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*for a sustainable future*

## OCCASION

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Expert Group Meeting on the Design and Manufacture of Wet-land (Rice) Mechanization, Harvesting and Threshing Machinery in Developing Countries of Asia and the Far East Region. 1/

Los Baños, Laguna, The Philippines  
12 - 17 March 1973

NOTE FOR PARTICIPANTS

**IMPORTANT: ALL PARTICIPANTS ARE REQUESTED TO CAREFULLY STUDY THIS NOTE. THIS NOTE HIGHLIGHTS THE TECHNICAL AND ADMINISTRATIVE ASPECTS CONNECTED WITH THE EXPERT GROUP MEETING, AND ALSO OUTLINES GUIDELINES THAT ARE TO BE FOLLOWED BY ALL PARTICIPANTS**

1. OBJECTIVE OF THE EXPERT GROUP MEETING:

The International Rice Research Institute (IRRI), Philippines, has developed a number of agricultural implements and machinery suited to rice cultivation. IRRI is also engaged in promotion of selected equipment thus developed in a number of developing countries. The United Nations Industrial Development Organisation (UNIDO) is engaged in assisting the developing countries in the process of industrialization. Local manufacture of suitable agricultural machinery and implements is one of the areas of activities of UNIDO. The UNIDO mission on Rice Mechanisation Machinery and Implements Manufacture in selected nine countries of Asia and the Far East region in 1972 has highlighted manufacturing opportunities as well as investment promotion possibilities in specific terms.

At the 1973 UNIDO-IRRI Expert Group Meeting, all participants in general and those from the developing countries in particular are expected to accomplish the following:

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1/ Organised by the United Nations Industrial Development Organisation (UNIDO) in co-operation with the International Rice Research Institute (IRRI).

Id.72-7362

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

- (a) Identification of specific machinery developed by IRRI, which may have a market potential in the home country.
- (b) Identification of manufacturing units in the home country which may take up local manufacture of such selected specific machinery and equipment.
- (c) Formulation of co-operative UNIDO-IRRI-home country programmes for promotion of local manufacture of such machinery and equipment.
- (d) Investigation of the possibilities of investment promotion of selected agricultural machinery and implements in the home country.

2. PRELIMINARY WORK TO BE CARRIED OUT BY PARTICIPANTS:

The participants, from the developing countries, prior to the participation in the Expert Group Meeting, are requested to:

- (a) Carefully study the enclosed selected background papers and provisional agenda.
- (b) Discuss with national agricultural machinery research and development institutions, selected manufacturers and relevant Government officials on the possible line of specific actions to be taken for the promotion of selected agricultural machinery with reference to the objectives of the Expert Group Meeting mentioned above.
- (c) Formulate preliminary proposals on possible UNIDO-IRRI-home country co-operative programmes regarding prototypes and designs and technical information procurement, local pilot manufacturing activities and promotion of local manufacture with reference to IRRI developed products, possible commercial investment promotion projects and expected role of UNIDO through technical assistance towards the realization of these objectives.

3. TRAVEL AND FINANCIAL ARRANGEMENTS:

- (a) Participants, whose travel and living expenses are borne by UNIDO:
  - (1) Flights will be arranged by UNIDO by 5 March 1973 through "Wagons Lits/Cook" Vienna and their offices or agents in the country of the participant, to follow the most economical direct route to Manila International Airport and return.

Participants should not purchase their own tickets and should wait for the formal travel authorization and notification that their tickets are issued.

(ii) An "out of pocket allowance" of US\$ 5.00 (five) per day for 5 days (12 to 15 March 1973) plus an allowance of US\$ 17.00 (seventeen) for three days to cover travel time and miscellaneous expenses. Thus a total of US\$ 75.00 will be paid by UNIDO through a cheque to the participants on 12 March 1973.

(iii) Free lodging and boarding to the participants will be provided by IRRI from Sunday, 11 March 1973 to Friday, 15 March 1973, at Los Baños, Philippines.

(b) Participants invited to attend at their own expenses:

(i) Participants are requested to make their own travel arrangements in advance.

(ii) Lodging and boarding at a nominal cost will be provided by IRRI from Sunday, 11 March 1973 to Friday, 16 March 1973, at Los Baños, the Philippines

4. TRAVEL SCHEDULE AND COMMUNICATIONS : ALL PARTICIPANTS

(a) All participants are requested to arrive at Manila air port by noon of Sunday, 11 March 1973. No hotel arrangements will be made by UNIDO for participants' stay at Manila City.

(b) It is recommended that all participants provisionally check the possible flight schedule and arrival time at Manila, and inform Dr. A.U. Khan of IRRI at the following address at an early date.

Dr. Amir U. Khan  
Head, Department of Agricultural Engineering  
International Rice Research Institute  
P.O. Box 583  
Manila, The Philippines

(c) As soon as the booking is confirmed, all participants are requested to cable Dr. Amir U. Khan at the following address, informing him on the flight number and time of arrival at Manila air port.

Dr. Amir U. Khan  
RICEPOUND, MANILA

(d) IRRI will provide transport from Manila air port to Los Baños, Laguna, The Philippines, on Sunday, 11 March 1973, and return to the air port on evening of Friday, 16 March and Saturday, 17 March 1973.

(e) No hotel arrangements will be made by UNIDO at Manila City for participants who wish to stay on 17 March 1973 or onward.

5. VISA AND HEALTH REQUIREMENTS:

All participants are requested to secure the necessary visa to the Philippines and to secure relevant international health certificates in advance.

6. OTHER DOCUMENTS:

Technical papers and other documents not enclosed will be distributed to the participants at the Expert Group Meeting. All participants are requested to bring with them, so far received, all documents to the Expert Group Meeting.

7. PARTICIPATION IN THE DISCUSSIONS:

(a) In order to facilitate active participation in the technical discussions at the Expert Group Meeting, all participants in general and those from the developing countries in particular are requested to prepare in advance short notes based upon the agenda and technical document enclosed, and supplement the same at the Expert Group Meeting through mutual discussions.

(b) All participants representing manufacturing organizations in industrialized as well as developing countries are recommended to take the opportunity at the Expert Group Meeting regarding information dissemination and investment promotion. It is recommended that about 40 sets of sales literature, technical brochures and information material on their product lines may be distributed to the participants at the Meeting.

8. CORRESPONDENCE:

Official correspondence with UNIDO up to 10 February 1973 from the participants should be addressed as follows:

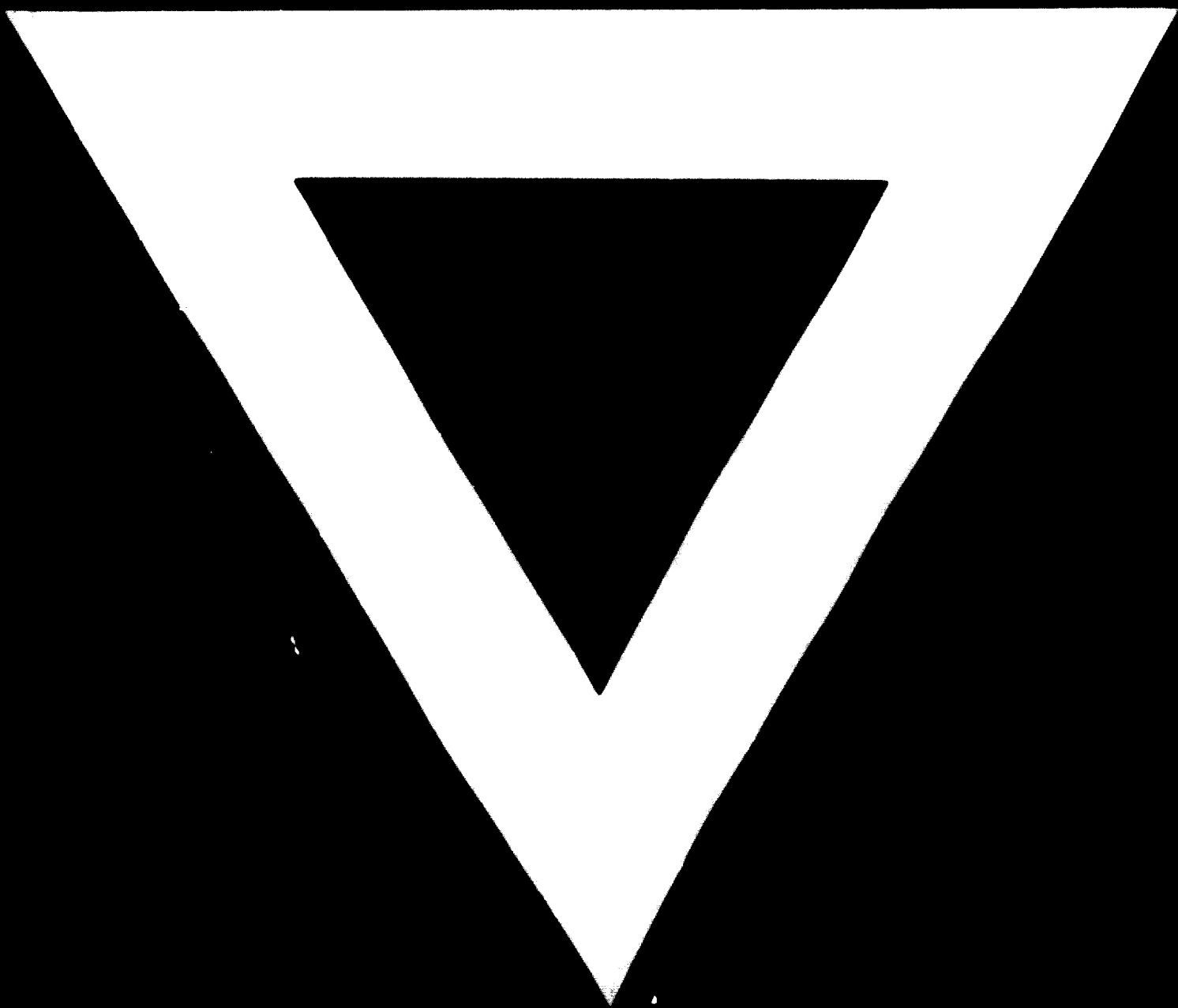
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1010 Vienna  
Austria

(Telephone: 4350-842  
cable: UNIDO, VIEN)

After 10 February 1973, participants should address all correspondence to:

Dr. Amir U. Khan at IRRI  
(for address see item 4, (i) and (iii))





**7 . 8 . 74**