

UNITED NATIONS DEVELOPMENT PROGRAMME
Project of the Governments of ASEAN Countries

PROJECT DOCUMENT

Title : ASEAN Training Courses for Drug Rehabilitation Professionals

Number : RAS/85/007

Duration of Project : 3 years (1985-1988)

Primary Function : Training

Sector : 70 - Social Security and other Social Services

Implementing Agency : Ministry of Home Affairs, Malaysia

Executing Agency : International Labour Organization (ILO)

National Project Coordinating Agency : Anti Narcotics Task Force, National Security Council, Prime Ministers' Department, Malaysia

Estimated Starting Date : October 1985.

Government Inputs : -

UNDP Inputs : US\$ 595,700

Signed: *Pram Wannamethan*
On behalf of the Governments of
ASEAN Countries

Date : 20 DEC 1985

Signed: *[Signature]*
On behalf of Executing Agency

Date : 20.XII.1985

Signed: *[Signature]*
On behalf of the United Nations
Development Programme

Date : 20.XII.1985



PART I : Legal Context

This Project Document shall be the instrument referred to in Article I, paragraph one of the assistance agreement between the Governments of the Philippines and Singapore and the United Nations Development Programme signed by the parties on 21 July 1977 and 11 March 1975, respectively.

This Project Document shall be the instrument (therein referred to as a Plan of Operation) envisaged in Article I, paragraph two, of the agreement among the Governments of Indonesia, Malaysia and Thailand and the United Nations Development Programme concerning assistance under the special fund sector of the United Nations Development Programme, signed by the parties on 7 October 1960, 25 July 1961 and 4 June 1960, respectively.

PART II : The Project

A. Development Objectives

The Development and/or improvement of suitable vocational rehabilitation and social reintegration programmes and services for drug dependent persons in each of the ASEAN countries.

B. Immediate Objectives

- 1) To create among the heads of drug control agencies not only a greater awareness of the objectives and content but also of the obstacles to the setting up of drug rehabilitation programmes with a view to encourage them to give a more balanced consideration to rehabilitation activities in their national programmes.

- 2) To introduce to and train key planners and drug rehabilitation professionals in a wider spectrum of rehabilitation approaches and techniques in order to broaden the range of rehabilitation services currently available in their home countries.
- 3) To train drug rehabilitation workers in techniques in working with addicts and their families and in the involvement of communities directly in the rehabilitation process.

The project will have the following indicators of achievement of the immediate objectives:

- 1) Three fully developed curricula for training programmes for each of the target groups i.e. heads of drug control agencies, planners and drug rehabilitation professionals.
- 2) Quantifiable increase in the numbers and variety of drug rehabilitation services and programmes offered at national level.
- 3) Quantifiable increase in the number of programmes and services organized in which non-governmental agencies participate and/or implement.
- 4) National training programmes will have been set up for drug rehabilitation programme planners and for drug rehabilitation professionals.

C. Special considerations

None

D. Background and Justification

The abuse of drugs is a rapidly growing problem throughout the world. It also exists in the member countries of ASEAN in varying degrees. Among the concerns of any drug abuse control programme should be included that of the victims. That is, provision should be made for the treatment as well as the vocational and social integration of ex-drug dependent persons.

The Third ASEAN Drug Experts Meeting held in Indonesia 1978 recommended, inter alia:

"The establishment of ASEAN Training Centres for the prevention of Drug Dependence/Abuse and the treatment and rehabilitation of drug dependents/abuse be given top priority."

The Fourth ASEAN Drug Experts Meeting in Malaysia, 1979, further recommended, inter alia:

"The provision of technical assistance in the establishment of an ASEAN Training Centre in Malaysia for treatment and rehabilitation of drug dependents."

While the treatment and detoxification of drug dependents are relatively short and frequently successful procedures, this is not true of efforts which aim at preventing recidivism as well as at helping the ex-addict to obtain and retain employment and at making a satisfactory social adjustment.

Rehabilitation is , therefore, the most crucial phase of assistance because it is a long-term process with many obstacles. Success rates, internationally, are not very encouraging in this field. The difficulty may not lie entirely with addicts who are admittedly a difficult group to work with. Perhaps the greatest source of past failure, however, is that the programmes and services provided to young drug dependents are not sufficiently relevant to their needs. Also, recent international trends indicate that the more successful programmes occur with the direct involvement of non-professionals and community resources.

Offering a wide range of types of programmes and of approaches is far more realistic than opting for only one or two. This is because of the variety of needs of addicts themselves.

Therefore, the characteristics and variety of programmes offered in a given country should include: compulsory as well as voluntary community participation, full participation of addicts themselves, etc.

At present, most of the ASEAN countries are still in the process of developing drug rehabilitation programmes. They are seeking those strategies and approaches which will be most effective in reducing recidivism. Most, however, tend to opt for only one or two main types of programmes and these are often of the compulsory type.

The ASEAN training course will therefore aim at providing both theoretical and practical presentations of the wide range of international experiences which are currently in practice in this field. The course orientation is not, then, to be country-specific and will not limit itself to only the Malaysian drug rehabilitation programme experience.

The three target groups to benefit from the proposed ASEAN Training Course have been specifically identified to globally and coherently confront and help resolve some of the key obstacles to successful drug rehabilitation planning at country level. The heads of national drug abuse control agencies are to be involved with a view to providing them with a broad international information base of current developments in the drug rehabilitation field. Their enhanced appreciation of the potential of this field is essential to more well-balanced national drug abuse control action and a prerequisite to according more realistic priority and resources to this field.

Drug programme planners are to be involved so as to positively influence their understanding and the eventual recommendations they will make on national programme strategies and content. These will result in more realistic policy and strategies as well as in a wider range of rehabilitation options and modalities within each country.

Finally, drug rehabilitation professionals will be able to improve their technique and services and will learn how to effectively work in different settings. They will also be trained as trainers so that they will, in turn, train rehabilitation professionals in their own countries.

It is for these reasons that the project intends to invite the same participants (programme planners and rehabilitation professionals) throughout the three years to ensure an extended exposure to the new concepts and approaches. They will, thus, return to each of the annual training courses which will be conceived in a developmentally sequential and progressive manner.

- 4) A video presentation on drug rehabilitation that will be utilized during the course and also made available (one copy each) to all course participants for use in their own country as a training resource.
- 5) Regular evaluations of participant reaction, of the suitability of course format and of curricula and of the overall effectiveness of the programme.
- 6) A pool of international and regional drug rehabilitation consultants will have been identified.
- 7) Six heads of drug abuse control agencies, 18 drug programme planners and 18 drug rehabilitation professionals will have been trained. Also an undetermined number of drug rehabilitation professionals will have been trained at national level.

Activities

The project will offer a three-year programme of training courses to three distinct target groups of drug rehabilitation professionals from ASEAN member countries. These groups have been described below, F 6 (Activities). The top-level decision makers, however, will not attend a formal course programme but rather one "think tank" exercise of 3 days to be held in Kuala Lumpur.

The two other groups will consist of 18 persons, 3 from each ASEAN country. There will be no arrangement to permit for the attendance of observers. The training courses will all be run for a period of three weeks, per group, per year for three years. The number of participants is limited to facilitate participant interactions.

The schedule of training courses over the period of 3 years, is as follows:-

<u>Group</u>	<u>Training Site</u>	<u>No. of Participants</u>	<u>Years of Training</u>
1. Top level decision makers	Kuala Lumpur	6	1986
2. Drug rehabilitation programme planners	Sungei Petani (near Penang)	18	1986-1988
3. Drug rehabilitation workers	Sungei Petani	18	1986-1988

The project will undertake the following activities:

- 1) Engage a drug rehabilitation consultant to prepare the curricula for each of the three target groups (one course per group per year - except for top level decision makers who will have only one course - for a period of three years. It is intended that the same participants will attend the entire series of courses for their group).
- 2) Copies of the curricula will be published and distributed to all course participants as a training resource for use in their own countries.
- 3) An ILO drug rehabilitation consultant will advise the Ministry of Home Affairs on the development of demonstration models at the new Sungei Petani Centre for the course participants.
- 4) The ILO will advise the same Ministry of approaches to encourage the participation of community in the rehabilitation process, also for the purpose of developing demonstration models for course participants.

- 5) Prepare application forms for course participants; prepare forms and guidelines for the evaluation of the participants' reaction, of the suitability of the course format and curricula and of its overall effectiveness.
- 6) Run the following courses for the following target groups:
 - (a) key decision makers (heads of drug abuse control agencies) will be offered on "think tank" exercise (in Kuala Lumpur) to provide an over-view of drug rehabilitation objectives, importance and obstacles.
 - (b) drug rehabilitation programme planners and organizers will be provided with basic theoretical and some practical knowledge of the full range of drug programmes and services current in practice internationally.
 - (c) drug rehabilitation workers will be offered training as service providers on approaches and techniques in working with addicts and their families. Will also be prepared for roles as catalysts in which they will organize existing community resources, both public and private, to make concrete inputs in the rehabilitation process.
- 7) An external collaborator will be engaged to prepare a video presentation on drug rehabilitation for use as a training resource, copies of which will be provided to course participants for use in their own countries.
- 8) Assist the Ministry of Home Affairs to develop a technical reference library on drug rehabilitation. (It will be available to course participants as well as serve to handle routine requests from ASEAN or other countries seeking documentation).

- 9) Purchase equipment necessary to ensure the effectiveness of the course (e.g. audio-visual equipment, video, projectors and blackboards, photocopy machine, one-way mirror to observe counselling sessions, etc.).

G. Inputs

1. Government Inputs

The Malaysian Government, in particular, the Ministry of Home Affairs will provide the inputs described below.

- i) Project Implementation - the Ministry of Home Affairs will in collaboration with the ILO, participate in the development of suitable demonstration drug rehabilitation programme models for the course participants involving both the Sungei Petani Centre and the local community; the evaluation of the course format and curricula.

be responsible for the selection and engagement of national consultants to participate as lecturers.

organize the arrangements of food and lodging accommodations.

- ii) Training Inputs - the Training Division of the Ministry of Welfare Services will provisionally take responsibility for organizing and running the training activities until such time that the Ministry of Home Affairs creates its own Training Division.
- iii) Facilities - will be provided, on the Sungei Petani Centre premises to accommodate all training course classes as well as lodgings for all ASEAN participants. Transport will be provided to participants for all course - related activities.

- 9) Purchase equipment necessary to ensure the effectiveness of the course (e.g. audio-visual equipment, video, projectors and blackboards, photocopy machine, one-way mirror to observe counselling sessions, etc.).

G. Inputs

1. Government Inputs

The Malaysian Government, in particular, the Ministry of Home Affairs will provide the inputs described below.

- i) Project Implementation - the Ministry of Home Affairs will in collaboration with the ILO, participate in the development of suitable demonstration drug rehabilitation programme models for the course participants involving both the Sungei Petani Centre and the local community; the evaluation of the course format and curricula.

be responsible for the selection and engagement of national consultants to participate as lecturers.

organize the arrangements of food and lodging accommodations.

- ii) Training Inputs - the Training Division of the Ministry of Welfare Services will provisionally take responsibility for organizing and running the training activities until such time that the Ministry of Home Affairs creates its own Training Division.
- iii) Facilities - will be provided, on the Sungei Petani Centre premises to accommodate all training course classes as well as lodgings for all ASEAN participants. Transport will be provided to participants for all course - related activities.

2. UNDP/ILO Inputs

UNDP through ILO, which will be the executing agency, will provide the following inputs:

i) Technical

- the basic curricula necessary for the training foreseen for each of the target groups;
- a video programme for training purposes, copies of which will be provided to all course participants for use in their own countries;
- a technical, reference library of documentation, and
- basic texts of the course curricula (for all participants to assist them in developing similar training programmes in their own countries.)

ii) Project Personnel

	<u>Total</u>	<u>US\$</u>	<u>Year(s)</u>
	<u>m/m</u>		
a) International Consultants			
- ILO expert to assist Government in the organization of the courses, to participate in each of them, to monitor and evaluate them.			
(1 m/m in 1985 and 2 m/m per year from 1986-88)	7 m/m	55,000	1985-88
(Post 01-P5 step 3)			

-	Consultant on Curriculum Development (post 02 - P5 step 3)	3 m/m	22,900	1985
-	Consultant on Drug Rehabilitation (to advise on the development of demonstration models at Sungei Petani for the course (post 03 - P5 step 3)	3 m/m	23,300	1 month each 1985-6-7
	Component total		101,200	

b) Administrative support

-	an administrative assistant will be engaged (grade GS9) for a period of 3 years and 3 months (to begin Oct.1985) and will be stationed in Bangkok	47,000	1985-1988
-	a secretary will be engaged (grade GS 7) for 3 years from January 1986, in Bangkok	30,500	1986-1988

c) Travel

	will cover air tickets and per diem for administrative assistant who will make frequent trips to Kuala Lumpur and Sungei Petani (40 days in Sungei Petani, 5 in Kuala Lumpur each year)	10,000	1985-1988
--	---	--------	-----------

d) Subcontract

Engage specialist team to prepare a video presentation for training purposes. (Copies will be provided to participants, 3 per country) 40,000 1986

e) Equipment

Audio-visual equipment will be purchased for use in the training courses (to include, video, overhead projector, one-way mirror, photo copy machines, blackboard, writing pads, etc. Documents for participants 18,000 1985-1987

f) Training

(i) Group training:

3 lecturers - (2 regional - H.K. - and one from USA) at total of 60 days per year for three years. (P4 step 10). Each lecturer will travel twice each year to Sungei Petani

7 m/m 72,500 1986-1988

(ii) Fellowships: ASEAN participants will be allocated return air tickets plus a daily stipend (to cover for 23 days costs of board and lodging, per participant/per course per year at Sungei Petani for programme planners and drug rehabilitation professionals only. Heads of drug abuse control agencies for one course only - 1986 - of 3 days to take place in Kuala Lumpur

Stipends

- 6 top heads of drug abuse control agencies 5 days x 1 year at \$118 p/d	4,000	1986
- 18 programme planners 21 days x 3 years at \$103 p/d	126,500	1986-1988
- 18 drug rehabil, workers 21 days x 3 years at \$77 p/d	107,800	1986-1988
	<hr/> 238,300	

Airfares

- 5 top heads of drug abuse control agencies (to Kuala Lumpur)	2,700	1986
- 15 programme planners (to Penang)	10,000	1986-1988
- 15 drug rehabil, workers (to Penang)	11,000	1986-1988
	<hr/>	
Total	23,700	
	<hr/>	
Sub-component Total	262,000	

g) Miscellaneous

- reporting costs	4,000
- sundries	<hr/> 10,500
Component Total	14,500

Grand Total 595,700

H. Preparation of Work Plan

A detailed Work Plan for the implementation of the project will be prepared by the Ministry of Home Affairs and the National Project Co-ordinating Agency in consultation with the executing agency, ILO. This will be done at the start of the project and revised periodically. The agreed upon Work Plan will be attached to the Project Document as Annex I and will be considered as part of that document.

I. Preparation of the Framework for the Effective Participation of National and International Staff in the Project

The activities necessary to produce the indicated outputs and achieve the project's immediate objectives will be carried out jointly by the national and international staff as indicated above (G. 1 and G. 2, Government Inputs and UNDP/ILO Inputs, respectively). The respective roles of the national and international staff will be determined by their responsible chiefs, by discussion and mutual agreement, at the beginning of the project, and set out in a Framework for Effective Participation of National and International Staff in the Project. The Framework, which will be attached to the Project Document as Annex II, will be reviewed periodically. The respective roles of the national and international staff shall be in accordance with the established concept and specific purposes of technical co-operation.

J. Development Support Communication

Not applicable.

K. Institutional Framework

The ASEAN Training Courses for Drug Rehabilitation Personnel will take place at the new Sungei Petani Drug Rehabilitation Centre near the town of that name.

The Ministry of Home Affairs is the Government Agency which is newly responsible for drug treatment and rehabilitation programmes. This responsibility was that of the Ministry of Welfare Services until May 1983. Under the present arrangement, the Ministry of Welfare Services drug rehabilitation staff have continued to be responsible for the Training of Social Welfare Officers and counsellors for the Ministry of Home Affairs. This would mean that the Training Division staff will be organizing and running these courses. This arrangement will continue until such time that the Drug Treatment and Rehabilitation Division of the Ministry of Home Affairs develops its own Training Division.

The Treatment and Rehabilitation Division, Ministry of Home Affairs will, by 1985, be running 6 compulsory drug rehabilitation centres. It is also responsible for the planning, development and management of the national programmes in this area. Because of its role in Malaysia the Division would be expected to make important contributions to the training courses.

The Ministry of Health provides detection and detoxification services throughout the country. The Prisons Department run a centre for addict prisoners in Seremban, Negeri Sembilan, and another in Kuching, Sarawak. These may contribute to the training course programme.

As for the private sector, the PEMADAM organization has been authorized by Government to run after-care programmes for ex-addicts. They have opened several centres through the country and, in contrast to Government's approach, PEMADAM centres are voluntary rather than compulsory.

With regard to overall co-ordination of the present project's activities, this will be the responsibility of the National Project Co-ordinating Agency. The National Project Co-ordinating Agency will work in close communication with the ILO Regional Office, Bangkok.

L. Prior Obligations and Prerequisites

The Project requires the concurrence of the Government Co-ordinating Agency and the ASEAN organization. It will be the obligation of the Malaysian Government to make adequate budgetary provision for those Government inputs specified in this project document.

M. Future UNDP Assistance

None is foreseen at the present but this will be re-examined in the light of project outcomes and findings.

PART III : Schedules of Monitoring,
Evaluation and Reports

A. Tripartite Monitoring Reviews; technical reviews

The project will be subject to periodic review in accordance with policies and procedures established for this purpose by UNDP for monitoring project and programme implementation.

B. Evaluation

The project will be subject to evaluation, in accordance with the policies and procedures established for this purpose by UNDP. The organization, terms of reference and timing of the evaluation will be decided upon by consultation among Government, UNDP and the executing agency concerned.

C. Progress and Terminal Reports

The Project will prepare a progress report of its activities once each year (as there will be two and/or three distinctly separate courses run during one year) and submit it within a fortnight of the completion of the twelve-month period. Six-monthly reports are, therefore, not warranted.

A draft Terminal Report will be prepared by the ILO. The preparation and distribution of this report will be in accordance with the policies and procedures established by UNDP for the purpose. The United Nations Fund for Drug Abuse Control (UNFDAC) will be closely associated with monitoring and evaluation, by participation in Tripartite Reviews Evaluations and through regular receipts of progress reports for its information and observations.

Project Budget Covering UNDP Contribution

(In US Dollars)

Country : ASEAN Regional

Title : ASEAN Training Courses for Drug Rehabilitation Professionals

Code	Details	Total		1985		1986		1987		1988	
		W/M	\$	W/M	\$	W/M	\$	W/M	\$	W/M	\$
10.	PROJECT PERSONNEL										
11.	Experts										
	01 Drug Rehab. Expert	7.0	55,000	1.0	7,600	2.0	15,500	2.0	15,800	2.0	16,100
	02 Curricula Develop.	3.0	22,900	3.0	22,900	0.0	0	0.0	0	0.0	
	03 Programme Adv.	3.0	23,300	1.0	7,600	1.0	7,800	1.0	7,900	0.0	
11.99	Sub-Total	13.0	101,200	5.0	38,100	3.0	23,300	3.0	23,700	2.0	16,100
13.	Administrative Support		77,500		3,500		22,400		24,600		27,000
15.	Travel by Experts		10,000		2,500		2,500		2,500		2,500
19.	Component Total	13.0	188,700	15.0	44,100	3.0	48,200	3.0	50,800	2.0	45,600

Code	Details	Total W/M	\$	1985 W/M	\$	1986 W/M	\$	1987 W/M	\$	1988 W/M	\$
20.	SUBCONTRACTS										
21.	Subcontracts		40,000		0		40,000		0		0
29.	Component Total		40,000		0		40,000		0		0
30.	TRAINING										
31.	Fellowships	0.0	262,000	0.0	0	0.0	92,000	0.0	85,000	0.0	85,000
32.	Group Training		72,500		0		22,500		24,000		26,000
33.	In-Service Training		0								
39.	Component Total	0.0	334,500	0.0	0	0.0	114,500	0.0	109,000	0.0	111,000
40.	EQUIPMENT										
41.	Equipment		18,000		7,000		7,000		4,000		0
49.	Component Total		18,000		7,000		7,000		4,000		
50.	MISCELLANEOUS										
52.	Reporting Cost		4,000		0		0		0		4,000
53.	Sundries		10,500		1,500		3,000		3,000		3,000
59.	Component Total		14,500		1,500		3,000		3,000		7,000
99.	PROJECT TOTAL	13.0	595,700	5.0	52,600	3.0	212,700	3.0	166,800	2.0	163,600