

Report on Activities

1982



International Cooperative Alliance
Regional Office & Education Centre
for South-East Asia, New Delhi

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INTERNATIONAL COOPERATIVE ALLIANCE

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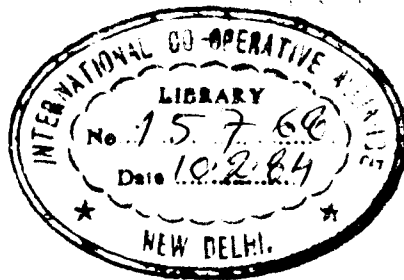
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Foreword

The year 1982 saw several significant steps being taken to strengthen the capacity of the Regional Office to serve better the needs of the member movements in the region.

Early in 1982 the activities of the Regional Office were assessed by a team of experts set up by the Swedish Co-operative Centre (SCC) which made several valuable recommendations to improve Regional Office performance. These recommendations were endorsed by the Regional Council for South-East Asia which met in Manila in early November. The work programme designed for 1983-84 provides for a gradual reorientation of the ROEC's activities in keeping with the recommendations made by the team of experts. There is increasing emphasis on the project approaches and on special areas which needs special focus, for example, women, poor, youth etc. The eventual effectiveness of the ROEC's activities would depend to a large extent on the support and collaboration it receives from the member organisations.

The SCC support to the region was increased considerably (i) by the provision of a special budget to assist Cooperative Trade and by posting a Specialist in Trade at the ROEC, New Delhi, and (ii) by providing the services of an expert to work with the ICA/NCC Teachers Training Project in Sri Lanka.

The year saw also a joint collaborative effort between the ILO Cooptrade Project based in Bangkok, the ILO MATCOM project based in Vienna and the ICA ROEC whereby a workshop was conducted at the ROEC, New Delhi, to test the training pack on Export Marketing produced by MATCOM in collaboration with the ILO Cooptrade Project. The workshop also became the occasion for the formal winding up of the ILO Cooptrade Project as such and for taking over of these activities by the ICA ROEC.

At the Regional Council level we have had one additional Committee—the ICA Committee on Cooperative Credit and Banking for South-East Asia—set up and its inaugural meeting was held in Manila during the period of the Regional Council Meeting.

We are hopeful that these several steps taken during the course of 1982 will help in accelerating the growth of co-operatives in the region.

The Report for 1982 records in some detail the activities carried out by the ROEC during the course of the year. It must, however, be stated that we have as yet not been able to develop a satisfactory system of feedback from our member-organisations and also at times from our participants in respect of the various activities carried out by us. We do hope, however, that this position will improve and we would welcome comments and suggestions which would help us to improve our performance.

We wish to place on record our sincere thanks for the valuable support and guidance we have received from our headquarters and from the SCC. We are also deeply grateful to our member-organisations and to our Regional Councillors for all the assistance they have given us in carrying out the various activities in various locations in the region.

I would like to record my thanks also to all my colleagues at the ROEC for their continuing and sustained efforts which have helped us to complete a wide variety of activity in many countries of the region.

It is our hope that with the new orientation and the new emphasis arising out of the recommendations of the team of experts, the ROEC will be able to perform even more effectively and thus help the course of developing and strengthening cooperative effort in the region.

New Delhi
22 February 1983.

R.B. RAJAGURU
Regional Director

Report on ICA ROEC Activities, 1982

01. MEMBER MOVEMENTS

01.01 AREA OF OPERATION

01.01. The ICA ROEC continued its service to the cooperative movements of Australia, Bangladesh, India, Indonesia, Iran, Japan, Republic of Korea, Malaysia, Nepal, Pakistan, Philippines, Singapore, Sri Lanka and Thailand. In addition to these countries, ICA ROEC also collaborated in some activities with the movements of Fiji and Afghanistan.

01.02 RECENT CHANGES, TRENDS AND DEVELOPMENTS OF COOPERATIVE MOVEMENTS IN THE REGION:

01.02.01 Australia

- The process of restructuring the National Cooperative Organisation is still proceeding.
- Funds have been made available for research and programmes to be prepared for the coordinated teaching of the subject of Cooperation in secondary schools and the formation of practical student cooperatives to operate in conjunction with the teaching programme.
- Discussions have been entered into between the financial type cooperatives to explore the possibilities of establishing a Cooperative Banking Facility.
- A new Cooperation Act was passed into law in one Australian State.

01.02.02 Bangladesh

- Creation of a separate division—the Rural Development and Cooperative Division—in the Ministry with a view to improving the sector.
- Amendments to the Cooperative Law likely by end 1982.
- Government decision to make Awards to distinguished Cooperative Leaders.

01.02.03 India

- A National Agriculture and Rural Development Bank, known popularly as NABARD, had been set up. Provision had been made for two Directors from the Cooperative Movement on the Board of Directors of NABARD. The Bank will be the source of finance for Cooperatives.
- The Five Year Development Plan of the country once again emphasised the role of Cooperatives.

01.02.04 Indonesia

- Growing emphasis on urban cooperatives.
- Transportation cooperatives—both overland and by sea being developed.
- Government has a positive support policy for cooperatives.
- Growing emphasis on youth cooperatives and school cooperatives.
- Joint venture with Malaysian school cooperatives being considered.
- Position of women's cooperatives improving.
- Government will assist in the development of Co-operative Banking System.

01.02.05 Japan

Agriculture

- The latest National Congress of Agricultural Cooperatives held on 17 October 1982 adopted three

resolutions:

- (i) against the liberalisation of market for foreign agricultural commodities which might affect Japanese agricultural production,
- (ii) how to revitalise and restructure Japanese agricultural production—strengthen the demand and supply control function of agricultural cooperatives; to take much more active measures towards the processing and distribution of farm products; to promote legislative activities and publicity activities,
- (iii) strengthening and revitalisation of the cooperative management of agricultural cooperatives at all levels— primary, secondary and national levels—
 - (a) Rationalisation of Management,
 - (b) Revitalisation of Business Activities in all Aspects.
 - (c) Efficient Operation of Business Credit.

Consumer

—More sales through small stores encouraged. Only 600 items of merchandise in small stores. 20% of total sales in consumer coops now done through Han groups.

01.02.06 Korea

- Amalgamation of small-unit cooperatives into large unit cooperatives.
- Five-year Development Plan for managerial improvement of special cooperative from 1981.
- Improvement in owned-capital mobilisation.
- Expansion of cooperative services of the primary agricultural cooperatives through the expansion of their facilities.
- Seamaul Integrated Rural Development Projects— aimed at enhancing farm household income as well as developing rural communities.

- Acceleration of farm mechanisation.
- Support for increase in food production.
- Fostering Seamaul grassroot organisations.

01.02.07 Malaysia

- New cooperative campus being developed for better training.
- An institute for training of cooperative auditors established.
- Examination of the Cooperative Law with a view to possible revision to meet new situations.
- Housing cooperatives gaining in importance.
- New emphasis on production oriented cooperatives.

01.02.08 Philippines

- Research effort done by the Technical Board on Agricultural credit to look into:
 - (i) management problems,
 - (ii) insufficiency of funds,
 - (iii) weak market position of the cooperatives,
 - (iv) poor membership support.

Some of the recommendations of this study are:

- (1) to improve the business efficiency of agricultural cooperatives—marketing of agricultural produce should be the sole responsibility of cooperatives,
- (2) emphasis on business orientation in cooperative transactions in order that they may continue giving service to its membership,
- (3) assistance in selection of cooperative managers and in training cooperative members and leaders on management and business skills,
- (4) flexible and sound credit assistance to provide substantial working capital and facilities to cooperatives especially during their initial operating period,

- (5) strengthening the government cooperative development body to enable it to deliver the services which it is expected to perform,
- (6) to encourage inter-lending fund schemes and centralisation of funds throughout the country,
- (7) the cooperative sector might think of putting up something like apex cooperative bank.

01.02.09 Singapore

- New Cooperative Act was enacted which is operative from 1.1.1980.
- National apex organisation formed—the Singapore National Cooperative Federation.
- The former Singapore National Union, is now a secondary society—the Singapore Amalgamated Services Cooperative and is affiliated to the SNCF.

01.02.10 Sri Lanka

- Tax consultancy service being expanded to undertake management consultancy and also feasibility studies.
- Small Farmer Project PROCAS programme being worked out successfully.
- Formation of a Coordinating Committee to look into the training programmes of cooperative personnel of all grades through the Regional Cooperative Centres, Education Centres, School of Cooperation and Cooperative Management Services Centre.
- Encouraging inter-district cooperative trade through establishment of district wholesale centres.
- Amendment of Multipurpose Cooperative Societies by-laws to ensure the appointment of Directors to Cooperative Society Boards only by election by members.
- Dairy and livestock farming being done mainly on cooperative basis.
- MPCS By-laws amended to give recognition to Women's Committees.

01.02.11 Thailand

- Cooperative development integrated into the National Economic and Social Development Plan of the country.
- Arrangements being made to upgrade and strengthen the management capabilities of the agricultural cooperatives in poor financial condition.
- Increase in foreign aid in assisting and fostering the growth of the cooperatives particularly in the field of agricultural cooperatives.
- New cooperative law is likely to become operative in 1983.
- Steps taken by the Ministry of Education to include the subject of Cooperation in school curriculum.
- The restructuring of cooperative League of Thailand under consideration.

02. REGIONAL ACTIVITIES

02.01 EDUCATION**02.01.01 Regional Course in Training Techniques and Research Methodology for Cooperative Staff Training in S-E Asia***Venue: India*

The Regional Course in Training Techniques and Research Methodology for Cooperative Staff Training in South-East Asia was conducted at Pune, India, from 4th January to 27th March 1982 in collaboration with the Vaidkunth Mehta National Institute of Cooperative Management (VMNICM), Pune and the National Cooperative Union of India.

The course was attended by 25 participants from ten countries of the Region, namely, Afghanistan, Bangladesh, India, Indonesia, Republic of Korea, Malaysia, Nepal,

Philippines, Sri Lanka and Thailand. Of these, three participants from Afghanistan were sponsored by the FAO Project on Agricultural Cooperative Training in Afghanistan and the costs were borne by the FAO.

The objectives of the course were as follows:

- (i) to enable the participants to use the lecture method effectively with the help of audio-visual aids and to impart them skills in preparing their own course materials,
- (ii) to enable the participants to learn some techniques of research so as to enable them to carry out library/field research studies,
- (iii) to enable the participants to teach through the case method and to enable them to prepare their own cases, and
- (iv) to study selected areas of cooperative management namely, (a) cooperative enterprise and environment, and (b) principles and process of management.

The course programme based on participative techniques was divided into the following five parts:

- Part-I : Audio-Visual Aids & Curriculum Development.
- Part-II : Study visits to Coop. Training Institutions in India.
- Part-III : Cooperative Management.
- Part-IV : Research Methodology.
- Part-V : Workshop on Management Cases.

The participants prepared six training packages based on visual aids and ten management cases. Practice teaching was an important element of the course. The participants also had an opportunity to visit for two weeks a variety of cooperative organisations and cooperative training institutions in India. They also carried out field work for preparation of management cases which gave them an insight into the working of cooperative organisations.

02.01.02 Regional Course on Cooperative Management for Trainers

Venue : India

A three month's Regional Course on Cooperative Management for Trainers (9.12.82 - 4.3.83) was inaugurated in New Delhi on 9th December 1982.

Participants were from seven countries. i.e. Afghanistan, India, Republic of Korea, Nepal, Philippines, Sri Lanka and Thailand.

The principal objectives of the course were to enable the participating teachers to learn the concepts, process and techniques of management so that they can teach the subject effectively and to learn skills in using audio-visual aids and participative teaching techniques.

02.02 AGRICULTURE AND FISHERIES

02.02.01 Regional Seminar on Agricultural Cooperative Credit

Venue : Philippines/Thailand

A Regional Seminar on Agricultural Cooperative Credit was conducted in Manila, Philippines from 23rd March to 17th April 1982 in collaboration with the Cooperative Union of the Philippines. Nineteen participants from Bangladesh, India, Rep. of Korea, Malaysia, Nepal, Philippines and Sri Lanka participated in the seminar.

The objectives of the seminar were:

- (i) to review the present state of agricultural credit cooperatives in the region and their contribution to agricultural development and ways of building up a strong cooperative credit system,
- (ii) to discuss effective loaning procedures, supervision and guidance in the use of credit and methods of recovery,
- (iii) to discuss effective ways of mobilisation of funds including saving by cooperatives in the region, and

- (iv) to consider questions of providing credit to small farmers.

The subjects discussed by the seminar included cooperative credit planning, resource mobilisation, production-oriented credit, provision of credit to small farmers, effective methods of loan recovery, better living activities and integration of services.

The participants carried out study visits to cooperative credit institutions in the Philippines and Thailand. A visit was made to FAO Regional Office in Bangkok where the participants discussed with the FAO officers problems concerning agricultural credit system in Asian countries with particular reference to small farmers.

02.02.02 Regional Seminar on Multipurpose Agricultural Cooperatives with special reference to the activities of Agricultural Cooperative Women's Associations
Venue : Japan/Korea

A Regional Seminar on "Multipurpose Agricultural Cooperatives with special reference to the activities of Agricultural Cooperative Women's Associations" was held in collaboration with the Central Union of Agricultural Cooperatives (CUAC) and the Institute for the Development of Agricultural Cooperation in Asia (IDACA) Japan, from 1st to 21st September 1982. Nineteen participants from eight countries attended the seminar. Observers from ILO and FAO also attended part of the seminar. The countries represented were India, Indonesia, Rep. of Korea, Nepal, Pakistan, Philippines, Sri Lanka and Thailand.

The objectives of the seminar were:

- (i) to review the present state of multipurpose agricultural cooperatives in the region and their contribution to integrated rural development,
- (ii) to examine management problems in these societies with a view to suggesting improvement,

- (iii) to suggest ways in which women's participation in multipurpose cooperatives can be enhanced with a view to strengthening them and improving social and economic standards of women, and
- (iv) to study the multipurpose agricultural cooperatives in Japan and in Rep. of Korea in relation to above aspects to draw lessons from them.

In order to provide seminar participants an opportunity of learning the working of the agricultural cooperatives in the Rep. of Korea and women's activities a study visit programme for six days was organised in collaboration with the National Agricultural Cooperative Federation (NACF), Korea, prior to the seminar. The seminar participants were taken to two primary agricultural cooperative societies, one county agricultural cooperative, the Agricultural Cooperative College, and to the National Agricultural Cooperative Federation in the Rep. of Korea. The seminar programme in Japan also included study visits to Niigata Prefecture. The participants were taken to two primary agricultural multipurpose cooperatives in Niigata Prefecture for intensive study with the help of case studies specially prepared for the seminar.

The subjects discussed at the seminar included:

- Management of Multipurpose Cooperatives.
- Activities of agricultural cooperative women's associations and business activities of agricultural cooperatives.
- Communication with Members.
- Women's Activities in Cooperatives.

02.03 WOMEN AND COOPERATION

02.03.01 Regional Meeting-cum-Workshop for Women Cooperative Leaders

Venue : Sri Lanka

A Regional Meeting-cum-Workshop for Women Co-

operative Leaders, was held in Hikkaduwa, Galle, Sri Lanka from July 4-17, 1982. The participants were presidents and secretaries of National Cooperative Women's Committees and coordinators of Women's Cooperative Activities. This activity was held in collaboration with the National Co-operative Council of Sri Lanka.

The Regional Meeting was attended by 22 participants from the following countries: Bangladesh, India, Indonesia, Malaysia, Nepal, the Philippines, Sri Lanka and Thailand.

The main objectives of the Meeting were: to review the progress made in the setting up of Women's Committees at national and other levels and to assess their performance and effectiveness; to identify constraints in the setting up of Women's Committees and to find ways and means of establishing a recognized status for such committees; and to identify meaningful programmes as will help the education of women, the development of leaders and as will enhance their increased involvement in the cooperative activities.

Sri Lanka was chosen as the venue of the Meeting so that participants could observe the Women's Cooperative Consumer Information and Education Project which is now in its third phase and is working with 30 societies. Participants were given up-to-date information on the Project by the Project Director.

The methodology used was the following : lectures were followed by discussions and exchange of information on the related topics. Participants were divided into three groups, for discussing important areas on the programme. Later group reports were presented and discussed at Plenary Meetings. A Drafting Committee was formed for the purpose of preparing a draft report and recommendations of the meeting.

02.04 COOPERATIVE TRADE

02.04.01 Pilot-Seminar on Export Marketing

Venue : India

ICA ROEC organised in collaboration with ILO

Coop Trade Project, Bangkok, a two-week seminar on Export Marketing from Nov. 29 to Dec. 10, 1982.

Among the participants were five trainers and thirteen trainees representing nine countries. The trainers were from cooperative colleges and other cooperative training institutions. The trainees were managers of cooperative business societies or federations related to export.

The trainers met three days before the seminar started together with the Course Directors to prepare the programme which consisted of 31 sessions, each lasting one to four hours.

The objective of the programme was to enable trainees to effectively market products of the cooperative sector to foreign markets in order to increase production and income potential for their members. At the end of the programme, individual action plans were made by the participants for implementation after their return to their respective countries and organisations. The programme was less lecture oriented and more emphasis was laid on realistic case-studies, role-plays and other problem-solving exercises related to products familiar to the participants.

To underline the character of the 'Pilot Seminar', the participants filled in special evaluation sheets after each session and a special evaluation committee met frequently during the evenings to analyse the material. As a result, the training pack will be revised during the spring of 1983 and ready for use after the first half of 1983.

03. NATIONAL ACTIVITIES

03.01 EDUCATION

03.01.01 National Course on Training Methodology and Techniques for Cooperative Teachers

Venue : Philippines

A National Course on Training Methodology and Techniques for Cooperative Teachers in the Philippines was held at the Agricultural Credit and Cooperatives Institute

(ACCI), University of the Philippines at Los Banos (UPLB), from 1st to 30th October 1982. The course was organised by ACCI in collaboration with the Cooperative Union of the Philippines (CUP) and the ICA ROEC. Twenty-three participants who were cooperative management teachers and field educators, from different parts of the country, attended the course.

The programme included introduction and identification of training needs, psychology of adult learning and communication process, workshop on preparation and use of case studies for cooperative management training. Participative training techniques, workshop on preparation and use of audio-visual aids, and review of cooperative education and training in the Philippines.

The main emphasis during the course was laid on management case method. As a part of the course, a workshop on preparation and use of cases for cooperative training was also conducted.

03.01.02 National Workshop for Adaptation of Field Education Development Materials

Venue : India

The Cooperative Education Materials Advisory Service (CEMAS) has prepared prototype material—Field Education Development (FED) Pack—comprising a number of modules aiming to provide systematic guidance to field educators to make education a resource effective input.

With a view to assessing the relevance of the FED material to Indian conditions, ICA-CEMAS in collaboration with the National Cooperative Union of India (NCUI) convened a workshop in the premises of NCUI from 5th to 11th November 1982. The workshop was attended by 16 cooperative educators from different parts of the country and the senior officers of the ICA and NCUI.

After the general introduction to FED approach, the participants were divided in small groups and given different modules of the FED Pack one by one for their studies and completion of assignments given therein. After group studies of each module, the participants gave their com-

ments and suggestions. The participants were also requested to give local examples of cooperative problems which could suitably be incorporated in the Indian version of FED Pack.

In the light of the comments received from various sources the Modules of the FED are being adapted to Indian conditions by an editorial committee constituted under the auspices of the National Cooperative Union of India.

03.02 AGRICULTURE AND FISHERIES

03.02.01 National Seminar on Fisheries Cooperatives *Venue : Malaysia*

A National Seminar for Fishery Cooperatives was held in Kuala Trengganu, Malaysia, from 10th to 15th May 1982 by ANGKASA in collaboration with the ICA ROEC. Forty participants who were presidents, managers and board members of fishery cooperative societies in Malaysia attended the seminar. The seminar reviewed the present situation of fishery cooperatives in Malaysia. The major areas discussed by the seminar were credit facilities to fishermen, supply of fishing gear through cooperatives, marketing of fish and organisational problems in fishery cooperatives.

03.02.02 National Seminar on Better Living Activities *Venue : Sri Lanka*

A National Seminar on Better Living Activities through Agricultural Cooperatives was held by the National Cooperative Council of Sri Lanka from 13th to 23rd June 1982 in Kandy, Sri Lanka, in collaboration with the ICA ROEC. The first four days of the seminar were devoted to studying the better living activities done by multipurpose cooperatives in the northern part of Sri Lanka. Fifty per cent of the participants of the seminar were from the societies covered by the Project for Women's Consumer Education and Information who are engaged in better living activities. The other 50 per cent were from the societies which

have plans to introduce better living activities in their societies. The subjects discussed by the seminar included better living activities in agricultural cooperatives, income generating activities for farm families, savings promotion, nutrition and family health. Based on study visits observations and class room discussions, the seminar prepared a programme of work for improving the better living activities in those societies which are already engaged in them and introducing better living activities to those societies which are not yet engaged in these activities. Thirty participants attended the seminar.

03.03 CONSUMER COOPERATION

03.03.01 National Workshop on Cooperative Retail Management

Venue : Malaysia

The ICA ROEC assisted in the conduct of a National Workshop on Cooperative Retail Management in Malaysia from 12th to 23rd March 1982. Twenty-three participants who were managers or senior employees of consumer cooperatives attended the workshop.

The objectives of the National Workshop, which was conducted jointly by ANGKASA and Cooperative Union of Malaysia, were to improve skills of the participants in respect of some important shop operations so that they could improve the operational efficiency and economic results of their cooperative shops.

The subjects discussed at the workshop included shop layout, display of merchandise, assortment policy, pricing policy, leakage, stock control, cash control, planning, budgeting, budgetary control and economy of a retail shop.

03.03.02 National Seminar on Consumer Cooperation

Venue : Indonesia

The ICA ROEC assisted the National Cooperative Council of Indonesia in conducting a 10 day National Seminar on Consumer Cooperation at Jakarta from 2nd to 10th

August 1982. The seminar was carried out in joint collaboration with Dewan Koperasi and the Directorate General of Cooperatives, Jakarta. Thirty-two participants, most of whom were managers or senior employees of cooperatives engaged in distribution of consumer goods attended the programme.

The objectives of the seminar were to improve knowledge and skills of senior employees who are handling distribution of consumer goods in cooperative societies and to enable the participants to identify problems and set correct priorities to improve operational efficiency and economic results in their shops. The subjects discussed included prospects for development of consumer cooperatives in Indonesia, government policy regarding distribution of essential consumer goods, consumer protection, layout, display, leakage, stock control, economy of a retail shop and controlling the business. The participants were also taken on a study visit to cooperative shops.

03.03.03 Workshops on Cooperative Retail Management *Venue : Philippines*

The ICA ROEC assisted the CUP in conducting two National Workshops on Cooperative Retail Management in Los Banos, from 13th to 25th April 1982 and in Cagayan De Oro City in Mindanao Island from 3rd-15th May 1982.

The objectives of the workshops were to enable the participants to identify problems and to set correct priorities, to enable the managers to plan business in advance and to exercise budgetary control of their operations, to improve operational efficiency and economic results in their shops. The subjects discussed included: site location and layout, display of goods, assortment policy, economy of shop, purchasing techniques, sales promotion and advertising, pricing policy, stock turnover, planning of business in a retail shop, budgeting and budgetary control, leakage, stock control, financial statements, capital formation, stock taking, management by objectives, personnel management and board manager relationship.

03.03.04 In-house Training for Employees of Consumer Cooperatives

Venue : Philippines

An In-house Training Programme for Employees of Metro-Manila Consumer Cooperatives was carried out on Super Market operations as a follow-up of ICA-SCC Consultancy Mission in April/June 1980. The programme was held from 20th to 26th May 1982. Fifty participants took part in the programme.

The subjects discussed included : super-market concept and profitability, layout and assortment, customer relations, consumer oriented services, re-ordering system, pricing policy, leakage and how to control it, management reporting, break-even analysis, effective merchandise of agromarine products etc.

03.03.05 Pre-Seminars on Consumer Cooperation

Venue : India and Sri Lanka

Two pre-seminars on consumer cooperation one in India in September 1982 (New Delhi) and one in Sri Lanka in Sept.-October 1982 (Colombo) were held by the ICA ROEC in collaboration with the National Cooperative Union of India and the National Cooperative Council of Sri Lanka.

The objectives of the seminars were to enhance knowledge and skills of the participants and to improve their efficiency in managing the operations of their institutions. Another important objective of the Pre-Seminars was to select suitable participants for advance training at the International Seminar in Sweden.

The subjects discussed at the above seminars included shop layout, display of merchandise, sales planning and promotion, consumer oriented service, handling of consumer complaints, time management, leakage, stock control, planning, budgeting, management information system, efficiency norms, manpower development, board-manager relationship etc.

03.04 WOMEN AND COOPERATION

03.04.01 Seminar-cum-Workshop for Women Cooperators *Venue : Philippines*

A National Seminar-cum-Workshop on Better Living through Cooperatives was held in Manila, Philippines, from 2nd to 4th April 1982. Forty participants from the Philippines participated in the seminar.

Subjects dealt with included: the role of Japanese women in improving living standards in their country; the importance of cooperative education for all categories of cooperators; the necessity for effective management in consumer cooperatives. These were coupled with talks and practical demonstrations on: simple food processing; the use of common indigenous herbs and weeds as medicines; growing of ornamental plants which are very expensive in the Philippines either as a hobby or for sale, and practising economy by re-cycling used items.

03.05 LIBRARY AND DOCUMENTATION

03.05.01 National Workshop for Cooperative Librarians and Documentation Officers *Venue: Malaysia*

A National Workshop for Cooperative Librarians and Documentation Officers was held in Malaysia from 15th to 27th February 1982. This was a follow-up of the ICA Sub-Regional Workshop for Cooperative Librarians and Documentation Officers held earlier in Manila during April-May 1981. Twenty-five participants from various cooperative organisations in the country participated in the workshop.

The objectives of the workshop were to acquaint the cooperative librarians and potential librarians with the techniques of organising the cooperative libraries and information centres and also to impart necessary skills to attend to the above work.

Based on the information collected by Malaysian parti-

participants of ICA Sub-Regional Workshop for Coop. Librarians and Documentatation Officers, from participating cooperative societies and organisations, a need based syllabus was prepared. The workshop discussed subjects connected with library and documentation and information services and their role in cooperative education and training, cooperative library and its management, library routine-accessing, lending operation, binding, sources of cooperative information, classification: theory-concept and practical, role of libraries in community, periodicals, publication and press cutting service, cataloguing-theory and practical documentation and information services.

03.06 COOPERATION AND YOUTH

03.06.01 National Seminar on School Cooperatives

Venue : Malaysia

A National Seminar on School Cooperatives was held by the ANGKASA in Kuala Lumpur from 2nd to 6th August 1982. The main objective of the seminar was to accelerate the growth and development of school cooperatives in the country.

About 140 participants representing school cooperatives functioning in different secondary schools in the country participated in the seminar. Active assistance was provided by the Directorate General of Cooperatives, the Ministry of Education and the ICA ROEC in the conduct of the Seminar.

04. PROJECT ACTIVITIES

04.01 Cooperative Teachers Training Project, Sri Lanka

The Project for Training of Cooperative Teachers in Sri Lanka is sponsored by the ICA in collaboration with the SCC and the NCC. The Project entered into the fourth year of its operations in 1982.

The Project concentrated on more activities in the field

of training policy and advanced training programmes in training methodology. Few models on job related training were tried out in field workshops and have been adapted into local situations. Attempts have been made to improve the present cooperative training system in many ways.

Some of the more significant activities were :

- Work started on developing a comprehensive curriculum and training materials for a Retail shop managers on-the-job training.
- Project got involved in a ILO/SIDA workshop on training policy and standards for Sri Lanka.
- Carried out fellowship programme for Three Trainers from PACTA (FAO) Project, Afghanistan.
- A National workshop on the improvement of present cooperative examination system was held which involved, policy-makers, examiners and trainers.
- A comprehensive training programme for education officers of the MPCSSs was introduced.
- Several lesson planning and material production workshops were held for the trainers of cooperative employees regular courses in order to develop comprehensive courses.
- Several manuals on shop managers job training—teachers field experience & developing internal training systems were published.
- Introduced clerical staff training system and training of accountants for MPCSSs.
- Conducted pilot seminars for the adaptation of training manuals on transport management and supply management.

04.02 Cooperative Consumer Education Project for Women, Sri Lanka

This project is being implemented in Sri Lanka with the assistance of the Swedish Cooperative Centre, the Consumer Guilds in Sweden, the National Cooperative Council of Sri Lanka, the Ministry of Cooperatives and the Depart-

ment of Cooperatives in Sri Lanka.

The Project has completed its fourth year in 1982 and is in its third phase now covering 29 Multipurpose Cooperative Societies and one Credit Cooperative Society. The activities of the Project have now spread to 14 out of the 27 districts in the country. The spillover effect of project activities has been such that over 50 other societies which are not part of the project are also actively carrying out the various programmes as refined and implemented by the project itself.

The main areas of emphasis of the project were consumer protection, consumer education, family health and family welfare, balanced diet, nutrition and health, breast feeding, child care, preventive health, improvement of kitchens and home gardening while at the same time exploring the possibilities of involving women in income generating activities as would help them to improve their family income.

Workshops were held at national, district and society levels and work programmes of the societies were supported.

One of the major activities conducted by the project was the nationwide "Do you know and Oratorical Contests" during the period August to December 1982. The contest was at various levels culminating in a National level contest held at the School of Cooperation, Polgolla.

The subject matters covered in the contests were those relevant to the training programmes conducted by the Project. This event evolved much enthusiasm and keen interest.

The office of the Project has now been shifted to the premises of the National Cooperative Council of Sri Lanka as a first step in gradually integrating project activities with the normal functions of the National Cooperative Council.

04.03 Small Farmer Research Study on Cooperatives and Small Farmer Development

This is an action oriented research study undertaken

by the ICA head office in collaboration with the Royal Netherlands Government and the Royal Tropical Institute in Amsterdam, in Thailand and Sri Lanka. A desk cum field study was undertaken through the ROEC in the States of Maharashtra and Bihar in India.

A Technical Meeting on Cooperatives and Small Farmer Development was held in Colombo, Sri Lanka, in collaboration with the National Cooperative Council of Sri Lanka from 16th to 22nd February 1982. There were 31 delegates from India, Sri Lanka, Thailand and observers from the ILO, FAO and the Royal Netherlands Government.

The purpose of the Technical Meeting was to look at the experiences gathered in the action oriented research programmes carried out under this project in Thailand, Sri Lanka and in India and to draw broad conclusions as would help to evolve methodologies of intervention which would be effective and useful in the small farmer situation in most of Asia.

The workshop was emphatic in stressing the need for a special focus on the small farmer if the benefits of development programmes were to be enjoyed by the large mass of the people who were mostly landless labourers or small farmers. The workshop also took a look at the action programmes that emerged in Sri Lanka and Thailand during the course of the research study and also reviewed the various problems faced by such programmes with a view to finding ways and means of ensuring that programmes so initiated would have a reasonable chance of success.

04.04 Project for Enhancing Income Generating Activities among Cooperative Members' Housewives, Thailand

This project is being implemented by the Cooperative League of Thailand with the assistance of the Cooperative Promotion Department. The project is being financially supported by the Swedish Cooperative Centre (SCC) through the ICA ROEC. The main focus of the project is to provide income generating opportunities to housewives of members and their families with a view to involving member families also in the cooperative development activities of

the region. The opportunity of income generation is also used to provide the housewives with information about child care, nutrition, family welfare and consumer protection.

04.05 Women's Cooperative Education Project of the NCUI, India

This project is still in its proposal stage. The preliminary surveys in regard to the project were conducted by the National Cooperative Union of India in early 1982 and a final document has been submitted to the SCC.

It is likely to become operative in 1983.

05 TECHNICAL ASSISTANCE

05.01 Regional Warehouse, Bangkok

A request for Technical Assistance to set up a Regional Warehouse was made by the Cooperative League of Thailand and the Cooperative Consumer Federation. The preliminary survey and investigations were carried out by the ICA ROEC and the investigation report together with the project idea was sent to the Swedish Cooperative Centre for their consideration.

The report has been favourably received by the SCC and a feasibility study undertaken by a team of Swedish Experts in December 1982.

The implementation of the Project will depend on the findings of the feasibility study.

05.02 Income Generating Project, Sri Lanka

A request for assistance in regard to the above has been made by the National Cooperative Council of Sri Lanka and the SCC has responded favourably to the request. A feasibility study has been entrusted to the Cooperative Management Services Centre, Sri Lanka and further action in this regard would be dependent on the results of the feasi-

bility study.

This project is seen as an extension of and supplementary to the on-going Womens' Consumer Education Project.

06. TRADE

06.01 Cooptrade Project

The ILO/SIDA sponsored trade project COOPTRADE which had been operating from Bangkok, during the last four and a half years was handed over to the ICA ROEC, New Delhi in December 1982.

During the period of the ILO/SIDA Cooptrade Project much work had been done in identifying products for trade and in collecting and collating data in this field.

With the transfer of the Project to the ICA ROEC, the new emphasis will be to strengthen National Institutions with a view to increasing their capability to undertake Trade and to find ways and means of bringing the buyers and the sellers together.

The approach is characterised by two main functions. A Trade Adviser stationed at ICA ROEC, New Delhi, who will concentrate on the supply side in the region and a Trade Promotion Officer at SCC, Stockholm, who will concentrate on the demand side. The general strategy will be to identify products for which there exist a steady international demand and to identify cooperatives operating in these product sector having reached the level of development where export marketing has become a priority. The main elements behind this strategy are selection, timing and continuity: selection of the right product groups, assistance when it is most needed and planned follow-up actions to ensure a continuity of trade activities. By this procedure COOPTRADE will best assist export-oriented cooperative societies and organisations to operate on the international markets.

Among the services rendered by COOPTRADE are feasibility studies, problem identification, result oriented short term consultancies, assistance in establishing trade contacts, specific training programmes in export marketing

etc.

COOPTRADE is a pilot project and whether it will be successful or not will very much depend on the support and feed-back from the various cooperative organisations in the region. Well structured and coordinated activities in close collaboration with these organisations will form the best possible platform for development of cooperative trade.

07. IDACA ACTIVITIES

07.01 IDACA Reunion Meeting

The Institute for the Development of Agricultural Cooperation in Asia (IDACA) Japan, conducted a programme of Re-union meetings with former Indonesian participants of IDACA seminars and study visits to agricultural cooperatives in Indonesia from 28th January to 7th February 1982, in collaboration with ICA ROEC and Dewan Koperasi Indonesia.

The highlight of the programme was a one day seminar held in Jakarta with number of ex-participants and cooperative leaders participating. Talks on various aspects of cooperative movements of Japan were delivered at the seminar.

07.02 IDACA Special Seminar

The IDACA held a Special Seminar on Planning of Regional Agricultural Development through Agricultural Cooperatives in Tokyo, Japan, from November 17 to December 7, 1982. Participants from Bangladesh, India, Indonesia, Republic of Korea, Malaysia, Nepal, Pakistan, Philippines, Singapore, Sri Lanka and Thailand attended the course.

The objectives of the seminar included (i) a review of the role played by agricultural cooperatives in developing regional agriculture in the region and study the planning of regional agricultural development through agricultural cooperatives in Japan, and (ii) a discussion on the roles to be

played by agricultural cooperatives in developing regional agriculture with a view to improving cooperative activities in the region.

The seminar provided an opportunity to the participants to learn from the experiences of the host movement. The seminar visited several agricultural cooperatives in Japan to make on the spot observations of their working.

The ICA ROEC collaborated with the Central Union of Agricultural Cooperatives and the IDACA in the organisation of the Seminar.

08. SEMINAR ON FISHERIES COOPERATIVES IN JAPAN

A seminar for fishery cooperatives, fourth in the series, was held by the National Federation of Fisheries Cooperative Associations of Japan, from 7th to 22nd September 1982 in Tokyo.

The seminar was attended by 15 participants from India, Rep. of Korea, Malaysia, Nepal, Sri Lanka and Thailand.

The seminar discussed problems of fishery cooperatives in the countries represented at the seminar, fish marketing, supply of fishing gears and credit, insurance system for fishermen and management and organisational aspects in fishery cooperatives.

The seminar programme also included study visits to National Federation of Fishery Cooperative Associations of Japan, Prefectural Fishery Federation of Aichi prefecture and two primary fishery cooperatives.

The ICA ROEC collaborated in organising the seminar.

09. COOPERATIVE EDUCATION MATERIALS ADVISORY SERVICE (CEMAS)

Information on and/or copies of the educational materials were collected and supplied to various cooperative organisations, training institutions and educators in the Region. A number of requests from individual cooperators and edu-

cational institutions in different countries were also complied with. Exchange of educational material among different CEMAS Units was continued during the period.

As usual requests from training institutions in India for films on loan were received and complied with. During the period under review 18 films and 2 film strips were sent on loan to the training institutions. In addition, 35 film shows were arranged in our conference hall for visitors to our office.

The Cooperative Film Catalogue was updated during the year and was made available to all member organisations and cooperative training institutions in the Region.

A handbook on Adult Psychology and Educational Methods is being brought out.

Additions to the inventory of case studies, role plays and training packages based on audio-visual aids have been made through the work done by the participants of the ICA Training Methodology Course. This material is made available to the training colleges on request.

Manual for preparation of training material based on visual aids is being revised in the light of experiences obtained at various courses of Training Methodology where it has been used.

10. PUBLICATIONS

The following publications were brought out by the ICA ROEC during the year 1982:

- (i) Cooperative Management—Report and Papers of Open Asian Conference, Manila, 1981.
- (ii) Report of the Regional Seminar on Agricultural Cooperative Credit—Philippines and Thailand.
- (iii) Multipurpose Agricultural Cooperatives with special reference to Activities of Women's Associations—Report of the Regional Seminar, Tokyo, Japan.
- (iv) Report on Activities—1981.
- (v) Adult Psychology and Educational Methods—A Hand Book (in Press)

11. REGIONAL WORKING PARTY ON COOPERATIVE PRESS FOR SOUTH-EAST ASIA

Venue : Indonesia

The ICA Regional Working Party on Cooperative Press for South East Asia, a forum for cooperative journalists from the Region, met in Jakarta (Indonesia), from 24th to 29th May 1982. The second meeting of the Working Party was held in collaboration with the ICA member organisation in Indonesia—the Dewan Kooperasi Indonesia (DEKOPIN).

Members from India, Indonesia, Malaysia, Philippines, Sri Lanka, Rep. of Korea and Thailand attended the meeting. Ten observers, who were editors of cooperative journals from Indonesia, also participated in the meeting.

The theme of the meeting was “Ensuring Reader Appeal of Cooperative Journals”.

The meeting reviewed the present position of cooperative press in the participating countries, discussed the problems faced by them in the production of these journals and ways and methods of creating and ensuring reader appeal of cooperative journals.

A workshop session was held where selected publications were taken for discussion regarding their contents, adequacy of coverage, style of presentation of news and general get up of the journals etc.

12. PUBLICITY

12.01 ICA Regional Bulletin

The ICA Regional Bulletin was issued quarterly. The feature “spotlight” was continued giving details of the following success stories:

- (i) Mulukanoor Cooperative Rural Bank, India—January 1982 issue.

- (ii) Sorosoro Ibara Cooperative, Philippines—April 1982 issue.
- (iii) Derm Bank Nang Buat Agricultural Cooperative Society, Thailand—July 1982 issue.
- (iv) Tellippalai Multipurpose Cooperative Society, Sri Lanka—October 1982 issue.

12.02 Collection of Cooperative News

Collection of cooperative news from the region for use in the ICA Regional Bulletin was continued during the year under review. Members of the ICA Regional Working Party on Cooperative Press for South East Asia continued to send cooperative news, features and success stories. It was agreed at the last Working Party meeting held in Indonesia that names of members of the Working Party who supply news items to the Bulletin will be mentioned at the end of such news items.

12.03 Press Releases

The practice of issuing press releases after the conclusion of an ICA event was continued. The press releases were sent to cooperative journals in the region.

13. LIBRARY AND DOCUMENTATION SERVICES

With the new additions to the library in 1982, the number of volumes including bound periodicals on cooperatives and allied subject reached to 15,250. Altogether over 200 journals are received in the library.

It continued to act as a clearing house of information on books and documentation. The library was used extensively by the cooperators, cooperative organisations, students and scholars.

The library continued to issue the Documentation Bulletin for South-East Asia and Annotated Bibliography of Literature on Cooperative Movement in South-East Asia.

ILO/UNDP Cooperative Training Project in Jakarta requested the services of the ICA ROEC Librarian and Documentation Officer to advise and assist their Project in the promotion and development of cooperative library, documentation and information system and services in Indonesia. The Librarian and Documentation Officer was released to work with ILO/UNDP Project for a duration of two months (23rd August to 22nd October 1982).

14. BUY A BUCKET OF WATER CAMPAIGN

Twenty-two wells were completed under this programme in 1982 bringing the total wells constructed to sixty. Twenty more wells are in the process of construction.

Out of the wells completed 13 were in Thailand at a cost of US \$17,450. All these wells have been constructed with full cooperation and assistance from the villagers. In Huay Kan village the villagers contributed Baht 17,000 to complete the well when there was a shortage of funds. These wells are vivid examples of people's participation in cooperative efforts.

15. REGIONAL COUNCIL MEETING OF THE ICA ROEC FOR SOUTH-EAST ASIA

Venue : The Philippines

15.01 The twenty-fourth meeting of the ICA Regional Council for South-East Asia was held in Manila, Philippines on November 11-12, 1982 at the kind invitation of the Co-operative Union of the Philippines, the Bureau of Co-operative Development and the Ministry of Agriculture of the Philippines. Councillors from Bangladesh, India, Indonesia, Japan, Malaysia, Philippines, Singapore, Sri Lanka and Thailand attended the meeting. The Council meeting was preceded by the meetings of the Committees on Agriculture, Fisheries, Trade, Consumer and Credit, which commenced

on 8th November 1982.

The committee meetings and the council meeting were attended by Mr. A.E. Saenger, Director, ICA and Mr. Alf Carlsson, Director, Swedish Cooperative Centre (SCC). The Regional Council reviewed the activities of the ROEC over the past year and approved a programme of activities for the ensuing year.

15.01.01 Educational Activities

The Council noted the educational activities carried out by the ROEC in 1981-82 and the on-going programmes till June 1983.

The Council approved the following programme of work for 1983-84 :

1. A top level Cooperative Leaders Conference on the theme "Enhancing Cooperative Capability", to be held in Tokyo, Japan, in November 1983, in collaboration with the Central Union of Agricultural Cooperatives and the IDACA. This conference will also coincide with the 20th year celebrations of the IDACA.
2. A Regional Seminar on Integrated Cooperative Activities for Agricultural Development, to be held in Seoul, Republic of Korea.
3. A Regional Seminar on Stock Management and Regional Warehousing to be held in Thailand.
4. A Sub-Regional Seminar for Fisheries Cooperatives to be held in Sri Lanka.
5. SEASPECT Meeting and Follow-up of the SSC/ICA Course for Principals and Senior Teachers of Cooperative Institutions in SE Asia to be held in Malaysia.
6. A Sub-Regional Course on Techniques of Audio-Visual Instructions to be held in Manila, Philippines.
7. A Regional Workshop on Field Education Development (FED) Material.
8. A Technical Conference on Cooperative Credit and Banking to be held in Malaysia.

9. The Third Meeting of the ICA Regional Working Party for Cooperative Press for South-East Asia, to be held in the Philippines.

15.01.02 Projects

The Council was informed that the on-going projects for Training of Cooperative Teachers and the Project for Consumer Education through Cooperatives in Sri Lanka would be continued in 1983-84.

15.01.03 Technical Assistance

The Council noted that preliminary investigations for the establishment of a Regional Warehouse in Thailand were carried out and that the Swedish Cooperative Centre would support a feasibility study in the first instance. Consultancy services provided to the Super Palanke, Manila and the conduct of an in-house training programme for its employees were also noted.

15.01.04 Publications and Public Relations

The Council noted that a number of publications had been brought out by the ROEC during 1982 and that the ICA Working Party on Cooperative Press for South-East Asia met in Jakarta in May 1982. The Council noted that the following publications would be brought out in 1983-84:

- (i) Readings in Cooperative Marketing
- (ii) Enhancing Cooperative Capability
- (iii) Integrated Agricultural Cooperative Development—Guidelines to Cooperatives
- (iv) Report on Activities of the ICA ROEC
- (v) Reports of Technical Meetings
- (vi) The ICA Regional Bulletin—four issues
- (vii) Speeches on Cooperation—few important speeches would be published.

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INTERNATIONAL CO-OPERATIVE ALLIANCE
LIBRARY

1982
ICA 33

15.02 Sub-Committee for Agriculture for S-E Asia

The Seventeenth Meeting of the ICA Sub-Committee for Agriculture for South-East Asia was held in Manila, Philippines on 10th November 1982 under the chairmanship of Mr. R.G. Tiwari from India. Representatives from Bangladesh, Indonesia, Japan, Rep. of Korea, Philippines, Sri Lanka and Thailand attended the meeting.

A talk on "Agricultural Cooperative Movement in the Philippines—problems and prospects" was given by Mrs. Nelia T. Gonzales, Assistant Secretary, Ministry of Agriculture, and Officer-in-Charge, Bureau of Cooperative Development. The talk was followed by a discussion.

The sub-committee noted the work done by the ICA ROEC in the field of agricultural cooperation.

The sub-committee discussed the need for undertaking research studies in the field of agricultural cooperation and decided that the member movements should send proposals for research studies to the ICA ROEC.

15.03 Sub-Committee for Fisheries for S-E Asia

The Twelfth Meeting of the ICA Sub-Committee for Fisheries for South-East Asia was held in Manila on 9th November, 1982 under the chairmanship of Haji Aziz Ibrahim from Malaysia. Representatives from Indonesia, Japan, Rep. of Korea, Philippines, Sri Lanka and Thailand attended the meeting.

A paper on "Development of Fishery Cooperatives in the Region—Priority areas for special attention" prepared by Mr. S. Chandra, Managing Director, National Federation of Fishermen's Cooperatives of India, was presented. The presentation was followed by a discussion. The major points recommended by the paper for consideration for adoption by the fishery cooperatives in the region are:

- (a) Development of inland fisheries and cooperative marketing of inland fish.
- (b) Adoption of (selected) fishery villages for overall improvement in production, marketing and

management of fishery cooperatives to serve as demonstration units.

- (c) Cooperative education of fishermen and training of personnel in fishery cooperatives.
- (d) Introduction of accident insurance system for fishermen.

The sub-committee discussed the technical assistance offer from Hungary for the development of fresh water fisheries in the countries of the region.

15.04 ICA Committee on Consumer Cooperation for S-E Asia

The ICA Committee on Consumer Cooperation for S-E Asia met in Manila on 9th November under the chairmanship of Mr. Chong Thin Huatt from Malaysia.

The meeting was attended by members from nine countries, i.e. India, Indonesia, Japan, Korea, Malaysia, Philippines, Singapore, Sri Lanka and Thailand.

The Committee requested the Director of the International Cooperative Alliance to have a review of the existing relationship between the ICA main auxiliary committee on Consumer Cooperation and the Regional Committee and that the Regional Committees should get due representation and adequate opportunity to influence the policies and programmes of the main Auxiliary Committee.

The Committee placed on record their appreciation of the ICA Regional Office in New Delhi for expeditiously carrying out the preliminary investigations and preparing a project idea for setting up a National Warehouse for Cooperatives in Thailand.

In view of the increasing interest of member movements in Regional Warehousing, the Committee requested the ICA Regional Office to organise a Regional Seminar, preferably in Thailand on Stock Management and Regional Warehousing. It was suggested that experience of the Swedish and Japanese Consumer Cooperative Movements in this field should also be discussed at this seminar.

The member from Japan informed the Committee

that the JCCU could arrange on-the-job training for three professional employees of Consumer Cooperatives from the region every year, for a duration of one month, and said that they would consider the possibility of increasing this facility of on-the-job training for five employees every year.

The Director of the Swedish Cooperative Centre (SCC) informed the Committee that due to serious constraints the SCC could not increase the frequency of international seminars for the region. They would however, explore the possibility of arranging special tailor-made programmes of shorter duration for groups of participants from the interested countries.

15.05 ICA Sub-Committee on Trade Development

The fourth meeting of the ICA Sub-Committee on Trade Development met on 8th November 1982 in Manila under the chairmanship of Mr. Modesto Sa-Onoy, from the Philippines.

Mr. Modesto Sa-Onoy, Philippines was elected chairman and Mr. Ki-Won Suh, Korea as Vice-Chairman of the sub-committee for the remaining tenure upto the next ICA Congress in 1984.

The sub-committee was informed by members from India, the Philippines and Sri Lanka that their cooperative apex organisations at the national level have set up trade promotion groups for coordinating and reviewing development of cooperative international trade in their respective countries.

The sub-committee was informed that the Swedish Cooperative Centre has provided the services of a Swedish Expert in Cooperative International Trade to the ICA Regional Office in New Delhi.

15.06 ICA Committee on Cooperative Credit and Banking

The first meeting of the Committee was held on 10th November 1982 in Manila. Seven members from India,

Malaysia, Philippines, Singapore and Sri Lanka attended the meeting. The meeting was also attended by 14 observers from Bangladesh, India, Rep. of Korea, Malaysia, Philippines and Thailand.

The meeting adopted the constitution which was later approved by the Regional Council

Mr. Manuel P. Alonzo, Jr., from the Philippines and Mr. M.M. Vyas from India, were elected Chairman and Vice-Chairman of the Committee.

The Committee decided that a regional document detailing cooperative credit and banking situation in the region be compiled by the Secretary with the assistance and collaboration of the committee members and the member organisations. It was also decided that a Technical Conference on Cooperative Credit and Banking be held during the forthcoming year. Malaysia offered to play host to the Technical Conference. The tasks of the Technical Conference would be to suggest guidelines for promotion and development of cooperative credit and banking in the Region, consideration in regard to establishing a Regional Cooperative Credit Development Fund and formulation of a plan of action for the Committee.

16. COLLABORATION WITH OTHER AGENCIES

Cordial and fruitful relations continued to exist between the ICA ROEC, the UN Specialised Agencies as well as the non-governmental international organisations functioning in the region. More specifically, the following instances of collaboration may be mentioned:

1. FAO: The ROEC helped the FAO PACTA Project in Afghanistan on arranging and coordinating several programmes for participants from Afghanistan.

Director (Education) attended as Observer the DSE/FAO Training Course on Management of Small Farmers Cooperatives, organised by the Indian Institute of Management, Ahmedabad (India) from 7th to 9th Oct. 1982.

2. ILO: The ICA was actively involved with the ILO in two National Seminars on Setting Effective Cooperative

Training Policies and Standards in Asian Countries held in Thailand and Sri Lanka during November 1981/January 1982.

3. UN/ESCAP:

- (i) The Cooperative League of Thailand represented the ICA ROEC at the Committee on Agricultural Development held at Bangkok from 12-18 January 1982.
- (ii) The Regional Director attended the 38th Session of UN/ESCAP Meeting at Bangkok, Thailand, from 23 March—3 April 1982.
- (iii) The Regional Director attended the meeting of UN/ESCAP on “Measuring and Monetizing Social Benefits of Projects for the Rural Poor” held at Bangkok from 27 September to 1 October, 1982.

4. UNDP: The Director (Education) attended the UNDP Seminar on Technical Cooperation among Developing Countries held in New Delhi from 23rd April to 1st May 1982.

**17.1 ACTIVITIES SCHEDULED FOR JANUARY-
JUNE 1983**

Period	Activity	Venue
9 Dec., 1982 4 March 1983	Regional Course on Cooperative Management for Trainers	New Delhi, India
4—15 Jan.	Sub-Regional Workshop on Cooperative Press and Publicity	Colombo, Sri Lanka
19—31 Jan.	Pre-Seminar on Consumer Cooperation	Bangalore, India
20—31 Jan.	Sub-Regional Seminar on Strengthening National Cooperative Organisations	Bangkok, Thailand
21—28 Feb.	National Seminar on Agricultural Cooperative Credit	Colombo, Sri Lanka
21 Feb.- 6 March	National Workshop on Consumer Cooperation	Philippines
27 March— 9 April	Regional Seminar on Manpower Management and Cooperative Development	Kuala Lumpur, Malaysia
18 April— 18 May	National Summer Training of Cooperative Teachers	Manila Philippines
22 May— 2 June	Regional Seminar on Youth and Cooperation	Kuala Lumpur Malaysia
1—30 June 1983	Sub-Regional Workshop for Cooperative Librarians and Documentation Officers	Pune, India

**17.2 ACTIVITIES SCHEDULED FOR JULY 1983—
JUNE 1984**

Period	Activity	Venue
<i>Regional and Sub-Regional Seminars</i>		
25 July— 16 Aug. 1983	Regional Seminar on Integrated Co-operative Activities for Agricultural Development	Seoul, Korea
8—13 Aug.	Technical Conference on Co-operative Credit and Banking	Kuala Lumpur, Malaysia
7—12 Nov.	Top Level Co-operative Leaders Conference	Tokyo, Japan
Feb.-March 1984	Sub-Regional Course on Techniques of Audio-Visual Instruction	Manila, Philippines
March 1984	Regional Seminar on Stock Management and Regional Warehousing	Chiangmai, Thailand
	Sub-Regional Seminar for Fisheries Cooperatives	Sri Lanka
	Regional Workshop on Field Education	Pune India
	SEASPECT Meeting and Follow-up of SCC/ICA/MATCOM Course	Malaysia
<i>Council/Committee Meetings</i>		
3—5 1983	Nov, 25th ICA Regional Council Meeting	Tokyo, Japan

CEMAS

National Follow-up Workshop on CEMAS/FED Material	Philippines
National Follow-up Workshop on CEMAS/FED Material	Indonesia
Adaptation and Use of CEMAS/FED Material in India	Hyderabad and Patna
Adaptation and Use of CEMAS/FED Material	Philippines & Bangladesh

Women and Rural Poor

Preliminary investigations regarding Project for Women Cooperators	Philippines
Assistance to a National Workshop/Training Course for Women Cooperators	Philippines
Study of Women's Participation in Cooperatives	Indonesia
Case Studies of Cooperative Organisations with successful women's participation	Bangalore, India & Jakarta, Indonesia
Projects on Cooperatives and the Rural Poor in two countries (one project each)	

Research

Study of distribution of consumer goods in rural areas through cooperatives	Korea and Japan
Study of Effective Cooperative Marketing System for Agricultural Produce in respect of vegetables or foodgrains in one country	

Consultancy and Allied Services

Strengthening of Consumer Cooperative Movement in Thailand	Thailand
Strategy for Development of Consumer Cooperative Movement in Malaysia	Malaysia
Development of Cooperative Library and Documentation Services in Indonesia	Indonesia
Consultancy for CUP/ACCI Training Methodology Course in Philippines	Philippines

Follow-up Activities

Consumer Cooperation
Cooperative Education &
Training
Top Level Cooperative Leader's
Conference Follow-up

Project Identification

Preliminary investigations for setting-up a Regional Warehouse for Mindanao Island	Philippines
Feasibility Study for Cooperative Education and Training Project	Philippines
Feasibility Study for a Project for Agricultural Cooperative Development and Welfare of Farming Families in one Country	
Feasibility Study for FED Project	Indonesia

18. LIST OF HOLIDAYS DURING 1983

Republic Day	January 26	Wednesday
Maha Shivratri	February 11	Friday
Holi	March 29	Tuesday
Good Friday	April 1	Friday
Mahavir Jayanti	April 25	Monday
Buddha Purnima	May 26	Thursday
Id'ul Fiter	July 12	Tuesday
Independence Day	August 15	Monday
Raksha Bandhan	August 23	Tuesday
Janmashtami	August 31	Wednesday
Id'ul Zuha (Bakrid)	September 18	Sunday
Mahatma Gandhi's Birthday	October 2	Sunday
Dussehra (Maha Ashtami)	October 14	Friday
Dussehra-Vijay Dasami	October 16	Sunday
Muhurram	October 17	Monday
Deepavali	November 4	Friday
Guru Nanak's Birthday	November 20	Sunday
Christmas Day	December 25	Sunday

19. TECHNICAL STAFF OF ICA ROEC AS AT 1983

1. Mr. R.B. Rajaguru
Regional Director
 2. Mr. J.M. Rana
Director (Education)
 3. Dr. Dharm Vir
Joint Director (Education)
 4. Mr. Lionel Gunawardana
Joint Director (Publications & Public Relations)
 5. Mr. M.K. Puri
Joint Director (Technical Assistance)
 6. Mr. Ulf F. Bergstrom, Trade Adviser.
 7. Dr. G. Ojha
Research Officer (Temporary—on deputation from
NCCT, India)
 8. Mr. Daman Prakash
Education Officer (Audio-Visual Aids) (On release to
ILO)
 9. Mr. B.D. Pandey
Librarian and Documentation Officer
 10. Mrs. Margaret D'Cruz
Education Officer (Women & Youth)
 11. Mr. A.H. Ganesan
Publications Officer
-

20. Collaborating ICA Member-Organisations in the Region in 1982

AUSTRALIA

Cooperative Federation of Australia,
Box 5211 AA GPO, Melbourne
Victoria 3001 Australia Tel : 6631674

BANGLADESH

Bangladesh Jatiya Samabaya Union, 9/D Motijheel Com-
mercial Area, Dacca-2 (RANGDHENU) Tel : 231697

INDIA

National Cooperative Union of India.
3, Siri Institutional Area, Panchshila Marg,
Hauz Khas, New Delhi-110016
Tel : 662750, 662751 (COPUNION)

National Agricultural Cooperative Marketing Federation
of India Ltd., Sapna Building, 54 East of Kailash,
New Delhi 110024. Tel : 683334 (NAFED)

National Cooperative Consumers' Federation Ltd.,
Deepali, (5th Floor), 92, Nehru Place.
New Delhi-110019. Tel : 682422, 682778 (KONFED)

National Cooperative Land Development Banks Federa-
tion, Shivshakti, 2nd Floor, B.G. Kher Road, Worli,
Bombay-400018 (BHUMIVIKAS) Tel : 395349

National Federation of State Cooperative Banks, Garment
House, 2nd Floor, Dr. Annie Besant Road, Worli,
Naka, Bombay-400018. Tel : 379936

Indian Farmers Fertiliser Cooperative Ltd. (IFFCO) 34,
Nehru Place, New Delhi-110019. Tel : 682506

National Federation of Industrial Cooperatives Ltd., 3 Siri
Institutional Area, 4th Floor, Panchshila Marg, New
Delhi-110016.

INDONESIA

Dewan Kooperasi Indonesia, Komplek Pusdikop, Jalan Jenderal Gatot Soebroto, Jakarta Tel : 792844

JAPAN

Central Union of Agricultural Cooperatives
8-3 1-chome, Otemachi, Chiyoda-ku, Tokyo
(CHUOKAI) Tel : 2700041

Japanese Consumers' Cooperative Union
1-13, 4-chome, Sendagaya, Shibuya-ku, Tokyo.
(CONSUMUNION) Tel : (404) 3231

National Federation of Fisheries Cooperative Associations,
"Coop. Building" 1-12 Uchikanda, 1-chome, Chiyodaku, Tokyo (NAFEDEFISH) Tel : 2949611

National Federation of Forest Owners Cooperative Associations, Cooperative Building, 8th Floor, 1-12, 1-chome, Uchikanda, Chiyodaku, Tokyo.

Central Cooperative Bank for Agriculture and Forestry,
8-3, 1-Chome, Otemachi, Chiyodaku, Tokyo (CCBAF)
Tel: 2790111

Zen-Noh (National Federation of Agricultural Co-operative Associations), 8-3-1, chome, Otemachi, Chiyodaku, Tokyo Tel : 03-279-0211

IE-NO-HIKARI Association, 11 Funagawara cho, Ichigaya, Shinjukuku, Tokyo. Tel: 260-3151.

National Mutual Insurance Federation of Agricultural Cooperatives, 7-9, Hirakawa cho, 2 chome, Chiyodaku, Tokyo. Tel: 265-3111

REPUBLIC OF KOREA

National Agricultural Cooperative Federation, 75 1st Street, Chungjong-Ro, Jung-ku, Seoul (KONACOF)
Tel : 73-0021, 752681

National Federation of Fisheries Cooperatives,
88, Kyung Wun Dong, Chongro Ku
Seoul 110. Republic of Korea (FISHFEDER)
Tel: 70-6211-724436

MALAYSIA

Cooperative Union of Malaysia,

107, Jalan Bunus, opp. Jalan Masjid India,

Kuala Lumpur, Malaysia. Tel : 914155

Angkatan Kerjasama Kebangsaan Malaysia Limited

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Singapore 9007, Tel : 2735183

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National Cooperative Council of Sri Lanka
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Tel : 84638, 85496

Sri Lanka Cooperative Fisheries Federation Ltd.,
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Tel: 25057

THAILAND

Cooperative League of Thailand, 4 Pichai Road, Dusit,
Bangkok, Tel: 24-13634

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