

Appendix

The Commonwealth Secretariat

The Commonwealth Secretariat is an international body at the service of and responsible to all 47 member countries of the Commonwealth. It was established in 1965 as the central organization for joint consultation and cooperation between member countries, to collect and disseminate information for their use, to organize meetings and conferences in areas of common concern and to put into effect decisions for collective Commonwealth action.

Technical assistance for economic and social development is available to Commonwealth developing countries through the Commonwealth Fund for Technical Cooperation (CFTC), set up in 1971. The Secretariat also administers the Commonwealth Youth Programme, and several small funds for special Commonwealth purposes.

Secretary-General	Mr. Shridath Ramphal, the Commonwealth Secretary-General, is the head of the Secretariat, has access to Heads of Government, is responsible for their meetings, and maintains close contact with member Governments.
Organization and staff	<p>The headquarters of the Secretariat are in London, at Marlborough House, which was made available as a Commonwealth centre by the Queen, Head of the Commonwealth.</p> <p>The Secretariat and CFTC are organized in sections corresponding to their main areas of operation. The Secretariat includes divisions dealing with international affairs, economic affairs, food production and rural development, export market development, information, science and technology, law and administration. The Human Resources Development Group encompasses divisions working in public management, health, women and development and education. It also includes the Fellowships and Training Programme of the CFTC and the Commonwealth Youth Programme. The CFTC also has a general Technical Assistance Programme, an Industrial Development Unit, and its own specialized consultancy, the Technical Assistance Group. Staff in the Secretariat, including the CFTC and the Commonwealth Youth programme, number some 400 and come from nearly 30 countries.</p>
Finance	The cost of the Secretariat is borne in agreed shares by Governments, whose contributions are based on their population and national income. The CFTC is financed by voluntary contributions.
Commonwealth meetings	<p>Nine meetings of Commonwealth Heads of Government have been organized by the Secretariat since its establishment. It also organizes and services the regular meetings of Commonwealth Finance Ministers, Law Ministers and Health Ministers, and the ministerial-level Commonwealth Education Conferences. Meetings of Ministers and senior officials, and specialist conferences, seminars and workshops are organized in areas such as finance and trade, food production and rural development, industry, youth, health, law, education, science and technology, public administration and women and development.</p> <p>The Secretariat services specialist groups of experts from both North and South, normally set up by Heads of Government to study issues of general concern. These have included groups on the Common Fund, industrialization, the world economic crisis, protectionism, obstacles to the negotiating process and communications and the media.</p>
International liaison	The Secretariat has observer status at the United Nations, and works in close collaboration with a number of UN agencies. Liaison is also maintained with other international and regional organizations.

Publications A wide range of publications including research studies and reports of meetings and seminars is issued by the Secretariat in its main fields of interest. Its information programme publishes booklets, leaflets and a regular magazine describing the work of the Secretariat.

Fellowships and Training Programme

The Fund

The Commonwealth Fund for Technical Cooperation, established in April 1971, is an inter-governmental multilateral development fund administered by the Commonwealth Secretariat. Through the Fund, technical assistance is made available to Commonwealth developing countries to assist them in meeting their national development priorities.

All Commonwealth governments support the Fund by making annual contributions, on a voluntary basis, in convertible or non-convertible currency. Assistance from the Fund is available to developing member countries of the Commonwealth, associated states or dependent territories of any member, and Commonwealth inter-governmental organizations or agencies.

The general policies of the CFTC are formulated by a Board of Representatives, consisting of one representative of each participating government. Between meetings of the Board, policy guidance is given by a Committee of Management, selected annually by the Board, with the Commonwealth Secretary-General serving as Chairman. The Managing Director is responsible for the day-to-day management and operation of the Fund.

The Fund's operations are conducted through several programmes; in the context of education and training, two are of particular relevance:

- (a) the General Technical Assistance Programme, which covers the provision of technical assistance in a wide range of inter-related fields of economic and social development;
- (b) the Fellowships and Training Programme, which is part of the Human Resources Development Group of the Commonwealth Secretariat. The main provisions of the Programme are described overleaf.

FELLOWSHIPS AND TRAINING PROGRAMME

The terms of the Memorandum of Understanding on the Commonwealth Fund for Technical Cooperation provide for the Fund's resources to be used, inter alia, to "finance education and training of personnel from one developing Commonwealth country in another developing Commonwealth country in such fields and under such terms and conditions as may be agreed by the Board of Representatives".

2. Following consideration by the Board of Representatives and the Committee of Management, the Education and Training Programme of the Fund was launched in June, 1972. In January, 1983, the Programme was renamed the Fellowships and Training Programme.

General objectives

3. The Programme supplements existing schemes of cooperation in the fields of education and training and, through the provision of awards on a third-party basis, enables developing countries more easily to share their education and training facilities and thus to assist in each other's development.

4. The Programme is used to promote new schemes of cooperation and to expand existing programmes, both in formal education and in the extensive field of non-institutional education and training. The two main objectives of the Programme are:

- (a) to enable a greater number of countries, either as sending or receiving countries, to participate in programmes of cooperation in formal education in areas which are recognized as being of prime importance to national development;
- (b) to enable countries to cooperate in education and training schemes, outside the conventional field of formal education, which are designed to meet specific development needs but which do not fit easily into the patterns of existing programmes.

Priorities

5. In the consideration of proposals for assistance, priority is given to study or training programmes which will materially contribute to a country's economic and social development. The following are regarded as priority fields of study and training (in alphabetical order) but consideration is also given to training proposals in other fields:

- (a) Agricultural development including animal husbandry, fisheries and forestry.
- (b) Education: teacher training, teaching/learning techniques, educational planning and administration.
- (c) Industrial development, including small scale industries and work experience.
- (d) Monetary and fiscal development.
- (e) Natural resources: assessment, exploitation and management.
- (f) Public and business administration and management.
- (g) Social development: health and social welfare.
- (h) Trade development.
- (i) Transport and communications.
- (j) Others: development planning, statistics.

6. Within these broad fields, particularly favourable consideration is accorded to proposals for the training of technicians and other middle level workers in government, industry and commerce.

7. Awards are given for non-institutional forms of training, particularly where these are designed to provide essential manpower skills or to assist in reducing unemployment. Non-institutional training may take a variety of forms and may include study visits and training attachments, both in the public and private sectors, designed to familiarize trainees with valuable innovations, research and experience in other developing countries related to specific development projects in the home country.

8. Priority is not normally given to first-degree studies of a general nature, either in the arts or sciences, but consideration can be given to proposals for studies at this level which have a clearly identifiable vocational or professional bias. Where practicable, awards are restricted to post-basic courses and do not normally extend over a period of more than three years in respect of any student.

9. Awards are occasionally made to post-graduate students in some disciplines at centres of excellence in developing countries.

10. Particularly favourable consideration is given to proposals which have a built-in multiplier effect (for example, the training of trainers).

11. Where possible, awards are made for study and training in another country within the same region. Awards tenable outside the region are made where appropriate facilities are not available in the region.

12. Support may be provided for seminars or workshops in developing countries that are developmentally oriented and have a substantial training element.

13. Following a decision by the Board of Representatives at its meeting in Hong Kong in September 1976, not more than £100,000 annually of the Programme's resources may be utilized to finance training in developed countries of the Commonwealth when satisfactory facilities are not available in developing countries. While the major thrust of the Programme continues to be directed towards supporting training undertaken in developing countries, a small number of awards, tenable in Australia, Britain, Canada and New Zealand, are made within the following guidelines:

- (a) awards will be made only where assistance is not available under bilateral or other multilateral programmes.
- (b) preference will be given to training programmes of not more than one year's duration.
- (c) preference will be given to training attachments in fields identified by requesting governments as being of indisputable importance to national economic development, e.g. export market operations, industrial experience and certain areas of agro-industrial and management training.
- (d) awards can be made for participants in seminars and workshops with a high training content, but not for attendance at conferences primarily designed for the exchange of views.

14. In the allocation of awards the Board of Representatives considers it to be desirable to relate disbursements broadly to the education and training facilities which are available in relation to the population, the assistance which is already provided from bilateral or multilateral aid programmes, and to discriminate positively in favour of countries which have acute and urgent education and training needs and very limited resources with which to meet them.

15. Examples of awards approved in recent years are given in Appendix A.

Administration
of the
Fellowships &
Training
Programme

16. Each Commonwealth country participating in the Programme has appointed an agency or office to nominate candidates for training in other Commonwealth countries, to consider applications made by other countries for education and training places, and to be the point of communication with the CFTC on education and training matters. (See Appendix B).

17. Requests for education and training awards should be addressed by agencies to the Director, Fellowships & Training Programme, Commonwealth Fund for Technical Cooperation, Commonwealth Secretariat, Marlborough House, Pall Mall, London SW1Y 5HX.

18. Before submitting requests for CFTC assistance, agencies are expected to satisfy themselves that their proposals are in line with national manpower training priorities and that appropriate employment vacancies will be available for trainees on their return. In making their proposals, agencies are asked to specify the purpose of the education and training requested, the type and length of the programme that is envisaged, and to provide the background information which will enable the proposal to be appraised and processed rapidly. Form ET/1 is available for this purpose.

19. Proposals are examined in the light of the Fund's terms of reference and the resources that are available. If a proposal qualifies for support, steps are taken to match the request with an offer. In some cases, this is a comparatively simple operation, especially where the agency submitting the request has already been in communication with the agency of a country or with an institution which is able to provide an appropriate course of study or training. In other cases, it is necessary to approach agencies in order to locate a suitable study or training programme, and to elicit an offer to make facilities available.

20. When a suitable matching offer has been received, the requesting agency is informed of the study or training programme which is available and of the conditions which students or trainees must satisfy (e.g. age, entrance qualification).

21. Prospective applicants are selected by the nominating agency using their own procedures for this purpose. The selection process includes the screening of candidates to ensure that they have demonstrated suitability for the study or training programme. It also covers language proficiency, medical fitness and verification of qualifications. Form ET/3 should be used for the nomination of selected candidates.

22. Offering agencies are responsible for determining the acceptability of nominees and for informing the Director of their decision.

Awards

23. Awards are made to men and women whose candidature is approved by their government and who are acceptable to the government of the receiving country.

24. Awards are made on the understanding that they will be continued for the period of the programme of study or training for which they are granted, but may be terminated at any time on the advice of the authorities of the country providing the training for reasons of poor health, unsatisfactory conduct, breaches of the conditions of the award or failure to make satisfactory progress.

25. The award covers the cost of travel for the student or trainee to the place of his training by the most direct route and return, normally, to his place of ordinary residence. Such travel is by the most appropriate and economic means available.

26. The value of each award is based on covering, in whole or in part, the costs of: approved fees; books and apparatus; special clothing where necessary; approved travel connected with the study or training programme; personal maintenance allowance; and other agreed items. Awards are calculated so that recipients may enjoy a modest standard of living.

Academic
Exchanges
Programme

27. The responsibilities and entitlements of students are described in the "CFTC Handbook for Students".

28. Under the Academic Exchanges Programme, which is funded by the CFTC and jointly administered by the Commonwealth Secretariat and the Association of Commonwealth Universities, awards for periods not exceeding three months may be made to university staff of Commonwealth developing countries for:

- (a) attachments to universities in other Commonwealth developing countries to obtain greater experience and training;
- (b) study visits to universities in Commonwealth developing countries to enhance their ability to contribute to national development;
- (c) university exchange between Commonwealth developing countries, with a specific developmental objective in view;
- (d) participation in university sponsored seminars and conferences in Commonwealth developing countries which are developmentally oriented.

29. Applications for these awards should be made either to the CFTC or, through university channels, to the Secretary General, Association of Commonwealth Universities, 36 Gordon Square, London WC1H 0PF.

C.F.T.C. Education and Training Awards

In response to proposals put forward by governments, Commonwealth organizations and regional bodies, awards have been approved in a wide variety of training fields regarded as important for development.

The awards covered (a) courses in technical, professional and vocational institutions; (b) degree studies in universities; (c) study visits; (d) training attachments; (e) support for seminars and workshops.

Examples are given below of subject fields in each type of study or training programme for which awards were approved.

(a) Courses in technical, professional and vocational institutions

Accountancy, agriculture, air traffic control, banking, customs and excise, diplomacy, farm management, forestry, hotel management, laboratory technology, legislative drafting, local government administration, meteorology, nutrition, orthopaedic technology, physical planning, ports administration, postal administration, public health inspection, radiography, small industries development, statistics, telecommunications, university administration.

(b) Degree studies in universities

Agriculture, environmental engineering, forestry, meteorology, mining engineering, pharmacology, sugar technology, veterinary science.

(c) Study visits

Agricultural research, audit, cattle management cocoa production, curriculum development, examinations, food storage, forestry, industrial relations, library administration, literacy, schools broadcasting, teacher education.

(d) Training attachments

Agrometeorology, artificial insemination, banking, fisheries, industrial hygiene, insurance, logging operations, medical records, mines safety and explosives, museology, pig production, pilotage, price control, seamen's employment, school administration, statistics, stored products technology.

(e) Seminars/workshops

i. Supported wholly or in part by CFTC

Administration and supervision in education, book development, disaster preparedness, health administration and management, inspection of schools, low-cost science equipment, management of public enterprises, personnel management, public service commissions, radio broadcasting, teaching the deaf, technical education and industry, training of lay magistrates, wood preservation.

ii. Where CFTC facilitated attendance

Adult education, agricultural statistics, book publishing, forestry, hospital administration, hydro-power development, immunology, manpower training, off-shore prospecting, rural cooperative development, strategies for increasing employment, teaching of French, telecommunications.

Appendix

AGENCIES OF THE FELLOWSHIPS AND TRAINING PROGRAMME OF THE COMMONWEALTH FUND FOR TECHNICAL COOPERATION

Independent States

Antigua and Barbuda	The Permanent Secretary, Ministry of Education & Culture, Church Street, St. John's.
Australia	The Secretary, Department of Foreign Affairs, Canberra.
Bahamas	The Permanent Secretary, Ministry of External Affairs, P.O. Box N792, Nassau.
Bangladesh	The Secretary, External Resources Division, Ministry of Finance and Planning, Sher-e-Bangla Nagar 15, Dhaka 7.
Barbados	The Principal Training Officer, Training Administration, Government of Barbados, Pine Plantation House, Pine Gardens, St. Michael.
Belize	The Permanent Secretary (Establishment), Service Commissions and Establishment Department, Belmopan.
Botswana	The Permanent Secretary, Ministry of Education, Private Bag 005, Gaborone.
Canada	Canadian International Development Agency, 200 Promenade du Portage, Place du Centre, Hull, Quebec KIA 0G4.
Cyprus	The Director-General, Planning Commission, Planning Bureau, Nicosia.
Dominica	The Chief Establishment Officer, Office of the Prime Minister, Government Headquarters, Kennedy Avenue, Roseau.
Fiji	The Secretary for Foreign Affairs, Department of Foreign Affairs, Prime Minister's Office, Suva.
Gambia, The	The Establishments Secretary, Establishments Office, The Quadrangle, Banjul.
Ghana	The Principal Secretary, Ministry of Finance & Economic Planning, International Economic Relations Division, P.O. Box M40, Accra.
Grenada	The Permanent Secretary (Planning), Ministry of Planning, Development and Training, St. George's.
Guyana	The Permanent Secretary, Public Service Ministry (Training), 65/67 High Street, Kingston, Georgetown.
India	The Secretary, Department of Economic Affairs, Ministry of Finance, New Delhi.
Jamaica	The Chief Technical Director, National Planning Agency, P.O. Box 634, Kingston.
Kenya	The Permanent Secretary/Director, Directorate of Personnel Management, P.O. Box 30050, Nairobi.
Kiribati	The Secretary to Cabinet, Office of the Beretitenti (Personnel Division), P.O. Box 68, Bairiki, Tarawa.
Lesotho	The Director, National Manpower Development Secretariat, P.O. Box MS 517, Maseru, 100.
Malawi	The Secretary for Personnel Management & Training, Office of the President and Cabinet, P.O. Box 30227, Lilongwe 3.

Malaysia	The Chief Secretary to the Government, Economic Planning Unit, Prime Minister's Department, Kuala Lumpur 11-01.
Maldives	The Secretary, Ministry of External Affairs, Male.
Malta	The Director of Education, Department of Education, Lascaris, Valletta.
Mauritius	The Director, Economic Planning Unit, Ministry of Economic Planning & Development, New Registrar General's Building, Port Louis.
Nauru	Nauru Government Office, 11 Carteret Street, London SW1.
New Zealand	The Director, External Aid Division, Ministry of Foreign Affairs, Wellington.
Nigeria	The Principal Secretary, Federal Ministry of National Planning, Economic Affairs Division, P.M.B. 12558, Lagos.
Papua New Guinea	Department of Foreign Affairs & Trade, Development Assistance Branch, Post Office Wards Strip, Waigani.
St. Lucia	Director of Training, Training Division, Office of the Prime Minister, Chausee Road, Castries.
St. Vincent and the Grenadines	The Chief Personnel Officer, Service Commissions Department, Kingstown.
Seychelles	The Principal Secretary, Ministry of Education & Information, Mont Fleuri, P.O. Box 48, Mahe.
Sierra Leone	The Development Secretary, Ministry of Development, Finance Building, Siaka Stevens Street, Freetown.
Singapore	The Permanent Secretary, Ministry of Finance, Revenue Division, 36th Floor, CPF Building, 79 Robinson Road, Singapore 0106.
Solomon Islands	Ministry of Education, Training & Culture, (Overseas Training Unit), P.O. Box 584, Honiara.
Sri Lanka	The Director, External Resources Division, Ministry of Finance and Planning, P.O. Box 277, Colombo 1.
Swaziland	The Permanent Secretary, Department of Establishments and Training, P.O. Box 170, Mbabane.
Tanzania	The Principal Secretary, Ministry of Manpower, Development and Administration, P.O. Box 2483, Dar es Salaam.
Tonga	The Secretary to the Government, Prime Minister's Office, Nuku'alofa.
Trinidad and Tobago	The Permanent Secretary, Ministry of Finance & Planning, Trinidad House, St. Vincent Street, Port of Spain.
Tuvalu	The Scholarships & Training Officer, Ministry of Social Services, Funafuti.
Uganda	The Permanent Secretary, Ministry of Planning & Economic Development, P.O. Box 7086, Kampala.
United Kingdom	Overseas Development Administration, Eland House, Stag Place, London, SW1.
Vanuatu	Scholarships & Training Officer, Department of Tertiary Education, P.O. Box 153, Port Vila.
Western Samoa	The Secretary to the Government, Prime Minister's Department, P.O. Box 193, Apia.
Zambia	The Secretary, Bursaries Committee, Ministry of Education & Culture, P.O. Box 50093, Lusaka.

Appendix

Zimbabwe Ministry of Planning & Development, Milton Buildings, Samora Machel Avenue, Private Bag 7752, Causeway, Harare.

Other States

Cook Islands The Secretary, External Affairs Department, P.O. Box 105, Avarua, Rarotonga.

St. Christopher-Nevis The Permanent Secretary, Establishment Division, Government Headquarters, P.O. Box 186, Basseterre.

Dependent Territories, Australia

Christmas Island The Secretary, Department of Education, International Education Branch, P.O. Box 826, Woden, Australian Capital Territory, Australia 2606.

Dependent Territories, New Zealand

Niue Island Secretary to Government, Central Office, P.O. Box 67, Niue.

Tokelau Islands The Official Secretary, Office of Tokelau Affairs, P.O. Box 865, Apia, Western Samoa.

Dependent Territories, United Kingdom

Anguilla Administrative Secretary (Social Services), The Secretariat, The Valley.

Bermuda The Chief Executive Officer, The Bermuda College, Devonshire.

British Virgin Islands The Permanent Secretary, Ministry of Social Services, Tortola.

Cayman Islands The Principal Secretary (Personnel), Personnel and Management Services Division, Government Administration Building, George Town, Grand Cayman.

Falkland Islands and dependencies The Chief Secretary, The Secretariat, Stanley.

Gibraltar The Government Secretariat, Gibraltar.

Hong Kong Hong Kong Government Office, 6 Grafton Street, London W1.

Montserrat The Permanent Secretary, Manpower and Administration, Governor's Office, Plymouth.

St. Helena and dependencies The Government Secretary, Government of St. Helena.

Turks & Caicos Islands The Chief Secretary, Chief Secretary's Office, Grand Turk.

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CS 1981.

The Commonwealth Today
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Commonwealth Skills for Commonwealth Needs
28-page illustrated booklet outlining the CFTC's contribution to development. CS 1981.

Commonwealth Organizations
Handbook of official and unofficial organizations active in the Commonwealth. CS 1979. £2.00.

Report of the 8th Commonwealth Education Conference, Sri Lanka, August 1980
CS 1980. £3.00.

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CS 1983

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Commonwealth Foundation, 1979.

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Commonwealth Foundation, 1979. £2.00.

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Commonwealth Foundation, 1981. £3.00.

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CS in collaboration with (and obtainable from) ACU, 1978. £3.50.

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ACU, 1981. £5.55.

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ACU, 1981. £1.60.

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Appendix

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Commonwealth Air Transport Council, London, 1982.
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CS 1980. £2.00.
- Development Studies: Directory of Development Studies Courses in the Universities of the Commonwealth*
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CS, 1981. £2.00.

Commonwealth Secretariat and Commonwealth Foundation publications are obtainable from the Secretariat and Foundation respectively, both at Marlborough House, Pall Mall, London SW1.

ACU publications are obtainable from the Association of Commonwealth Universities, John Foster House, 36 Gordon Square, London WC1H 0PE

All other publications may be obtained from the agency concerned.

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GUY 1

Cooperation/Cooperative studies

BAN 2 GUY 7 KEN 3 KEN 25 MAY 2
NIG 11 PNG 5 SRI 5 TAN 8 TT 5
UGA 2 UGA 8 ZAM 2 ZIM 5

Cooperative administration/management

GUY 7 KEN 3 MAY 2 SRI 15 TAN 8
ZAM 2

Corrosion

IND 13

Cotton breeding/production/research/technology

IND 17 IND 46

Credit management

SWA 3

Crop husbandry/production

GHA 11 IND 88 INT 23 KEN 2
 KEN 6 LES 3 NIG 15 NIG 19
 TT 9 UGA 1 ZIM 5

Crop protection

NIG 6 TT 1

Crops, fruit and vegetable

IND 66

Crops, research

IND 88

Curriculum development

MAY 3 MAY 10

**Curriculum development, technical/
industrial**

IND 34 IND 130 IND 131 IND 132
 IND 133 KEN 21

Dairy husbandry/science/technology

IND 47 INT 9 KEN 6 TAN 19
 UGA 10

Data processing

BER 1 IND 35 IND 60

**Deaf education - see under Education and
training of teachers****Dental assistants**

JAM 3 SWA 6

Dental technology

FIJ 5

Dental therapy

BOT 4 FIJ 5 TT 10

Design

BAH 2 HK 2 HK 6 IND 100
 NIG 29 ZIM 1

Development administration/management

BAN 10 BOT 3 GHA 9 IND 56
 IND 72 INT 1 INT 2 LES 1
 PNG 1 SRI 2 SWA 2 TAN 14

Development studies

BAN 2 BOT 3 IND 56 IND 92
 PNG 1

Die design

IND 22

Diet/Dietetics

BAR 1 FIJ 5 IND 5 IND 81
 JAM 1 NIG 10 NIG 20

Diseases, control/treatment of:

communicable/epidemic IND 99
 diarrhoeal BAN 9
 malaria IND 99
 rabies IND 28
 trypanosomiasis TAN 18
 yellow fever IND 28

Dispensing - see Pharmacy**Domestic science - see Home economics****Dressmaking**

GUY 1 IND 111

Drug research

IND 12 IND 116

Education and training of teachers:

adult IND 49 NIG 20

agricultural GUY 4 GUY 6 IND 96
 JAM 4 KEN 6 SWA 1
 TT 9 ZAM 7

art/design FIJ 7 NIG 18 IND 100
 ZAM 5 ZAM 8

business/commerce GHA 3 HK 3 IND 96
 JAM 1 KEN 21 MAY 13
 SWA 5

deaf GHA 5

extension BAN 2 ZAM 5

general BAH 2 BEL 1 BEL 2
 FIJ 1 FIJ 7 GAM 1
 GUY 2 GUY 4 GUY 8
 MTS 4 PNG 6 SIL 2
 SNG 3 TAN 9 UGA 5
 ZAM 3 ZAM 4 ZAM 8

health IND 5 IND 16 IND 54
 IND 103 IND 118 PNG 4
 PNG 6

home economics FIJ 7 GUY 2 GUY 4
 GUY 6 JAM 1 SIL 2
 SWA 1

hotel and catering
 subjects BAH 1 CYP 3

humanities (in technical
 institutions) IND 130

industrial arts FIJ 7 GHA 3 GUY 4
 GUY 6 JAM 1 KEN 21
 MAY 13 STL 1

management IND 67

multi-craft FIJ 4

physical FIJ 7 GUY 2 PNG 6
 SIL 2

science IND 96 IND 130 IND 131
 IND 132 KEN 20 MAY 10
 NIG 18 STL 1 SIL 2

special NIG 20

technical BAH 2 BOT 2
 CYP 2 FIJ 4 GHA 3
 HK 3 IND 130 IND 131
 IND 132 IND 133 JAM 1
 KEN 21 KEN 29 LES 2
 MWI 7 MAY 13 NIG 9
 NIG 18 NIG 20 NIG 22
 NIG 26 STL 1 SIL 2
 SNG 2 SWA 5 TAN 10
 UGA 9

Educational administration/planning
 BOT 3 IND 101 TAN 15

Educational examinations/evaluation/
 testing
 IND 133 MAY 5 MAY 10

Educational media
 IND 132 MAY 4

Educational research
 BAN 2 IND 96 INT 19

Educational technology
 IND 132 IND 133 INT 19

Electrical engineering - see under
 Engineering

Electrical installation
 DOM 1 GHA 18 GHA 19 GRE 1
 GUY 4 GUY 9 JAM 9 MLT 5
 TT 13 UGA 3

Electrical measuring instruments
 IND 78

Electrochemical research
 IND 13

Electronics (see also under Engineering,
 electronic)
 BER 1 GRE 1 MLT 1 MTS 8
 TT 13

Electroplating
 IND 13

Employment studies
 IND 18 IND 80

Energy technology
 INT 4

Engineering

agricultural GHA 19 JAM 4
 KEN 2 MWI 1 NIG 10
 NIG 13 NIG 15 NIG 17
 NIG 21 NIG 26 UGA 1
 UGA 2 UGA 3 ZAM 7
 ZIM 3

automobile/
 automotive BEL 3 FIJ 4 IND 4
 GHA 18 GHA 19 GRE 1
 MLT 4 NIG 21 NIG 26
 SNG 13 SWA 5 ZAM 9
 ZIM 4

chemical BAN 8 HK 2 NIG 10
 NIG 18

civil BAN 7 BAN 8 BAR 1
 CYP 2 FIJ 4 GHA 1
 GHA 18 GUY 4 HK 2
 IND 26 KEN 17 KEN 28
 LES 2 MWI 7 MAY 8
 MTS 8 NIG 1 NIG 9
 NIG 10 NIG 13 NIG 18
 NIG 20 NIG 21 NIG 25
 NIG 26 NIG 29 TAN 10
 UGA 9 ZIM 1 ZIM 4

electrical BAH 2 BAN 7 BAR 1
 BEL 3 BOT 2 CYP 2
 FIJ 4 GHA 1 GHA 18
 GUY 4 HK 1 HK 2
 HK 4 HK 5 HK 6
 HK 7 IND 26 IND 111
 INT 4 JAM 1 KEN 17
 KEN 28 MWI 7 MAY 8
 MLT 5 MTS 8 NIG 1
 NIG 9 NIG 10 NIG 14
 NIG 18 NIG 20 NIG 21
 NIG 25 NIG 26 SIL 4
 SNG 4 SNG 10 SNG 13
 SWA 5 TT 13 UGA 9
 ZAM 9 ZIM 1 ZIM 4

electronic BAN 7 BAN 8 HK 2
 IND 26 IND 111 KEN 17
 KEN 28 MTS 8 NIG 1
 NIG 9 NIG 10 NIG 14
 NIG 18 NIG 20 NIG 21
 NIG 22 NIG 29 SNG 4
 SNG 10 SNG 13 TAN 10
 TT 13

marine CYP 2 FIJ 4 HK 1
 HK 2 IND 20 IND 93
 MLT 4 SNG 10 TAN 20

mechanical BAN 7 BAN 8 BAR 1
 BEL 3 BOT 2 CYP 2
 CYP 2 FIJ 4 GHA 1
 GHA 18 GUY 4 GUY 9
 HK 1 HK 2 HK 4
 HK 5 HK 6 HK 7
 IND 26 IND 111 JAM 1
 KEN 17 KEN 28 MWI 17
 MAY 8 MLT 5 MTS 8
 NIG 9 NIG 10 NIG 14
 NIG 18 NIG 20 NIG 21
 NIG 26 SIL 4 SNG 4
 SNG 10 SWA 5 TAN 10
 TT 13 UGA 9 ZAM 9
 ZIM 1 ZIM 4

power BAN 7 BAN 8 NIG 29
 SNG 6

production HK 2 HK 4 IND 98
 NIG 1 NIG 21 NIG 22
 NIG 29

public health IND 5 TAN 2
UGA 9

structural HK 2 IND 126
JAM 1

water KEN 17 KEN 27 NIG 20
SNG 6 TAN 23 ZAM 7

Engineering trades

BEL 3 GRE 1 GUY 4 GUY 9
KEN 29 LES 2 MLT 4 PNG 10
SAM 1 SOL 1 TT 13 ZAM 9

Environmental studies

HK 2 IND 68 IND 97 INT 7
NIG 9 NIG 10 NIG 20 NIG 22

Estate management

NIG 1 NIG 10 NIG 20 NIG 25
NIG 26 NIG 29

Factory studies

IND 50

Family welfare

IND 103

Farm management

KEN 2 NIG 6 PNG 3 TAN 1
UGA 1 ZIM 3 ZIM 5

Fashion

GHA 18 JAM 6

Film-making/production

IND 51 KEN 1 KEN 16

Financial studies

BAN 1 BAN 10 BOT 3 KEN 9
NIG 18 NIG 29 PNG 1 SRI 2
TAN 12 TAN 16

Fire-fighting/services

SNG 9 TAN 3 TT 2 ZAM 10

Fish production

IND 43 INT 13 TAN 13 TT 3

Fisheries (science/technology)/Fishing

FIJ 2 GHA 7 IND 19 IND 20
IND 26 IND 43 IND 90 IND 117
NIG 12 NIG 27 PNG 7 TAN 13
TAN 17 TAN 20 TT 3 UGA 4

Fisheries, freshwater/inland

IND 19 IND 117 TAN 13

Fisheries, research

GHA 7 IND 43 TAN 17

Flying training

IND 61 KEN 19 TT 2

Food science/technology

BAN 8 BAR 1 IND 14 IND 84 JAM 1
KEN 17 NIG 14 NIG 18 NIG 20 NIG 26
NIG 29 TAN 13 TAN 17

Foodgrain preservation

IND 63

Footwear manufacture

IND 111

Forage/fodder production/research

IND 64 INT 4 TT 1

Forest research

IND 53

Forestry

CYP 1 FIJ 3 GHA 16 IND 15 IND 53
KEN 14 MAY 6 MWI 6 NIG 28 PNG 8
TAN 22 TT 9 UGA 6 ZAM 12

Forge and foundry technology

IND 102

Furniture craft/design/production

MLT 4 SNG 13

Geodesy

IND 128

Geological survey/Geology

GHA 20 IND 55

Geophysics

IND 55

Grain production

NIG 19

Grain storage

IND 63

Graphic arts/design

KEN 17 NIG 29 TT 8 ZIM 4

Grassland research

IND 64

Handloom craft/technology

IND 65

Health (sciences)

BAR 1 BOT 4 INT 21 PNG 2 PNG 4
SWA 6

Health administration/management

BOT 3 GHA 9 IND 103

Health, community/environmental/public - see also Public health inspection

CYP 5 KEN 7 IND 118 INT 21

Health education - see under Education

Health in mines/industry

IND 5 IND 48

Health

mental IND 104

rural IND 54 IND 118

visiting IND 54

Highway engineering

IND 29

Home economics

GHA 11 GUY 1 JAM 4 KEN 2

KEN 6 KEN 8 KEN 25 LES 3

MWI 1 NIG 6 NIG 15 TT 8

UGA 2

Horticulture

IND 66 NIG 4 NIG 5 NIG 17

Hospital administration

IND 41 TAN 14

Hospital cookery - see under Cookery

Hotel crafts/trades

BAH 1 BER 1 CYP 3 IND 81

IND 82 IND 83 IND 84 JAM 6

MLT 3 TT 14

Hotel management

BAH 1 BER 1 CYP 3 FIJ 4

IND 81 IND 82 IND 83 IND 84

KEN 22 MLT 3 MTS 3 NIG 10

NIG 14 NIG 20 NIG 21 TT 14

ZAM 5 ZIM 1

Hotel reception

BER 1 CYP 3 HK 1 IND 82

KEN 22 MLT 3 MTS 3

Hotel studies

BAH 1 CYP 3 FIJ 4 HK 1

IND 81 IND 82 IND 83 IND 84

KEN 22 MLT 3 MTS 3 TT 14

UGA 7 ZAM 5

Housing

IND 120 INT 25

Hydraulics (research)

IND 40

Hygiene

BOT 4 CYP 5 FIJ 5 GHA 17

IND 5 INT 21

Industrial engineering - see under
Engineering

Industrial relations

IND 68 IND 108 INT 10 TT 5

TT 12

Industries, small (development/management)

IND 122 IND 123 KEN 24 NIG 2 TT 12

Information science

KEN 16 NIG 10

Inland revenue

TT 11

Insect control/studies

KEN 11 TAN 18

Institutional management - see under Management

Instructor training

CYP 2 IND 37 IND 130 INT 12 JAM 9

Instrument technology

JAM 1 TT 13

Insurance

NIG 18 TAN 16

Intensive care nursing

JAM 8

International relations

TAN 4

Irrigation

GHA 10 NIG 4 NIG 20 TAN 1

Journalism

GHA 8 IND 70 KEN 1 KEN 16 TAN 25

ZAM 5

Jute research

BAN 5

Knitting technology

HK 4 IND 121

Laboratory animals, use and management

IND 28

Laboratory technology

FIJ 4 FIJ 5 GHA 1 KEN 17 MWI 7

NIG 10 NIG 14 NIG 18 NIG 20 NIG 21

NIG 29 TAN 10 TT 13 UGA 9

Laboratory technology, medical

BOT 4 IND 54 IND 79 JAM 1 SRI 6

ZAM 5

Laboratory technology, physical

NIG 25

Labour studies

IND 89 IND 108 INT 10 TT 5

Land husbandry/use
IND 95 MWI 5 TAN 1

Land surveying - see under Surveying
Landscape architecture/design - see
under Architecture

Languages
HK 2 INT 26 MTS 2 SNG 2
SNG 8 TAN 9

Leather research/technology
IND 23 IND 111

Librarianship/library studies
GHA 6 KEN 17 NIG 10

Linguistics
SNG 8

Livestock production - see under Animal

Local government
BOT 3 KEN 15 LES 4 MAY 9
NIG 20 ZAM 6

Machine tool design
IND 24

Malaria control - see under Diseases

Management (statistics) including
Management development
BAN 1 BAN 10 BOT 3 CYP 3
GHA 9 HK 2 IND 1 IND 69
INT 5 INT 12 KEN 15 KEN 24
MAY 9 NIG 2 NIG 9 NIG 20
NIG 29 PNG 1 TAN 12 TAN 14
TT 12 ZIM 1 ZIM 4

Management, financial
BOT 3 GHA 9 TAN 12 TAN 16

Management, institutional
GHA 1 HK 2 JAM 1 KEN 17
NIG 10 UGA 7

Management, personnel
BAN 10 BOT 1 BOT 3 GHA 9
IND 124 TAN 12 TAN 14 TT 5
TT 12

Management, production
IND 68 IND 98 IND 122 INT 5
KEN 24 TAN 12 TT 12

Management, sales - see under Marketing

Management, teaching - see under
Education and training of teachers

Manpower studies
IND 80

Mapping
IND 74 IND 128 MWI 5 SRI 3

Marine engineering/technology - see under
Engineering

Maritime studies
FIJ 4 SNG 10 SOL 1 TAN 3

Marketing/sales management
KEN 24 LES 4 NIG 10 NIG 14 NIG 18
NIG 20 NIG 21 TAN 12 TT 12 UGA 7

Mass communication
IND 70 KEN 16 NIG 9 NIG 13 TAN 25

Materials (science)
NIG 10

Mathematics
BAH 2 BEL 4 HK 2 IND 88 IND 129
JAM 5 KEN 17 MAY 10 NIG 29

Meat grading/inspection
JAM 10 KEN 26 NIG 7 ZAM 5

Meat processing
IND 14

Media studies
GHA 8 IND 6 IND 7 KEN 1

Medical entomology
IND 99 MAY 7

Medical equipment technology
IND 26

Medical laboratory technology - see under
laboratory technology

Medical ward management
FIJ 6

Medicine
FIJ 5 IND 5 INT 21 SIL 1 TT 10

Medicine, preventive - see also under Diseases
IND 5

Metallurgy
IND 26 NIG 10 NIG 14 NIG 21 ZIM 1

Meteorology
BAR 2 BEL 1 IND 20 IND 59 KEN 10
ZAM 10

Metrology
IND 3

Microbiology
IND 28 MAY 7

Midwifery
BOT 4 CYP 6 DOM 2 FIJ 6 GAM 1
GHA 12 MWI 4 SIL 3 SWA 6

Mine surveying
IND 94 ZIM 1

Minerals/Mineralogy
IND 62 IND 116 KEN 17 ZIM 1

Mines, health and safety in
IND 48

Mining/Mining engineering
GHA 20 IND 62 IND 94 IND 111
NIG 20 NIG 21 ZIM 1

Motor mechanics/tradesmen
DOM 1 GHA 2 GRE 1 GUY 4
GUY 9 JAM 9 PNG 10 TT 13

Motor vehicle technicians
BOT 2 GHA 1 KEN 17 KEN 28
MLT 4 UGA 9

Mould design
IND 21 IND 22

Museum studies
NIG 3

Nautical training/studies
HK 2 IND 20 IND 90 IND 136
SNG 10 SOL 1 TAN 17 TAN 20

Navigation
IND 20 IND 26 IND 90 IND 136
SNG 10 SOL 1 TT 3

Nursing
BEL 3 BOT 4 CYP 6 DOM 2
FIJ 6 GAM 1 GHA 12 JAM 8
KEN 4 MWI 4 MTS 1 SIL 3
SWA 4 SWA 6

Nursing administration
BOT 3 KEN 4 MTS 1

Nursing, community/public health
BOT 4 FIJ 6 GHA 12 JAM 10
MTS 1 SIL 3 SWA 6

Nursing, dental
JAM 3 TT 7

Nursing education and training
KEN 4 NIG 20 NIG 22

Nursing, psychiatric
DOM 3 GHA 12 IND 104 MTS 1
SWA 6

Nutrition
IND 5 IND 81 IND 82 IND 83
IND 84 IND 105 JAM 1 NIG 10
NIG 20 TAN 1 ZAM 7

Oceanography
IND 20 IND 106 MLT 2

Operating theatre techniques
JAM 8

Ophthalmic dispensing/optometry
NIG 10

Orthotics
IND 26 INT 27

Palaeobotany
IND 9

Paper technology
IND 86 IND 111 IND 116 NIG 9

Parasitology, applied
INT 21 MAY 7

Parks management
PNG 8 TAN 5

Personnel management - see under Management

Pest control
IND 10 IND 63

Petroleum studies/technology
NIG 24 TT 13

Pharmacy
BOT 4 FIJ 5 IND 41 IND 111 JAM 1
MTS 5 ZAM 5

Photogrammetry
IND 74 IND 128 NIG 20

Physics/Physical sciences
BAH 2 BEL 4 IND 85 IND 129 JAM 5
NIG 29

Physiotherapy
FIJ 5 JAM 7 ZAM 5

Pilot training - see Flying training
Planning - see under development/educational/
town and country/regional/transport/project

Plantation management
IND 25 PNG 5

Plastics
IND 21

Plumbing
BAH 2 GHA 2 GHA 18 GRE 1 GUY 4
SOL 1

Population studies
GHA 15

Port administration/management/operations
SNG 5 TAN 3 TAN 12

Post-harvest technology
IND 67 IND 112

Posts and telecommunications/telegraphs
FIJ 10 IND 2 IND 113 IND 134 KEN 18

Potato production/research IND 27	Railway management IND 115
Poultry production IND 38 NIG 7	Railway signalling and telecommunication IND 114
Pre-professional studies (agriculture, engineering, law, medicine) BAH 2	Railway track technology IND 114
Printing FIJ 4 HK 5 IND 111 NIG 20 NIG 29 PNG 10 ZAM 5 ZIM 4	Railways training IND 75 IND 114 IND 115
Prison officers training JAM 2	Ranch/Range management KEN 6 NIG 7 TAN 18 UGA 10
Probation officers training JAM 2	Rating and valuation ZAM 6
Project planning GHA 9 INT 5 TAN 12	Recreation leadership BAR 1
Prosthetics IND 26 INT 27	Refrigeration BAH 2 BER 1 GRE 1 KEN 17 SNG 13 TAN 20 UGA 9 ZAM 9
Psychology IND 104	Regional planning - see also under Town and Country planning IND 120
Public health (inspection) BAR 1 CYP 5 FIJ 5 GAM 1 IND 5 INT 21 GHA 17 IND 118 JAM 10 KEN 25 MWI 7 PNG 2 SWA 6 ZAM 5	Remote sensing IND 55 IND 74
Public relations GHA 8 IND 70	Reproductive biology IND 79 IND 103
Pulp and paper technology IND 86 IND 116	Rescue service - see Aerodrome services Restaurant service - see under Hotel crafts/trades
Quantity surveying - see under Surveying	Rice milling IND 112
Radar - see Aeronautical electronics/ (tele)communications, and Telecommunications, marine	Rice production/research/technology BAN 6 IND 14 INT 17
Radio engineering IND 7 KEN 19	Road research IND 29
Radio production/programming IND 6 KEN 1 KEN 16	Rubber production/research/technology MAY 11 SRI 4
Radio servicing GHA 2 GUY 9 HK 7 KEN 1 PNG 10	Rural (economic) development BAN 2 IND 107 INT 15 INT 18 KEN 25 PNG 1 PNG 3
Radio telephone operating IND 20 SNG 10	Rural industries IND 107
Radiography FIJ 5 IND 41 MAY 12 NIG 16 SRI 7 ZAM 5	Safety, factory IND 50
	Safety, mines IND 48
	Safety, port SNG 5 TAN 3

Science teaching - see under Education
and training of teachers

Science (laboratory) technology - see
under laboratory technology

Secretarial science/studies

BAH	2	BAN	7	BAR	1	BEL	3
BEL	4	BER	1	BOT	1	FIJ	4
GRE	1	GUY	4	JAM	5	KEN	9
KEN	13	MAY	8	NIG	1	NIG	10
NIG	13	NIG	14	NIG	21	NIG	26
NIG	29	STL	1	SIL	4	SOL	1
TAN	24	TT	13	UGA	7	ZAM	5
ZIM	1						

Secretarial studies, bilingual

KEN 13

Secretaryship, chartered/company

BER	1	GHA	1	KEN	15	NIG	1
SNG	13	UGA	7				

Sericulture

IND 30

Sheep husbandry

IND 31

Ship-repairing

BAN 4 SNG 4

Shipbuilding

BAN 4 SNG 4

Shipwright

BAN 4

Silk production/research

IND 30 IND 121

Silviculture - see under Forestry

**Small industries (development/management)
- see under Industries**

Social administration/welfare/work

HK	2	IND	44	INT	22	KEN	15
NIG	20	NIG	21	PNG	1	TAN	21
ZIM	6						

Soil salinity research

IND 32

Soil studies

IND 32 IND 33 IND 95 NIG 4

Sound engineering/recording

KEN 16

Statistics

IND	35	IND	60	INT	24	NIG	21
TAN	11	TT	4				

Statistics, health

JAM 1

Statistics, labour

IND 89

Storage battery technology

IND 13

Storekeeping

KEN 9 KEN 17 ZIM 1

Sugar engineering/research/technology

IND 109 MTS 7 MTS 9

Sugarcane breeding/production/research

IND 73 IND 127

Supervisory studies/training

JAM 9 KEN 24 NIG 20 TAN 3

Supply

KEN 17 NIG 10 NIG 20

Surgery

FIJ 5 SIL 1 TT 10

Surveying, air

KEN 17

Surveying, land

BAR	1	GUY	4	HK	2	IND	128	KEN	17
NIG	1	NIG	10	NIG	21	NIG	26	SRI	3
TAN	2	TT	8						

Surveying, quantity

NIG 1 NIG 10 NIG 20 NIG 29

Tax administration

TAN 16 TT 11

Tea production/research

SRI 8

**Teacher training - see Education and training
of teachers**

**Telecommunications - see also Aeronautical
radio**

BOT	2	FIJ	10	IND	2	IND	110	IND	134
KEN	18	MAY	14	MLT	5	NIG	20	SIL	4
SNG	10	SNG	11	SRI	9	TAN	10		

Telephone systems

IND	2	IND	76	KEN	18	MAY	14	SNG	11
SRI	9								

Teleprinter maintenance

IND 58

Television engineering

IND 7 IND 26

Television maintenance/mechanics

GHA 2 HK 7 IND 51

Television production

KEN 16

Textile industries/technology

HK	2	HK	4	HK	5	IND	46	IND	87
IND	111	IND	121	IND	124	NIG	20		

Tobacco production/research
IND 36

Tool design
IND 3 IND 22 INT 5

Tourism/Travel studies
BAH 1 HK 1 KEN 22 MLT 3
NIG 20

Town and country/Regional planning
IND 26 IND 120 NIG 1 NIG 10
NIG 20 NIG 21 NIG 25 NIG 26
NIG 29 TAN 2 ZIM 4

Tractor training
IND 135

Trade promotion
INT 8

Traffic engineering - see also Transport
IND 29

Training of foremen - see under
Supervisory studies/training

Training of instructors - see under
Instructor training and Education and
training of teachers

Training of teachers - see under Education
and training of teachers

Training, industrial
IND 34 IND 52 JAM 9

Transport/Transportation studies
IND 29 IND 68 IND 120 NIG 10
TAN 12

Tuber crops production/research
IND 39

Upholstery
KEN 29

Urban development - see also under Town
and country planning
MAY 9 TAN 2

Vaccines, manufacture and testing
IND 28

Valuation
ZAM 6

Verbatim reporting
ZAM 6

Veterinary public health
IND 5

Veterinary research
IND 77 SNG 12

Veterinary science/studies
GHA 21 IND 77 SNG 12 UGA 10

Virology
IND 28

Waste, treatment of
IND 97

Water engineering
IND 40 IND 97 KEN 17 KEN 27 NIG 20
TAN 23

Water resources development/use
IND 33 IND 137 KEN 27 NIG 20 TAN 23

Weights and measures inspectors
TAN 6

Welding
BAH 2 GHA 18 GRE 1 IND 3 NIG 24
TT 13

Welding, ship-building
BAN 4

Wildlife conservation/management
PNG 8 TAN 5

Wood technology
NIG 9

Wool production/technology
IND 31

Youth studies/work
GUY 3 IND 45 ZAM 1