circunstancias existentes en sus respectivos países. Los seminarios y demás programas de capacitación colectiva tienen los mismos objetivos; ofrecen una enseñanza teórica y, en la medida de lo posible, estudios prácticos.

En el cuadro que figura más adelante se da una lista de programas de capacitación colectiva organizados por la ONUDI. Algunos se realizan anualmente; otros, según convenga. La organización de estos programas está sujeta en cada caso a la disponibilidad de los recursos financieros necesarios, así como de locales y servicios ofrecidos por el gobierno del país huésped. La mayoría de los programas se organizan con carácter interregional, tanto con respecto a su esfera de interés como a los participantes en ellos, si bien algunos están limitados a determinadas zonas geográficas.

Las solicitudes oficiales de participación deben presentarse a la ONUDI a través de los conductos gubernamentales apropiados o por medio del Representante Residente del Programa de las Naciones Unidas para el Desarrollo, pero sólo después de recibida la invitación oficial en la que se pide la designación de candidatos. No obstante, a partir de este momento, se ruega a los Gobiernos que notifiquen a la ONUDI, lo antes posible, su interés por participar en ellos.

Los requisitos generales de admisión son un título universitario (o su equivalente) y varios años de experiencia práctica en la esfera respectiva.

Puede obtenerse mayor información sobre estos programas escribiendo a:

Sección de Capacitación, DOI
Organización de las Naciones Unidas para el Desarrollo Industrial
P.O. Box 707, A-1011 Viena (Austria)

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Mejoramiento de la calidad de productos industriales	<p>Novedades en la esfera del mejoramiento de la calidad de productos industriales, normalización a niveles internacional, nacional y de planta, control y garantía de calidad, diseño y mejoramiento de productos, envasado. Capacitación en el trabajo en determinadas plantas mecánicas, eléctricas y metalúrgicas, y viajes de estudio.</p>	<p>Association for Overseas Technical Scholarship Tokio, Japón</p>	7 semanas	Enero	Inglés
Aplicación de tintes y productos químicos a los textiles	<p>a. Tratamiento previo, teñido y acabado de fibras celulósicas, fibras sintéticas y mezclas; b. Tratamiento previo, estampado y acabado de fibras celulósicas y fibras sintéticas.</p>	<p>Ciba-Geigy Ltd. Sandoz Ag. Basilea, Suiza</p>	3 meses	Enero	Francés
Siderúrgica	<p>Estudios teóricos en elaboración tecnológica de equipo, planificación económica, gestión, mantenimiento. Capacitación en el trabajo en materia de fundición, altos hornos, plantas de aglomeración, hornos de solera abierta, trenes de laminación, mantenimiento de materiales refractarios.</p>	<p>Zaporo-Steel Zaporozhye RSS de Ucrania</p>	5 meses 3 meses	Febrero Septiembre	Inglés Inglés
Documentación e información industrial	<p>Función que corresponde a la información industrial en la industrialización, sistemas de recuperación de datos y su aplicación práctica, sistemas de clasificación, sistemas de información para la industria. Capacitación práctica en información industrial y documentación y visitas de estudio a institutos que se especializan en proporcionar servicios de información a la industria.</p>	<p>VINITI, Instituto Soviético de Información Científica y Técnica Moscú, URSS</p>	2 meses	Marzo	Español Francés o Inglés
Celulosa y papel	<p>Procesos y métodos modernos que se utilizan en la industria de la celulosa y el papel, equipo de mantenimiento, instrumentación, medio ambiente, distribución de las instalaciones, planificación a largo plazo y gestión industrial. Capacitación en el trabajo en materia de manutención de maderas, pulpas mecánicas, de alto rendimiento, al sulfito y al sulfato, papel para periódicos, papel kraft, fábricas de cartón, y de papel cuché, maquinaria para la celulosa y el papel, fábricas de maquinaria, investigación y ensayos de laboratorio.</p>	<p>Sveriges Skogsindustrieförbund (SSIF), Markaryd, Suecia</p>	3 meses	Marzo	Inglés

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Industria de los fertilizantes	Tecnología y planificación de la producción de fertilizantes minerales. Materias primas, perspectivas de desarrollo de la producción mundial de fertilizantes minerales. Procesos y operaciones principales y su evaluación económica. Trabajos de investigación científica en materia de producción de fertilizantes, y capacitación en el trabajo en plantas de fertilizantes nitrogenados o de fertilizantes fosfatados.	Ministerio de la Industria Química, Moscú, URSS	3 meses	Marzo	Inglés
Molienda y almacenamiento de cereales	Tecnología y equipo de silos para elaboración de cereales, producción de forrajes mixtos a granel o granulados, control de la calidad de cereales, harina y forrajes mixtos, etc. Estudios prácticos en laboratorios y capacitación en el trabajo en empresas seleccionadas.	Instituto de Altos Estudios para Gerentes y Especialistas del Ministerio de Compras del Estado Moscú, URSS	3 meses	Marzo	Inglés
Organización de sistemas de normalización en industrias manufactureras	Principios básicos de normalización, metrología, teoría de la calidad, economía de organización y gestión de servicios de normalización en países en desarrollo. La normalización en ingeniería, las industrias ligeras, las industrias de los alimentos, metalúrgicas, etc. Trabajos prácticos en laboratorios, institutos de normalización y fábricas. Visitas de estudios a diversas fábricas e instituciones.	Gosstandart, URSS Moscú, URSS	4 meses	Marzo	Inglés
Industria de transformación de metales	Planificación, ejecución y supervisión de procesos para fabricar partes de máquinas; diseño de matrices y plantillas, diseño y utilización de herramientas de corte; funcionamiento y mantenimiento, control de calidad y aspectos económicos de las operaciones de transformación de metales, etc. Estudios prácticos en laboratorios y capacitación en el trabajo en industrias de transformación de metales.	Universidad Lumumba Moscú, URSS	4 meses	Marzo	Inglés
Soldadura eléctrica	Tecnología y equipo de soldadura eléctrica, resistencia, procesos de soldadura, soldadura moderna, fuentes de energía para soldadura por arco, materiales y estructuras para soldar, diseño tecnológico racional de estructuras de metal soldado, etc. Capacitación en el trabajo en fábricas de equipo para soldadura eléctrica, en plantas de transformación de metales y en laboratorios.	Instituto de Soldadura Eléctrica E.O. Paton Kiev, RSS de Ucrania	4 meses 4 meses	Marzo Agosto	Inglés Inglés

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Planificación industrial	Aspectos técnicos de la planificación industrial a distintos niveles. Sistema uniforme de planificación industrial a niveles nacional, sectorial y de fábrica (previsiones a largo plazo, planes a largo plazo, a mediano plazo y anuales). Organismos de coordinación de la planificación de los planes nacionales de desarrollo industrial a nivel internacional.	Berlín, República Democrática Alemana	1 mes	Abril	Inglés
Diseño en la ingeniería y en la industria	Introducción teórica sobre diseño de productos, diseño de herramientas, ingeniería de producción y fabricación de prototipos de productos y herramientas. Estudios prácticos en oficinas de diseño, en laboratorios de ensayos metalúrgicos y/o en talleres.	Centro de Desarrollo de la Proyección en la Ingeniería y en la Industria, El Cairo República Arabe de Egipto	3 meses	Abril	Inglés
Organización y gestión de sistemas de mantenimiento	Organización de sistemas de mantenimiento, técnicas y métodos incluso objetivos, planificación, métodos, sistemas de control, piezas de recambio y control de los materiales utilizados en los servicios de mantenimiento; planificación y supervisión de proyectos, mecánica de confiabilidad, capacitación de personal de mantenimiento. Capacitación en el trabajo en materia de organización de sistemas de mantenimiento, o en planificación del mantenimiento preventivo o en control de la gestión del mantenimiento en las industrias mecánicas, metalúrgicas y de productos químicos.	Svenska Arbetsgivareförbundet SAF, ALI-RATI Lidingsö, Suecia	3 meses	Abril	Inglés
Formulación de plaguicidas	Estudios teóricos y experiencia práctica, en régimen de trabajo intensivo, en la esfera de la producción y formulación de plaguicidas; envasado; control de calidad; servicios técnicos y de distribución; visitas a plantas.	Universidad Karl Marx Leipzig, República Democrática Alemana	8 semanas	Mayo	Inglés
Métodos y técnicas de producción y formulación de plaguicidas	Desarrollo de plaguicidas químicos, diseño de plantas, consideraciones relativas al medio ambiente, equipo utilizado en la formulación de plaguicidas, ensayo de productos, formulación de polvos granulados, humectables y espolvoreables, aerosoles, cebos y concentrados emulsionables, envasado, control de calidad, distribución. Visitas de estudio a grandes fábricas de plaguicidas.	Universidad Karl Marx Leipzig, República Democrática Alemana	2 meses	Mayo	Inglés
Protección del medio ambiente en las industrias química y farmacéutica	Análisis de la contaminación del aire, del agua y del suelo, y de desechos industriales. Enseñanza teórica y ejercicios prácticos en laboratorios; visitas de estudio a plantas depuradoras y a instalaciones de protección del medio ambiente.	Universidad Estatal de Gante, Bélgica	6 semanas	Agosto	Francés o Inglés

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Tecnología farmacéutica	Técnicas de producción (producción de cápsulas, métodos de granulación y compresión directa, preparación de ampollas y solución para transfusiones, ungüentos); procedimientos de esterilización para los fármacos preparados: en seco, con vapor, o con gases. Preparación de fármacos anticonceptivos y su formulación, planificación de la producción de antibióticos, sulfonamidas y antisépticos.	Universidad Estatal de Gante, Bélgica	6 semanas	Agosto	Francés o Inglés
Control de calidad	Conceptos básicos del control de calidad, inspección, métodos estadísticos de control de calidad, metrología, elaboración de normas de control de calidad, fabricación, planificación de la calidad, economía de la calidad, motivación de la calidad, etc. Capacitación práctica, en fábricas, en determinados aspectos de la calidad.	ALI-RATI Svenska Arbetsgivareföreningen (SAF) Lidingö, Suecia	2 meses	Agosto	Inglés
Organización y gestión de empresas agroindustriales	Capacitación teórica sobre distintos aspectos de las empresas agroindustriales. Planificación, gestión, financiación y política de inversiones de la empresa; infraestructura económica. Capacitación práctica sobre aspectos organizativos de las empresas agroindustriales, empresas agroindustriales independientes y plantas de elaboración de alimentos; visitas de estudio a empresas agroindustriales.	Centro Federal de Capacitación de Personal de Gestión Agrícola e Industrial, Novi-Sad Yugoslavia	2 meses	Agosto	Inglés
Producción de alúmina	Este curso se destina a geólogos, ingenieros químicos y tecnólogos.	Corporación Húngara del Aluminio Budapest, Hungría	3 meses	Agosto	Inglés
Organización de sistemas de metrología y garantía de calidad metrológica	Principios fundamentales de normalización y metrología, métodos de medición, elaboración de resultados de mediciones, garantía de calidad metrológica, medios de medición y calibración, principios de organización de un servicio nacional de metrología y de centros de metrología. Trabajos prácticos en laboratorios, institutos de metrología y normalización e instituciones conexas. Visitas de estudio a diversas instituciones y fábricas.	Cosstandart URSS Moscu, URSS	4 meses	Agosto	Inglés

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Gestión y capacitación en empresas públicas	Función del sector público en el desarrollo económico y social de los países en desarrollo. Gestión y organización de empresas públicas: planificación e inversión, producción y comercialización, gestión financiera y sistemas de información, gestión de la transferencia de tecnología, capacitación en materia de empresas públicas, etc. Labor de investigación y visitas a centros de capacitación existentes en distintas empresas e instituciones.	Centro Internacional para Empresas Públicas de Países en Desarrollo Ljubljana, Yugoslavia	3 semanas	Septiembre	Inglés
Diseño y fabricación de moldes en la industria de los materiales plásticos	Diseño y fabricación de moldes, utilización y selección de nuevas materias primas y equipo, introducción de procesos y métodos de producción modernos, y aspectos técnico-económicos del diseño y la fabricación de moldes.	Heinrich Schmidberger Österreichische Kunststoffwerke G.m.b.H. Viena, Austria	1 1/2 meses	Septiembre	Inglés
Tecnología de los plásticos	Aspectos técnico-económicos de la producción de plásticos, tecnología de fabricación de plásticos, utilización de plásticos, proyección técnica de equipo y herramientas.	Laboratorium für Kunststofftechnik Viena, Austria	2 meses	Septiembre	Inglés
Mantenimiento de equipo electrónico biomédico	Aspectos técnicos y de gestión relacionados con los procedimientos generales y específicos para la diagnosis sistemática de fallas en el equipo electrónico biomédico; por ejemplo, principios fundamentales de electrónica, reparaciones de emergencia en el equipo electrónico, comprobación de la eficacia del mantenimiento, calibración y seguridad del equipo electrónico biomédico y de su utilización, gestión del mantenimiento. Capacitación en el trabajo en esferas pertinentes.	Fabricantes de Instrumentos de Hungría Budapest, Hungría	2 1/4 meses	Enero	Inglés
Industria petroquímica	Fuentes de materias primas, procesos tecnológicos, equipo industrial y funcionamiento, control de procesos, mantenimiento y perspectivas de desarrollo de la industria petroquímica. Capacitación en el trabajo en la esfera de los plásticos, las fibras o los fertilizantes nitrogenados.	Centro Conjunto ONUDI/Rumania, Bucarest, Rumania	2 1/2 meses	Septiembre	Inglés

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Motores diesel	Conocimientos prácticos y experiencia en los aspectos técnicos, económicos y de gestión de la utilización, el funcionamiento, el mantenimiento, el diseño y la producción de motores diesel y piezas de recambio. Capacitación en el trabajo en fabricación de motores diesel y piezas de recambio o en operaciones de mantenimiento.	Instituto TBS Praga, Checoslovaquia	3 meses	Septiembre	Inglés
Industria textil	Materias primas, elaboración mecánica y química de textiles, economía y organización de la producción, mantenimiento de la maquinaria textil, el medio ambiente en relación con la industria textil. El programa incluirá capacitación, en laboratorios y en fábricas, en materia de hilado, tejido, acabado y tejido de punto.	Instytut Fizyki Wlokna i Chemiczne) Obrobki Wlokna Lodz, Polonia	3 meses	Septiembre	Inglés
Producción y aplicación de fibras sintéticas	Tecnología de fibras sintéticas y estudios en laboratorio y en el trabajo sobre equipo y técnicas de producción. Tecnología de elaboración, inclusive preparación, ensayo e identificación de fibras y la aplicación de las fibras sintéticas a diversos fines.	Höhere Bundeslehr- und Versuchsanstalt für Textilindustrie Viena, Austria	5 semanas	Octubre	Inglés
Técnicas de gestión en la industria manufacturera	Técnicas de gestión de la producción, inclusive normalización, planificación y control de calidad, haciendo especial hincapié en los problemas relacionados con la fabricación de productos destinados al mercado de exportación. Capacitación individual en el trabajo, en industrias	Centre de Recherches en Gestion de la Production Institut d'Administration et de Gestion de l'Université de Louvain Bélgica	2 meses	Octubre	Francés
Gestión de la producción en industrias mecánicas	Tendencias modernas de la gestión de la producción: fabricación de maquinaria, hierro y acero y equipo. Estudios de casos concretos sobre planificación y control de la producción, control de calidad, innovación de procesos, introducción de nuevo equipo, etc. Capacitación práctica en plantas de industrias mecánicas, de ingeniería eléctrica y de transformación de metales.	Association for Overseas Technical Scholarship Tokio, Japón	2 1/2 meses	Octubre	Inglés

Materia de estudio	Descripción general	Lugar	Duración	A comenzar	Idioma
Industrias gráficas	Producción de periódicos, revistas y libros (incluidos libros de texto y demás material impreso); planificación y diseño de imprentas; tareas y problemas de la capacitación de especialistas para la industria de artes gráficas; normalización y control de calidad en la industria de artes gráficas. Además de la capacitación teórica, se organizarán visitas de estudio a plantas de fabricación de maquinaria para imprentas y a imprentas, y capacitación práctica en dichas empresas.	VEB Polygraph Leipzig, RDA	3 semanas	Noviembre	Inglés
Bancos de desarrollo industrial	Seminario de tres semanas con clases y discusiones, haciendo hincapié en estudios de casos concretos; dos semanas de trabajo en bancos de desarrollo industrial de Bombay, Nueva Delhi y Madrás; seminario de recapitulación final, de una semana. Principales temas abarcados: 1. Objetivos, actividades, estructura organizativa, capitalización y marco ambiental de un banco de desarrollo industrial, y sus interrelaciones con el sector público y organismos e instituciones. 2. Identificación y desarrollo de proyectos. 3. Evaluación de proyectos -objetivos, técnicas, procedimientos y relativos a la gestión. 4. Funciones del seguimiento -razón de ser, técnicas financieras, económicos, jurídicos y relativos a la gestión. 5. Asistencia a proyectos previos para un diagnóstico, sistema de vigilancia preventiva y con miras a la solución de problemas. 6. Problemas y requisitos previos para promover y prestar asistencia a pequeños proyectos industriales y a los que se ubicarán en regiones subdesarrolladas.	Centro Bancario de Desarrollo del Instituto Indio de Desarrollo de la Gestión Bangalore, India	6 semanas	Noviembre	Inglés

TRAINING OPPORTUNITIES OFFERED BY INSTITUTIONS OTHER THAN UNIDO (BRANCH ORIENTED)
 POSSIBILITES DE FORMATION OFFERTES PAR DES INSTITUTIONS AUTRES QUE L'OMUDI (POUR DES SECTEURS INDUSTRIELS)
 OPORTUNIDADES DE CAPACITACION OFRECIDAS POR INSTITUCIONES DISTINTAS DE LA OMUDI (POR RAMAS INDUSTRIALES)

BUILDING MATERIALS INDUSTRIES

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Construction engineering and interior design	Practical further training could be considered in any one of the following areas: General contracting (all fields of civil engineering); ancillary trades.	Carl Duisberg-Gesellschaft and the Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit (Central Office of the Federal Labour Exchange), CDG Postfach 190 325 D-5000 Köln, Federal Republic of Germany	To be arranged 12-18 months including language training	Professional qualification and practical experience. German	-	To be arranged
Precast concrete	The course is intended for imparting advance training to practising engineers in the design, production and detailing aspects of precast concrete building and other components and mass produced pre-cast concrete elements such as poles, sleepers, pipes, etc.	Structural Engineering Research Centre (SERC) CSIR Campus, Adyar Madras-600 020, India	November-December 1980 3 weeks	Engineering degree and 5 years practical experience in design and construction. English	-	To be arranged
Stone technology	Study of major aspects of stone technology including the theoretical and practical background. Particular emphasis on use of by-products full utilization of raw material and prevention of waste of material as well as economic potentialities of stone resources in developing countries.	Israel Institute of Technology Haifa, Israel	July 3 months	Professional qualification and practical experience. English	-	To be arranged

BUILDING MATERIALS INDUSTRIES (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Cement production	The in-plant training programmes are the following: basic knowledge and chemistry of raw materials; location of material resources; processing and treatment of raw materials; management and organization of a cement factory; various products and their use; organization of factory work, shift work, wages and personnel problems; power production and supply; cement kilns and machinery; transport within the factory; silage, packing and delivery; laboratory work: physical and chemical tests.	Istituto per la Ricostruzione Industriale (IRI) via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 3 years experience. Italian	-	To be arranged
Specialization in civil engineering	Two-years training according to individual programming including seminars.	Laboratório Nacional de Engenharia Civil Av. do Brasil Lisboa 5 Portugal	January 1979 and 1980 2 years	Graduates in civil engineering. Portuguese, Spanish, French and English	-	-
Tecnología del caucho	Programa de Friedenthal: introducción, propiedades de las mezclas crudas y vulcanizadas, control de proceso, mezclado, equipos; métodos de formulación; problemas; materias primas, control, ensayos de laboratorio físicos y dinámicos; aprobación de compuestos; extrusionado, equipos; calandrado, equipos; controles: caucho propiedades grales; en especial: natural, SBR, polibutadieno, butilos, acrilonitrilo, neopreno; química de la vulcanización: activantes; defectivo; desmoldantes; clases especiales de clases prácticas en el laboratorio del CITIC.	Centro de Investigaciones técnicas del Caucho (CITIC) av. Gral. Paz y Albarcellos, Migueletes Buenos Aires Argentina	Abril 1979 7 meses	Tener cursados estudios superiores. Español	-	\$US 100

CHEMICAL INDUSTRIES

CHEMICAL INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Técnico en plásticos	Asignaturas de ler año: Física aplicada; fabricación y conocimiento de materiales; química de plastómeros; estudio y ensayo de los materiales; equipos; moldeo de plásticos I: moldeo de termoendurecibles; extrusión I; inyección I y laboratorio I. Asignaturas de 2do año: Herramental para moldeo de plásticos; equipos II; moldeo de plásticos II: termoformado; extrusión; calandrado; inyección II; control de calidad	Istituto Técnico Argentino de la Industria Plástica Inclan 4233-4237 (CP 1258) Buenos Aires Argentina	25 marzo 2 años	Estudios secundarios técnicos completos y/o universitarios técnicos aprobados. Español	-	\$US 347
Plastics technology	Applied R & D. 100 applied research projects in procedure engineering and control engineering (injection moulding, extrusion, foaming, compounding, forming, casting); plastics application (mechanical engineering, electrical engineering, agriculture, ecotechnology, marine technology, transformation and storage of energy, bio-medical application); testing (quality control methods); chemistry (analysis); environmental technology.	Laboratorium für Kunststofftechnik LKT-TGM Vienna Severingasse 9 A-1090 Vienna Austria	January, April 12 weeks	M.Sc., Ph.D. in science and 2 years in research experience. English, German, French	-	To be arranged
Chemical fertilizer	Courses on: technical maintenance; maintenance workshops; electrical workshops; instrument maintenance; quality control; factory operations; bagging; industrial safety.	Société El Nasr d'Engrais et d'Industries Chiriques (S.A.E.) 26 rue Cherif Pacha Immobilia Building Cairo, Egypt	June to December 4 weeks	Engineering degree. English	-	To be arranged

CHEMICAL INDUSTRIES (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Economie pétrolière	Stage d'initiation à l'ensemble des techniques pétrolières: forage, diagrammes, production, raffinage, pétrochimie, divers. Formation générale. Economie générale: introduction à l'économie politique; introduction à l'économie générale; introduction à l'analyse économique; macro-économie; fluctuations économiques; notions de droit administratifs et de fiscalité; problèmes monétaires et financiers des économies modernes; la communauté économique européenne.	Ecole Nationale Supérieure du Pétrole et des Moteurs (Centre d'Etudes Supérieures d'Economie Pétrolière) 4 avenue de Bois Préau B.P. 311, 92506 Rueil-Malmaison, France	1 septembre 18 mois	Sur titre pour les ingénieurs diplômés ou pour les étudiants titulaires d'un diplôme du cycle supérieur ou d'une maîtrise de sciences. Français	1 mars pour non-francophones 15 juin pour francophones	-
Raffinage et génie chimique	Thermodynamique physique; programmation linéaire; hydrodynamique et transfert de matière et de chaleur; compléments optionnels de formation. Raffinage: mise en oeuvre des bruts; chimie du raffinage; unités de fabrication et d'épuration (procédés et process); projet MOB: stade en raffinerie. Génie chimique: distillation; extraction; adsorption; économie pétrolière: conférences générales d'information; réacteurs chimiques; échangeurs tubulaires; condenseurs, rebouilleurs, aéro-réfrigérants; fours et torches; pompes et compresseurs; contrôle et régulation; traitement des eaux; implantation; corrosion; sécurité; notions d'engineering. Pétrochimie: mise en oeuvre; unités de fabrication. Génie mécanique et implantation des unités ou produits pétroliers et complément de pétrochimie. Projet de fin d'études: calcul d'appareillage ou recherche et développement (IFP).	Ecole Nationale Supérieure du Pétrole et des Moteurs (Centre d'Etudes Supérieures de Raffinage et de Génie Chimique) 4 avenue de Bois Préau B.P. 311 Malmaison, France	1 septembre 11 mois	Sur titre pour les ingénieurs diplômés ou pour les étudiants titulaires d'une maîtrise de chimie-physique, de chimie ou de physique. Français	1 mars pour non francophones 15 juin pour francophones	-

Mathématiques appliquées à l'économie: utilisation des ordinateurs; probabilités appliquées; statistiques; économétrie et modèles de prévisions; programmation mathématique; programmation linéaire, non linéaire, dynamique; théorie de contrôle; théorie des graphes; théorie des jeux.
Economie de l'entreprise: gestion financière de l'entreprise; éléments de calcul économique; études des marchés et prévisions commerciales; psychologie appliquée; droit social et droit du travail.
Problèmes économiques des hydrocarbures et de l'énergie: géographie économique du pétrole; aspects économiques de l'industrie des hydrocarbures; ses problèmes; les grandes sources d'énergie; économie appliquée.

CHEMICAL INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Formation professionnelle aux postes de travail de l'industrie et la recherche et de la production pétrolières, en particulier dans les pays en voie de développement	Techniques et équipement d'exploitation des gisements, à terre et en mer, notamment: complétion, essais des puits, travail au câble (wire-line), production de surface. Entretien: mécanique, électricité et régulation. Contrôle technique de forages pétroliers.	IPEDEX Production, Filiale du Groupe IFP (Société de Services pour la Formation et l'Assistance Technique en Exploitation) 366 avenue Napoléon Bonaparte, 92500 Rueil Malmaison, France	A arranger 6 mois à 1 an	Candidats proposés par les clients et sélectionnés par IPEDEX Production. Français, anglais, portugais	-	A arranger
Chemistry and plastics	Chemistry including e.g. processing of basic materials and dyes, production of chemical fertilizers, pharmaceutical and cosmetic industry, manufacture of rubber products; plastics processing.	Carl Duisberg-Gesellschaft and Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit Hohenstaufenring 30-32 D-5000 Köln 1 Federal Republic of Germany	To be arranged 12-18 months incl. language training	Technical and management personnel who have completed professional training and have practical professional experience. German	-	To be arranged
Silicate analysis	Theoretical lectures and practical training covering flame photometry, spectrophotometry, polarography, atomic absorption spectrophotometry, etc. for evaluation, characterization and quality control of minerals and mineral products such as glass, ceramics, enamels, refractories, clays, cements, etc.	Central Glass and Ceramic Research Institute, Raja S.C. Mallick Road Calcutta 700032 India	April and November each year 12 weeks	University degree. English	-	To be arranged
Chemicals from seaweeds	Manufacture of agar agar and alginic acid from seaweeds.	Central Salt and Marine Chemicals Research Institute Gijubhai Badhaka Marg Bhavnagar-364002 India	November to March 4 weeks	Science graduates and engineers. English	-	To be arranged

CHEMICAL INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Ion exchange	Preparation of ionic membranes for desalination of brackish water and for concentration of chemicals (electro-dialysis).	Central Salt and Marine Chemicals Research Institute Gijubhai Badhaka Marg Bhavnagar-364002 India	November to March 4 weeks	Science graduates and engineers. English	-	To be arranged
Reverse osmosis	Preparation of osmotic membranes specially for the cellulose acetate for desalination of brackish water, concentration and separation of chemicals using tubular configuration (reverse osmosis).	Central Salt and Marine Chemicals Research Institute Gijubhai Badhaka Marg Bhavnagar-364002 India	November to March 4 weeks	Science graduates and engineers. English	-	To be arranged
Solar stills	Designing of solar stills for rural water supply.	Central Salt and Marine Chemicals Research Institute Gijubhai Badhaka Marg Bhavnagar-364002 India	November to March 4 weeks	Science graduates and engineers. English	-	To be arranged
Technology of solar salt	Improvement in quality and yield of salt, recovery of mixed salt and marine chemicals as a by-product of salt industry.	Central Salt and Marine Chemicals Research Institute Gijubhai Badhaka Marg Bhavnagar-364002 India	November to March 4 weeks	Science graduates and engineers. English	-	To be arranged
Petroleum refining	Petroleum: its characteristics and production, refining for fuel products, refining for lubricants and speciality products; refinery products and their characteristics; additives manufacture and lubricants; lubricants and their applications.	Indian Institute of Petroleum, Dehra Dun (U.P.), India	Mid-June to March 3 months	Degree in chemical engineering. English	-	To be arranged
Petroleum refining and petro-chemicals	The course covers in depth thermodynamics, kinetics and chemical engineering unit/mass transfer operations and their applications to refining and petro-chemicals process (design and technology). The class room discussions are supplemented by the process calculations, design project and practical work in the laboratories. Finally the course is summed up by three months in-plant training in manufacturing plants.	Indian Institute of Petroleum, Dehra Dun (U.P.), India	To be arranged 15 months	Engineering degree. English	-	To be arranged

CHEMICAL INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Petroleum refining technology	Basic, theoretical aspects and petroleum processing technology; approach to process design of units; operational details of the processing units.	Indian Institute of Petroleum, Dehra Dun (U.P.), India	September 3 months	Degree in chemical engineering. English	-	To be arranged
Utilization of fuels and lubricants	Theoretical and applied aspects of basic lubrication, material sciences, manufacture of lubricants, speciality products and additive formulations, engine lubrication (including chassis transmission and two stroke engine lubricants), industrial lubrication and lubrication systems, combustion in I.C. engines and engine performance and two stroke engines, and related subjects.	Indian Institute of Petroleum, Dehra Dun (U.P.), India	August 1 year	Engineering degree. English	-	To be arranged
Paint and varnish technology	Theoretical and practical study of: oil, pigment, resin, solvent, printing inks, manufacture of paint, varnishes and their applications.	Industries Government of West Bengal, New Secretariat Building 1 Kiron Sankar Roy Road, Calcutta-1 India	September 2 years including 6 months in-plant training	B.Sc. with physics, chemistry and mathematics. English and Bengali	-	To be arranged
Petroleum technology	Course for young chemical engineers and chemists, mainly from developing countries, wishing to acquire up-to-date specialization in petroleum refining and petrochemical fields, specially in teaching, research, design, processing and management.	Institut du Pétrole Gaz et Géologie Bulevardul Bucuresti ur. 1, Ploiesti Romania, in co-operation with UNESCO	January 1979 10 months	Applicants should be university graduates in chemical engineering or chemistry. English	-	-
Industrie pétrolière	Techniques concernant les gisements pétroliers; procédés d'extraction et de récupération secondaire; forage à différentes profondeurs et dans différentes conditions de gisement. Méthodes d'extraction du pétrole brut, sondes et forages (Direction générale du forage et de l'extraction). Analyse des matières en vue de la création de raffineries, examen des huiles et des produits dérivés, analyse du pétrole brut (Institut de recherches pour le raffinage de combustibles et de lubrifiants et de matières de base pour l'industrie pétrochimique (Direction générale du raffinage de pétrole). Aménagement des installations pétrolières.	Ministère du pétrole Bucarest, Roumanie en collaboration avec divers instituts notamment l'Institut de recherches du Ploiesti	Variable	Expérience et formation d'ingénieur ou de technicien. Français, éventuellement anglais, allemand ou russe	-	A discuter

CHEMICAL INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Combustibles sólidos	Petrografía de carbones; mezclas para coque.	Instituto Nacional del Carbón, del Patronato de Investigación Científica y Técnica "Juan de la Cierva" (C.S.I.C.) apartado 73, Oviedo España	Por decidir 4-6 semanas	Título superior, licenciado en química, ingeniería de minas, o similar. Francés, inglés, español	-	12,000 - 14,000 ptas.
Caucho	Química macromolecular; química de elastómeros; físico-química de altos polímeros; físico-química de caucho y tecnología de caucho. El curso va dirigido tanto a titulados superiores como a titulados de grado medio (ingenieros técnicos especializados o similares).	Instituto de Plásticos y Caucho (Escuela de Plásticos y Caucho) c/o Juan de la Cierva 3 Madrid-6, España	Octubre 9 meses	Título superior (universitario o de escuela técnica superior) o título de grado medio (ingeniero técnico especializado o similar). Español	-	10,000 ptas.
Materiales plásticos transformación	Química macromolecular; química de plásticos; físico-química de altos polímeros; tecnología de plásticos; maquinaria y estudio y proyecto de moldes.	Instituto de Plásticos y Caucho (Escuela de Plásticos y Caucho) c/o Juan de la Cierva 3 Madrid-6, España	Octubre 9 meses	Título de ingeniero técnico especializado o título similar. Español	-	10,000 ptas.
Polímeros y materiales plásticos: producción	Química macromolecular; físico-química de altos polímeros; caracterización de polímeros; ingeniería química de polímeros y tecnología de plásticos. El curso implica una fuerte base teórica y unas prácticas muy amplias de forma que los alumnos se acostumbren a relacionar los conocimientos adquiridos con los problemas que presenta su aplicación. Existe la posibilidad de realizar un trabajo de iniciación a la investigación.	Instituto de Plásticos y Caucho (Escuela de Plásticos y Caucho) c/o Juan de la Cierva 3 Madrid-6, España	Octubre 9 meses	Título universitario o de escuela técnica superior. Español	-	10,000 ptas.
Petroleum management	An overview of the petroleum industry; global energy supply and demand; alternative sources of energy; international petroleum marketing; refinery processes and economics; marine transportation; petroleum accounting and finance; production-marketing interface; technology transfer; project management techniques.	Arthur D. Little Management Education Institute, Inc. Acorn Park Cambridge, Mass. 02140 United States of America	August 6 months	Managers and potential managers. English	-	\$7,000

ELECTRICAL AND ELECTRONIC INDUSTRIES

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Applications of microprocessors in industrial electronics	Integrated circuits (introduction); microprocessors; applications of microprocess in industrial electronic systems.	Electronic Industries R and D Center P.O. Box 773 Cairo, Egypt	May 1980 4 weeks	B.Sc. engineers with at least 2 years practical work in industrial electronics. English	-	\$US 400
Colour TV receivers	Colour TV systems; colour TV receiver circuits; maintenance of colour TV receivers.	Electronic Industries R and D Center P.O. Box 773 Cairo, Egypt	7 October 1979 6 weeks	B.Sc. engineers. English	-	\$US 300
Industrial electronics	Instrumentation; transducers, controllers, actuators; analog and digital control circuits; power industrial electronics; industrial electronics systems.	Electronic Industries R and D Center P.O. Box 773 Cairo, Egypt	2 May 1979 6 weeks	B.Sc. electronics or equivalent. English	-	\$US 300
Electrical engineering and energy supply	Construction of electric machines and transformers; construction of electric equipment; projecting and designing, construction and commissioning as well as maintenance, overhaul and inspection of electric installations including equipment for energy generation and distribution; operation of energy generation and distribution equipment; electrical resp. electronic and control in all fields of application.	Carl Duisberg-Gesellschaft and Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit (Central Office of the Federal Labour Exchange), CDG Postfach 190 325 D-5000 Köln, Federal Republic of Germany	To be arranged About 12-18 months	Professional qualification. German	-	To be arranged
Storage battery technology	Course for technical personnel employed in the industries manufacturing lead-acid batteries in particular and representatives of large consumers of batteries and of organisations engaged in the testing of batteries according to the ISI specifications.	Central Electrochemical Research Institute (Council of Scientific and Industrial Research) Karaikudi 623 006 India	To be arranged 8 weeks	University degree. English	-	To be arranged

ELECTRICAL AND ELECTRONIC INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Electrical engineering	There are three different in-plant training programmes: A. organization and production planning in an electrical engineering factory: time and motion study, production costs, supplies, lay-out, labour force, criteria used in normalization, unification and production standards. B. The study of essential factors on which the construction of electrical machinery is based: work processes, checking and testing of materials, assembly of machinery, final testing and electrical testing room. C. The function of principal hydroelectric and steam power stations and outdoor substations: the study of high voltage and low voltage service currents, transformers, and how to locate the part in need of repair.	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 3 years experience. Italian, French, English, Spanish	-	To be arranged
Manufacture and testing of electronic equipment	Training programmes may cover the following manufacturing sections: radar equipments of various types; mini-computers for general purposes; EDP systems for management and control purposes; digital systems for data display; electronic infrastructure systems.	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish	-	To be arranged

FOOD PROCESSING INDUSTRIES

Industrie des céréales	Spécialisation	Ecole Nationale Supérieure de Meunerie et des Industries Céréalières 16 rue Nicolas Fortin 75013 Paris, France	Octobre 1 an (après avoir effectué un stage de 4 semaines en mincterie ou en usine d'aliments du bétail)	Diplôme d'ingénieur Français	20 juillet	A arranger
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FOOD PROCESSING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Standardization for products of agriculture and food-industry	Modern measuring methods to determine quality of industrially processed agricultural produces, organization and structure of standardization bodies in this field. In-plant demonstrations and practice in handling measuring equipment.	TESCO - Bureau for Hungarian Standardization Nagy Lajos kir, utja 202 1149 Budapest, Hungary	Spring 1980 4 weeks	University degree. French	November 1979	To be arranged
Technology of sugar and alcohol production	Cultivation of sugar beet; process and quality control; beet sugar technology.	University of Ferrara Fondazione Serafino Cevasco, Via Luigi Borsari 46 44100 Ferrara, Italy	February 1979 3 months	University degree in engineering, chemistry or agriculture. Italian	-	To be arranged
Food microbiology and -hygiene	The objectives of the course are to ensure the production of safe wholesome food by increasing knowledge and understanding of the role of: food associated microbes in food-borne diseases; preservation in relation to safety and stability of foods during processing, storage and distribution; manufacturing and legislative control of food quality and safety.	Central Institute for Nutrition and Food Research TNO, Utrechtseweg 48 P.O. Box 360 Netherlands, in close co-operation with the Regional Office of WHO, Copenhagen, and under the auspices of the Ministry of Public Health and Environmental Protection, the Netherlands	April 1979 and 1980 About 4 weeks	Higher professional qualification in food technology. English	March 1979 and 1980	Dfl. 2,000 including bed, breakfast and lunch
Food technology	Rural food technology: its impact on food availability, food storage, processing and nutrition.	NUFFIC, Badhuisweg 251 P.O. Box 90734 The Hague, in cooperation with Agricultural University, Wageningen, and State University, Utrecht, Netherlands	January 1980 5 months	Science degree. English	September 1979	Dfl. 1,650

FOOD PROCESSING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Alta especialización en tecnología de alimentos	Fundamentos químicos y bioquímicos de la tecnología de alimentos; ingeniería de los procesos de conservación de alimentos; control analítico y de calidad en las industrias de alimentos; control microbiológico e higiene en las industrias de alimentos; tecnología específica de las conservas, de los zumos de frutas y de los alimentos deshidratados.	Instituto de Agro-química y Tecnología de Alimentos Jaime Roig 11 Valencia, España	Octubre 9 meses	Título superior expedido por una Universidad o escuela técnica superior. Español	Julio	A fijar
Especialización en grasas (Curso medio)	Características generales de las grasas; análisis de las materias grasas; extracción del aceite de oliva, del aceite de orujo de aceitunas y de los aceites de semillas; transformaciones de grasas comestibles y de grasas industriales.	Instituto de la Grasa y sus Derivados, Avda. P. García Tejero 4 Sevilla-12, España	Noviembre 4 meses	Poseer la formación básica que supone haber cursado estudios de escuelas técnicas de grado medio. Español	Octubre	50,000 ptas.
Especialización en grasas (Curso superior)	Características generales, físicas, químicas y bioquímicas de las grasas. Análisis de las materias grasas. Extracción del aceite de oliva, del aceite de orujo de aceitunas y de los aceites de semillas. Transformaciones de grasas comestibles y de grasas industriales.	Instituto de la Grasa y sus Derivados Avda. P. García Tejero 4 Sevilla-12 España	Noviembre 4 meses	Estar en posesión de un título de facultad universitaria o de escuela técnica superior. Español	Octubre	50,000 ptas.
Meat industry technology and management	Slaughterhouse, cutting, packing plant, sausage factory, canning, central kitchen, transportation; engineering and technology; administration and management.	Kristianstad-Blekinge Slakteriförening Box 568 S 291 25 Kristianstad Sweden	To be arranged	Basic education in engineering, technology, bio-chemistry and/or microbiology. Practice in meat plant operations. English or German	-	SKr. 3,500 per month

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Flour milling	Theory and practical work in different laboratories and in the school's pilot mill; milling technology: flow sheet technique, machine technique, plant technique, practical milling; natural sciences: general chemistry, nutrition, cereal biology, baking technology, microbiology and hygiene with practical training; practical training in cereal chemistry, dough testing, baking laboratory; mathematics, physics: general technological laboratory.	Swiss School of Milling Tellstrasse 2 CH-9000 St. Gallen Switzerland	Early September 10 months	Graduation from secondary school or equivalent with at least 6 months practical training in a mill. German or English	April	SvF. 1,200 German course SvF. 1,500 English course
Meat canning	The course is designed for technical personnel from developing countries whose work is concerned with meat processing. The aim of the course is to provide an introduction to the basic principles and practice of meat canning. The emphasis is on practical work, using canning equipment.	Tropical Products Institute 56-62 Gray's Inn Road London WC1X 8LU United Kingdom	July 1979 and 1980 3 weeks	University degree and experience in the food sector (preferably the meat industry). English	-	£158

LEATHER AND LEATHER PRODUCTS INDUSTRIES

Tecnología del cuero	Piel animal; aspectos biológicos; bioquímicos y fisicoquímicos; colágeno; defectos de la piel; operaciones y procesos de precurtición, curtación, post-curtición, teñido y terminación; efluentes de curtiembre; evaluación de materias primas, productos elaborados y semi-elaborados; muestreo, análisis y ensayos; control de calidad.	Centro de Investigación de Tecnología del Cuero (CITEC) Av. 52 entre 121 y 122, 1900 La Plata Argentina	1 junio 1 mes	Egresados de escuelas técnicas de curtimiento y de escuelas o institutos de química. Español	-	A convenir
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LEATHER AND LEATHER PRODUCTS INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Leather processing and tanning	General principles of leather, manufacture, preparation for tannage and tanning methods; dyeing and finishing; production process; practicals and work methods in the tannery; chemistry for leather general management.	National Productivity Centre, MPC P.O. Box 3246 Addis Ababa Ethiopia	Once or twice a year 6-12 months	Professional qualification. English	-	To be arranged
Leathergoods manufacture	Pattern cutting and design development; fabrication of leathergoods using hand tools and simple machines; fabrication of leathergoods using modern machines and improved tools; training on various leathergoods machines including shaving machines; training on leather craftwork; theoretical classes on leathers, materials, tools, organization and trade practices and cost estimates.	Central Leather Research Institute (CLRI), Adyar, Madras 600 020, India	January 1979 & 1980 6 months	University entrance. English	-	Rs. 500 per month
Especialización en curtidos	Tecnología de curtidos; química técnica curtición; procesos industriales curtidos; maquinaria de curtidos; oficina técnica.	Escuela Nacional de Teneria, Plaza José Antonio s/n, Igualada (Barcelona) España	1 octubre 9 meses	Títulos universitarios en ciencias químicas. Español	20 septiembre	15,000 ptas.
Corrosion et lutte contre la corrosion	Corrosion électrochimique; diagrammes d'équilibres électro-chimiques; études cinétiques de la corrosion; méthodes expérimentales; théorie et applications à la lutte contre la corrosion; principes de protection et cas particuliers de corrosion.	Centre Belge d'Etude de la Corrosion CEBELCOR Avenue Paul Héger Grille 2 B-1050 Bruxelles Belgique	2 semaines ou 3 mois A convenir	Diplôme de l'enseignement universitaire ou technique supérieur. Français, anglais	-	A arranger

MECHANICAL AND METALWORKING INDUSTRIES

MECHANICAL AND METALWORKING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Welding (12th and 13th international courses)	A specialized supplementary course for the purpose of extending knowledge in the field of welding. Theory, seminars, practical demonstrations as well as exchange of experience between Czechoslovak and foreign experts.	Welding Research Institute, Vyzkumny ústav zvarčeský ul. Februárového víťazstva 71 P.O. Box 436 894 23 Bratislava Czechoslovakia (Bratislava and High Tatras)	24 September 1979 and 27 September 1980 12 days	Engineering degree. English	15 March 1979 and 1980	SvF.2, 100 (incl. board and lodging)
Moteurs et applications	Enseignements communs: programmation; thermodynamique; caractéristiques des carburants; économie; analyse numérique; carburant; injection; combustion; graissage. Option moteurs: thermodynamique; actualités métallurgiques; raffinage; essais normalisés; automobile; diesel, turbines à gaz; T.P. "moteurs"; avant-projet de turbine à gaz; travail personnel; visites d'usines; travaux pratiques "moteurs". Option applications: visites de raffineries; thermodynamique; chimie des hydrocarbures; raffinage; essais normalisés; physico-chimie des lubrifiants; lubrification; échanges thermiques; T.P. "moteurs" et "huiles"; échanges thermiques; carburants et combustibles; T.P. sur la formulation d'une huile; graissage; travail personnel; bitumes; turbines à gaz; distribution; sécurité; économie; visites d'usines.	Ecole Nationale Supérieure du Pétrole et des Moteurs (Centre d'Etudes Supérieures des Moteurs à combustion interne et des Applications des produits du pétrole) 4 avenue de Bois Préau B.P. 311 Rueil Malmaison France	1 septembre 11 mois	Option moteurs: diplôme d'ingénieur ou maîtrise de mécanique ou de technologie de construction. Option application: diplôme d'ingénieur ou maîtrise de mécanique, de technologie de construction, de physique ou de chimiephysique. Français	1 mars pour non francophones 15 juin pour francophones	-
Corrosion and its prevention	Corrosion preventive measures and the problems of corrosion faced by industries as well as public organisations.	Central Electro-chemical Research Institute (Council of Scientific and Industrial Research) Karaikudi 623 006 India	To be arranged 5 weeks	University degree. English	-	To be arranged

MECHANICAL AND METALWORKING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Electroplating	For technical personnel employed in different industries concerned with electroplating, such as the automobiles, bicycles, railways, aircraft, machine tools and other industries; intensive training in modern developments in the theory and practice of electroplating.	Central Electro-chemical Research Institute (Council of Scientific and Industrial Research) Karaikudi 623 006 India	To be arranged 10 weeks	University degree. English	-	To be arranged
Tool design	Training in tool, die and mould design; design of jigs and fixtures, die casting dies, press tools and cutting tools, including metrology and process planning.	Central Institute of Tool Design Balanagar Hyderabad, A.P. India	Troughout 1979 From 7 weeks to 2 years	Engineering degree. English	2 months before each course	From Rs.2,500 to Rs.10,800
Design of numerically controlled machine tools	Introduction and outline of NC machine tools; machine tool and control system elements; matching and interfacing of systems to machine tools; considerations at design stage for reduction in lead-time in manufacture; design considerations of optimal attachments such as tool changer, pallet changers, transfer stations; considerations for NC, CNC and DNC.	Central Machine Tool Institute, Tumkur Road Bangalore-560 022 India	Early August 1979 4 weeks	Engineering degree. English	-	\$US 1,000
Machine tool design	Modern machine tool concepts; design practices and trends in machine tool development; a design project.	Central Machine Tool Institute, Tumkur Road Bangalore-560 022 India	Early January 1979 3 weeks	Mechanical engineers. English	-	\$US 1,500
Machine tool inspection and testing	Mechanical measurement and inspection; instruments used, methods of measurements etc.; standards and test charts for machine tools; machine tool testing.	Central Machine Tool Institute, Tumkur Road Bangalore-560 022 India	11 June 1979 2 weeks	Mechanical engineers with 2 to 3 years experience in machine tool testing and inspection. English	-	\$US 500
Machining technology	Conventional machining; FDM and ECM; NC machining processes; group technology; machinability data and machining economics; cutting tools; tooling and production aids for increasing the versatility of machine tools; pre-set tooling; precision measurements and heat treatment, etc.	Central Machine Tool Institute, Tumkur Road Bangalore-560 022 India	14 May 1979 2 weeks	Graduate mechanical engineers engaged in production/manufacturing, with 3 to 5 years experience. English	-	\$US 500

MECHANICAL AND METALWORKING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Maintenance of numerically controlled machine tools	Operation of NC machines; basic principles of NC systems; identification and understanding of functional elements; procedures for routine and periodical maintenance; diagnosing of faulty areas and components; calibration and test procedures, etc.	Control Machine Tool Institute, Tumkur Road Bangalore-560 022 India	Early April 1979 2 weeks	Qualified electrical and electronics engineers. English	-	\$US 500
Machine tool technology in practice	Course and integrated plant study in the subjects: production technology, quality management; R and D management; manpower management; corporate planning; appropriate technology selection; project management.	Hindustan Machine Tools (International) Ltd. 36 Cunningham Road Bangalore 560 052 India	August 1979 1 month	Engineering graduates. English	-	\$200 per month
Machine tool technology in practice	Course and integrated plant study in the subjects: standards; production planning; materials engineering; production management; inspection and quality control; maintenance; foundry and allied areas.	Hindustan Machine Tools (International) Ltd. 36 Cunningham Road Bangalore 560 052 India	September 1979 2 months	Engineering graduates. English	-	\$200 per month
Design of industrial structures in steel	The objective of the course is to impart advance training to the practising engineers in design and detailing of industrial structures in steel.	Structural Engineering Research Centre (SERC) CSIR Campus, Adyar Madras-600 020, India	January-February 1980 2 weeks	Engineering degree. English	-	To be arranged
Finite elements methods for structural analysis	The course aims at developing finite element technique in solving many of the problems arising in structural, mechanical and aeronautical applications. It is divided into four phases as (1) fundamentals, (2) discrete finite elements, (3) continuum finite elements, and (4) applications.	Structural Engineering Research Centre (SERC) CSIR Campus, Adyar Madras-600 020, India	September October 1979 4 weeks	Engineering degree and 5 years practical experience in design and construction. English	-	To be arranged
Structural optimisation	The course aims at developing optimisation techniques with specific applications in structural engineering. The course is divided into four phases viz. (1) background on structural analysis, (2) automated design, (3) optimisation techniques, (4) applications.	Structural Engineering Research Centre (SERC) CSIR Campus, Adayar Madras-600 020, India	December 1979 and January 1980 4 weeks	Engineering degree and 5 years practical experience in design and construction. English	-	To be arranged

MECHANICAL AND METALWORKING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Welding	Welding processes; welding metallurgy; NDT and quality control; manufacturing codes; weld design economy and productivity; applications; safety; practical training in welding; project work.	Welding Research Institute Tiruchirappalli 620014 India	February and August 1979 10 weeks	Graduate engineers. English	-	\$800
Corrosion science and technology	Thermodynamics and kinetics of corrosion processes; materials science; electro-chemistry; corrosion of ferrous- and non-ferrous materials; corrosion in industrial plants; corrosion protection; testing methods in corrosion and corrosion protection.	Corrosion Study Center "A. Daccò" Faculty of Sciences University of Ferrara Via L. Borsari, 46 I-44100 Ferrara, Italy	February 40 days	University degree in chemistry, engineering or physics. Italian	30 November	60,000 Lire
Automobile engineering	Overhauling and testing of motor vehicles, sub-assembly and assembly of motor vehicles, manufacturing of body and mechanical units; engine assembly lines; parts and accessories (instruments and upholstery etc.).	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish	-	To be arranged
Mechanical engineering	General mechanical engineering: Engineering design and research departments; work organization, organization and method study, work simplification, materials handling, material control and standardization, advanced methods of production control. Design and construction of machine tools, steel and pig-iron foundries, refrigeration equipment; production, materials study, metal casting and machining processes of moulds and models, destructive and non-destructive tests, intermediate and final testing; aeronautical production.	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish	-	To be arranged

MECHANICAL AND METALWORKING INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Shipbuilding	<p>A. Specialization in the design and complete construction of the hull; in the fitting out of the ship; and in the construction and installation of the engines.</p> <p>B. Specialization in the field of ship repairs and the dry-dock overhauling of the hull, engines and auxiliary installations on board.</p>	<p>Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)</p>	<p>15 January 1979 5 months</p>	<p>Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish</p>	-	To be arranged
Tool engineering	<p>General aspect in tool engineering; die casting technology; casting die design and manufacture; press and forging die design and manufacture; cutting tool design and manufacture; key points in designing jigs and fixtures; plastic mould die design; metrology and gauging.</p>	<p>Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan (Hyderabad, India)</p>	<p>To be decided 6 weeks in 1979</p>	<p>Consultants or engineers in the field of tool engineering. English</p>	-	\$US 150
Metals and engineering technology	<p>A series of 21 short seminars designed to meet the needs of the metals and engineering industries.</p>	<p>Metals Industry Research and Development Center (MIRDC) c/o Department of Industry 385 Ruedia Avenue Extension, Makati Metro, Manila 3117 Philippines</p>	<p>Throughout year To be arranged</p>	<p>Qualified engineers. English</p>	-	To be arranged
Modern foundry technologies	<p>Theoretical and practical training and specialized practical training in selected foundries in Poland in the fields of foundry materials, melting and casting technologies, pattern making practices, moulding materials and moulding technology, mechanization and automation, quality control and repair of castings, design of castings and environmental protection.</p>	<p>Foundry Research Institute ul. Zakopianska 73 30-418 Krakow, Poland</p>	<p>May 6 weeks</p>	<p>Professional qualification and employment in foundry. English</p>	-	To be arranged

MECHANICAL AND METALWORKING INDUSTRIES (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Curso superior de soldadura	Conceptos de metalurgia relacionados con la soldadura; procedimientos de soldado; propiedades de los materiales relativas a su soldabilidad; ensayos mecánicos; metalurgia de la soldadura; ensayos no destructivos de materiales metálicos y de uniones soldadas; diseño de uniones soldadas en construcciones metálicas; prácticas de los métodos operatorios de soldado.	Centro Nacional de Investigaciones Metalúrgicas (CNIM) Gregorio del Amo S/N Ciudad Universitaria Madrid 3, España	Variable 3-4 meses	Título superior universitario y arquitectos e ingenieros técnicos. Español	-	A debatir

METALLURGICAL INDUSTRIES

Laminación	Selección de equipamiento eléctrico; utilización y mantenimiento del equipamiento eléctrico; sistemas de control; calentamiento, introducción; hornos de calentamiento; cilindros laminadores fundidos; cilindros laminadores forjados; recuperación de cilindros; laminación de desbastes; laminación de chapas en caliente; metalurgia de la laminación plana; teoría de laminación en frío; proceso de laminado en frío; laminación de desbastes; laminación de barras y alambón; laminación de perfiles.	Instituto Argentino de Siderurgia, av. Eduardo Madero 1020 Anexo Conurbán 1106 Buenos Aires Argentina	Marzo 1979 4 meses	Profesionales que deseen profundizar y estructurar los conocimientos de base del tema laminación. Español	Febrero 1979	A discutir
Reducción	Reducción; análisis general; termodinámica aplicada a la reducción; fluidodinámica y transferencia de calor; cinética de los procesos de reducción; transferencia de materia; diseño de reactores; agentes reductores; control de proceso.	Instituto Argentino de Siderurgia, av. Eduardo Madero 1020 Anexo Conurbán 1106 Buenos Aires Argentina	Abril 1979 8 semanas	Profesionales que deseen profundizar y estructurar los conocimientos de base del tema reducción. Español	Marzo 1979	A discutir

METALLURGICAL INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Industrial plants and machinery	In-plant training programs in iron and steel production plants and subsidiary plants; cement production plants; complete plants and automatic machinery for the mass production of metal cans; general ecological studies (on water and gas purifiers).	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 3 years experience. Italian, French, English, Spanish	-	To be arranged
Iron and steel production	The trainees can specialize in the following fields: ore-dressing; coke-production and by-products; blast furnace; technical knowledge and practical training; steel production; technical knowledge and practical training; continuous casting; rolling processes both hot and cold; manufacture of welded and weldless pipes; steel and pig-iron foundry; quality control; maintenance of the machinery; general factory facilities; latest methods adopted in organization and management.	Istituto per la Ricostruzione Industriale, (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish	-	To be arranged
Electrical steel making	Lectures and practical training; introduction of current situation of electrical steel making in Japan; management of electrical furnace, dissolution method, material control; observation tours.	Government Industrial Research Institute Nagoya, Japan, and Daido Special Steel Corporation	25 January 1979 3 months	University graduates with at least 3 years experience. English	-	To be arranged
Metals and engineering technology	A series of 21 short seminars designed to meet the needs of the metals and engineering industries.	Metals Industry Research and Development Center (MIRDC) c/o Department of Industry 385 Buendia Avenue Extension, Makati Metro, Manila 3117 Philippines	Throughout year To be arranged	Qualified engineers. English	-	To be arranged
Metalurgia	Técnicas instrumentales de análisis de metales; corrosión y protección de metales; fundición de metales; ensayos no destructivos de materiales metálicos.	Centro Nacional de Investigaciones Metalúrgicas Gregorio del Amo s/n Ciudad Universitaria Madrid-3, España	Variable	Técnicos especializados. Español	-	A debatir

PULP AND PAPER INDUSTRIES

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Pulp and paper technology	Theoretical background for pulp and paper production; laboratory work related to lectures given in larger scale projects selected by the participants in the field of major interest (pulp and/or paper) very often with raw materials from home country.	University of Trondheim Norwegian Institute of Technology (NTH) Laboratory of Cellulose Technology, sponsored by the Norwegian Agency for International Development (NORAD) N-7034 Trondheim-NTH Norway	August 1979 and 1980 10 months	B.Sc. or equivalent; some practical experience in pulp and paper industries. English	-	-

TEXTILE INDUSTRIES

Textiles	Short courses on: engineering services in textile mills; quality control tests in wet processing of textiles; analysis and improvement of productivity in spinning and weaving for cotton based textile industry; process control in spinning for cotton based textile industry.	Ahmedabad Textile Industry's Research Association Polytechnic P.O. Ahmedabad-380 015 India	August to November 1979 6-15 days	Textile engineers. English	-	Rs. 1,550 - 3,750
Quality control in textiles	Statistical methods in quality control; design of experiments; labour and machine productivity; workload and work assignment; waste and waste control measures; costing and cost control; testing the product at various stages of processing; control of outgoing products; introduction of quality control in an organisation and measures to be taken for Q C to be successful.	South India Textile Research Association (SITRA) Coimbatore-641 014 India	To be arranged 3 months	Professional qualification in textiles. English	-	To be arranged

TEXTILE INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Textile industry	Short courses on: quality control and productivity; work study techniques; textile mill management; knitting technology and management; financial control; maintenance management; personnel management; office and administrative management; supervisory development.	South India Textile Research Association (SITRA) Coimbatore-641 014	To be arranged 1-2 weeks	Professional qualification. English	-	To be arranged
Textile testing	Textile fibres and their classifications; testing of fibres; analysis and interpretation of test results; fibre quality index; yarn properties and their testing; fibre - yarn relationships, fabric testing, defects in fabric and their identification, testing equipments - calibration, maintenance and servicing.	South India Textile Research Association (SITRA) Coimbatore-641 014 India	To be arranged 3 months	Professional qualification in textiles. English	-	To be arranged
Textile industry	Spinning, weaving including preparation yarn and piece dyeing, finishing, printing, testing.	International Consulting Division of Royal Textile Mills Nijverdal-ten Cate P.O. Box 58 Almelo, Netherlands	Throughout year (except July) 4-12 weeks	Graduate of technical school. English/German	-	To be arranged
Textile mill management	Theory and practice of industrial organization and management; costing; maintenance, production control; quality control; statistics; trouble shooting; operative selection and training. Theory and practice of textile manufacturing processes; cotton and synthetics spinning, weaving, knitting dyeing, finishing and printing. In-plant training; case study.	Royal Ten Gate Group in collaboration with the Textile Engineering Enschede College P.O. Box 1075 Enschede, Netherlands	October 5-6 months	Production managers and technical staff: minimum secondary level schooling, 2 years experience in textile industry. English	August	To be arranged

TEXTILE INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Textile industry	Spinning, weaving and preparation, knitting, dyeing, printing, textile design, textile testing, handloom weaving, mechanical silk reeling.	Textile Industry Division, Department of Industrial Promotion, Ministry of Industry, Soi Kluay Nam Tai, Bangkok 11 Thailand	To be arranged 2-8 weeks	Technical school graduate. English	-	-
Cotton fibre technology, testing and evaluation	Basic statistics; general fibre technology; fibre structure; fibre properties in relation to end-use; fibre identification; cotton testing and evaluation; testing of cotton in process; analysis and evaluation of test results; cotton marketing.	International Institute for Cotton Kingston Road Didsbury Manchester M20 8RD United Kingdom (Bolton Technical College)	April and October 1979 8 weeks	Education at least up to university entrance level and technical qualifications in either: (a) agricultural subjects, preferably related to cotton production, or (b) textile technology at least up to Higher National Diploma (or equivalent) level. English	February and August 1979	£375 - £450
Warp preparation and sizing (cotton and cotton blends)	To provide technical staff with a knowledge of the theory and practice of yarn preparation for weaving (warping, beaming, size constituents, size application, control systems, mechanical problems, evaluation and fault analysis at subsequent stages of processing).	The International Institute for Cotton Kingston Road Didsbury Manchester M20 8RD United Kingdom	16 April 1979 8 weeks	A sound general education preferably up to university entrance level; and technical qualifications in textile technology. English	16 February 1979	£425
Wet-processing of cotton textiles	De-sizing, scouring, bleaching, mercerising and easy-care finishing. The careful preparation of fabric for subsequent processes of dyeing, printing and finishing is essential if the final product is to be competitive in world markets. The purpose of the course is to provide up to date information and practical guidance on modern techniques of fabric preparator and easy-care finishing treatments. It will not deal in any detail with the techniques of dyeing and printing.	The International Institute for Cotton Kingston Road Didsbury Manchester M20 8RD United Kingdom	7 May 1979 8 weeks	A sound general education preferably up to university entrance level; some practical experience in the wet processing of textiles is essential. English	28 February 1979	£700

WOOD PROCESSING AND WOOD PRODUCTS INDUSTRIES

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management of maintenance in woodworking industries	Management by objectives; maintenance technology; planning: organization and operation of maintenance units; economics of maintenance; working conditions and mill safety; maintenance aspects in the planning, erection and start-up phases of a woodworking plant.	National Board of Vocational Education Forestry Training Programme for Developing Countries Hakaniemenkatu 2 00530 Helsinki 53 Finland. (Kotka)	August 1979 and 1980 4 weeks	Professional qualification. English	30 May 1979	-
Planning of logging and log transport	Theoretical and practical programme specially relevant to the conditions in man-made forests, covering factors affecting the planning of logging; logging systems: logging and transport techniques; organization; planning of roads and transport; maintenance; economics; work safety.	National Board of Vocational Education Forestry Training Programme for Developing Countries Hakaniemenkatu 2 00530 Helsinki 53 Finland. (Zambia Forest College, Kitwe)	7 May 1979 3 weeks	Professional qualification with at least 2 years experience in a responsible position from selected East African countries. English	15 February 1979	-
Planning of saw-milling industry	Theoretical and practical programme covering pre-planning of a sawmill; choice of main machines; production planning and quality control; use of sawmill waste; further conversion of sawnwood; marketing; maintenance problems; work safety.	National Board of Vocational Education Forestry Training Programme for Developing Countries Hakaniemenkatu 2 00530 Helsinki 53 Finland	To be arranged (1980) 3 weeks	Professional qualification. English	-	-
Technologie du bois	Stages de courte durée dans les domaines suivants: les panneaux de fibres; le bois dans la décoration; les panneaux de particules; les contreplaqués; l'usinage mécanique du bois et de ses dérivés; l'exploitation forestière - scierie; les techniques de finition, vernissage et peinture; la technologie du bois et de ses dérivés.	Institut National du Bois 6 Avenue de Saint-Mandé 75012 Paris, France (Paris et Dax)	A convenir	- Français	-	A convenir

WOOD PROCESSING AND WOOD PRODUCTS INDUSTRIES (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Wood working and processing	Wood working (sawmills, veneering and plywood factories, wood fibre and wood fibre board factories); wood processing (industrial production of wood furniture, cabinet making, building joinery, incl. wooden construction elements).	Carl Duisberg-Gesellschaft und Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit Hohenstaufenring 30-32 D-5000 Köln 1 Federal Republic of Germany	To be arranged 12-18 months incl. language training	Executives with completed training and practical experience. German	-	To be arranged
Plywood technology	Timber resources; wood anatomy; physical, mechanical and electrical properties of wood; biological deterioration; wood seasoning and preservation, manufacture of plywood; adhesives; applications of plywood; blockboards, flush doors and panel doors; fibreboards; particle boards; instrumentation, etc.	Indian Plywood Industries Research Institute Post Bag 2273 Tumkur Road Bangalore-560 022 India	To be arranged 3 months	University degree. English	-	To be arranged
Timber studies	Wood and timber technology including an advanced study of one area of specialisation including sawmill management and conversion.	Buckinghamshire College of Higher Education, School of Art and Design, Furniture and Timber Queen Alexandra Road High Wycombe, Bucks. United Kingdom	3 September 1979 1 year	University entrance. English	June 1979	About £700
Timber structures and technology	Basic properties of timber; utilization of timber; structural analysis of components; the building process with timber; protection by design; biodeterioration and preservation of timber.	Department of Civil Engineering Imperial College University of London London SW7 United Kingdom	October 1979 12 months	University degree, or suitable equivalent experience, in civil engineering, building, architecture, timber technology or forestry. English	1 May 1979	£925

TRAINING OPPORTUNITIES OFFERED BY INSTITUTIONS OTHER THAN UNIDO (FUNCTION ORIENTED)
 POSSIBILITES DE FORMATION OFFERTES PAR DES INSTITUTIONS AUTRES QUE L'ONUDI (POUR DES FONCTIONS DANS L'INDUSTRIE)
 OPORTUNIDADES DE CAPACITACION OFRECIDAS POR INSTITUCIONES DISTINTAS DE LA ONUDI (POR FUNCIONES INDUSTRIALES)

AUTOMATION AND DATA PROCESSING

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Informatique appliquée à des problèmes divers	Stages pratiques d'informatique appliquée, y compris des exercices dans des organismes appliquant les méthodes adéquates, compte tenu des problèmes à traiter par le ou les participants.	Centre International de Formation MISIFA Place Albert Leemans 14 Boite 29 B-1050 Bruxelles Belgique	A fixer	Formation de base ou expérience en informatique. Français	-	A arranger
Basic systems analysis	Methods of processing data for accounting, statistical and managerial purposes; systems analysis and design. (Training Package on Basic Systems Analysis developed by the British National Computing Centre (NCC.))	The Hong Kong Productivity Centre Sincere Building 173 Des Voeux Road Central Hong Kong	April 1979 and September 1980 4 weeks	A knowledge of typical business procedures and management. English	-	\$HK 4,000
Computer programming and information processing	Course intended for computer personnel who will normally be employed in computer installations and who intend to start their careers as computer programmers. It improves a study of the basic techniques of programming, coding and operation, together with an appreciation of the relevant mathematics and statistics and an introduction to information processing.	The Hong Kong Productivity Centre Sincere Building 173 Des Voeux Road Central Hong Kong	Every 2 months starting from May 1979 10 months	Secondary school graduates with English and mathematics. English	-	\$HK 2,150
Management information systems	Systems approach and cybernetics; management and organization; organizational objectives and strategies; role of information in decision making for planning and control; role of managers in MIS; role of computers; computer hardware and software; data base concepts; MIS feasibility study; functional analysis; MIS master plan; MIS design and developments; MIS implementation; MIS project management.	National Institute for Training in Industrial Engineering NITIE P.O. Vihar Lake Bombay-400 087 India	19 March 1979 2 weeks	Senior and middle level line and staff executives. English	-	Rs.1,600

AUTOMATION AND DATA PROCESSING (Cont'd)

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Course or Seminar	General description	Organizer: Venue	Commencing date: Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Sistema analítico para el procesamiento de datos por medios electrónicos (E.D.P.)	<p>Análisis de Sistemas, Técnicas de Información. Recopilación de Datos, Organización, Administración, Planificación, Ejecución.</p>	<p>Instituto Israelí de Productividad División de Cooperación Internacional, Ministerio de Relaciones Exteriores Jerusalén, Israel (Tel Aviv)</p>	<p>A ser fijada 5 semanas</p>	<p>Calificaciones profesionales. Español</p>	-	<p>A ser fijada</p>
Systems analysis for automatic data processing	<p>Planning and implementation of advanced automatic data processing systems. A.D.P. applications, in various industrial areas - from the experience gained in Israel - will be presented in this part of the course, in order to demonstrate the problems involved in efficient implementation of A.D.P. systems under the conditions prevailing in a developing country. At the same time, background lectures will be given and discussions will take place on subjects of systems analysis, information systems, use of scientific management techniques, and the steps to be taken in connection with A.D.P.</p>	<p>Israel Institute of Productivity, Henrietta Szold Str. 4 Tel-Aviv Israel</p>	<p>15 October 9 weeks</p>	<p>Professional qualification. English</p>	1 July	<p>To be arranged</p>
Low cost automation	<p>Introduction to low cost automation; LCA systems; management and social aspects of LCA; components of LCA: standard symbols and notation; design of LCA circuits; applications of LCA: developing and implementing LCA training courses for engineers; development of LCA in Japan and international comparisons; practical applications of LCA; how to introduce LCA, and its effect; setting up LCA centres in member countries.</p>	<p>Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku Tokyo 107 Japan (Philippines and Japan)</p>	<p>To be decided 5 weeks during 1980</p>	<p>Consultants and trainers. English</p>	-	<p>\$US 150</p>

AUTOMATION AND DATA PROCESSING (Cont'd)

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Course or Seminar	General description	Organizer: Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Low-cost automation and production management	Applications of low-cost automation as a tool for upgrading production techniques; demonstration projects in the low-cost automation laboratory and actual inplant assignments in various industries; how and where low-cost factory automation can help; how automation can be achieved without computerizing or adapting "high-charge" electronic devices; how to install suitable "low-cost" automation equipment; use and adaptation of easily obtainable and inexpensive standard electro-pneumatic and other mechanical devices to solving production management problems and on the economic aspects of adaptive technology like low-cost automation for improving production of factory operation.	Institute for Small-Scale Industries University of the Philippines Virata Hall Diliman Quezon City Philippines	March and August 3 1/2 months	Holders of Bachelor's degree in mechanical, electrical, chemical and industrial engineering or their equivalents. English	3 months before starting date	\$US 800
Computer management studies (supplementary course)	(1) By lectures, seminars and discussions, extension of subject areas covered by 12 months course, including management of computing resources in developing countries, recent technical developments (mini- and micro-computers, distributed systems, data bases), project management, data security, role of national computer centres. (2) Visits to centres of interest to developing countries.	Birkbeck College Malet Street London WC1E 7HX United Kingdom, with assistance of UNESCO, the U.K. Ministry of Overseas Development and British Council	2 May 1979 3 months	Attendance at 12 months Computer Management Studies plus 2 years relevant post-experience, or equivalent knowledge and experience. English	31 January 1979	£550 (provisional)
Control engineering and operational research	The course is designed for students who wish to be well qualified in both control and operational research. Part of the course consists of formal lectures leading to a written examination and part consists of work on a project on which a thesis is written.	Cambridge University Engineering Department University Engineering Laboratory Trumpington Street Cambridge CB2 1PZ United Kingdom	1 October 1 year	Degree in engineering or mathematics. English	-	£925 p.a. (University fee) + approx. £800 (College fee)

AUTOMATION AND DATA PROCESSING (Cont'd)

Course or Seminar	General description	Organizer: Venue	Commencing date: Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Production and materials management using computers	The reality of materials management, cost and quality aspects of material control, basic principles of data processing, computer based production control operations, the design of a computerized system, the implementation of a computerized system, case studies in production control, computer operations in a group technology environment.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (courses held in Brussels, Edinburgh, Hong Kong, Kuala Lumpur, Stratford-upon-Avon, Stockholm, Brazil, Malta, Singapore, Trinidad and Tobago)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500
Computer management studies (international postgraduate training course)	Introductions to computer science, programming, computer management, system analysis, communication skills. Principles of management (activities, techniques, human resources management); economic and technical aspects of managing computers and computer applications; social impact of computers; information system analysis and design; file organisation and data base systems. Project relevant to theme of course. Technical visits.	University College Gower Street London WC1E 6BT United Kingdom, with assistance of UNESCO, the U.K. Ministry of Overseas Development and British Council	1 October 12 months	University degree with background knowledge of computing and applied mathematics, and professional English	31 May	£1,250 (1978-79)
Control engineering in materials processing	Practical applications of established and new techniques of instrumentation and control, using a sound base of essential theoretical material. A second part of course considers the latest techniques of control involving computers and microprocessors.	University of Technology Centre for Extension Studies Loughborough Leicestershire United Kingdom	18 March 1979 2 September 1979 (second part) 4 weeks each)	Professional qualification. English	-	To be arranged
Computer science and technology	Courses and visits to major business and industrial sites on: computer survey for corporate executives, corporate use of computers and organization of a corporate computer centre.	International Executive Seminars Rochester Institute of Technology 1 Lomb Memorial Drive Rochester, N.Y. 14623 United States of America	Throughout 1979 28 days	Professional qualification. English	-	\$3,000

INDUSTRIAL DESIGN

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Industrial engineering and design	18 courses mainly of short duration.	Engineering and Industrial Design Development Centre Dar El Salam Centre Cairo Egypt	Throughout year 1-8 weeks	Technical qualifications. English or Arabic	-	\$US 200-400
Design of cutting tools	Theory and design exercises on cutting tools; theory of cutting, design of single point tools, carbide tools, milling cutters, broaches, taps, threading dies, reamers, hole making tools and gear cutting tools.	Central Institute of Tool Design Balanagar Hyderabad 500 037 A.P. India	June 7 weeks	Degree in mechanical engineering. English	-	Rs.2,500
Design of die-casting dies	Theory and design exercises on die-casting dies; terminology, machines, types, design details, die casting alloys, case studies: elimination of casting defects, die steels for die casting dies, etc.	Central Institute of Tool Design Balanagar Hyderabad 500 037 A.P. India	January 1979 & 1980 10 weeks	Degree in mechanical engineering. English	-	Rs.3,500
Design of jigs and fixtures	Design practice, material specifications and heat treatment, metrology, process planning, design exercises in jigs and fixtures.	Central Institute of Tool Design Balanagar Hyderabad 500 037 A.P. India	October 1979 11 weeks	Degree in mechanical engineering with one year's experience. English	-	Rs.3,750
Design of press tools	Theory and design exercises on press tools; analysis of shearing process, sizes and tolerances of die opening and punch, force, energy, power in shearing, types of shearing dies, elements of shearing dies, piercing and bending dies, drawing and drawing dies, forming and forming dies, progressive dies for multiple operations.	Central Institute of Tool Design Balanagar Hyderabad 500 037 A.P. India	August 11 weeks	Degree in mechanical engineering. English	-	Rs.3,700

INDUSTRIAL DESIGN (Cont'd)

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Course or Seminar	General description	Organizer: Venue	Commencing date: Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Tool design	Course for design draughtsmen covers: design practice, metrology, material specification, testing and heat treatment, process planning, design of press tools, moulds for plastics and die casting dies, jigs and fixtures, cutting tools and gauges, specialization in press tools or moulds for plastics and die casting dies, or tooling for machining process (including special cutting tools or gauges and advanced jigs and fixtures).	Central Institute of Tool Design Balanaagar Hyderabad 500 037 A.P. India	August 1 year	Diploma in mechanical engineering. English	August	Rs. 4,000
Tool, die and mould design	Designing practice, process planning, design of gauges, special cutting tools, jigs and fixtures, press tools, moulds for plastics, die casting dies, material specification, testing and heat treatment, metrology and measuring techniques, special study and project work.	Central Institute of Tool Design Balanaagar Hyderabad 500 037 A.P. India	August 2 years	Degree in mechanical engineering. English	August	Rs. 10,800
Instrument designing	Various courses for design engineers and technicians.	Institute for Design of Electrical Measuring Instruments Chunabhathi P.O. Kurla Bombay-70 India	To be arranged	Engineers. English	-	To be arranged
Product design	Design objectives: product environment and product design; reliability and maintainability in product design: safety regulations in product design: designing for high volume production: material science for product design: feedback system (feedback in the performance in the field); introduction to modern production technology; application of computers in product design: copyrights and patents for new products.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku Tokyo 107 Japan (Hong Kong)	July 1979 3 weeks	Product designers and consultants concerned with product design. English	-	\$US 75

INDUSTRIAL INFORMATION AND DOCUMENTATION

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Patent documentation as a source of technological information	Introduction to industrial property; patent documentation; use of patent documentation as a search tool (for searches of the state of the art and other technical information purposes); survey of INPADOC services; transfer of technology within the framework of industrial property; practical training.	The Republic of Austria Patent Office Kohlmarkt 8-10 A-1014 Vienna, Austria and World Intellectual Property Organization Chemin des Colombettes 2, CH-1211 Geneva 20 Switzerland (Vienna)	Probably August 1979 and 1980 4 weeks	Professional qualifications and work in patent office. English	-	-

INDUSTRIAL PLANNING AND PROGRAMMING

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Economie du développement - planification du développement - élaboration, évaluation, sélection, planification et gestion des projets	Liaisons entre la micro- et la macro-économie; comptes de la nation; tableaux d'échanges intersectoriels; modèles et objectifs de développement; études de marché; études de faisabilité et de rentabilité; analyse coûts-avantages; méthodes des prix de référence; méthodes des effets; problèmes de choix; méthodes de planification; méthodes de suivi et de contrôle; infrastructure matérielle, administrative et légale du développement; codes d'investissement; financement du développement; préparation des dossiers de présentation des projets.	Centre International de Formation MISIFA Place Albert Leemans 14 Boite 29 B-1050 Bruxelles Belgique	A fixer	Niveau universitaire. Français	-	A arranger
Development economics and planning; project detection, study, appraisal, planning and management	Links between corporate - and state economics; national accounts; inter-sectorial exchange tables; development models and objectives; market studies; feasibility studies; profitability calculations; cost-benefit analyses; shadow price methods; effect methods; project selection; project planning methods; project follow-up and control; physical, administrative and legal infrastructure for development; investment codes; development finance; project-file elaboration.	MISIFA International Training Centre Place Albert Leemans 14 Boite 29 B-1050 Brussels, Belgium	To be arranged	University degree. English	-	To be arranged

INDUSTRIAL PLANNING AND PROGRAMMING (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Planificación regional del desarrollo	Curso de planificación regional del desarrollo.	Instituto Latinoamericano de Planificación Económica y Social Casilla 1567 Santiago, Chile y la Comisión Económica para la América Latina (CEPAL)	Fines de mayo 6 meses	Ser funcionario de la administración pública, tener buenos antecedentes y ser presentado oficialmente por el gobierno de su país. Español	-	-
Project appraisal	The course is designed to equip participants with the basic tools of analysis in the fields of finance, marketing, production planning and control and general management which will enable them to tackle the evaluation of industrial projects. The overall aim is to enable the participants to contribute more effectively to industrial development in their own countries.	Industrial Development Authority (IDA Dublin) Lansdowne House Ballsbridge, Dublin 4 Ireland	To be arranged 8 weeks	University degree and 5 years experience in project appraisal. English	-	To be arranged
Industrial free zones	Workshop training programme covering: reasons for promotion; market research; determining the free zone product; techniques of promotion; client negotiations; organization and management of the promotions function.	Shannon Free Airport Development Company Ltd., Shannon County Clare, Ireland	January 1979 2 weeks	Executives with a future responsibility for industrial promotion in free zones. English	-	\$750
Transfer of technology	National policy and its effects on the transfer of technology, the human factor and its effect on the transfer of technology, operational aspects in promotion of development of science and technology, the choice and adaptation of the industrial, agricultural and building branches of Israel's economy and experience in transfer of technology in developing countries.	Technion - Israel Institute of Technology, Haifa Israel	September 3 months	Senior officials or heads of institutes engaged in development or transfer of technology. English	-	To be arranged

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Industrial planning	Practical and theoretical on-the-job programmes which will enable participants to perfect their knowledge in the field of planning, controlling and evaluating industrial activities to be carried out according to policies or development plans of a country, an area, or of one particular sector.	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish	-	To be arranged
Project feasibility	The development economies; sectoral preferences and project identification; needs, objectives and arrangements for feasibility study; marketing feasibility; technical feasibility; financial feasibility; management analysis; project implementation schedule and project monitoring; economic analysis; project case study sessions and discussions.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan, in association with the Asian Development Bank. (Philippines stage I, Japan stage II)	January 1979 and 1980 7 weeks (tentative)	Personnel from government agencies, development banks, financing institutions, industrial advisory or extension institutions, industrial promotion agencies, national productivity organizations and other similar bodies of APO member countries. English	-	\$US 150
Rural and agricultural project planning	This programme is for those involved in project preparation and analysis in the rural sector, including officials of planning ministries, agricultural ministries, development banks and other rural development agencies. The course will relate to social and administrative contexts of project analysis in the developing countries and to specific problems of project analysis in the rural and agricultural sector.	Institute of Social Studies, 251 Badhuisweg, P.O. Box 90733 2509 LS The Hague Netherlands	October 1980 6 months	University degree. English	-	Dfl. 1,905
Industrialization	This international summer course will consist of a number of lectures related to the theory and practice of industrial development with special emphasis on the agro-based industry. Attention is given to subjects like food production, introduction to high yielding varieties, processing, crop production, better use of agricultural tools, equipment and machinery, improved management, the development of adequate storage and processing facilities, application of appropriate technology, investment, co-operatives, etc.	Netherlands Universities Foundation for International Co-operation (NUFFIC) P.O. Box 90734 2509 LS The Hague Netherlands	May 1980 6 weeks	University degree with some years of practical experience in industrial development. English	1 June	Dfl. 3,000

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Regional industrial development for executives	Dissemination of knowledge and skills pertaining to stimulation and execution of regional industrial development. Introduction to: socio-economic development, regional concepts, agricultural development, industrial development; surveying techniques; economic and social aspects of regional development; location of industry; industrial promotion; industrial development; marketing; project evaluation; social evaluation of projects; fieldwork.	Research Institute for Management Science (RVB) Mijnbouwplein 11 P.O. Box 143, Delft Netherlands	January and July 22 weeks	Bachelor's degree or equivalent and 5 years practical experience. English	3 months before start of course	Dfl. 9,200 tuition only
Evaluación de proyectos industriales	El programa comprende: conocimiento de las normas y principios de la evaluación de proyectos industriales; elaboración de casos prácticos; visita a empresas industriales del país; normas generales de la evaluación de proyectos industriales; análisis de mercado; análisis tecnológico; análisis financiero; evaluación económico-social; modalidades de financiamiento.	ALIDE, Apartado 1230 Lima, Perú (Organizado por la Corporación Financiera Nacional de Ecuador Quito, Ecuador)	Mediados de abril 1979 y 1980 2 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; y tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen.	-	-
Programación industrial	Durante su estada en Roma, el becario seguirá un programa que le permitirá profundizar, mediante períodos de estudio y de aplicación práctica, temas relativos a la programación, control y evaluación de las actividades industriales, dentro del cuadro de políticas o planes de desarrollo nacional, regional o sectorial. Las prácticas de adiestramiento se podrán realizar de una parte, en los organismos públicos italianos dedicados a la programación industrial o en los organismos competentes del IRI.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Istituto per la Ricos-truzione Industriale Roma, Italia)	Enero 1979 y 1980 5 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; y tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen. Italiano, francés, inglés o español	-	-

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Promoción de proyectos industriales	El programa comprende: conocimiento de normas y principios de promoción de proyectos industriales; elaboración de casos prácticos; visitas a empresas industriales del país; plan académico de promoción de proyectos; objeto de la promoción; procedimientos generales; campos de acción; mecanismos y actividades para diferentes tipos de proyectos; identificación de proyectos; elaboración de estudios; seguimiento de proyectos; difusión de proyectos; promoción regional.	ALIDE, Apartado 1230 Lima, Perú (Organizado por la Corporación Financiera Nacional de Ecuador, Quito Ecuador)	Abril 1979 y 1980 1 mes	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen. Español	-	-
Proyectos multinacionales industriales	Se considerarán los siguientes aspectos: sistematización de la información sobre proyectos conjuntos; criterios que definen los proyectos de integración; los proyectos conjuntos como instrumento de integración y desarrollo; la función de los proyectos conjuntos para los países y la región; apoyo financiero a los proyectos conjuntos; función de los bancos de fomento en relación a los proyectos conjuntos. Asimismo, el becario deberá elaborar una monografía sobre la participación de la banca de desarrollo en el financiamiento de proyectos multinacionales industriales.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto para la Integración de América Latina, Buenos Aires, Argentina)	Septiembre 1979 y 1980 3 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; los postulantes deberán ser profesionales en economía, ingeniería, contabilidad o administración; haber recibido enseñanza teórica en el campo del adiestramiento; y tener como experiencia un año en banca de fomento. Español	-	-
Regional industrial development	Introductory economic analysis, development of an area, problem solving, regional development, statistics, development of industrial enterprises, industry studies, economic survey exercise, field-work.	Institute for Small-Scale Industries University of the Philippines, Virata Hall, Diliman Quezon City Philippines	May 1979 5 1/2 months	Bachelor's or Master's degree. English	3 months before starting date	\$US 1,000

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Project planning and appraisal	Project identification and preparation; feasibility studies, methods of forecasting and the need for accurate forecasts; systems analysis; financial planning and analysis; and case studies.	United Nations Asian and Pacific Development Institute Sri Ayudhya Road P.O. Box 2-136, Bangkok, Thailand	To be arranged 4-6 weeks	Civil servants concerned with project planning and appraisal, with economics, engineering, business administration, or accountancy background. English	-	\$US 450
Planning and appraisal of agro-industrial projects	Relevant methodologies and approaches to the planning of agro-industrial projects. The course covers all aspects of the planning process from project identification to implementation; methods of preparing, appraising, financing and monitoring development projects; financial and national point of view; the principles and practice of project identification and appraisal, from both the private and public sector viewpoints; examining the problems involved in co-ordinating the parallel developments of the agricultural and industrial aspects of projects; examining the problems involved in obtaining farm credit, factory finance, management, technology, and market opportunities; particular problems of product marketing and distribution; establishment of organizations and procedures for the implementation and management of projects.	University of Bradford Project Planning Centre for Developing Countries, Bradford West Yorkshire BD7 1DP, United Kingdom	17 September 1979 12 weeks	University degree and several years experience of development planning and/or project work. English	-	£1,100 (probably)
Planning and appraisal of industrial projects	All aspects of the planning process from inception to project implementation, including detailed examination of methods of identifying, appraising, financing and monitoring development projects. Various types of industrial projects will be considered. Projects will be studied both from a commercial and a national point of view.	University of Bradford Project Planning Centre for Developing Countries, Bradford West Yorkshire BD7 1DP, United Kingdom	January 1979 and 1980 12 weeks	University degree and several years experience of development planning and/or project work. English	-	£1,000 (1979 course)
Project analysis	Methodology for developing projects at the ministerial level by both professional and administrative personnel. Course work addresses two basic needs: 1. Improvement of organizational capability at ministerial level for entire project development process. 2. Ability of ministries to evaluate projects prepared by non-government organizations.	Public Management Development Program Institute of Public Service, University of Connecticut 1380 Asylum Avenue Hartford, Connecticut 06105, United States of America	27 September 1979 6 1/2 months	University degree. English	July 1979	\$US 3,900

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Urban and regional studies of developing areas (SPURS)	Areas of special emphasis include: development of urban and regional growth strategies within the framework of national development and planning; problems of low-income and migrant housing and settlement in cities; social aspects of the development process; technology transfer; formal planning and programming techniques.	Special Program for Urban and Regional Studies of Developing Areas (SPURS), Room 10-400, Massachusetts Institute of Technology, Cambridge Mass. 02139, United States of America	September 1979 8 months	Mature individuals in mid-career who hold responsible positions in public or private organizations closely concerned with urban growth and development. English	Mid-March 1979	\$6,700 (subject to change)

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Evaluation of industrial projects in Arab countries	Course serving to improve the decision-making process in development banks and national planning institutions.	German Foundation for International Development, Seminar Centre for Economic and Social Development Reihewerder, Villa Borsig, D-1000 Berlin (West) 27	February 1979 3 weeks	University graduates employed in development finance institutions or national planning institutions of Arab countries. English	Open	None
Evaluation of industrial projects in Latin America	The objective of this course is to familiarize the participants with modern methods of industrial project evaluation.	German Foundation for International Development, Seminar Centre for Economic and Social Development Reihewerder, Villa Borsig, D-1000 Berlin (West) 27	Third quarter of 1979 3 weeks	Personnel of development finance institutions who hold a university degree in economics and have had at least five years of practical experience in the planning and implementation of industrial projects. Spanish	Open	None

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Information services in development banks	Improvement of information exchange and upgrading of decision skills in development banks.	German Foundation for International Development, Education, Science and Documentation Division Endenicher Strasse 41 D-5300 Bonn, Federal Republic of Germany	First half of 1979 2 weeks	Middle management personnel of development banks. English	Open	None
Prototype training course on small enterprise financing	The course focuses on development banking, with special reference to small business lending. The following aspects will be dealt with: appraisal activities; loan application process; credit investigation; management, market, technical, financial, and economic evaluation; report writing; documentation and disbursement procedures.	German Foundation for International Development, Seminar Centre for Economic and Social Development Reiherwerder, Villa Borsig, D-1000 Berlin (West) 27	September 1979 3 weeks	Applicants should be engaged in training at their respective development finance institutions and have several years of experience in the lending business. Participants in the Curriculum Design Workshop for a Training Course on Small Enterprise Financing will attend as experts. English	Open	None
Training of trainers for development bank personnel	The course is practice-oriented towards problems of staffing and staff training. Participants are expected to bring with them case studies drawn from their own professional work.	German Foundation for International Development, Seminar Centre for Economic and Social Development Reiherwerder, Villa Borsig, D-1000 Berlin (West) 27	Open 4-6 weeks	Middle management staff of development banks and training institutions in Asia carrying responsibility for the training of development bank personnel. English	Open	None
Feasibility training	Project planning and evaluation: cost benefit analysis; shadow pricing; marketing analysis: technical analysis and sensitivity analysis: one week project.	Management Development and Productivity Institute, P.O. Box 297 Accra, Ghana	16 July 1979 4 weeks	Project evaluation managers and those engaged in conducting and appraising feasibility studies. English	-	To be arranged

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Análisis de crédito industrial o captación de recursos en el mercado de capitales interno	El adiestramiento de carácter teórico-práctico se impartirá en la sede de la Corporación Financiera Colombiana, los becarios desarrollarán un programa especialmente preparado por la Corporación en materias de análisis de crédito industrial o captación de recursos en el mercado de capitales interno.	ALIDE, Apartado 1230 Lima, Perú (Organizado por la Corporación Financiera Colombiana S.A., Bogotá, Colombia)	Septiembre 1979 y 1980 2 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior en economía, administración de empresas o ingeniería; y tener 2 años de experiencia en el área del entrenamiento en su entidad de origen. Español	-	-
Crédito agro-industrial	El adiestramiento comprende el estudio de las técnicas de análisis de inversiones en el sector respectivo y su programación prevé una primera etapa, de carácter informativo, acerca de los aspectos generales de la economía española y otra segunda etapa a desarrollarse en el Banco de Crédito Agrícola. La primera fase del programa se desarrollará en el Instituto de Crédito Oficial de España, estará integrada por una serie de sesiones monográficas informativas presentadas por catedráticos de la Facultad de Económicas, altos funcionarios de la administración y miembros de los servicios de estudios de diversos organismos. La segunda fase se desarrollará en el Banco de Crédito Agrícola, se estudiará: creación, historial y leyes que rigen al Banco; trámite de una solicitud; aprobación de préstamos, ejecución; lectura y análisis de diversos proyectos, a base de los cuales se conceden préstamos al sector agroindustrial; visitas a entidades colaboradoras y relacionadas con el trabajo del banco.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto de Crédito Oficial de España Madrid, España)	Marzo 1979 y 1980 3 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; y tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen. Español	-	-

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Course or Seminar	General description	Organizer; Venue	Duration	Commencing date;	Qualifications: Language requirements	Last date for receipt of applications	Fee
Crédito de capacitación industrial y artesanal	Adiestramiento teórico-práctico, cubrirá las siguientes materias: leyes de fomento y resultados obtenidos en su administración; programas actuales de financiamiento del banco en los sectores industrial y artesanal; crédito y asistencia técnica; evaluación teórico-económica y factibilidad de proyectos para pequeña y mediana industria. Además, incluye visitas a sucursales del banco y práctica en las mismas en la tramitación y procesamiento de solicitudes de créditos para el sector industrial artesanal, visitas a empresas industriales y artesanales y a otras instituciones relacionadas con el sector.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Banco Nacional de Fomento, Quito Ecuador)	Agosto 1979 y 1980	2 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Crédito Industrial	Adiestramiento teórico-práctico destinado a perfeccionar al becario en financiamiento de la pequeña y mediana industria y considerar diversos aspectos operativos de la corporación, los programas específicos que desarrolla y las políticas generales que impulsan su acción. Los becarios llevarán a cabo una serie de lecturas guiadas que les permitirán conocer los planes globales de desarrollo del país y el papel que en ellos desempeña la corporación. Asimismo, el programa cubre entrevistas con ejecutivos y personal directivo de la institución, así como visitas a sucursales de desarrollo de la pequeña y mediana industria que esta entidad lleva a cabo.	ALIDE, Apartado 1230 Lima, Perú (Organizado por la Corporación Financiera Popular, Bogotá Colombia)	Mayo 1979 y Septiembre 1980	1 mes	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Crédito industrial	El adiestramiento comprende: conocimiento general sobre el banco; conocimiento de expedientes de créditos, tramitación y aprobación de créditos industriales, análisis del aspecto financiero, técnico y regional; seguimiento y control de créditos, visitas a empresas financiadas por el Banco Industrial del Perú, viajes a sucursales del Banco en el interior del país.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Banco Industrial del Perú, Lima, Perú)	Septiembre 1979 y 1980	2 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; y tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen. Español	-	-

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Crédito industrial	Entrenamiento teórico-práctico en diversos aspectos del crédito industrial y en cualquiera de las siguientes modalidades: visita general a las distintas dependencias del banco para apreciar sus variadas operaciones: o programas de adiestramiento en servicio en las actividades siguientes: análisis y procesamiento de solicitudes de crédito, preparación de literatura sobre temas de especial interés para pequeños empresarios, préstamos a mediano y largo plazo para pequeñas y medianas empresas y preparación de reuniones y seminarios sobre crédito industrial. empresarial de pequeñas y medianas empresas	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Federal Business Development Bank Montreal, Canadá)	Mayo y Septiembre 1979 y 1980 1 mes	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Inglés o francés	-	-
Crédito industrial	Política de crédito industrial, análisis de proyectos industriales, análisis de proyectos públicos, sistema de financiamiento a la pequeña y mediana industria, financiamientos directos, procesos de contratación de empréstitos, operaciones en moneda extranjera, visitas y prácticas en otros organismos.	ALIDE, Apartado 1230 Lima, Perú (Organizado por Banco do Nordeste do Brasil S.A., Fortaleza Ceará, Brasil)	Marzo 1979 y 1980 4 meses	Ser funcionario de una institución financiera de fomento latino-americana miembro de ALIDE, poseer título universitario y un año de experiencia como mínimo en el área del adiestramiento. Español, portugués	-	-
Crédito industrial	Programa teórico-práctico que comprende tres fases: un cursillo de tres semanas de duración ofrecido por personal técnico de planta del Instituto de Crédito Oficial (España) con el objeto de que los becarios se familiaricen con el sistema financiero español en general y el de crédito oficial en particular. Un programa especial, de diez días de duración de visitas a empresas financiadas por el crédito oficial español. Un período de adiestramiento en servicio de ocho semanas en el Banco de Crédito Industrial, para conocer en la práctica el funcionamiento del crédito a las inversiones en la industria.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto de Crédito Oficial, Madrid España)	Marzo 1979 y 1980 3 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications Language requirements	Last date for receipt of applications	Fee
Desarrollo de la capacidad de negociación para la captación de recursos y tecnología	Con el objeto de perfeccionar a los funcionarios de las instituciones financieras de desarrollo latino-americanas en el manejo de las operaciones de financiamiento internacional, los becarios desarrollarán un programa de adiestramiento teórico-práctico en las materias y aspectos anteriormente señalados.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Banco do Brasil S.A., en sus Agencias del exterior Nueva York, Tokio, París)	Mayo 1979 y 1980, agosto 1979 y 1980, septiembre 1979 y 1980 2-3 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; tener un año de trabajo como experiencia mínima en el área del entrenamiento, en su entidad de origen. Inglés y/o francés, según el lugar del adiestramiento	-	-
Empresas conjuntas latinoamericanas	Estudio de aspectos concretos a través de encuestas e investigaciones, relevamiento de la información sobre empresas conjuntas existentes; instrumentos y mecanismos de identificación y captación de capitales; asistencia técnica, así como el papel del INTAL en la promoción de empresas conjuntas. Asimismo, el becario elaborará una monografía sobre la participación de la banca de desarrollo en el financiamiento de empresas conjuntas latinoamericanas.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto para la Integración de América Latina, Buenos Aires Argentina)	Septiembre 1979 y 1980 3 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Evaluación de proyectos industriales	Análisis de la estructura funcional del banco y de los procedimientos seguidos en la tramitación de créditos destinados a los sectores industrial y minero. Adiestramiento en servicio, al cual se dedica alrededor de diez semanas, durante el cual el becario participa como contraparte del técnico del departamento de estudios de proyectos, en el estudio, elaboración y evaluación de proyectos específicos. Análisis de los trámites y práctica en la labor de procesamiento de reuniones destinadas a evaluar distintos proyectos y en visitas a centros industriales de interés, tanto en Buenos Aires como en el interior del país.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Banco Nacional de Desarrollo, Puenos Aires, Argentina)	Abril 1979 y 1980 4 meses	Ser funcionario de una institución financiera de fomento latino-americana miembro de ALIDE, poseer título universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-

INVESTMENT PROMOTION AND INDUSTRIAL FINANCING (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Evaluación de proyectos industriales	Programa teórico-práctico en todos los aspectos de la evaluación de proyectos industriales. Asimismo, los becarios tendrán la posibilidad de familiarizarse con las principales características del sector industrial portugués, recibir información directa sobre las políticas adoptadas con relación a la pequeña y mediana industria y relacionarse con diversas dependencias gubernamentales y de planeamiento sectorial, para apreciar en términos globales la situación de la economía de Portugal y, especialmente, de su sector manufacturero.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Banco de Fomento Nacional, Lisboa Portugal)	Abril y septiembre 1979 y 1980 3 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Evaluación y seguimiento de proyectos	El becario seguirá un adiestramiento programado y estará vinculado a la división de operaciones y a la división técnica de COFIDE. Asimismo, la entidad proponente beneficiada deberá elaborar un programa sobre los aspectos específicos materia del adiestramiento que interese sean tratados especialmente y con mayor profundidad por el becario.	ALIDE, Apartado 1230 Lima, Perú (Organizado por la Corporación Financiera de Desarrollo, Lima, Perú)	Mayo 1979 2 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Financiamiento de la construcción de buques	Programa teórico-práctico que comprende tres fases: un cursillo de 3 semanas de duración ofrecido por el personal técnico de planta del Instituto de Crédito Oficial (España) con el objeto de que los becarios se familiaricen con el sistema financiero español en general y el de crédito oficial en particular. Un programa especial de 10 días de duración, de visitas a empresas financiadas por el crédito oficial español. Un período de adiestramiento en servicio de 6 semanas en el Banco de Crédito a la construcción de buques (referido a la experiencia del crédito social pesquero en el caso de la financiación de pequeños barcos de pesca).	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto de Crédito Oficial, Madrid España)	Marzo 1979 y 1980 3 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Financiamiento de la construcción y equipamiento de astilleros	Programa teórico-práctico que comprende tres fases: un cursillo de 3 semanas de duración, ofrecido por el personal estable del Instituto de Crédito Oficial (España) con el objeto de que los becarios se familiaricen con el sistema financiero español y el crédito oficial en especial. Un programa especial de 10 días de duración, de visitas a empresas financiadas por el crédito oficial español. Un período de adiestramiento en servicio de 8 semanas, en el Banco de Crédito de la construcción y el equipamiento de astilleros.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto de Crédito Oficial, Madrid España)	Marzo 1979 y 1980 3 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Financiamiento del desarrollo	Programa teórico-práctico, comprende el análisis de diversos aspectos relacionados con el financiamiento del desarrollo. Se desarrollará en las principales áreas de actividad de la corporación y abarca aspectos referidos al procesamiento de los proyectos y su financiación, la administración de créditos, la asistencia y promoción industrial.	ALIDE, Apartado 1230 Lima, Perú (Organizado por la Corporación Venezolana de Fomento Caracas, Venezuela)	Noviembre 1979 y 1980 5 semanas	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-
Financiamiento y promoción industrial	El adiestramiento comprende básicamente los siguientes aspectos: metodología observada en materia de promoción industrial, con especial énfasis en la pequeña y mediana industria; programas de crédito para el establecimiento de nuevas empresas y/o la ampliación de las existentes; experiencias prácticas en materia de participación temporal minoritaria en capital de riesgo y criterios seguidos en materia de descentralización industrial.	ALIDE, Apartado 1230 Lima, Perú (Organizado por Nacional Financiera S.A., México D.F. México)	Febrero y julio 1979 2 meses	Ser funcionario de una institución financiera de fomento miembro de ALIDE, poseer grado universitario y un año de experiencia como mínimo en el área del adiestramiento. Español	-	-

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Preparación, evaluación y financiamiento de proyectos agrícolas y agro-industriales	Durante su estada en Roma, los participantes seguirán un programa especialmente elaborado por el programa FAO/Banca, en relación con la preparación, evaluación y financiamiento de proyectos agrícolas y agro-industriales, dentro de un enfoque teórico-práctico. Asimismo, tendrán participación integrando misiones del programa que desde Roma se envían a distintos países, de preferencia en América Latina.	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Programa FAO/Banca Roma, Italia)	Abril 1979 y 1980 6 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; y tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen. Inglés	-	-
Gestión financiera	La función financiera de la empresa; la decisión financiera en la empresa; análisis, planificación y control de inversiones; gestión del capital circulante; coyuntura económica y gestión financiera: política de financiación de la empresa; fuentes de financiación; fusiones y adquisiciones de empresas.	Escuela de Organización Industrial Avenida de la Moncloa s/n (Ciudad Universitaria) Madrid-3, España	Octubre 6 meses	Experiencia en el área financiera. Español	Septiembre	50,000 ptas.
Administración y finanzas	Contabilidad de gestión; planificación y organización contable; análisis y planificación financiera; control de gestión; administración de personal; organización y gestión y métodos cuantitativos.	Escuela Superior de Ciencias Empresariales (ESCE), Apartado 306 Alicante, España	Noviembre 6 meses	Directores administrativos, jefes de oficina, adjuntos a dirección o jefes de organización y control. Español	-	50,000 ptas.
Fiscalidad en la empresa	Estudio sistemático y coherente del sistema tributario español, con especial referencia a los impuestos que afectan a la empresa. Y todo ello con un planteamiento teórico-práctico, exponiendo la normativa legal que rige los diferentes impuestos, y desarrollando numerosos supuestos y casos de aplicación a situaciones que se dan habitualmente en el mundo de la empresa.	Escuela Superior de Ciencias Empresariales (ESCE), Apartado 306 Alicante, España	Enero 3 meses	Gerentes y directivos de empresas. Español	-	16,000 ptas.

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Investment planning and appraisal for development banks and financial institutions	The aim of the course is to give participants a sound working knowledge of the methodologies of project planning and appraisal. The course will cover all aspects of the planning process from inception to implementation. It will include a detailed examination of methods of identifying, appraising, financing and monitoring development projects. Various types of projects will be studied from the commercial, banking and national points of view.	Project Planning Centre for Developing Countries, University of Bradford, Bradford West Yorkshire BD7 1DP United Kingdom	23 April 1979 12 weeks	University degree and several years experience of planning and/or project work. English	-	£1,000
Financial management	Specialized program for those responsible for financial decision making and the management of the financial resources of their organization; field attachments and workshops.	Public Management Development Program Institute of Public Service, University of Connecticut 1380 Asylum Avenue Hartford Connecticut 06105 United States of America	27 September 1979 6 1/2 months	University degree. English	July 1979	\$US 3,900
Corrosion et lutte contre la corrosion	Corrosion électrochimique; diagrammes d'équilibres électro-chimiques; études cinétiques de la corrosion, méthodes expérimentales; théorie et applications à la lutte contre la corrosion; principes de protection et cas particuliers de corrosion.	Centre Belge d'Etude de la Corrosion CERELCOR, Avenue Paul Héger, Grille 2 B-1050 Bruxelles Belgique	2 semaines ou 3 mois A convenir	Diplôme de l'enseignement universitaire ou technique supérieur. Français, anglais	-	A arranger

MAINTENANCE AND REPAIR

MAINTENANCE AND REPAIR (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Systematic plant maintenance	Characteristics and objectives of maintenance; organization for maintenance; systems approach for maintenance; planning and scheduling maintenance; mechanics of planned maintenance system; preventive maintenance; maintenance planning and co-ordination by PERT/CPM; supporting staff and technical services for maintenance; maintenance cost control; maintenance management.	National Institute for Training in Industrial Engineering NITIE P.O., Vihar Lake Bombay-400 087, India	1 January and 13 August 1979 3 weeks	Senior and middle level executives in maintenance and production function. English	-	Rs.2,400
Productive maintenance	Management-worker relationship; productive maintenance management; reliability and maintainability; process capability; economic analysis; measurement and evaluation of maintenance performance; promotion of maintenance activity.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan	To be decided 6 weeks during 1980	Managers, engineers and consultants. English	-	\$US 150

MANAGEMENT AND INDUSTRIAL ADMINISTRATION

Management	9 months residential programmes on: Agribusiness financial management; finance, financial planning and policy; management information systems; financial management; small enterprise management and entrepreneurship.	Department of Financial Management University of New England, Armidale 2351 Australia	February 9 months	University degree. English	-	A\$200 plus board
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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Gestion des entreprises	Séminaire comprenant des exposés donnés par des ingénieurs du Bureau Gombert particulièrement expérimentés en organisation et gestion des entreprises suivis de discussions et d'études de cas concernant les différents aspects de la gestion des entreprises: gestion générale: structure, comptabilité, recherche opérationnelle, informatique; gestion du personnel; qualification du travail, systèmes de rémunération, formation dans l'entreprise; gestion des approvisionnements: gestion des stocks, procédures d'approvisionnement et de distribution; gestion de la production: étude du travail, planning, contrôle de la qualité, prix de revient; gestion des équipements: choix des investissements, gestion des ventes: rôle de la fonction commerciale, distribution de la production. Le programme du séminaire est réglé dans ses détails (sujets, cas traités) d'après les domaines d'intérêt des participants et leurs problèmes.	Bureau d'ingénieurs-conseils GOMBERT Chaussée de Charleroi 123A, B-1060 Bruxelles Belgique	Avril et septembre de chaque année 6 semaines	Humanités complètes suivies d'une formation spécialisée. Expérience professionnelle minimum de 2 ans. Occupation actuelle ou à venir d'une fonction de gestion de contrôle ou de conseil dans une entreprise ou un organisme public d'assistance et de promotion des entreprises. Connaissance du français parlé et écrit. Français	3 mois avant le début de la session choisie	A arranger
Organisation et gestion des entreprises	Stage individuel en organisation et gestion des entreprises comprenant: des exposés et discussions sur des sujets généraux choisis parmi ceux que le stagiaire souhaite approfondir et suivis de lectures dirigées d'ouvrages généraux et de rapports d'études de cas; la participation à des études et travaux entrepris par les ingénieurs-conseils du bureau Gombert; des séjours guidés dans des entreprises et organismes publics belges; la constitution d'une documentation et la rédaction du rapport de stage. Le stage permet de connaître et d'approfondir les méthodes et techniques de gestion propres aux grandes fonctions de l'entreprise: direction générale, direction du personnel, production, approvisionnement, gestion des équipements, ventes.	Bureau d'ingénieurs-conseils, G.Gombert Chaussée de Charleroi 123A, B-1060 Bruxelles Belgique	A fixer suivant la formation demandée	Humanités complètes suivies d'une formation spécialisée. Occupation d'une fonction participant à l'organisation ou à la gestion d'une entreprise, d'une administration ou d'un service public. Connaissance du français parlé et écrit.	2 mois avant la date souhaitée pour le début du stage	A fixer

MANAGEMENT AND INDUSTRIAL ADMINISTRATION (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Gestion des entreprises dans les pays en développement	Economie des entreprises; contributions des entreprises à l'économie nationale; techniques de gestion des entreprises; gestion financière; comptabilité générale; analyse financière; prix de revient; calculs de rentabilité; gestion commerciale; études de marché; marketing; gestion du personnel; psychologie industrielle et ses applications dans les pays en développement; de qualité; gestion administrative; organisation et simplification du travail administratif; informatique de gestion; direction générale; statuts et obligations légales.	Centre International de Formation MISIFA Place Albert Leemans 14 Boite 29 B-1050 Bruxelles Belgique	A fixer	Niveau universitaire. Français	-	A arranger
Management	Fundamentals of management, modern quantitative techniques, technological forecasting, money and capital markets, business finance, marketing orientation, labour relations, government and industry, industrial psychology, interviewing skills, management development, time management, group dynamics, computer and information service, business simulation project.	Management Centre Europe, 4 avenue des Arts, 1040 Brussels Belgium (Germany and Switzerland)	January, March and June 1979 3 weeks	Experienced managers. English	-	Bf. 104,000
Industria y administración	Cursos dirigidos especialmente a participantes extranjeros.	SENA, División de Cooperación Técnica Internacional Calle 65 No. 11, Bogotá Colombia	A discutir 2 semanas- 20 meses	Experiencia profesional. Español	-	\$US 100 - 2,400
Management	The syllabus covers all functional areas of management as well as interdisciplinary subjects necessary as background for effective management.	The Mediterranean Institute of Management (M.I.M.) P.O. Box 4019, Nicosia Cyprus	September 10 months	University degree. English	-	£C 120

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management accounting	Introduction to financial and management accounting; cost behaviour; budgetary control; financial information systems; financial analysis and reporting.	National Productivity Centre, NPC P.O. Box 3246 Addis Ababa, Ethiopia	Throughout year 3 weeks	Top and middle level managers and accountants. English	-	-
Relations commerciales avec l'étranger	L'approche des marchés; mise en place d'une politique commerciale d'exportation; mise en oeuvre de la politique commerciale d'exportation; le cadre français à l'étranger; perfectionnement en langues (anglais, allemand, espagnol). (Il existe également un cours de trois mois pour formateurs pour des missions à l'étranger)	I.F.C.E./S.I.F.O.P. B.P. 70, Avenue de la Gironde 59640 Dunkerque, avec le concours de la Chambre de Commerce et d'Industrie et la Ville de Dunkerque, France	Février 1979 8 mois	Trois années de pratique professionnelle dans le commerce ou le marketing international et l'exportation en général. Français	-	FF.22,500
Advanced management (Stanford-INSEAD programme)	To equip senior managers with the necessary background and skills for handling the general responsibilities of management in an international setting.	INSEAD Bld. de Constance 77305 Fontainebleau France	1 July 1979 4 weeks	Senior executives with a minimum of 10 years business experience. English	June 1979	FF.20,000
Executive training	To prepare executives whose activity has been mainly in functional areas for positions of increasing responsibility in divisional or general management.	INSEAD Bld. de Constance 77305 Fontainebleau France	22 April 1979 (English) 21 October 1979 (French) 7 weeks each	For executives between 30 and 45 years old with at least 7 years business experience. English and French	-	FF.27,000
Gestion générale	Préparer les cadres supérieurs qui ont essentiellement exercé des responsabilités fonctionnelles à des postes de plus haute responsabilité au niveau de département, de division ou de direction générale.	INSEAD Bld. de Constance 77305 Fontainebleau France	21 octobre 1979 (français) 22 avril 1979 (anglais) 7 semaines	Pour des cadres supérieurs à haut potentiel, de 30 à 45 ans, possédant au moins 7 ans d'expérience. Français et anglais	-	FF.27,000
Gestion et comptabilité	Organisation de l'entreprise; gestion de l'entreprise; l'enregistrement comptable; les comptes de résultat et le bilan; le marketing et les techniques de vente; évaluation des projets; notion de valeur actualisée.	PROMOGABON B.P. 172 Libreville, Gabon	Janvier 1979 6 mois	Niveau baccalauréat économique. Français	-	A arranger

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
General management	In addition to an introduction and a language course, a 7-month specialized course in the form of standardized goal-oriented training periods to provide practical experiences during 4 months, and three one-month-seminar-courses to supplement and deepen knowledge of modern management procedures and methods. The programme deals with: general economic fundamentals and interdependencies, management-fundamentals, marketing, the "Kepner-Tregoe" method of rational management, logistics, production technology, accounting and controlling, personnel management. Special parts of the course are: activity training, the instruction periods are completed by a business game in logistics and an integrated management-game.	Carl Duisberg-Gesellschaft, e.V. Hohenstaufenring 30-32 D-5000 Köln 1 (Frankfurt/M.), Federal Republic of Germany	November 1 year	Completed university studies (economics or engineering sciences), about 5 years practical experience, age 27 to 40, English, good knowledge of another European language, nomination by employer. German	-	To be arranged
Management of maintenance of industrial equipment	Principles of management; principles of maintenance; management of maintenance; cost effectiveness of maintenance; economy of maintenance; maintenance systems in industrialized countries; maintenance systems in less industrialized countries; examples of maintenance; case studies; recording, statistics and research of wear and heavy wear; field work; inspection of a factory.	Carl Duisberg-Gesellschaft e.V. Hohenstaufenring 30-32 D-5000 Köln 1 Federal Republic of Germany (Cairo, Egypt)	To be arranged 2 weeks	Engineering degree and at least 3 years industrial experience at executive or managerial level. English	-	To be arranged
Production management	Introduction to production management; structural and flow organization; network technique; production control; work study; production engineering; quality control; investment and profitability calculation; plant data recording; cost accounting; value analysis; personnel management; preventive maintenance; preparation and execution of a complete plant for a certain product of an enterprise; comprehensive business game; (there is a follow-up seminar about 9 months after participants return to home countries).	Carl Duisberg-Gesellschaft e.V. Hohenstaufenring 30-32 D-5000 Köln 1 Federal Republic of Germany	May and October about 9 weeks	Engineering degree and at least 5 years practical experience in responsible position in production management. English	-	To be arranged

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Works management at the executive level	Specialized practical, individual further training in business administration at the management level.	Carl Duisberg-Gesellschaft and Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit Hohenstaufenring 30-32 D-5000 Köln 1 Federal Republic of Germany	To be arranged 12-18 months incl. language training	Technical and management personnel who have completed professional training and have practical professional experience. German	-	To be arranged
Consultancy practices	The six week consultancy practices training course is designed for practising and would-be consultants in the West African Sub-Region. Practice of management consultancy, selling consultancy services; surveying; information collection; estimating and quoting; preparing and making presentations; report writing; consultancy organization and management; problem analysis and solution; planning; doing and controlling; marketing aspects of consultancy; financial analysis; systems development and managing time.	Management Development and Productivity Institute P.O. Box 297, Accra Ghana	10 July 1979 4-6 weeks	Practising and would-be practising consultants. English	-	To be arranged
Materials management	Role, scope and objectives, cost parameters, forecasting, make/buy decisions, materials planning; budgets and budgetary controls; purchasing; economic and professional aspects; value analysis and rationalization; stores management and stock control; inventory models and use of operations research; computerized systems; management reporting.	National Institute for Training in Industrial Engineering NITIE P.O., Vihar Lake Bombay-400 087, India	29 October 1979 3 weeks	Executive responsibility. English	-	Rs.2,400
Organisation and methods	The systems concept; organisation analysis, work distribution and linear responsibility charts; method study in the office; procedure charting; form design and control; motion economy and workplace layout; office layout; work measurement for office work; office work planning; management of change.	National Institute for Training in Industrial Engineering NITIE P.O., Vihar Lake Bombay-400 087, India	22 January 1979 3 weeks	Senior executives and middle level managers with at least 3 years experience in responsible position. English	-	Rs.2,400

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Production management	Organization objectives and systems approach to objectives; production, marketing co-ordination and aggregate planning; productivity techniques, maintenance consideration and value analysis; planning and control, capacity utilization, budgetary control, quality control and inventory control; production scheduling; shop relations, training incentives, industrial relations; communication and motivation, developing juniors; management information systems, computer assistance, utilization of operations research.	National Institute for Training in Industrial Engineering NITIE P.O., Vihar Lake Bombay-400 087, India	2 July and 26 November 1979 Production executives. English 3 weeks		-	Rs.2,400
Production planning and control	Role, scope, and objectives, cost parameters; market forecasts and aggregate planning; make/buy decisions, capacity utilization; work standards, planning and scheduling techniques; inventory control; use of networks; budgetary control; quality control; value analysis and rationalization; computerized systems and use of operations research; management reporting.	National Institute for Training in Industrial Engineering NITIE P.O., Vihar Lake Bombay-400 087, India	2 April and 23 July 1979 Executive responsibility. English 3 weeks		-	Rs.2,400
Project management	Need identification; project formulation and design; organizational design; cost engineering; economic analysis; social cost benefit analysis, project appraisal; project financing, cost of capital, feasibility reports; project planning and scheduling; network techniques and application of linear programming; resource limitations; time-cost trade offs; project budget, network based approach and its integration with conventional approach; project execution, materials planning, contract planning and control; project monitoring and control, reporting systems, project rescheduling, use of computers, project audit and documentation.	National Institute for Training in Industrial Engineering NITIE P.O., Vihar Lake Bombay-400 087, India	3 September 1979 Executive responsibility. English 3 weeks		-	Rs.2,400

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications; Language requirements	Last date for receipt of applications	Fee
Industrial engineering	Management techniques, productivity, financial accounting, cost and budgetary control, managerial economics, econometrics, marketing and manufacturing; work study, organization and methods, incentives, production planning and control, plant layout, and materials handling, inventory control, PERT, data processing and wage administration; quality control, preventive maintenance, personnel management, industrial hazards and safety, teaching techniques and tool engineering; general management, and reporting; plant engineering, fuel efficiency, production engineering, operations research and industrial relations and personnel management.	National Productivity Council 5-6 Institutional Area including Lodhi Road New Delhi-110003, India attachment to industry Madras	January 2 years including 1 year	Engineering degree. English	October	\$US 700
Management	Introduction to management functions and the place and relevance of management services techniques; introduction to major techniques and services, including OR, network analysis, cost benefit analysis; EDP, a thorough training in organization and methods in clerical work study, including method study, job analysis, sampling, recording techniques, interviewing and reporting skills and an introduction to work measurement; the application of techniques acquired to major elements of office practices, including filing, forms design and records, work methods and procedures.	Institute of Public Administration 57-61 Lansdowne Road Dublin 4, Ireland	1 October 1979 9 weeks	Professional training. English	1 July 1979	About £1,300
Management (advanced level)	Review of modern management principles; introduction to organization theory and practice; management of a management services unit; development of intervention skills; principles of financial control; appreciation of management accounting systems; training in a selected technique (e.g. job evaluation).	Institute of Public Administration 57-61 Lansdowne Road Dublin 4, Ireland	1 February 1979 12 weeks	Basic training in work study or O&M. Responsible for work involving contact with most senior grades in their organisations. English	-	About £1,600
Administration	Economics; industrial accounting; budget; finance sources; production system management; mathematical models for decision making; industrial relations; marketing; computer application.	Ente Nazionale per la Formazione e l'Addestramento Professionale dell'Industria (ENFAPI) Viale dell'Astronomia 30 Roma, Italia	September 11 months	Middle manager. Italian	-	To be arranged

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Production techniques	Business organization; product value analysis; stock supply and management; quality control; product marketing; production cost analysis; industrial relations; computer application; marketing.	Ente Nazionale per la Formazione e l'Addestramento Professionale dell'Industria (ENFAPI) Viale dell'Astronomia 30 Roma, Italia	September 11 months	Middle managers. Italian	-	To be arranged
Business administration	The programmes will consist of alternate periods of theoretical study and research in selected fields and periods of in-plant training in a company. Subjects covered: production planning and control; financial management and budgeting; control; selection, recruitment and training of personnel; wage and incentive systems; industrial relations; marketing; corporate and investment planning; systems analysis; mathematical techniques for managers; operational research, PERT, etc.; electronic data processing; specialized management techniques; stock control, etc.	Istituto per la Ricostruzione Industriale (IRI) Via Vittorio Veneto 89 Rome, Italy (Rome and other towns in Italy)	15 January 1979 5 months	Advanced technical education or university degree and 5 years experience. Italian, French, English, Spanish	-	To be arranged
Management	Cours cherchant à intégrer les différentes fonctions du système "entreprise" et destiné à parfaire les connaissances des cadres supérieurs et chefs d'entreprises. Finances, marketing, production, informatique, sciences sociales, droit, organisation et commandement font partie des matières enseignées.	Ecole des Chefs d'Entreprise de Côte d'Ivoire E.C.E.C., B.P. 8008 Abidjan Côte d'Ivoire	Novembre 9 mois (2 soirs par semaine)	5 ans expérience professionnelle. Français	-	F.CFA 340.000
Industrial and systems engineering training course	A systematic approach to problem solving; computer application and information systems; practical operations research; business accounting and economy analysis; business game: management's view on ISE.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan	To be decided 12 weeks during 1979	Systems/industrial engineers, systems/industrial engineering trainers or consultants of APO member countries. English	-	\$US 150

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management by objectives	Concept of management by objectives; installation of the system; analysis of organization performance; routine and emergency goals; creative goals; personal development goals; case studies.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan	To be decided 3 weeks during 1979 and 1980	Managers of industrial enterprises and consultants of National Productivity Organizations. English	-	\$US 75
Management consultancy	Characteristics of Japanese management; management consultancy practice in Japan; individual country paper presentation; integrated management; professional consulting skills; managing a consulting organization; on-the-job training at a consulting organization; recent developments in management techniques.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan	To be decided 12 weeks in 1979	Management consultants. English	-	\$US 150
Management consultancy (advanced training course)	Investment analysis and project evaluation; transfer of technology; group technology; interview techniques; presentation of results and recommendations; problem isolation and solving; motivation; M.I.S. and other recording systems; communication; the principles and practice of management consultancy in the Netherlands; study of industrial structure reports in the Netherlands, followed by in-plant study of a number of Dutch industrial branches; game played with the assistance of a computer; evaluation of training course by participants (oral and written).	Jointly by Research Institute for Management Science (RVB) Delft and Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan (Netherlands)	Late 1980 13 weeks	Management consultants or trainers at National Productivity organizations or equivalent institutes. English	-	To be arranged
Production management	Work measurement; production planning and control; materials management; productive maintenance; quality control and quality assurance; plant layout and materials handling; work design; group technology; industrial safety; factory budget and cost management; worker motivation; economic analysis for management decisions; computerization; new product planning.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan (Japan and Republic of Korea)	To be decided 12 weeks in 1980	Senior managers of industrial plants or consultants. English	-	\$US 150

MANAGEMENT AND INDUSTRIAL ADMINISTRATION (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Project management for rural and small industries development	Development planning and the role of rural and small industries development; case experiences from the respective member countries; network planning techniques; problem solving techniques; the overall project cycle; project identification and definition; project formulation and preparation; project design; project appraisal, selection, negotiation and approval; project activation and organization; project implementation, operation and control; project completion, output diffusion and handing over; project evaluation and follow-up; integrated case study.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan (India)	To be decided 6 weeks in 1980	Trainers, consultants and practitioners in the field of project management for rural and small industries development of APO member countries. English	-	\$US 150
Supervisory development	Supervision and organization; elements of good supervision; planning and control; work study; industrial and human relations; personnel management; effective communication; management accounting and cost control; achievement motivation.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan (Singapore)	To be decided 4 weeks during 1980	Trainers of national productivity organizations or similar institutions. English	-	\$US 75
Management and industrial development	Management and industrial administration; marketing and export trade development; plant design; product design; quality assurance; maintenance and repair; light industries; industrial planning and programming. CBO-seminars of approx. 3 weeks duration are conducted twice a year. Individual study programmes are also arranged, varying from a minimum of 2 to 3 months up to 6 to 8 months. As appropriate, participation in the above seminars can be included as part of individual study programmes.	CBO-Centre for Management and Industrial Development P.O. Box 30042 Exchange Building Coolsingel 58 Rotterdam, Netherlands	February and September 1979 and 1980 2-8 months	University graduates in engineering, economics or business administration preferably with several years of experience in industry. English, French, German, Indonesian or Dutch	-	To be arranged

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
State enterprise in economic development	This programme is primarily intended for those being prepared for senior management or planning positions in state enterprise, but also for government policy makers whose work is concerned with state enterprise. It will examine the place of the state enterprise in the overall development process, policies of state enterprise, such as those related to pricing and to labour, and management of projects.	Institute of Social Studies 251 Badhuisweg P.O. Box 90733 2509 LS The Hague Netherlands	October 6 months	University degree. English	-	Dfl. 1,905
Environmental management for engineers	Theoretical and practical training in laboratories covering environmental problems encountered in engineering planning and design, use of systems analysis, pollution control and related measurements and monitoring, etc.	International Institute for Hydraulic and Environmental Engineering (I.H.E.) Oude Delft 95 P.O. Box 3015 Delft, Netherlands	Mid-October 1979 and 1980 9 months (approx.)	Engineers and scientists. English	-	To be arranged
Advanced training on industrial management (ATIM)	Basic functions of management such as: organization; cost accounting; financing; marketing, etc. Choice of specialization in: general management; marketing management; production management; financial management; industrial extension officers training; (fieldwork studies in industries).	Research Institute for Management Science (R.V.R.) Mijnbouwplein 11 Delft, Netherlands	January and July 22 weeks	Bachelor's degree or equivalent and 5 years practical experience in the field. English	-	Dfl. 9,200 excl. board, lodging and course special
Management	Courses on various aspects of management.	Centre for Management Development P.O. Box 7648 Lagos, Nigeria	Throughout year 1-5 weeks	Middle and upper level management responsibility. English	-	To be arranged

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Course or Seminar	General description	Organizer; Venue	Comencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Organización de empresas	Durante su estada en Roma, el becario seguirá un programa que le permitirá perfeccionar sus conocimientos y experiencias relativas a las modernas técnicas de gestión de la empresa, ya sea en el campo teórico, como de aplicación y operativo. Comprende fundamentalmente, lo siguiente: programación y control de la producción, finanzas y control; selección, reclutamiento y formación de personal; formas de retribución, incentivos, relaciones industriales; marketing, planificación empresarial y programación de inversiones; análisis de sistemas empresariales; técnicas matemáticas aplicadas a la gestión; investigación operativa;	ALIDE, Apartado 1230 Lima, Perú (Organizado por el Instituto per la Ricostruzione Industriale, Roma, Italia.)	Enero 1979 y 1980 5 meses	Ser funcionario permanente de una entidad miembro de ALIDE que tenga sede en país distinto de aquel en el que se ofrece la beca; poseer título o grado de nivel superior o haber recibido entrenamiento teórico relacionado con la actividad y/o materia de la beca; y tener un año de trabajo de experiencia como mínimo en el área del entrenamiento, en su entidad de origen.	-	-
Ciclo básico capacitación administrativa	Administración general; contabilidad general I; revisión de matemática; relaciones laborales; legislación del trabajo; teoría económica; desarrollo de la personalidad y oratoria; ortografía y redacción; documentación comercial; clasificación y archivo.	Escuela de Capacitación Administrativa del Instituto Peruano de Empresas José Pardo 610 Miraflores Lima, Perú	10 ciclos anuales, con frecuencia mensual de febrero a diciembre 1979 14 semanas	Educación secundaria completa. Español	-	\$US 100
Ciclo avanzado de capacitación administrativa	Estructura de la empresa; contabilidad de costos; matemática financiera; comunicaciones; legislación tributaria; macroeconomía; disposición de planta; estudio de mercado (pre-factibilidad); sociología administrativa; administración de materiales.	Escuela de Capacitación Administrativa del Instituto Peruano de Empresas José Pardo 610 Miraflores Lima, Perú	4 ciclos anuales frecuencia trimestral febrero, mayo, agosto y noviembre 1979 14 semanas	Haber aprobado el ciclo medio o acreditar estudios equivalentes. Español	-	\$US 125

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Ciclo superior de capacitación administrativa	Organización y métodos; presupuesto; administración financiera; relaciones públicas; legislación industrial; desarrollo económico-social; mercado andino; proyecto de factibilidad; supervisión técnica de personal; planeamiento y control de producción.	Escuela de Capacitación Administrativa del Instituto Peruano de Empresas, José Pardo 610 Miraflores Lima, Perú	3 ciclos anuales cada 4 meses febrero, junio, octubre 1979 14 semanas	Haber aprobado el ciclo avanzado o acreditar estudios equivalentes. Español	-	\$US 140
Management consultancy	Small scale industries; introduction to business management principles; marketing and export development; production management; management accounting; financial management to personnel management; business policy; management games; project development; introduction to new management techniques; appreciation lectures; industry survey; visits to modern small factories; practical in-plant exercises; fieldwork.	Institute for Small-Scale Industries University of the Philippines Virata Hall, Diliman Quezon City Philippines	4 May 1979 6 1/2 months	The course is open to holders of Bachelor's or Master's degrees or their equivalent from recognized universities or colleges. A flexible set-up allows for participation of engineers, economists, as well as graduates in social, administrative and other sciences. Preference will be given to applicants who have at least 1 years experience in industry. English	3 months before start of course	\$US 1,000
Managers course	Introduction to business management; marketing management; production management; accounting and financial management; personnel management and general management; business policy; enterprise planning and development; evaluation of a manager; business game; integrated plant survey reports.	UP Institute for Small-Scale Industries E. Virata Hall E. Jacinto St. Diliman Quezon City Philippines	March 1979 3 months	Professionally qualified managers or potential managers preferably of small and medium scale manufacturing enterprises. English	-	\$US 500

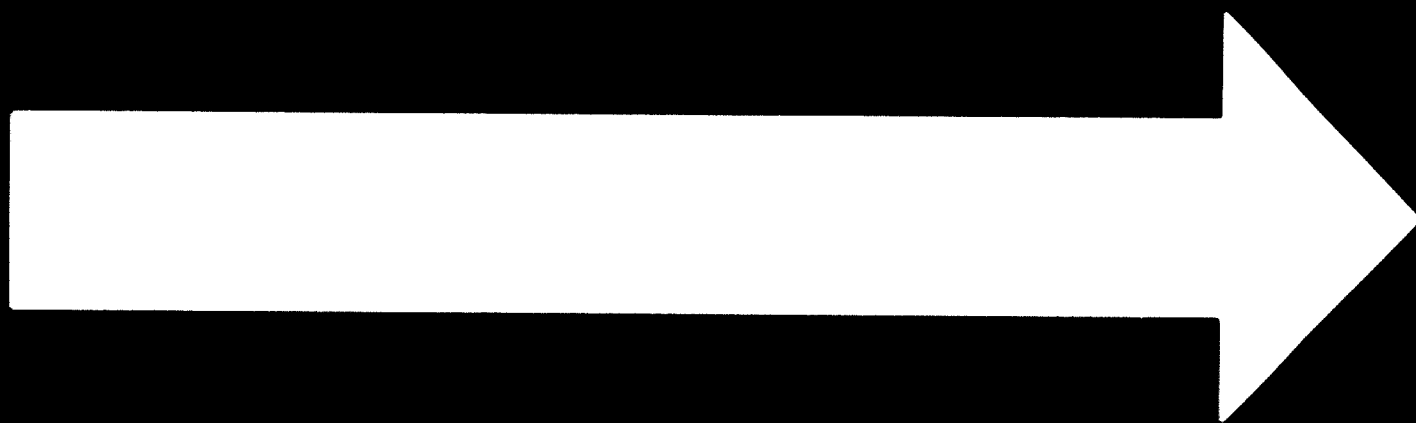
Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Direction et gestion modernes des PME	Les principaux problèmes de la PME: caractérisation, évolution et techniques modernes de gestion; la fonction commerciale: gestion commerciale, gestion des produits, approvisionnement et ventes; gestion financière et des investissements; les techniques de base pour l'organisation et la production; planification et contrôle de production; direction du personnel.	Département de Formation du Ministère de l'Industrie et de la Technologie Portugais Rue Filipe Folque 2-6 Lisbonne Portugal	A arranger 104 heures	Chefs des PME ou PMI et proches collaborateurs; directeurs des succursales de sociétés importantes. Portugais	-	A arranger
Gestion (cours supérieur)	Les bases de la direction de l'entreprise; méthodes de gestion financière; marketing et management; analyse et développement des organisations, processus de changement; gestion de la production; stratégie générale de l'entreprise; organisation des structures et des systèmes de gestion de l'entreprise.	Département de Formation du Ministère de l'Industrie et de la Technologie Portugais Rue Filipe Folque 2-6 Lisbonne Portugal	A arranger 242 heures	Qualifications professionnelles. Français	-	A arranger
Senior executive programme	How are senior managers to meet the challenge they face now and in the future? What are the major factors likely to affect their enterprise? How are these to be monitored? What effects are they likely to have on their firms, its employees, input and output? What techniques and methods are there for resolving the problems raised by these changes?	Training Department of the Portuguese Ministry of Industry and Technology Rua Filipe Folque 2-6 Lisbon, Portugal (Lisbon and Oporto)	June and July 2 weeks	Professional qualification. English	-	To be arranged
Desarrollo de directivos	Estrategia empresarial; métodos cuantitativos; política de I+D; política de producción y compras; política comercial; política de personal; control económico; técnicas de previsión; comportamiento y entorno social; finanzas; estructura de organización de la empresa; dirección por objetivos; informática de gestión; plan anual y control de gestión; juego de empresas.	Escuela de Organización Industrial Avenida de la Moncloa S/n (Ciudad Universitaria) Madrid-3, España	Octubre 9 meses	Título superior en alguna facultad universitaria o escuela técnica superior. Experiencia de 5 años en la empresa o administración pública, ocupando actualmente un puesto directivo. Español	Septiembre	75,000 ptas.

MANAGEMENT AND INDUSTRIAL ADMINISTRATION (Cont'd)

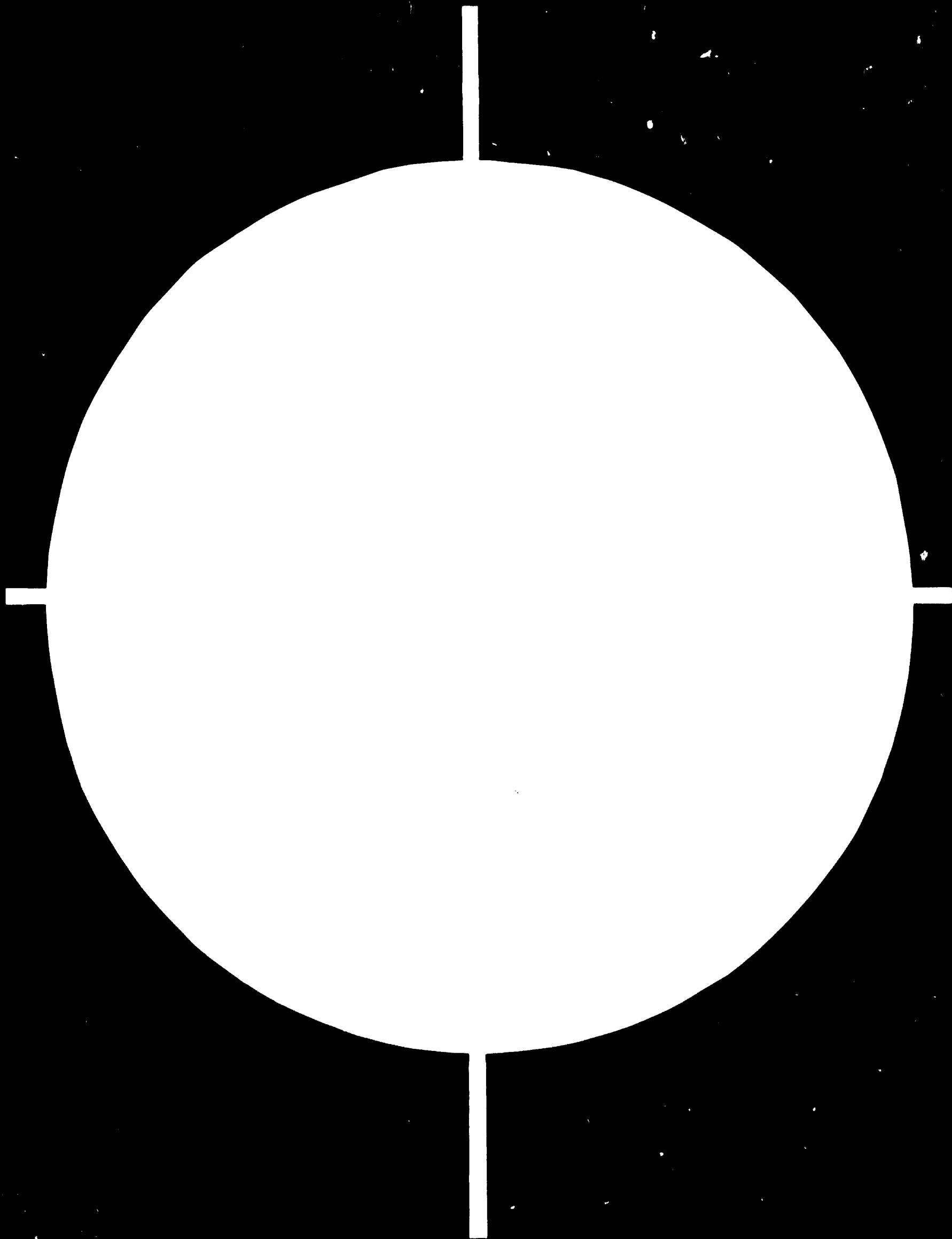
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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Dirección comercial	Entorno económico y social de la empresa; estrategia empresarial; métodos cuantitativos; análisis financiero y selección de inversiones; investigación del mercado; estudio del consumidor; elementos del plan de marketing; política de productos, política de precios, canales de distribución logística, publicidad, promoción y acción de ventas; comercio exterior; juego comercial de empresas.	Escuela de Organización Industrial Avenida de la Moncloa S/n (Ciudad Universitaria) Madrid-3, España	Octubre 9 meses	Título superior en alguna facultad universitaria o escuela técnica superior. Experiencia de 2 años en puestos de responsabilidad en la empresa, dentro del área comercial. Español	Septiembre	70,000 ptas.
Dirección general de la empresa	La empresa como sistema; introducción al management; análisis económico-financiero; técnicas de previsión; entorno jurídico y económico de la empresa; política financiera; gestión de recursos humanos y política de personal; otras políticas de la empresa; productos-mercados, aprovisionamientos, I+D, etc.; organización y estructura de la empresa; planificación estratégica; diseño del sistema de gestión; plan anual y control de gestión; juego de empresas.	Escuela de Organización Industrial Avenida de la Moncloa S/n (Ciudad Universitaria) Madrid-3, España	Octubre 9 meses	Título superior en alguna facultad universitaria o escuela técnica superior. Experiencia de 5 años en puestos de responsabilidad en la empresa o administración pública. Español	Septiembre	90,000 ptas.
Métodos cuantitativos de gestión	Informática básica; análisis de sistemas; estadística aplicada; estrategia y planificación de la empresa; gestión de sistemas productivos; gestión de operaciones financieras; comportamiento en las organizaciones; teoría de la decisión; simulación; teoría de Grafos; programación dinámica; teoría de Colas; programación matemática; juego de empresas cuantitativo.	Escuela de Organización Industrial Avenida de la Moncloa S/n (Ciudad Universitaria) Madrid-3, España	Octubre 9 meses	Título superior en alguna facultad universitaria o escuela técnica superior. Certificación académica y calificaciones. No se requiere experiencia. Español	Septiembre	175,000 ptas.

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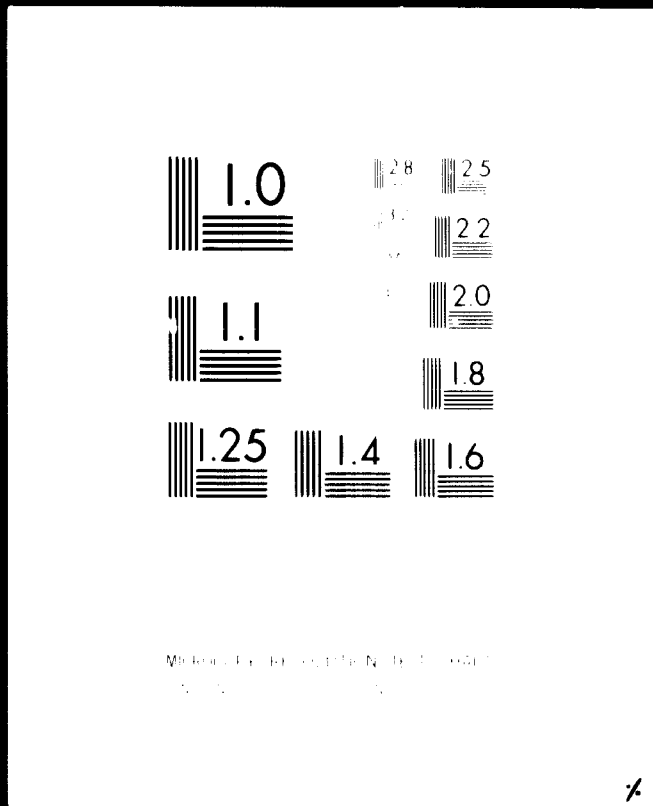


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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Administración y finanzas	Contabilidad de gestión; planificación y organización contable; análisis y planificación financiera; control de gestión; administración de personal; organización y gestión y métodos cuantitativos.	Escuela Superior de Ciencias Empresariales (ESCE), Apartado 306 Alicante, España	Noviembre 6 meses	Título universitario o acreditar un alto cargo en la empresa. Español	-	50,000 ptas.
Alta dirección empresarial	La empresa y su entorno; la organización de la empresa; el directivo.	Escuela Superior de Ciencias Empresariales (ESCE), Apartado 306 Alicante, España	Octubre 8 meses	Gerentes y altos directivos de empresa. Español	-	95,000 ptas.
Programa master en economía y dirección de empresas	Dirección de operación y de producción; dirección comercial; dirección financiera; análisis cuantitativo; dirección de personal; análisis de decisiones; comportamiento humano en la organización; política de empresa.	Instituto de Estudios Superiores de la Empresa (IESE) Universidad de Navarra Avda Pearson 21 Barcelona 17, Pedralbes España	Septiembre 21 meses	Grado universitario o de escuela técnica superior. Español	Febrero	360,000 ptas.
International advanced management programme	The IAMP is an education programme of intensive study, for executives who are in or who soon will move into upper management or corporate staff positions and who need to acquire an awareness of strategy formulation and implementation in an international context.	Centre d'Etudes Industrielles (CEI) 4 chemin de Conches CH-1231 Geneva Switzerland	7 May 1979 8 weeks	High level managerial responsibility. English	-	SwF 12,000
International executive programme	The academic content focuses upon the environmental issues affecting the decisions of the senior international manager and the impact of these decisions upon management. Purpose to increase the manager's sensitivity to the environmental forces acting on his organization and improve skills in assessing relevance of environmental factors and applying these skills in planning and other managerial functions.	Centre d'Etudes Industrielles (CEI) 4 chemin de Conches CH-1231 Geneva Switzerland	5 March 1979 4 weeks	Executives in upper management and executive positions particularly in international operations. English	-	SwF 8,200

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
International management development programme	The programme focuses entirely on the international aspects of management such as political, economic and social value determinants of managerial effectiveness. It aims at providing the understanding of the need for compatibility between environment and behaviour and at broadening the repertoire of modes of behaviour to enable managers to function effectively in different cultures, to manage cross-border operations and to deal effectively with interface problems between private firms, nation states and international bodies.	Centre d'Etudes Industrielles (CEI) 4 chemin de Conches CH-1231 Geneva Switzerland	3 January-25 May 1979 Approx. 9 months	Managers between 25-40 with a minimum of 3 years managerial experience and a university degree. English	-	SwF 22,000
Business administration	Business administration in an international environment. The post-graduate degree programme provides an intensive twelve-month experience studying important business problems in realistic settings. There is sufficient depth in exposure so that graduates should be able to master the specialized requirements of their job more readily, and enough breadth in coverage to lay the foundation for rapid advancement commensurate with performance. The curriculum not only stresses building a comprehensive and realistic understanding of the functions and activities of business enterprises of various sizes and scopes, but also the wise use of this understanding to recognize, analyse and solve representative problems of challenging complexity and to lay out and implement plans of action designed to fit the circumstances. In the process, students develop skills at planning, operating, controlling, and administering productive processes at all business levels from tactical to strategic.	IMEDE Management Development Institute 23 chemin de Belleverve 1007 Lausanne Switzerland	January 1 year	University or Poly-technic degree or equivalent; at least 2 years of professional experience. GMAT and TOEFL test results with application. English	-	SwF 15,300
Executive development	The programme for executive development has been designed to expose participants to the full range of functions of a business enterprise. By adding a new level of awareness to their specialized competence, the programme seeks to broaden the outlook of participants and to develop their capacity for increased responsibility. At the same time, it seeks to introduce participants to the latest approaches, techniques and concepts in the various areas of specialization in order to enhance their effectiveness in their current assignments.	IMEDE Institut pour l'Etude des Methodes de Direction de l'Entreprise 23 chemin de Belleverve CH-1007 Lausanne Switzerland	January and August 1979 19 weeks	Managers between 28 and 40 year-old with approximately 10 years of experience. English	-	SwF 20,000

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Course or Seminar	General description	Organizer; Venue	Duration	Commencing date;	Qualifications: Language requirements	Last date for receipt of applications	Fee
Seminar for senior executives	The Seminar's objectives are: to help each participant to strengthen problem-solving and leadership skills needed in a top-level position; to acquaint participants with the latest concepts and analytical tools available for use in solving managerial problems and to illustrate their practical application; to sensitize participants to changes in the environment within which international business will be conducted and to provide a forum for discussion of the possible management responses to these changes.	IMEDE Management Development Institute 23 chemin de Bellerive 1007 Lausanne Switzerland	Second half of May 1979 3 weeks		Men and women at or about to enter the highest levels of management. English	-	SwF 6,500
Production methods and management	An alternative to the first year of post-graduate engineering training in industry. The course, which is run in co-operation with Lancaster University, is based on Cambridge, but most of the work is carried out on various industrial sites throughout the United Kingdom.	ACPM, Cambridge University Engineering Department, University Engineering Laboratory Trumpington Street Cambridge CB2 1PZ United Kingdom	1 September 1 year		Engineering degree. English	-	Approx. £2,500
Directing international operations	A policy workshop intended for senior managers, administrators or diplomats working in headquarters or abroad, who wish to update their thinking and develop their skills at the level of policy formation, and in an international cross-cultural context. A one-week course for wives takes place in the final week of the programme.	The Administrative Staff College Greenlands, Henley-on-Thames, Oxon RG9 3AU United Kingdom	22 April & 2 September 1979 4 weeks		Experience at senior level in an international enterprise. Age range 30-55. English	-	At least £1,500
General management	The course is intended for those who have substantial management experience but need a broader and deeper understanding for senior positions. Major topics: people, money, the political, social and economic environment; information analysis, of forecasting and planning.	The Administrative Staff College Greenlands, Henley-on-Thames, Oxon RG9 3AU United Kingdom	8 January, 21 May & 15 October 1979 9 1/2 weeks		Good management experience. Approximate age range 30-40. English	-	At least £3,100

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Senior management course	Major topics: planning, policy making and control, managing the work force, organisation design and development, financial planning, quantitative analysis, the world economic and social environment, industrial relations, marketing, government and industry, optional study time.	The Administrative Staff College Greenlands Hanley-on-Thames Oxon RG9 3AU United Kingdom	23 April & 3 September 1979 4 weeks	Managerial experience at a senior level. Approximate age range 43-55. English	-	At least £1,350
Work study	The syllabus for these courses cover the following subjects: method study; motion study; work measurement; activity sampling; labour cost control; human implication of work study; report writing; simple monograph construction; simple wage payment and incentive systems. These courses are suitable for personnel recruited for existing departments in which supervision is available for their projects. Sessions are backed with exercises to illustrate theory and to give practice in its application.	Fielden House Productivity Centre Ltd. Mersey Road West Didsbury Manchester M20 8QA United Kingdom	Throughout year from 4 weeks to 10 weeks	Prospective work study practitioners, management trainees. English	-	From £248 to £450
Materials science	Metallurgy, plastics processing, mechanical and chemical testing, foundry practice, materials optimisation.	Fulmer Research Institute Limited Hollybush Hill Stoke Poges Slough SL2 4QD United Kingdom	Throughout year 3-12 months	Technologists and graduates. English	-	To be arranged
Computers and systems analysis for production	Computer-based operations in production control, sorting and analysis applications, machine loading and the production of exceptions lists, computer procedure for analysing input in given applications, circumstances justifying the use of a computer in production control, case studies of economic applications of the computer, preparation of training programmes, investigatory studies on systems, data preparation, recent developments in computerized production control systems, computerized systems in a group technology environment.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Brussels, Edinburgh, Hong Kong, Kuala Lumpur, Stratford-upon-Avon, Stockholm, Brazil, Malta, Singapore, Trinidad and Tobago)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers	-	From £120 to £1,500

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Cost control and financial accounting for production	Principles of financial accounting, interpretation and appraisal of accounts, budgetary control and standard costing, financial control procedures, the basis of management information techniques, financial planning, cost control and financial planning in a group technology environment.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500
Materials management	The purchasing function, requirements scheduling, ordering and stock control, re-ordering, criteria, inventory control, inventory standards, inventory control reporting, progress control, information flow, stores management, organization and location of stores, stores records, stores checking, materials handling, handling methods and equipment, visual aids for problem presentation, control of internal transport.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500
Production management	Production planning and documentation, work study, materials and stock control, communications, organization and management, boardroom procedure, understanding the company balance sheet, statistics and operational research, critical path analysis, computers and systems analysis, group technology, industrial relations, costing and budgetary control.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year To be arranged	Works directors, production managers, production controllers and stock controllers. English	-	£2,550

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Principles of factory management	Determination of manufacturing objectives and policies, locality, site selection, buildings, services, personnel availability, local regulations, maintenance, co-ordination of manufacturing processes, utilization of labour machinery and other resources, progress control, quality and cost control, responsibilities of departmental managers and supervisors, relationship between line and functional management, manufacturers, sales and distribution, Communication of instructions, determination of production control	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Factory managers, shop supervisors and management trainees.	-	From £120 to £1,500
Production control	Selecting and training production control personnel, development of production control systems, materials and stock control, sales forecasting and the production plan, scheduling, shop loading, documentation of production control systems, capacity planning, batch sequencing, production control in a group technology environment.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500
Production planning and documentation	Design, development and manufacturing response to sales forecasts based upon market research, programming - critical paths, techniques for achieving over-all planning objectives, balancing resources against requirements. Pre-production planning, analysis of pre-production drawings, compilation of sequence and process layouts, forward ordering of materials, equipment and tooling, machine and labour utilization, plant capacity, machine and shop loading, use of work measurement data, planning charts.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Production planning and stock control	Production planning and materials procurement, ordering and stock control, requirements scheduling, materials handling, use and value of the computer, critical path networks, resource allocation, cost and quality aspects of production planning, production planning and stock control in a group technology environment.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500
Statistics and operational research for production	Concepts of variability and distribution modes, methods of presentation and analysis, use of statistics to control production, application of sampling techniques, nature and scope of operational research techniques, simple mathematical models and graphical solutions to problems, application of linear programming and queuing theory to problems of resource allocation, distribution, transportation, scheduling and stock control, use of operational research to determine the optimum size of inventory, allocation of work to machines to minimize production time or manufacturing costs, preparation of minimum cost production plans.	Institute of Production Control 23 Wood Street Stratford-upon-Avon Warwicks United Kingdom (Courses held in Stratford-upon-Avon, Edinburgh, Malta, Hong Kong, Kuala Lumpur, Singapore, Trinidad, Brazil, Stockholm and Brussels)	Throughout year 2-28 days	Works directors, production managers, production controllers and stock controllers.	-	From £120 to £1,500
General management	This 10-week residential course aims to give a broad general management education to those who have so far occupied a specialist role in their organisation. A unique feature is that by choosing from a very wide selection of options, each student is able to construct a personal syllabus, which is reinforced by a broad core programme of plenary lectures, projects and fieldwork and by discussion groups.	Manchester Business School (University of Manchester) Booth Street West Manchester M15 6PB United Kingdom	5 March and 8 October 1979 10 weeks	No formal qualifications. English	-	£3,200 (includes all fees, residence and meals)
Senior executive course	The course is designed for those holding positions of responsibility at or near board level. Subject areas covered are decision and control; organisations and people; the environment of the organisation. A field-trip to Europe forms part of the course.	Manchester Business School (University of Manchester) Booth Street West Manchester M15 6PB United Kingdom	15 January and 17 September 1979 3 weeks	No formal qualifications. English.	-	£1,550 inclusive of fees, meals and accommodation

MANAGEMENT AND INDUSTRIAL ADMINISTRATION (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications; Language requirements	Last date for receipt of applications	Fee
General management	Self management, effective thinking, using time more efficiently; the management of people, motivation, communications; the management of the resources of the business; marketing management; production management; financial management; personnel management.	The P-E Consulting Group Park House Egham Surrey United Kingdom	End January and mid-April 1979 4 weeks	English	-	£920 + VAT (non-residential)
Management	The Centre organizes six courses on different aspects of management: general management; senior management; management for the young executive; computer systems analysis; production management in construction.	Urwick Management Centre Stoke Poges Lane Slough Berkshire SL1 3PF United Kingdom	Throughout year 3-6 weeks	Managerial experience. English	-	£600-1,200 + VAT
Industrial research organization management	Specialized workshops, training programmes and conferences to aid in development of second echelon management and technical personnel from industrial research institutes specialized topics, such as fiscal controls, proposal preparation, foundry technology, explosive forming and welding of metals, packaging, technical information dissemination and management, etc.	Denver Research Institute Office of International Programs University of Denver Denver Colorado 80208 United States of America	To be arranged	Management and technical training. English	-	To be arranged
Management	Quantitative methods; accounting and control; marketing management; economics and communication; organizational behaviour; human resources management; financial management; development planning and economics; operations management; integrated case series; strategy and organization; agribusiness management; project analysis; problems of marketing in developing countries; public administration; international trade and investments; feasibility studies, etc.	Arthur D. Little Management Education Institute, Inc. Acorn Park Cambridge Massachusetts 02140 United States of America	September 10 1/2 months	Middle and senior level managers and administrators. English	-	\$7,840

MANAGEMENT AND INDUSTRIAL ADMINISTRATION (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management	Senior general management program for executives slated for more senior positions in their organizations. Covers functional areas of responsibility of managers: policy formulation; organizational behaviour; managerial decision making; the external environment (principally economics).	Sloan School of Management Massachusetts Institute of Technology 50 Memorial Drive Cambridge Massachusetts 02139 United States of America	March and mid-September 9 weeks	Senior position of responsibility. English	-	\$10,800

MARKETING AND EXPORT PROMOTION

Import management	International trade; commodity and trade agreements, etc. Economic policies; development priorities on production, exportation and consumption, import systems and export incentives, trade restriction methods, import organizations, etc. Procurement and supply management; planning and management, information sources, methods and procedures, financing, prices and contract terms, etc.	PRODEC, the Development Cooperation Project of the Helsinki School of Economics Runeberginkatu 22-24 SF-00100 Helsinki 10 Finland	August 4 weeks	Civil servants or executives from English speaking African development countries, responsible for planning, implementing or adapting national import policies, for allocating of foreign currency, for trade or purchase agreements or for customs treatments, etc. English	-	-
Import management	The course comprises international trade, economic policies and procurement and supply management. Each participant prepares a pre-course assignment. The course also includes several study visits, seminars sessions and case studies.	PRODEC/The Helsinki School of Economics Runeberginkatu 22-24 00100 Helsinki 10 Finland	5 November 1979 4 weeks	Senior government officials or executives with import responsibilities from 12 Asian developing countries. English	End of July 1979	-

MARKETING AND EXPORT PROMOTION (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Trade promotion and export marketing	International trade, concepts of trade promotion and export marketing at government and business enterprise level; market research project. To be arranged in two parts and two venues with extensive supply and demand studies between the two sections of the course.	PRODEC, the Development Cooperation Project of the Helsinki School of Economics Runeberginkatu 22-24 SF-00100 Helsinki 10 Finland (East Africa and Finland)	5 February 1979 12 weeks	High and middle level executives with trade promotion and export marketing responsibilities; English speaking African developing countries. English	-	-
European marketing	To help senior marketing executives to apply an analytical approach to problems of international marketing, with particular reference to the European market.	INSEAD Bld. de Constance 77305 Fontainebleau France	18 March and 19 August 1979 3 weeks	Senior marketing executives. English	-	FF. 13,500
Export promotion	Export product management, export organization within the enterprise sales methods in export, export market research, export publicity, export financing and pricing policies, reporting and information organization, transportation, import duties and taxes, factors controlling imports. The course programme is supplemented by excursions to major industrial, commercial and public institutions.	Carl Duisberg-Gesellschaft e.v. Hohenstaufenring 30-32 5000 Köln 1 Federal Republic of Germany	April and October 5 weeks	Practical experience in a responsible managerial position in export-oriented industry or commerce. English	-	To be arranged
Promotion des exportations	Rôle du gouvernement dans la promotion des exportations; gestion du marketing à l'exportation; recherche de marché; techniques de promotion des exportations. Méthodes: leçons, débats, étude de cas, travail en groupe, business game.	Institut National pour le Commerce Extérieur (ICE) avec la collaboration du Centre du Commerce International CCI/CNUCED-GATT Genève et le Ministère des Affaires Etrangères Italien. ICE Via Liszt 21 Rome, Italie	Octobre 10 semaines	Fonctionnaires gouvernementaux et cadres d'entreprises commerciales chargés de la promotion des exportations et du marketing international. Français ou anglais selon la zone géographique choisie au début de l'année	-	-

MARKETING AND EXPORT PROMOTION (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Export marketing (industrial goods)	Introduction to export marketing; the current state of world economy and international markets; export strategies; market research; marketing of industrial goods (product design, etc.); costing and pricing; advertising and sales promotion; export inspection; export processing zone; role of trading companies; domestic and international sub-contracting; trade promotion organizations and trade fairs.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku Tokyo 107 Japan and Republic of Korea	To be decided 3 weeks during 1979	Marketing consultants of National Productivity Organizations or similar institutions, or personnel concerned with export promotion of industrial goods. English	-	\$US 75
Marketing management	Program curriculum includes sections on demand analysis; product policy and product line development; pricing policy; stimulation of demand; management of the marketing and sales operation; determination of marketing strategy; special problems of international management. Participants also have the opportunity to elect one or more special interest seminars selected from the following subjects: financial analysis; multinational marketing operations; export marketing; export promotion for government officials; agrimarketing and marine marketing; marketing of services and arts/international business policies; marketing in developing countries; computer aids for marketing managers; developing training programs for managerial needs. The six-week academic segment of the program is followed by an optional four-week survey tour of the major marketing areas of the United States.	International Marketing Institute 16 Garden Street Cambridge Massachusetts 02138 United States of America	June 1979 and 1980 6 weeks (academic segment) and 4 weeks (optional survey tour)	Business executives, government officials, consultants. English	May	\$US 1,475 (tuition for the academic segment)
Packaging	Courses and visits to major business and industrial sites on: packaging for exports, coordination of corporate packaging functions and social implications of packaging.	International Executive Seminars Rochester Institute of Technology 1 Lomb Memorial Drive Rochester N.Y. 14623 United States of America	Throughout 1979 28 days	Professional qualification. English	-	\$3,000

PACKAGING

QUALITY CONTROL AND STANDARDIZATION

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications. Language requirements	Last date for receipt of applications	Fee
Industrial inspection and quality control	Chemical analysis, physical and dynamic testing of raw materials, components and finished products; dimensional calibration and control; industrial inspection of civil engineering works; non-destructive testing, laboratory and field testing.	Centro de Estudios Medición y Evaluación de Calidad (CESMEC) Avda. Marathon 2595 (Casilla 14036, Correo 21) Santiago de Chile	To be arranged	Engineering degree. Spanish or English	-	To be arranged
Metrology I	Introduction to precision measurement in laboratories of the PTB corresponding to the planned area of study; participation in precision measurement activities; independent measurements in the PTB and possibly licensing tests of measuring equipment at the manufacturers' premises; informational visits to metrological institutes, bureaus of standards, testing offices, etc.; participation in meetings, conferences, exhibitions; topic-oriented visits of plants as prescribed by the PTB; participation in courses for calibration inspectors or chief adjusters can be approved upon recommendation by the PTB.	Carl Duisberg-Gesellschaft and the Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit in cooperation with the Physikalisch-Technische Bundesanstalt (PTB) CDG Postfach 190 325 D-5000 Köln Federal Republic of Germany	To be arranged 17 months including 1 month introduction and 4 months language training	Professional qualification and experience in metrology. German	-	To be arranged
Metrology II	Mechanics, electricity, heat, optics and acoustic covers: introduction to the techniques of precision measurement at laboratories of the PTB; participation in precision measurements of the PTB; possibly, licensing tests of measuring equipment at manufacturers' premises; informational visits to bureaus of standards, testing offices, etc.; topic-oriented visits of plants as prescribed by the PTB.	Carl Duisberg-Gesellschaft* and the Zentralstelle für Arbeitsvermittlung der Bundesanstalt für Arbeit in cooperation with the Physikalisch-Technische Bundesanstalt (PTB)	To be arranged 17 months including 1 month introduction and 4 months language training	Technicians with experience in metrology. German	-	To be arranged

QUALITY CONTROL AND STANDARDIZATION (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Standardization and quality control	Standardization as system; principles of standardization; connection between standardization and quality control; development of standardization and its organization; international standardization and implementation of international standards; procedure of elaboration; structure of standards and their application; documentation and information and control of quality; consumer's protection.	TESCO/MSZH-Hungary 1149 Nagy Lajos Kiraly-ut 202 Budapest Hungary	Second half of 1980 4 weeks	University degree. English	December 1979	To be arranged
Standardization for developing countries	Principles and methodology of standardization; ISI constitution and organizational structure; implementation of standards; quality certification; promotional activities.	Indian Standards Institution 9 Bahadur Shah Zafar Marg New Delhi-110001 India	Second week of November each year 15 weeks	Graduates in science, engineering or technology, and must have been engaged in standardization actively to be able to make practical use of the training on return.	15 September	To be arranged
Statistical quality control	Detailed training in the principles and application of statistical quality control with emphasis on its application to standardization and certification marking.	Indian Standards Institution 9 Bahadur Shah Zafar Marg New Delhi-110001 India	7 October 7 weeks	A degree in any branch of science, engineering or technology with at least 2 to 3 years experience in the respective fields. Preference to those who are connected with any facet of industrial production such as design, manufacturing quality control, standardization, distribution, etc.	31 August	To be arranged
Quality control	Organization of quality control activities in selected manufacturing industry; the management of quality; statistical quality control; plant visits and discussions; panel discussion and evaluation.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku Tokyo 107 Japan	To be decided 6 weeks during 1980	Managers and engineers in selected manufacturing industries. English	-	\$US 150

QUALITY CONTROL AND STANDARDIZATION (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Industrial standardization and quality control	Essentials of standardization, fundamentals in industrial standardization, administration of national standardization, standardization at international level, technical standards in regulation, JIS marking system, presentation of product standards, company standardization, value engineering and standardization, standardization in distribution of goods, standardization in information processing, permeation and implementation of standards, quality control, reliability and quality assurance system, sampling methods, and sampling inspection, etc. (Tentative subjects) including: orientation, technical visits, observation tour, and evaluation.	Japan International Cooperation Agency (JICA) Agency of Industrial Science and Technology (AIST) Japanese Standards Association P.O. Box 216 Shinjuku Mitsui Bldg. No. 1-2 Chome Nishi Shinjuku Shinjuku-ku Tokyo 160 Japan	Summer and winter in 1980 approx. 3 months	University graduates presently engaged in standards engineering works at National Standards Bodies (NSB). English	-	To be arranged
Quality control	3rd International Course of Specialization in Quality Control.	Instituto Mexicano de Control de Calidad A.C. Av. Thiers 251 P.H. Col. Anzures México 5, D.F. México	October 1979 10 weeks	University graduates Spanish	-	\$US 850
Organization of standards work	Lectures and seminars on the purposes of standardization; the product, application and legislative status of standards; organization of standards at national, regional and international levels; organization of information services; legislation in food and drugs; standards and metrology. Visits to factories and institutes of relevance.	British Standards Institution 80 Park Lane London W1A 2BS United Kingdom	11 July 1979 5 1/2 weeks	University graduates working at a national standards organization. English	March 1979	£950 at least

QUALITY CONTROL AND STANDARDIZATION (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Quality assurance	The certification work of BSI, and its relation to the whole work of BSI and to the UK scene; description and evaluation of essential definitions; quality assurance, quality control, legal metrology and certification; benefits of quality assurance to production, consumption and trade; detailed studies of systems in Britain and elsewhere, the reasons for differences, and effects; work for the future CERTICO, ISO, EEC, ECE, CEN, CENCER, CECC, etc.; standards making; the process in Britain.	British Standards Institution 2 Park Street London W1A 2BS United Kingdom (BSI Hemel Hempstead Centre, Hertfordshire)	April 1979 4 weeks	Well qualified in general field of quality assurance, certification and metrology. English	-	£850 (subject to adjustment)
Metrology, quality assurance and standardization	Training in metrology; metrology theory and industrial metrology practice; legal metrology practice; quality assurance; equipment manufacturing and calibration; legal metrology enforcement.	Department of Prices and Consumer Protection, Quality Metrology, Quality Assurance and Standards Division Legal Metrology Branch 26 Chapter Street London SW1P 4NS United Kingdom, in association with the British Standards Institution and the Cranfield Institute of Technology	Dates in 1979 to be announced 1-12 weeks	Professional qualification. English	-	To be arranged

SMALL-SCALE INDUSTRIES AND ENTREPRENEURSHIP

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Corporate management in developing countries - state, co-operative or privately owned enterprises - cottage type industries	Corporate economics; enterprises' contributions to national prosperity; corporate management techniques; financial management; management accounting; financial analyses; cost accounting; profitability calculations; marketing; market studies; personnel management; workers' motivation in developing countries; technical management; administrative management; office-work simplification; electronic-data processing for management; general management; corporate policy; legal obligations.	MISIFA International Training Center Place Albert Leemans 14, boîte 29 B-1050 Brussels Belgium	To be arranged	University degree. English	-	To be arranged
Advanced training course on promotion of small and medium industries	The Course has been designed as a short-term integrated training course for executives of industrial development institutions such as development boards, corporations, industrial estates, development banks. It covers the whole range of subjects from principles of industrial development through project appraisal, measures and programmes for industrial promotion to planning, implementing and controlling programmes and is especially tailored to the problems of small and medium companies.	German Foundation for International Development, Seminar Centre for Economic and Social Development Reiherwerder, Villa Borsig, D-1000 Berlin (West) 27	Open Five weeks	Graduated economists or engineers with sufficient knowledge of general economics, supplemented by some years of practical experience. French	Open	None
Prototype training course on small enterprise financing	The course focuses on development banking, with special reference to small business lending. The following aspects will be dealt with: appraisal activities; loan application process; credit investigation; management, market, technical, financial, and economic evaluation; report writing; documentation and disbursement procedures.	German Foundation for International Development, Seminar Centre for Economic and Social Development Reiherwerder, Villa Borsig, D-1000 Berlin (West) 27	September 1979; three weeks	Applicants should be engaged in training at their respective development finance institutions and have several years of experience in the lending business. Participants in the Curriculum Design Workshop for a Training Course on Small Enterprise Financing will attend as experts. English	Open	None

SMALL-SCALE INDUSTRIES AND ENTREPRENEURSHIP (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Small industry financing	(a) The concepts and functions of development financing with reference to developing economies, role of development banks in stimulating economic growth, service selling - a promotional aspect of development banking, role of small scale industries in developing economies, concept of lead bank and area approach, preparation of industry profiles through regional surveys; formulation of policies and procedures with a view to developing assistance. (b) Techniques and analytical tools for planning and control of financial resources (helping borrowers in their decision-making); assessing business opportunities; managerial ability and technical competence of operating industries; planning financial needs and checking profit performance of small enterprises, and financing of new enterprises and appraisal of their project reports. (c) Follow-up system and advisory services to ensure the adoption of financial discipline and socially desirable business policies by small scale industries, development of a follow-up system to diagnose problems of small industries, and supervision of fund utilization through bank accounts.	SIET (Small Industry Extension Training Institute) Yousufguda Hyderabad 500045 India	Mid-October 8 weeks	University degree and at least 2 years experience in banks or other financial institutions or development corporations. Sponsorship by employer. English	-	\$US 1,000
Small industry promotion in developing economies	Economic growth; industrialization process; role of small industries; small industry development programme in India; organizational network for small industry - promotion - government, quasi-government and non-government organizations for promoting small industries in India; economic investigation and analysis; organizing and working for small industry; visits to small industry promotion agencies and organizations as well as concentrations of small industries.	SIET (Small Industry Extension Training Institute) Yousufguda Hyderabad 500045 India	September 12 weeks	Considerable experience in policy-making or programme implementation in ministries, agencies or development organizations concerned with promotion, servicing and assisting of small-scale industry, including traditional and cottage industries and existing and prospective entrepreneurs. Participants should be in age group 24-40 years. English	July	\$US 1,500
Modern small industry	The course has been designed for experienced public officials in developing countries with responsibility for the preparation, administration or execution of programmes of industrial development, particularly in the field of small-scale industry. The overall aim is to equip the participants to contribute more effectively to industrial development in their own countries.	Industrial Development Authority (IDA Ireland) Lansdowne House, Ballsbridge Dublin 4, Ireland	To be arranged 8 weeks	University degree and relevant experience. English	-	To be arranged

SMALL-SCALE INDUSTRIES AND ENTREPRENEURSHIP (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Small-scale industry development	Financial incentives for small industry; management development; technology transfer; building industrial estates; tax-free zones, training craft workers; export marketing. This programme assembles the expertise of the development agencies in Ireland to allow participants to study a working model for economic development. In-plant training.	Irish Management Institute, Sandyford Road, Dublin 14 Ireland	January 1979 12 weeks	Responsibility for planning, promoting and initiating small enterprises. English	-	£2,000
Promotion and marketing of handicrafts for home industries and small-scale enterprises	The economics of cottage and small scale industries and their social aspects; technology of crafts; administration; production; promotion and marketing. Observation visits will be made to craft centres, workshops, small scale industries, organizations involved in production, promotion and marketing, and to museums. Practical work.	Mount Carmel International Training Centre for Community Services (MCTC) 12 David Pinsky Street Haifa, Israel	1 February 1979 3 months	Trained and experienced personnel in handicraft skills, and currently employed in administration or promotion of handicraft projects, cottage industries or small-scale enterprises.	-	To be arranged
Small scale industry	Lectures and practical training; general perspectives of Japan's smaller enterprises; its development and management methods in connection with governmental policies, taxation systems, financing and banking provisions, etc.; observation tours.	The Osaka Prefectural Institute for Industrial Management and Osaka International Training Centre, JICA, Osaka Japan	11 January 1979 10 weeks	University graduates or equivalent, 5 years experience. English	-	To be arranged
Entrepreneurship development	Promotion of small enterprises in the countryside and generation of self-employment schemes for potential entrepreneurship. Course includes: achievement motivation training; management skills training; preparation of feasibility study; project preparation; entrepreneurship.	National Manpower and Youth Council (NMYC) and University of the Philippines Institute of Small Scale Industries (UPISSI) and other Philippine bodies, Virata Hall, Quezon City Philippines	To be arranged 10 weeks	Persons with strong desire to organize and manage their own business and having equity capital. English	-	\$500

SMALL-SCALE INDUSTRIES AND ENTREPRENEURSHIP (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Promotion of small scale enterprises in developing countries	The objective is to enable participants to improve their ability to promote and encourage the formation, growth and survival of small enterprises in their own countries. Participants are exposed to experiences of a number of institutions and large and small scale enterprises in the United Kingdom as a catalyst to develop their own ideas. Among other subjects the programme deals with training, extension, industrial estates, appropriate technology, small business financing schemes, co-operatives and overall government policy.	Marketing Development Centre, Cranfield School of Management Cranfield, Bedford MK43 0AL, United Kingdom	September 1979 10 weeks	Present and future involvement in small enterprise development work. English	July 1979	£2,000 incl. accommodation
Industrial co-operatives	Industrial co-operative form of enterprise organization, their management and economy, construction and integration of industrial co-operatives. In-plant training in industrial co-operatives in leather, clothing, furniture, sporting goods or hand-blown glassware industry.	Central Union of Work Co-operatives 47 Zurawia Street 00-680 Warsaw, Poland	May 6 weeks	Professional qualification. English	-	To be arranged
Formación didáctica de profesionales	Seleccionar e interpretar un objetivo general de un programa de estudio de su especialidad; formular y redactar los correspondientes objetivos específicos y en torno a ellos planear y desarrollar las lecciones necesarias aplicando técnicas de dinámica de grupo, ayudas audio-visuales, motivación, evaluación y una metodología de modalidad predominantemente activa. Elaborar planes y programas de estudio y definir los materiales impresos que los componen. Determinar necesidades de capacitación en una empresa. Concebir, organizar, coordinar cursos de su especialidad o de especialidades afines. Educar a quienes instruya, demostrando una conducta consecuente con las responsabilidades, deberes, autoridad atribuciones que correspondan a todo docente del instituto. Evaluar, con sentido remedial, a los participantes de los cursos a su cargo y en general, los factores que intervienen en el proceso enseñanza-aprendizaje, incluyendo al docente.	Instituto Nacional de Capacitación Profesional, INACAP, Avda. Chesterton 7028 Casilla 10.205 Santiago, Chile	2 enero 45 días	Título universitario. Español	-	\$US 500

TRAINER DEVELOPMENT

TRAINER DEVELOPMENT (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Instructor training	Duties and responsibilities of instructor; techniques, methods and practices of instruction; identification of training need; designing course of study and training programme; use of audio-visual and training aids.	National Productivity Centre, NPC P.O. Box 3246 Addis Ababa Ethiopia	Throughout year 2 weeks	Trainers and instructors in training institutions or in industrial plants. English	-	-
Training of management - educators and accountancy teachers and instructors	Training functions, techniques and methods and subject-matter relevant to the training needs of management educators/trainers and accountancy teachers/instructors. The substantive content of the training programme includes such topics as identifying and analysing training needs, programme design, selection and effective use of various training methods in management/accountancy training, problems of the management/accounting profession and localisation of training and qualifications in accountancy and management. The precise content is often worked out by the host institution in conjunction with ECA.	To be notified for information: Chief, Public Administration, Management and Manpower Division UNECA, P.O. Box 3001 Addis Ababa, Ethiopia (The venue may change from year to year. The 1978 programme was held at the university of Lagos, Nigeria)	To be determined 8 weeks	Candidates should have at least 2 years work experience as full-time trainers or educators in the field of management or accountancy and should intend to continue the training function as a career. Language will depend on organizing institutions medium of instruction. Otherwise mostly English.	-	To be arranged
Training of trainers	Learning process; organization theory; communication; nature and scope of training and approaches to training; diagnosis and identification of training needs; job analysis; motivation theory and its application; training methods; programme design; and evaluation of training.	Management Development and Productivity Institute P.O. Box 297 Accra, Ghana	9 July 1979 6 weeks	Training and development managers, personnel managers with responsibility for training. English	-	To be arranged
Training aids in training	Chalkboard in instruction; preparation of graphic aids; audio-visual communication; instructional technology.	Central Staff Training and Research Institute Dasnagar Howrah-711105 Calcutta, India	To be arranged 4 weeks	Training supervisors. English	-	To be arranged

TRAINER DEVELOPMENT (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Training of management development trainers	The object is to train a team of trainers to deliver courses in management development in their home institutions, with possible initial back-up from IPA staff. The object of the management development course is to develop a systematic approach among participants towards the analysis and solution of managerial - type problems, to establish a firm base for continuous self-development in the area of public service management, and to give participants an increased understanding of the role of the public service manager and an improved awareness of the attitudes and skills for more effective public service management.	Institute of Public Administration 57-61 Lansdowne Road Dublin 4, Ireland	September & January 16 weeks	Experienced management trainers. English	-	To be arranged
Training officer	The course content includes training needs analysis; job analysis; training standards evaluation; learning; training methods; course design; communications; training records; selection for training; induction; safety; training costs.	Fielden House Productivity Centre Ltd., Mersey Road West Didsbury Manchester M20 8QA United Kingdom	Throughout year 4 weeks followed by a 2 week in-company project supervised by the course tutor	Position in management, management trainees. English	2 weeks before start of each course	£421
Training for results	The course for training specialists is founded on the principles of learning by doing and of helping course members to build on their existing experience in training and in other fields. Use is made throughout of methods which make for maximum involvement such as case studies, with few formal lectures.	Industrial Training Service 73/75 Mortimer Street London W1N 8HX United Kingdom	To be arranged 4 residential study weeks with 3 intervening periods each of 2 weeks to enable course members to begin to apply what they have learnt within their own organizations	Experience as training specialist. English	-	To be arranged
Management of training	This course is for officers who are managing training in public authorities, government training centres and institutes of public administration. It covers management and financial problems involved in running a training centre; the system approach to training; psychology of learning and motivation; the use of advanced training techniques; the role of training in personnel management to ensure an organisation development approach; and the evaluation of training.	Royal Institute of Public Administration Hamilton House Mabledon Place London, WC1H 9BD United Kingdom	Early August 12 weeks	Graduates with 10 years working experience and at least 3 years in staff training. English	End June	To be arranged

TRAINER DEVELOPMENT (Cont'd)

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Training techniques	The objectives are to impart an understanding of the principles of training to enable participants to devise and implement their own programmes and to develop instructional skills. The course covers administrative aspects of training, human relations, the various training techniques, attachments and visits. A lecturing programme for course members is included together with practical sessions on visual aids, case studies and field projects.	Royal Institute of Public Administration Hamilton House Mabledon Place London, WC1H 9BD United Kingdom	Early August 12 weeks	Graduate administrative officers with 7-10 years working experience in senior training posts. English	End June	To be arranged
Trainer development	Analysis of training needs at organisational, departmental and individual level; design of training programmes for all types of occupations. Construction and conducting of training programmes; assessment of training effectiveness; administration of training.	Slough College of Higher Education Training Technology Division, Wellington Street, Slough SL1 1YG, Berkshire United Kingdom	Throughout year 7 weeks	Junior/middle management. English	-	£1,000 incl. of 4 weeks residential charges
Trainer development	A flexible programme for experienced trainers from countries outside the United Kingdom designed to increase participants skills in all aspects of training and training management.	Slough College of Higher Education Training Technology Division, Wellington Street, Slough SL1 1YG, Berkshire United Kingdom	23 April 1979 12 weeks	Minimum of 3-5 years experience as a training officer. English	-	£5,000 incl. of accommodation for the 12 weeks and weekends of the programme

TRAINER DEVELOPMENT (Cont'd)

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Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Training of professionals from developing countries	Training is provided in a wide variety of subjects ranging from water resource enhancement, alternative energy development, appropriate technology, small-scale industry, industrial extension, rural urban and industrial development, solar energy, charcoal production from agricultural and forestry wastes, agricultural machinery, information control to technical and engineering specialities.	Office of International Programs Engineering Experiment Station, Georgia Institute of Technology, Atlanta Georgia 30332 United States of America	January 1979 To be arranged	English or Spanish	-	To be arranged
Instructional systems for national development	Course designed for trainers of trainers; field attachments and workshops.	Public Management Development Program Institute of Public Service, University of Connecticut 1380 Asylum Avenue Hartford, Connecticut 06105, United States of America	27 September 1979 6 1/2 months	University degree. English	July 1979	\$US 3,900

OTHER TRAINING OPPORTUNITIES AND SHORT COURSES
AUTRES POSSIBILITES DE FORMATION ET SESSIONS D'ETUDE DE BREVE DUREE
OTRAS OPORTUNIDADES DE CAPACITACION Y CURSOS CORTOS

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Tecnología de la elaboración de conservas cárneas	Sanitación en las plantas elaboradoras de carnes; elaboración de subproductos en la industria frigorífica; chacinados; congelación y refrigeración de carnes; preparación de carnes para la elaboración de conservas, chacinados, carnes cocidas y cortes de exportación.	Centro de Investigación y Tecnología de Carnes del Sistema del INTI (CITECA) Av. Leandro N. Alem 1067 1001-Buenos Aires Argentina	A determinearse en 1979 y 1980 3-5 días	Nivel profesional. Español	-	A discutir
Management	Short courses on: professional practice management; executive management in the Pacific basin; executive management; management of the growth business; retail enterprise management; counselling/consulting for small enterprise development.	Management Research Centre, University of New England Armidale 2351 Australia	During year 1-4 weeks	Senior management experience. English	-	\$A 600 per week including board
Protection de l'environnement et lutte contre la pollution	Séminaires ou stages pratiques allant de l'initiation et de la sensibilisation aux problèmes sous leurs aspects scientifiques, économiques et politiques jusqu'au perfectionnement dans les techniques de pointe. Exposés, discussions, exercices pratiques, visites à des centres d'application des techniques. Le stage a un caractère essentiellement pratique.	Centre International de Formation MISIFA Place Albert Leemans 14 Boite 29 B-1050 Bruxelles Belgique	A fixer	Ingénieurs Français	-	A arranger
Environmental studies and pollution control	Seminars to sensitize high-level civil servants responsible for environmental protection and pollution control; scientific economical and political aspects. Workshops for the training of scientific and technical men in advanced pollution control techniques. Individual or group seminars or workshops aiming at practical knowledge acquisition.	MISIFA International Training Center Place Albert Leemans 14 Boite 29 B-1050 Brussels Belgium	To be arranged	Chemical or other engineers. English	-	To be arranged

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management	Short courses on: fundamentals of finance and accounting for non-financial executives; supervisory management; manufacturing turing management; personnel management.	Management Centre Europe, 4 avenue des Arts, 1040 Brussels Belgium	January-June 1979 2-5 days	Professional qualification. English	-	Bf. 22,000-38,000
Instrumentation for developing countries	Automation and instrumentation for industrially developing countries; stages in instrumentation establishment and development; creation and transfer of technology; know-how in the field of instrumentation and automation; economic aspects. Visits to production plants.	The Institute for Instrument Design Blvd. "Lenin", 7th km P.O. Box 1352 Sofia 1113, Bulgaria	September 1979 3-5 days	Professional qualification. English	-	-
Normalisation	Cours sur la normalisation et l'entreprise; les nomenclatures et codifications; l'analyse de la valeur et autres techniques d'analyse; la gestion qualité dans l'entreprise; la fonction qualité dans les petites et moyennes industries; le contrôle de réception et les relations clients fournisseurs; la qualité et la conception des produits.	AFNOR, Association Française de Normalisation, Tour Europe Cedex 7 92080 Paris La Défense France	Toute l'année 3-5 jours	Ingénieurs et techniciens. Français	-	A arranger
Entretien du matériel pneumatique	Formation des techniciens chargés de la maintenance des installations pneumatiques et des outillages pneumatiques.	CEFTI-AFICE, avenue Gutenberg, B.P. 53 78310 Maurepas, France	A arranger 5 jours	- Français	-	A arranger
Soudage d'entretien	Formation des opérateurs/soudeurs (perfectionnement) dans la technique de rechargement, réparation, maintenance.	CEFTI-AFICE, avenue Gutenberg, B.P. 53 78310 Maurepas, France	A arranger 5 jours	- Français	-	A arranger
Soudage dans le domaine de la maintenance	Les programmes traitent de l'ensemble des possibilités et techniques offertes par le soudage dans le domaine de la réparation et de l'entretien préventif.	Centre de Documentation et de Formation pour le Soudage d'Entretien Préventif 53 rue Perrotin 92320 Chatillon France	Lundi ou mardi de chaque semaine 32-40 heures	Qualifications professionnelles. Français	-	A arranger

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications; Language requirements	Last date for receipt of applications	Fee
Technologie industrielle	Le C.P.T. organise durant toute l'année des stages de courte durée, certains étant fractionnables, dans les domaines industriels suivants: problèmes de l'eau; la corrosion; lutte contre les bruits; pollution atmosphérique; dessin industriel; technologie industrielle; chimie générale, minérale et organique; formation générale en physique; techniques de fiabilité à la mécanique; métalliques: qualités et performances; atmosphérique; problèmes de déchets.	Centre de Perfectionnement Technique (C.P.T.), 9 Avenue Alexandre Maistrasse 92500 Rueil-Malmaison France	Toute l'année 2-35 jours	Ingénieurs et assimilés. Français	-	A arranger
Technologie industrielle du bois	Stages de formation continue.	Centre Technique du Bois, 10 Avenue de Saint-Mandé 75012 Paris, France	Toute l'année 2-5 jours	Tous niveaux. Français	-	A arranger
Energie solaire	Cours d'énergie solaire de haut niveau destiné aux professeurs, enseignants et chercheurs des pays en voie de développement désirant approfondir leurs connaissances dans ce domaine.	Centre Universitaire de Perpignan Avenue de Villeneuve 66025 Perpignan Cedex France et UNESCO	1 décembre 1979 7 mois	Qualifications professionnelles. Français	30 juillet 1979	-
Résistance des matériaux	Evolution et théories modernes en élasticité et plasticité.	Collège International des Sciences de la Construction-UTI Domaine de Saint-Paul B.P.1, 78470 St-Rémy-lès-Chevreuse, France	Automne 1979 4 jours	Niveau ingénieur ou spécialiste du sujet traité. Français, anglais	-	Env. FF.1,500
Cours de formation continue	Mathématiques numériques appliquées aux problèmes de l'entreprise; analyse et programmation; mathématiques et systèmes; génie et informatique industriels; étude et développement d'un projet dans l'industrie mécanique et le génie civil; maintenance industrielle; mécanique des sols; dynamique des structures; vibrations; énergétique; management.	Ecole Centrale des Arts et Manufactures Centre de Formation Continue, Grande Voie des Vignes 92290 Chatenay-Malabry France	Toute l'année 2-8 jours	Ingénieurs et techniciens supérieurs. Français	-	FF.1,000 à 3,500

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Economie pétrolière	Séminaires sur: la formation économique et financière; les mécanismes de l'économie; calcul économique et étude des coûts dans l'entreprise; économie appliquée aux hydrocarbures; énergies impacts économiques et perspectives; programmation linéaire et méthodes d'optimisation dans l'industrie des hydrocarbures; planning des travaux dans l'ingénierie pétrolière; planification des activités dans l'industrie des hydrocarbures; informatique industrielle; motoristes gestion; les rouages de l'économie; le pétrole et son économie; économie appliquée aux HC; calcul économique; problèmes économiques fondamentaux du pétrole.	E.N.S.P.M. Formation Industrie, 4 avenue de Bois Préau, B.P. 311 92506 Rueil-Malmaison France	Toute l'année De 2 à 10 jours	Ingénieurs et techniciens présentés par leur compagnie. Français ou anglais	-	FF.2,500 semaine
Moteurs à combustion interne et applications des produits du pétrole	Séminaires sur: la lubrification des moteurs; lubrification et lubrifiants; lubrification industrielle; motoristes diesel.	E.N.S.P.M. Formation Industrie, 4 avenue de Bois Préau, B.P. 311 92506 Rueil-Malmaison France	Toute l'année 5 jours	Ingénieurs et techniciens inscrits par leurs sociétés. Français	-	FF.2,500 semaine
Managerial skills for international business	To broaden the skills and capacities of the manager to be able to cope effectively with the challenges and problems of operating in a rapidly changing international, social and economic environment.	INSEAD Bl'd. de Constance 11305 Fontainebleau France	19 August 1979 2 weeks	For the executive who is interested in a high professional and personal return on his investment in a general management course of shorter duration. English	-	FF.10,500
Méthodes modernes de maintenance industrielle (Gestion technique et financière)	Stages de perfectionnement et journées d'étude.	Institut Français de la Maintenance Industrielle, 46 rue Troyon, 92310 Sèvres France	A arranger 1-4 jours	Niveau techniciens, ingénieurs et cadres de direction. Français	-	A arranger

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Session d'étude sur les enceintes sous forte pression	Cette session permet de présenter les problèmes posés par la fabrication et le contrôle des enceintes sous forte pression dans le domaine nucléaire et le domaine de la pétrochimie. Le programme comprend des conférences traitant des problèmes généraux (description des enceintes, choix et évolution des matériaux, calcul des enceintes) de la fabrication (cuves et circuit primaire des PWR et BWR, cuves multicouches, cuves pour pétrochimie), de contrôle de la réglementation et des problèmes techniques particuliers (transport, cuves et béton précontraint). Un voyage d'étude permet de visiter un atelier de fabrication des générateurs de vapeur de PWR et un atelier de construction de cuves de réacteurs.	I.N.S.T.N., BP No.6 91190 Gif sur Yvette France (Saclay)	2 sessions par an 1 semaine	Ingénieurs et techniciens. Français	-	FF.2,700
Basic means of company standardization	Principles and organization of standardization; DIN-standardization; legal considerations with regard to standardization; international standardization; standardization science; standardization techniques; company standardization; the standards engineer as a partner of the management; exercises.	DIN Deutsches Institut für Normung e.V. Burggrafenstr. 4-7 D-1000 Berlin (West) 30	February, March, September and October 5 days	Basic knowledge of standardization. German	-	DM 940
Management and company standardization	Co-operation and management in the modern society; how to run a department; conference and talk techniques; managerial hierarchy in the company; industrial management; management in the company; applied methodology for company standardization; standardization and labour legislation.	DIN Deutsches Institut für Normung e.V. Burggrafenstr. 4-7 D-1000 Berlin (West) 30	March and October 5 days	Professional experience of some years of standardization or attendance of the former DIN-courses. German	-	DM 1,450
Standardization	Planning, control and operations research; standardization aspects; tendencies of international standardization; law on technical equipment; network planning; how to plan and to organize a standards department; placement of the standards and planning of standards operations; numbering systems as the administrative basis for the control of product plants; subject characteristics; standardization proceedings of the EDP; microfilming of technical data; economy in company standardization; identification and introduction of the EDP; value analysis.	DIN Deutsches Institut für Normung e.V. Burggrafenstr. 4-7 D-1000 Berlin (West) 30	February, March, September and October 5 days	Basic knowledge of standardization. German	-	DM 940

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Industrial design	Short courses on: product design development; interior design; furniture design and technology; graphic and advertising design; jewellery design. Conference on design and manufacture for in-service designers who have not had any formal education, manufacturers and technical personnel.	Design and Packaging of Centre, Federation of Hong Kong Industries Eldex Industrial Bldg. 12/F, 21A Ma Tau Wei Road, Hung Hom Hong Kong	To be arranged 1-12 days	Manufacturers, designers, engineers, marketing personnel. Chinese and English	-	To be arranged
Packaging	Short courses on various aspects of packaging design and technology.	Design and Packaging of Centre, Federation of Hong Kong Industries Eldex Industrial Bldg. 12/F, 21A Ma Tau Wei Road, Hung Hom Hong Kong	To be arranged	In-service factory staff, shipping, packaging and production control personnel, packaging designers and manufacturers. Chinese and English	-	To be arranged
Management	Short courses organized throughout the year on general management; EDP, finance; marketing; personnel; production; small business; insurance; supply management; management and organization development; supervisory Hong Kong industrial management.	The Hong Kong Management Association Management House 26 Canal Road West Hong Kong	3-4 times a year 1-5 days	Manager, executive, superior. English, Chinese	-	To be arranged
System design workshop	The course is intended for systems analysts and programmers entering the field of systems design. It will provide analysts and designers, through case studies, with practical experience in systems design work.	The Hong Kong Productivity Centre Sincere Building 173 Des Voeux Road Central Hong Kong	May, July and October 1979 5 days	No special academic qualification. English	-	HK\$800
Design of training programmes on modules system	What is a module; difference between modular system of training and conventional system; use and advantages of modular training, difference between modules of employable skills and other modules; skill analysis; task analysis; design of curriculum on modules, etc.	Central Staff Training and Research Institute Dasnagar Howrah 711105 Calcutta India	To be arranged 1 week	Training executives. English	-	To be arranged

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Evaluation of industrial training	The aims of evaluation in a training system; difference in various types of tests, distinction between test validity and test reliability; distinction between criterion referred tests and norm referred tests, essential conditions of tests, test analysis, etc.	Central Staff Training and Research Institute Dasnagar Howrah-711105 Calcutta India	To be arranged 1 week	Training executives. English	-	To be arranged
Export and international marketing	Short courses on export marketing of readymade garments; legal aspects of international marketing; export produces and documentation; export marketing of engineering goods; application of quantitative methods in export management; challenges of international marketing; shipping and air transport for export executives.	Indian Institute of Foreign Trade, Ashok Bhawan, 93 Nehru Place New Delhi-110024 India	January-March 1979 3-6 days	Professional qualification. English	-	Rs. 800-1,500
Manpower planning (national and state level)	The programme seeks to familiarise participants with the concepts, sources of data, methodologies and techniques being developed in the field of manpower planning.	The Institute of Applied Manpower Research, Indraprastha Estate, Ring Road New Delhi-110002 India	17 January 1979 8 days	Middle and senior level officers concerned with manpower planning, utilisation and development. English	-	To be arranged
Manpower planning (enterprise level)	Systems approach to manpower planning, organisation design and effectiveness, manpower forecasting, personnel inventory, recruitment and selection, performance appraisal, career planning, training and development, development of systems and their monitoring and motivation and communication effectiveness.	The Institute of Applied Manpower Research, Indraprastha Estate, Ring Road New Delhi-110002 India	5 March 1979 6 days	Senior executives of public/private enterprises concerned with policy formulation and/or implementation in regard to planning and development of human resources, those in general management, personnel, training, industrial engineering, corporate planning functions, heads of marketing, finance production and maintenance functions. English	-	To be arranged

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management by objectives	Present managerial practices in Indian industry; what is MBO? environment analysis; organization analysis; SWOT identification; definition of business; corporate key result areas; divisional/departmental KRA's/objectives; organization planning; individual manager's KRAs/objectives; MIS for feedback on performance; performance appraisal; management development need identification; management development strategies.	National Institute for Training in Industrial Engineering NITIE P.O. Vihar Lake Bombay-400 087, India	January and August 1979 1 week	Executive responsibility. English	-	Rs.600
Organization and techniques of training	Training for results; role and functions of training department; identification of training needs; programme structuring; evaluation of training; psychology of learning; techniques of training; lecture, audio-visual aids, case study, incidence process, role play, inbasket exercise, business game, programme instruction, self-awareness programme.	National Institute for Training in Industrial Engineering NITIE P.O. Vihar Lake Bombay-400 087, India	2 April and 16 July 1979 2 weeks	Training officers and management development personnel. English	-	Rs.1,600
PERT/CPM	Principles of network development; critical path analysis; probability aspects in PERT; resource allocation and levelling; multi-project scheduling; concept of crashing; project cost control; introduction to computers and PERT packages; processes networks; line of balance; decision trees.	National Institute for Training in Industrial Engineering NITIE P.O. Vihar Lake Bombay-400 087, India	19 February and 1 October 1979 2 weeks	Project management executives. English	-	Rs.1,600
Value engineering	Concept of value; value and productivity; objectives and principles; DARSIRI method; criteria for application; functional analysis; creativity and brain storming; decision matrix; ergonomics; evaluation of costs; investment analysis; organising for value engineering; case studies and projects.	National Institute for Training in Industrial Engineering NITIE P.O. Vihar Lake Bombay-400 087, India	April and September 1979 2 weeks	Value engineering specialists. English	-	Rs.1,600

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Advancement of management and productivity	Discussion and study in depth of modern concepts, techniques and problems of productivity.	National Productivity Council 5-6 Institutional Area Lodhi Road New Delhi-110003, India (Srinagar)	September-October 1979 15 days	Senior management personnel. English	-	\$US 350 incl. board and lodging
Heat and mass transfer	The workshop is intended to provide an in-depth analysis of the heat and mass transfer problems in applied areas and thus equip participants for their educational, research and developmental activities. The course covers mathematical methods and computer applications, heat and mass transfer problems in food processing and preservation, heat and mass transfer aspects of problems relating to the development of new sources of energy and thermal design of buildings, and relevant problems in coal gasification and liquefaction.	Regional Centre for Energy, Heat and Mass Transfer for Asia and the Pacific and UNESCO Department of Mechanical Engineering Indian Institute of Technology Madras 600036, India	February 1979 3 weeks	Professional qualification. English	-	-
Management	Short courses on: behavioural sciences; network analysis; inventory control; purchasing; cost accounting.	The National Centre for Consultancy and Management Development P.O. Box 2040, Alwiyah Baghdad, Iraq	March, May, September, October 1979 and November 1979 1-4 weeks	Senior executives for September, professionally qualified. Arabic	-	-
Management accounting	The role of the accountant in designing and up-dating management accounting systems. Programme includes the following topics: planning and controlling day-to-day operations; formulation of accounting policies; evaluation of capital projects; communications; management accounting in an inflationary situation. In-plant training.	Irish Management Institute Sandyford Road Dublin 14, Ireland	From January to April 1979 sessions of 7 days	University degree plus 4 years management experience. English	-	£350

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Energy management	Energy sources: present and future prospects; fuels and combustion; heat utilization and heat losses; steam generation and utilization; furnace operation; waste heat recovery; transportation and storage of energy; total energy concept; energy feasibility studies; energy game; energy management problems in member countries.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan	To be decided 4 weeks in 1979	Senior plant engineers or fuel technologists concerned with energy management. English	-	\$US 75
Environmental engineering	Technology of monitoring environmental pollution; technology of pollution control at plant level (i) air pollution, (ii) water pollution; government policy and legislation regarding environmental protection.	Asian Productivity Organization 4-14 Akasaka 8-chome Minato-ku, Tokyo 107 Japan	October/ November 1979 6 weeks	Plant managers or engineers concerned with pollution control. English	-	\$US 150
Pollution control administration	Lectures and discussion; environmental issues in Japan; historical background of Japan's environmental administration; Japanese policy for preservation of the environment; environmental impact assessment in regional development plans; pollution control measures taken by the private industry; observation tours.	International Affairs Division, Environment Agency, Tokyo, Japan	8 February 1979 6 weeks	Senior technical or administrative officials for environmental administrations. English	-	To be arranged
Metalurgia básica para siderurgia	Los materiales cristalinos; las soluciones; las transformaciones de Fase; influencia de las deformaciones sobre las transformaciones de fase en los aceros; fenómenos de oxidación, decarburación y crecimiento de grano en los aceros; métodos de control y estudio; los aceros estructurales; prácticas.	Instituto Mexicano de Investigaciones Siderúrgicas Apartado postal No. 491 Blvd Nazarío Ortiz Garza s/n, Saltillo Coah., México	A discutir 60 horas	Ingeniero de cualquier especialidad; mínimo un año de experiencia. Español	-	\$US 400

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Formación de elaboradores de programas de adiestramiento	Los participantes a este curso analizarán los criterios de la programación por objetivos y la selección y organización de las actividades de aprendizaje a partir de las necesidades de adiestramiento.	Servicio Nacional de Adiestramiento Rápido de la Mano de Obra en la Industria (ARMO) Calz. Azcapotzalco-La Villa No. 209 México 16, D.F., México	4 veces por año 45 horas	Realizar tareas de elaboración de programas de adiestramiento y/o tener interés en formarse como elaboradores de programas de adiestramiento. Español	-	\$US 600 (include material didáctico)
Formación del especialista en adiestramiento	En este curso los participantes desarrollarán habilidades que les permitan administrar eficientemente la función adiestramiento, con lo que coadyuvarán al logro de los objetivos de la empresa.	Servicio Nacional de Adiestramiento Rápido de la Mano de Obra en la Industria (ARMO) Calz. Azcapotzalco-La Villa No. 209 México 16, D.F., México	2 veces por año 140 horas	Realizar tareas de administración del adiestramiento y/o tener interés en formarse como especialista en adiestramiento. Español	-	\$US 2,100 (include material didáctico)
Heliotechnics	Training programme in the field of solar energy utilization in French and English for West Africans interested in solar energy or for research specialists and technicians working in solar energy laboratories in West African countries.	Office de l'Energie Solaire, ONERSOL Research Section P.O. Box 621 Niamey Niger	1st part: 20 March- 10 April 1979 2nd part: 1 July- 31 August 1979	Professional qualification. French and English	10 March 1979	To be arranged
Management	Short courses on: office management; office organization and methods; public relations management; advanced management; management for junior executives; management by objectives; development for managers; finance and accounting for non-financial executives; planning and appraisal of industrial projects; corporate finance; inventory management; executive decision-making and operations research; maintenance management; marketing and sales forecasting techniques; human resources management; recruitment and selection techniques; wages and salary administration; management of training functions.	Pakistan Institute of Management Shahrah Iran, Clifton Karachi-6, Pakistan (Karachi, Lahore, Murree)	Twice every year 1-5 weeks	Senior and middle level executives. English	-	PRs.800 - 2,000

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Control estadístico de la calidad	Probabilidad y estadística; control de calidad; normalización.	ITINTEC, Esq. Morelli y las Artes, 3º piso, San Borja, Lima, Perú	Por decidir 30 horas	Profesionales en control de calidad o similares y estudiantes universitarios de los dos últimos ciclos. Español	-	S/5,000
Motivación para la calidad	Breve reseña histórica; circuito de calidad, definición de calidad; principios de control de calidad; trabajo práctico cuestionario. Sistema básico de control de calidad; etapas de una corriente de control de calidad; diagrama de fabricación; puntos de control; diagnóstico de la gestión de calidad; trabajo práctico cuestionario. Diagnóstico y análisis de fallas. Investigación por análisis geográfico; segundo de procesos; trabajo práctico cuestionario.	ITINTEC, Esq. Morelli y las Artes, 3º piso, San Borja, Lima, Perú	Por decidir 30 horas	Profesionales de control de calidad y similares de la industria manufacturera. Español	-	S/5,000
Basic and advanced supervisory development programme	Upgrading supervisory skills; developing skills in instructing and making best use of available resources in machines, materials and manpower; developing leadership qualities. Advanced course assists supervisors develop potential in control and motivation of people; refreshes and upgrades skill in problems analysis and decision making; and improves understanding of human behaviour and organizational management through use of case studies.	National Manpower and Youth Council (NMYC) and University of the Philippines Institute of Small Scale Industries (UPISSI) and other Philippine bodies, Virata Hall Quezon City Philippines	To be arranged. Minimum of 30 hours	Managers and potential supervisors. English	-	-

Course or Seminar	General description	Organizer; Venue	Commencing		Last date for receipt of applications	Fee
			date; Duration	Language requirements		
Oil and gas production industry	Drilling technology at various depths; deep wells bringing in technology and equipments; oil and gas production methods regarding the natural flow; gas-lift, deep well rod pumping; secondary recovery factor increasing methods; oil collecting and treatment, oil and gas loss prevention and fighting; associated and free gas treatment and processing; drilling fluid; management of the enterprise; work and production organisation; personnel management; training methods and techniques; human relations and organisational behaviour.	Staff Training Centre of the Mining, Oil and Geology Ministry (in cooperation with the Engineering Research Institute in the Departmental Systems) Str. Justitiei 55 Bucharest 70661 Romania	To be arranged	Engineers and technicians with industrial experience. English and French	-	To be arranged
Técnicas acústicas	Acústica física; generación y propagación de señales acústicas; unidades de medida; el órgano de la audición; contaminación acústica; reducción de ruido; absorción y aislamiento acústicos; medida de ruido; control de ruido; legislación.	Instituto de Acústica Serrano 144, Madrid-6, España	Por decidir 1-2 semanas	Título de ingeniero técnico o equivalente. Español	-	A determinar
Análisis instrumental	Técnicas cromatográficas: cromatografía gaseosa, pirocromatografía y cromatografía de difusión-exclusión.	Instituto de Carboquímica (C.S.I.C.) Plaza B. Paraíso 1 Zaragoza, España	Enero 12 días	Título superior. Español	-	30,000 ptas.
Análisis instrumental cromatográfico	Técnicas cromatográficas: cromatografía er fase gaseosa; pirocromatografía; cromatografía de difusión-exclusión.	Instituto de Carboquímica (C.S.I.C.) Apartado 589 Plaza de B. Paraíso 1 Zaragoza, España	15 enero 1979 12 días	Titulados superiores Español	-	30,000 ptas.
Análisis técnico de carbones	Desmuestre; preparación de muestras; análisis elemental: C H N y S en sus diversas formas; análisis inmediato; análisis de cenizas.	Instituto de Carboquímica (C.S.I.C.) Apartado 589 Plaza de B. Paraíso 1 Zaragoza, España	Enero 1979 4 días	Titulados superiores. Español	-	15,000 ptas.

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Envase, embalaje y su grafismo (cursos audio-visuales)	Cómo se proyecta un envase; adhesivos; papel y cartón; películas de embalaje; cartón ondulado; procesos de impresión; estuches plegables, montaje; envases de vidrio y sus cierres; sacos de papel; láminas (metálicas); aerosoles; tubos de metal y plástico; aerosoles de papel; maquinaria de embalaje; embalaje industrial; envases metálicos; espumas; plásticos; precintos; grafismo y comunicación.	Instituto Español del Envase y Embalaje Bretón de los Herreros, 57, Madrid-3, España	Estos cursos se repetirán cada mes, con la excepción de los meses de julio, agosto y diciembre. 1 día, cada tema (approx.) 20 a 25 días en total	Adultos titulados superiores o formación 2º grado. Español	-	3,000 ptas. persona/y título de cada seminario. Para los 20 seminarios 90,000 ptas.
Management	Short or part-time courses on various aspects of management development.	Instituto de Estudios Superiores de la Empresa 21 av. Pearson Barcelona-17, España	October 1979 2 half days a week over period of about 6 months	Professional qualification and top management experience. Spanish	-	330,000 ptas.
Formación de especialistas en normalización	La normalización en la empresa; planificación y gestión de la normalización; nomenclatura y codificación; análisis del valor; gestión de calidad.	Instituto Nacional de Racionalización y Normalización Serrano 150, Madrid España	A discutir	Nivel de post-graduados. Español	-	10,000 ptas.
Normalización y materias afines	Se adaptan a las exigencias de cada caso concreto.	Instituto Nacional de Racionalización y Normalización Serrano 150 Madrid España	A convenir	Español	-	A convenir

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Caracterización fisicoquímica de polímeros	Análisis térmico diferencial, termogravimetría, resonancia magnética nuclear, medidas viscoelásticas y dieléctricas, propiedades reológicas, etc.	Instituto de Plásticos y Caucho, Consejo Superior de Investigaciones Científicas c/o Juan de la Cierva 3 Madrid-6, España	Abril o mayo 1 semana	Título universitario superior o de grado medio. Español	-	A fijar
Métodos de ensayos tecnológicos de polímeros	Ensayos químicos, mecánicos, físicos, eléctricos, etc.	Instituto de Plásticos y Caucho, Consejo Superior de Investigaciones Científicas c/o Juan de la Cierva 3 Madrid-6, España	Abril o mayo 1 semana	Título universitario superior o de grado medio. Español	-	A fijar
Bridging manager development and organization development	To enhance knowledge of management development and organization development concepts and techniques for identifying management and organizational needs and for implementing development programmes. To explore links between strategic planning and personnel systems. To improve the participant's effectiveness as a consultant in this sphere.	Centre d'Etudes Industrielles 4 chemin de Conches Conches, 1231 Genève Switzerland	January 2 weeks	Responsible for, or with an interest in, the following areas: design and/or implementation of the firm's management development and/or organization development programmes (for managers rather than technical or non-managerial personnel). English	-	Swf 5,000
International programme for senior executives	The programme was first held in 1969 to serve as a type of intellectual retreat for senior decision-makers in international organizations to enable them to renew, expand and share their knowledge.	Centre d'Etudes Industrielles (CEI) 4 chemin de Conches CH-1231 Geneva Switzerland	January and June 1979 1 week	Company presidents and vice-presidents, members of management committees, directors and managing directors of major subsidiaries. English	-	Swf 5,500

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Acquisitions and mergers	This seminar is designed for top management personnel who are concerned with using acquisitions and mergers as a meaningful part of their company's programme for growth and development. The seminar purposes are: to examine approaches which insure that mergers are fitted to the company's goals and business strategy; to provide exposure to the skills and techniques typically necessary to consummate a merger; to explore the strategic and organizational issues which are likely to arise following mergers.	IMEDE Management Development Institute 23 chemin de Bellerive 1007 Lausanne Switzerland	20 May 1979 1 week	The seminar will be limited to senior executives who are, or expect to be, personally involved in merger and acquisition decisions for their companies. English	-	Swf 3,500
Advanced financial management	The focus of the seminar is on the broad policy and strategic issues in the current financial situation. Topics covered will include: mergers and acquisitions, raising capital in today's markets, foreign exchange, inflation, and the general economics of our time.	IMEDE Management Development Institute 23 chemin de Bellerive 1007 Lausanne Switzerland	17 June 1979 1 week	Financial management experience. English	-	Swf 3,000
Control for non-accountants	The economic implications of decision making, organizational involvements, behavioural and motivational impacts of feedback mechanisms, usable measurements, and formal planning and control system structuring.	IMEDE Institut pour l'Etude des Methodes de Direction de l'Entreprise 23 chemin de Bellerive CH-1007 Lausanne Switzerland	November 1979 1 week	Company sponsorship. English	-	Swf 3,000
Financial management for the non-financial executive	The major objectives are to enable people working outside the finance area to: review recommendations, studies and analyses prepared by the financial staff; understand the financial implications of requests or recommendations coming from their own area; appreciate the importance of their own inputs to financial analysis.	IMEDE Management Development Institute 23 chemin de Bellerive 1007 Lausanne Switzerland	November 1979 1 week	Company sponsorship. English	-	Swf 3,000
Manufacturing in corporate strategy	Role of manufacturing; its relationship with the marketing, research and development finance, personnel and control functions of an organization; and how manufacturing integrates with these functions to form corporate strategy.	IMEDE Management Development Institute 23 chemin de Bellerive 1007 Lausanne Switzerland	15 April 1979 2 weeks	Senior corporate manufacturing executives, product managers and corporate planners. English	-	Swf 4,500

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Marketing management	Rapidly changing environmental forces have generated new pressures on the management of the marketing function. These pressures heighten the need for more sensitive, rigorous analysis and planning than ever before. The aim of the seminar is to: give better focus to the concepts and techniques that managers will need to capitalize on the opportunities emerging from market changes; to improve the managers' skills for better decision-making and handling of the human aspects for the implementation of new programmes.	IMEDE Management Development Institute 23 chemin de Belleverive 1007 Lausanne Switzerland	April 1979 2 weeks	Experience in the field of marketing. English	-	SwF 4,500
Planning marketing strategies	The seminar covers such topics as: the integration of marketing planning with over-all strategic planning activities; scanning the environment and diagnosing significant trends; concepts and methods of market analysis, resource allocation and the development and evaluation of growth strategies; problems of organizing and implementing marketing planning in international companies.	IMEDE Institut pour l'Etude des Methodes de Direction de l'Entreprise 23 chemin de Belleverive CH-1007 Lausanne Switzerland	24 June 1979 1 week	Senior marketing executives. English	-	SwF 3,000
Sales force management	This seminar will deal with two major failings in sales management today: the gap between marketing strategy and sound sales management system design, and the gap between a sound sales management system and enlightened implementation through the application of behavioural insight and understanding. The seminar will cover: the appropriate role for the salesmen and line sales managers in their firm's marketing strategy; appropriate ways of recruiting, selecting, compensating, controlling and influencing salesmen; and the role of policies, organizational climate, and managerial style in the management of salesmen.	IMEDE Management Development Institute 23 chemin de Belleverive 1007 Lausanne Switzerland	November 1979 5 days	First and second level managers having direct responsibility for their firm's selling efforts. English	-	SwF 3,000
Integrated management	The role of management in economic development; the enterprise; organization; cost accounting; decision making; management information system; marketing.	Management Development and Productivity Centre, Tello Bldg. Mohajerine, Damascus Syrian Arab Republic	March 1979 2 weeks	University degree. Arabic	-	-

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Marketing	Introduction to marketing; the techniques of marketing; problems of marketing research; research application in marketing; test marketing.	Management Development and Productivity Centre, Tello Bldg. Mohajerine, Damascus Syrian Arab Republic	April 1979 2 weeks	Degree in business administration. Arabic	-	-
Production planning and control	Organization planning; central production control; inventory control; dispatching; forecasting and warehousing.	Management Development and Productivity Centre, Tello Bldg. Mohajerine, Damascus Syrian Arab Republic	May 1979 2 weeks	Technical education with 3 years experience. Arabic	-	-
Management	Short courses on: organization and method management; management accounting; personnel management; production management and marketing management.	Thailand Management Development and Productivity Centre (TMDPC), Department of Industrial Promotion Ministry of Industry Rama 6 Rd., Bangkok 4 Thailand	To be arranged 1 week for each course	Administrators and senior level personnel. English	-	To be arranged
Trainer development	Short courses on: techniques of instruction; advanced training techniques; on-the-job instructor training; job analysis for training purposes; training design; validation; visual aids; television in training; producing training packages; training for decisions; training for the office; training for a logical approach to fault finding; behavioural sciences for trainers; managing effective relationship; improving management performance; report writing; effective presentation; in-company courses.	British Association for Commercial and Industrial Education (BACIE) 16 Park Crescent London W1N 4AP United Kingdom	Throughout year 1-5 days	Experienced training officers. English	-	To be arranged
Communication	Intensive course at improving communication in a work environment. The individual improves his communication; knowledge by establishing performance standards in every aspect; skills by practising how to present information, gain co-operation and stimulate action; attitude by gaining in self-confidence and developing a more positive approach; behaviour by developing an in-built understanding of the communication process which influences all his interpersonal activities.	Cargill Attwood International 11-12 The Green London W5 5EA United Kingdom	To be announced 5 days	Managerial responsibility. English	-	To be arranged

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management	Insight into the techniques in, and concepts of professional management. Covers: planning for results, organizing, motivating people, controlling performance, communicating for understanding, operating effectively and leading to achieve task, group and individual needs. Cargill Attwood International organizes short courses in many other subjects relating to management, international selling, trainer development, consulting methods and techniques, etc.	Cargill Attwood International 11-12 The Green London W5 5EA United Kingdom	To be announced 1 week	Managerial responsibility. English	-	To be arranged
Industrial technology	Courses in: two-phase flow and heat transfer; transistor characteristics and circuits; electron microscopy; principles of optical microscopy; process instrumentation; digital computer fundamentals; introduction to use of small computers; transport of radioactive materials; neutron radiography; disposal of industrial and municipal wastes, and integrated circuits.	Education and Training Centre, AERE Harwell Oxfordshire OX11 0QJ United Kingdom	To be arranged 1-17 days	Professional qualifications. English	-	To be arranged
Management accounting	Standard costing and cost control; management accounting for professional students; marginal costing; linear programming; capital investment appraisal; accountancy in business studies and for management development use of business ratios and interfirm financial comparisons.	Fielden House Productivity Centre Ltd., Mersey Road West Didsbury Manchester M20 8QA United Kingdom	Throughout the year 6 days	Position in management or professional student. English	-	From £32 to £162
Design analysis and materials selection	Analysis of engineering product designs, and the selection of materials and manufacturing routes.	Fulmer Research Institute Hollybush Hill Stoke Poges Slough SL2 4QD United Kingdom	May, June and September 1979 2 days	Design engineers, materials engineers, and value analysts. English	-	1978: £80 + VAT 1979: £100 + VAT
Research planning	Project planning and control for research managers. Design of investigations in technology.	Fulmer Research Institute Limited Hollybush Hill Stoke Poges Slough SL2 4QD United Kingdom	To be arranged	Professional qualification. English	-	From £150

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Trainer development	Participants work out how best to develop people on and off the job. In this practical workshop, they learn how to prepare, implement and evaluate training programmes. The workshop covers modern instructional techniques and how to conduct group development sessions.	Industrial Trainers Ltd., 11-12 The Green London W5 5EA United Kingdom	To be announced 5 days	All concerned with training and developing personnel. English	-	To be arranged
Consulting methods and techniques	A practical workshop in management and organisation development consulting. It includes: role of consultant in development; professionalism and ethics; process consultation; resource consultation; role of consultant as educator and change agent; multicultural communication; methods of transferring technology and know-how.	International Consultants Foundation 11-12 The Green London W5 5EA United Kingdom	To be announced 4 days	Consultants to management, especially those working in social and economic development projects; also students of development and management interested in consulting. English	-	To be arranged
Industrial engineering	Short courses on: instrumentation for engineering research and testing; random vibration; designing to avoid fracture; practical spectral analysis; metal rolling; finite elements for mechanical engineering design; gear design; basic strain gauge application and analysis; essential materials science for mechanical/ industrial engineers; mechanical design; design of hydraulic circuits; analysis and suppression of noise.	University of Sheffield, Department of Mechanical Engineering Mappin Street Sheffield S1 3JD United Kingdom	Throughout year 1-2 weeks	Engineering degree. English	-	£90 - 150
Industrial management	Short courses on: organization and control of research and development projects; accountability and investment appraisal; project organization and control; industrial energy management; computer ergonomics.	Loughborough University of Technology, Centre for Extension Studies Loughborough Leicestershire LE11 3TU United Kingdom	Throughout year 1 week	Professional qualification. English	-	To be arranged

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Industrial pollution	Short courses on: industrial effluent pollution; particle size analysis; dust control and gas cleaning; engineering workshop health and safety; air pollution in the workplace; strong organic effluent treatment; water pollution measurement and monitoring; industrial water management; industrial laboratory health and safety; industrial waste disposal and re-use; disposal of chemical waste; noise measurement and assessment; industrial noise abatement; industrial air pollution; environmental air pollution; solid waste disposal and re-use.	Loughborough University of Technology, Centre for Extension Studies Loughborough Leicestershire LE11 3TU United Kingdom	Throughout year 2-5 days	Professional qualification. English	-	To be arranged
Industrial technology	Short courses on: solid liquid separation; powder handling systems; food biochemistry for engineers; analysis and design of vehicle structures; heavy commercial vehicles and the highway system; road vehicle transmissions; performance of engines; electrodeposition science for electroplaters; protective paint coatings; spectrofluorimetry and related techniques; radioisotope techniques; atomic absorption spectrometry; gas chromatography; gel filtration; basics of polymer science.	Loughborough University of Technology, Centre for Extension Studies Loughborough Leicestershire LE11 3TU United Kingdom	Throughout year 1 week	Professional qualification. English	-	To be arranged
Solid waste management	Course specially organized for developing countries on: storage, collection, treatment and disposal of solid waste; quantities and composition of domestic refuse and other solid waste; organization, management, equipment.	Loughborough University of Technology, Department of Civil Engineering Loughborough Leicestershire LE11 3TU United Kingdom	Spring 1980 3 weeks	University degree. English	31 December 1979	£300 (£400 including accomod.)
Management	Courses in: organizational development; art of management; consultancy practice; distribution strategy; finance and accounts for non-financial managers; leadership in management; marketing management; planning and control of production; problem analysis and decision-making; production engineering; production management; production and inventory control; quality management; sales management and sales training; self-management; statistical quality control; transactional analysis, etc.	P-E Manufacturing & Personnel Ltd. Park House Egham TW20 0HW, Surrey United Kingdom	Throughout year 1-2 weeks	Managerial experience. English	-	£230-460 + VAT

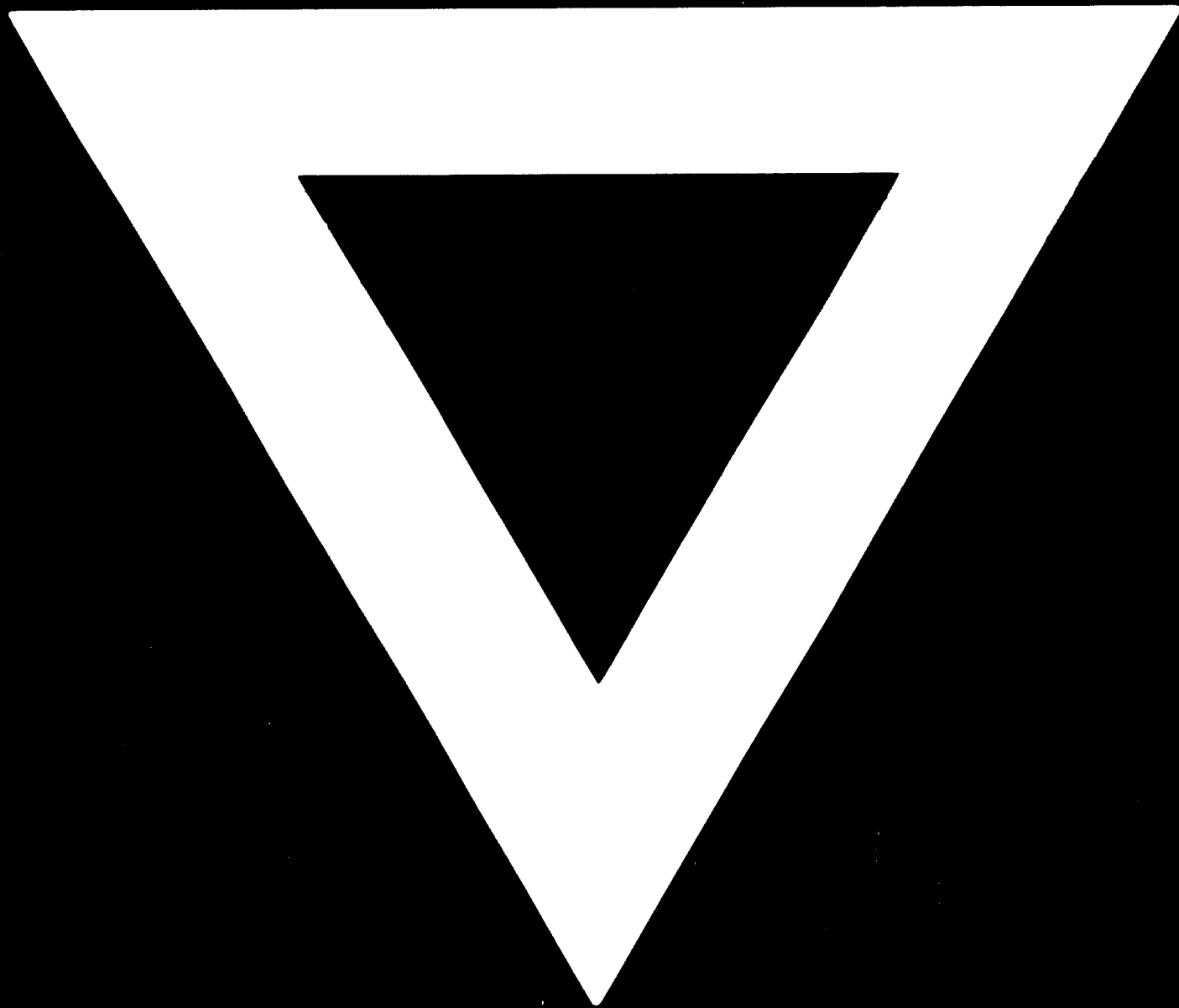
Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Paper and printing technology	The Research Organization PIRA organizes short courses on: reducing water usage and overcoming effluent problems; increasing productivity in lithographic printing; packaging systems for convenience foods; introduction to board and boardmaking; developments in packaging with sacks; paper requirements for printing; the choice of adhesive and adhesive systems for packaging users; electronic composition for book printers; the design of wet-ends for multi-ply formation; guide to art and copy preparation for editorial staff; a managers guide to microprocessors - potential industrial applications; developments in book binding; introducing photocomposition - implications for financial, marketing and sales personnel; electronic composition for book printers; coating, laminating and co-extrusion techniques for packaging materials; photopolymer plates - a technology update; mathematical modelling in or applicable to the paper and board industry; a survey of the latest developments in rigid plastic containers; problems associated with printing plastic films and metal foils; integrated package handling; reducing raw material costs in paper and board mills; lithographic plates - a technology update; alternatives to conventional pallet-based distribution systems.	The Research Association for the Paper and Board, Printing and Packaging Industries (PIRA) Randalls Road Leatherhead Surrey KT22 7RU United Kingdom	January - April 1-5 days	English	-	£48 - 300
Trainer development	Short courses on: constructing training validation measures; preparing training packages; instructional techniques; design of training programmes; job analysis for training; analysis of training needs.	Slough College of Higher Education Training Technology Division Wellington Street Slough SL1 1YG Berkshire United Kingdom	Throughout year 1-2 weeks	Employment as trainer. English	-	£280-520 incl. of residential accommodation
Management	Actual problems faced by managers. Acquisition and improvement of skills in problem-solving, managerial leadership and work planning. Assessed as an international breakthrough in personal effectiveness and teamwork training.	U Group Training Ltd. 11-12 The Green London W5 5EA United Kingdom	To be announced 5 days	Managerial responsibility. English	-	To be arranged

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Welding and weld testing	Short courses on: appreciation of non-destructive testing methods for fusion welds; non-destructive testing techniques and materials sorting; comprehensive practical ultrasonic weld examination; general ultrasonic practice; ultrasonics for beginners; advanced course on ultrasonic sizing of weld defects; advanced radiography; interpretation of weld radiographs; practical radiography; practical radiography in practice; eddy current and electrical methods; practical magnetic and penetrant testing; pre-approval ultrasonic refresher courses (ferritic steel welds); welding design; welding engineering; quality assurance in welding; guide to welding of stainless and creep resisting steels; guide to welding of carbon and carbon-manganese steels; welding of the reactive metals; welding of aluminium and aluminium alloys; thermal stress relief of welded joints; planned use of welding in production; strength and weldability of steels; friction welding; gas-shielded welding; metallography of welds; fracture mechanics; setting up resistance welding equipment; procedures for welding steel using CO ₂ and argon CO ₂ shielding; setting up CO ₂ welding equipment; practical use of CO ₂ and argon CO ₂ welding; defects and their origin; welding of quenched and tempered and micro-alloyed steels; weld inspection.	The Welding Institute Abington Hall Abington Cambridge CB1 6AL United Kingdom	Throughout year 1-10 days	Professional qualification. English	-	£35 - 220
Textile and clothing production and management	Unit courses specifically designed to the customer's requirements.	Wira, Headingley Lane Leeds LS6 1BW United Kingdom	To be arranged 1-2 weeks	Management trainees or managers with new jobs. English	-	£500 - 1,200
Textile and clothing production technology	Introductory and special courses on all textile production processes, clothing manufacture, floorcoverings, environmental conditions, and associated testing and quality control systems.	Wira, Headingley Lane Leeds LS6 1BW United Kingdom	To be arranged 1/2-2 days at Wira 1/2-5 days in plant	Production and marketing staff. English	-	£20 - 70 at Wira Up to £700 in plant
Quality control	Short courses on: managing the inspection function; probability and statistics for engineers; quality engineering; reliability engineering; managing for quality; quality audit; managing quality costs. 300 intensive short technical courses.	American Society for Quality Control 161 West Wisconsin Av. Milwaukee Wisconsin 53203 United States of America	January to June 1979 3-5 days	Professional qualification. English	-	To be arranged
Industrial technology		The Center for Professional Advancement, Box H East Brunswick New Jersey 08816 United States of America	Throughout year 2-5 days	Professional training. English	-	\$130 per day

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Management	Short courses on: improving management performance; curriculum design and development; designing education and training systems.	Education and Training Consultants Co. P.O. Box 49899 Los Angeles CA 90049 United States of America	To be arranged 5-6 days	Professional qualification. English	-	\$300 - 500
Material handling	Material handling improvement opportunities; analysis of material handling problems, and solutions; analytical techniques; economic aspects; equipment selection; problem solving procedures, and recent developments.	Industrial Management Center, Inc. 2551 River Oak Drive Decatur, Georgia 30033 United States of America (Lake Placid, New York)	June 1979 1 week	Adequate professional background. English	-	\$US 575
Storage, warehousing, physical distribution	Identification of improvement opportunities; analysis of problem situations; solutions to storage, warehousing and physical distribution problems; mechanization; problem analysis; evaluation procedures and recent developments.	Industrial Management Center, Inc. 2551 River Oak Drive Decatur, Georgia 30033 United States of America (Lake Placid, New York)	June 1979 1 week	Adequate professional background. English	-	\$US 575
Paper chemistry technology	Short intensive courses on all important aspects of paper chemistry technology.	The Institute of Paper Chemistry P.O. Box 1048 Appleton Wisconsin 54911 United States of America	From April to November 3-5 days	No formal requirements. English	-	To be arranged
Welding and design	Latest production welding techniques. Design seminars on welding and structural applications.	The Lincoln Electric Company 22801 St. Clair Avenue Cleveland, Ohio 44117 United States of America	5 days repeated every month	Training in design, 2 weeks before each seminar engineering and production. English	-	\$US 75

Course or Seminar	General description	Organizer; Venue	Commencing date; Duration	Qualifications: Language requirements	Last date for receipt of applications	Fee
Information systems research: a management perspective	The purpose of the seminar is to discuss significant issues in the management of the information systems function.	Massachusetts Institute of Technology Center for Information Systems Research Sloan School of Management M.I.T. 50 Memorial Drive Cambridge Massachusetts 02139 United States of America	18 June 1979 1 week	English	-	\$800
Achieving results through engineering management	Basic skills of engineering management. Practice of management in engineering.	The MGI Management Institute 2 East Avenue Larchmont New York 10538 United States of America	To be arranged 45 hours (Correspondence course)	English	-	\$155
Understanding microprocessors through software design	Basic concepts of digital computers; an introduction to computer software; the hardware/software tradeoff in microcomputer design.	The MGI Management Institute 2 East Avenue Larchmont New York 10538 United States of America	To be arranged 60 hours (Correspondence course)	English	-	\$155
Measurement systems	Two short courses on measurement systems engineering and dynamics. Numerous industrial examples, demonstrations, and applications.	Stein Engineering Services, Inc. 5602 East Monte Rosa Phoenix, AZ 85018 United States of America	March 1979 5 days	Bachelor's degree. English	-	\$475 each course
Gestión y administración	Técnicas de administración moderna; principios fundamentales de la venta profesional; principios de control de calidad; desarrollo de la capacidad para dirigir.	Centro Nacional de Tecnología y Productividad Industrial Sarandi 690 D Montevideo Uruguay	Abril-noviembre 9-20 sesiones de 3 horas cada una	Gerentes y ejecutivos. Español	-	\$US 80 - 100

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