



ด่วนที่สุด

บันทึกข้อความ

ส่วนราชการ สำนักการประชาสัมพันธ์ต่างประเทศ สรท. โทร. 0-2618-2323 ต่อ 1710-11

ที่ นร 0209/สปต./ว.๖๑๙

วันที่ 6 พฤษภาคม 2548

เรื่อง การประชุมเชิงปฏิบัติการ เรื่อง "Advanced Computer Network Management"

เรียน ผอ.สวท., ผอ.สปข.1-8, อศช.

1. ข้อเท็จจริง

1.1 สถาบันพัฒนากิจการวิทยุ-โทรทัศน์แห่งเอเชีย-แปซิฟิก (Asia-Pacific Institute for Broadcasting Development-AIBD) ร่วมกับ Deutsche Welle Radio Training Center (DWRTC) จะจัดการประชุมเชิงปฏิบัติการ เรื่อง "Advanced Computer Network Management" ระหว่างวันที่ 15 สิงหาคม - 2 กันยายน 2548 ณ กรุงกัวลาลัมเปอร์ ประเทศมาเลเซีย

1.2 การประชุมครั้งนี้ มีวัตถุประสงค์เพื่อส่งเสริมและพัฒนาความรู้เกี่ยวกับการบริหารเครือข่ายคอมพิวเตอร์ในสถานีวิจัย เพื่อให้เกิดประสิทธิภาพสูงสุด ตลอดจนฝึกปฏิบัติการออกแบบระบบคอมพิวเตอร์

1.3 AIBD เชิญ กปส. ส่งผู้แทนจำนวน 1 คน เข้าร่วมการสัมมนา โดย AIBD สนับสนุนค่าที่พัก ค่าเบี้ยเลี้ยงวันละ 400 บาท และวัสดุเกี่ยวกับการฝึกอบรม โดย กปส. จะต้องรับผิดชอบค่าใช้จ่ายเกี่ยวกับค่าบัตรโดยสารเครื่องบิน ค่าพาหนะเดินทางในต่างประเทศ และค่าใช้จ่ายอื่น ๆ ของผู้แทน เป็นเงินประมาณ 45,800 บาท

1.4 ผู้ที่จะเข้าร่วมการประชุมดังกล่าวจะต้องมีความรู้ ความสามารถภาษาอังกฤษเป็นอย่างดี ปฏิบัติงาน หรือมีประสบการณ์ในด้านการวางแผนติดตั้ง บริหาร และบำรุงรักษาเครือข่ายคอมพิวเตอร์ (planning, installation, administration and/or maintenance of Computer network systems)

2. ข้อเสนอ

สปต. ขอให้ สวท., สปข.1 - 8 และ อศช. พิจารณาเสนอชื่อผู้แทนที่เหมาะสมเข้าร่วมประชุมหน่วยงานละ 1 คน โดยเบิกค่าใช้จ่ายจากงบประมาณของสำนักต้นสังกัด ทั้งนี้ ขอให้เสนอชื่อพร้อมประวัติการทำงานไปยัง สปต. ภายในวันที่ 12 พฤษภาคม 2548 เพื่อจะได้นำเสนอ อปส. พิจารณาคัดเลือกเป็นผู้แทนต่อไป

จึงเรียนมาเพื่อโปรดพิจารณาข้อ 2

(นางสดาวลัย บัวเอี่ยม)

ร.ผอ.สปต.

ประมาณการค่าใช้จ่ายในการเข้าร่วมประชุมเชิงปฏิบัติการ
เรื่อง “Advanced Computer Network Management”
ระหว่างวันที่ 15 สิงหาคม – 2 กันยายน 2548
ณ กรุงเทพมหานคร ประเทศไทย

1. ค่าโดยสารเครื่องบิน	11,000 บาท
2. ค่าเบี้ยเลี้ยง วันละ (1,700 บาท x 19 วัน)	32,300 บาท
3. ค่าธรรมเนียมสนามบิน	500 บาท
4. ค่าพาหนะในต่างประเทศ	1,500 บาท
5. ค่าพาหนะจากบ้านพัก-สนามบิน	<u>500</u> บาท
รวมเป็นเงินทั้งสิ้น	<u>45,800</u> บาท



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P.O. Box 1137, Pantai, 59700 Kuala Lumpur, Malaysia

Your Ref:

Our Ref: R194MY05

Phone: +60 (3) 2282 -3719

-4618, -7192

Fax: +60 (3) 2282 -2761

E-Mail: 194@aibd.org.my

Web: www.aibd.org.my

1 April 2005

Mr Dussadee Sinchirmsiri
Deputy Director General
Public Relations Department -
National Broadcasting Services of Thailand
(Government Public Relations Department)
Rama VI Road, Phaya Thai
BANGKOK 10400
Thailand

Dear Mr Dussadee Sinchirmsiri,

Course on "Advanced Computer Network Management"
15 August to 2 September 2005, Kuala Lumpur, Malaysia

The AIBD in co-operation and full support of *Deutsche Welle Radio Training Centre* (DWRTC) of Germany, is organizing this workshop as part of its development assistance to members. We would be most grateful for your assistance in channeling the offer to the appropriate department in your organization with the request for nominations.

The Workshop Information paper and application forms are enclosed. This workshop information comprises of:

- Project Outline (1 page)
- Application Rules (1 page)
- Application Form (6 pages)
- Employer's Declaration Form (1 page)

This advanced course is designed for computer network administrators, who participated in the AIBD/DWRTC "Computer Network Technology" courses. It enables the participants to manage the computer networks of their radio stations in a manner that ensures high productivity; on one hand by supporting workflows and reducing administrative overhead, on the other hand by securing availability and performance.

We seek your co-operation to process nominations speedily.

1. The nominations with duly filled and signed application forms should be returned to AIBD before

Monday, 16 May 2004

This offer closes on Monday, 16 May 2004 and we would be most grateful for your assistance in maintaining the deadline. Selection of candidates will be based on information provided in the application form. It is therefore necessary that these forms reach us by the stated deadline.



PROJECT OUTLINE



Project Title	Advanced Computer Network Management
Project Dates	August 15 – September 02, 2005
Location	Kuala Lumpur, Malaysia
Language	English
Organiser	Asia-Pacific Institute for Broadcasting Development (AIBD), Deutsche Welle Radio Training Centre (DW RTC)
Countries	AIBD Member Countries
Participants	The course is designed for network administrators, who participated in one of the AIBD/DWRTC "Network Technology" courses. Similar formal qualifications will also be considered. Administrative knowledge of TCP/IP, Linux and client-server networks is required to follow the course. The practical work experience of the participants must include planning, installation, administration and/or maintenance of computer network systems. Television or transmitter engineers will not be considered. The course is limited to 12 participants.
Project Aims	The course enables the participants to manage the computer networks of their radio stations in a manner that ensures high productivity; on one hand by supporting workflows and reducing administrative overhead, on the other hand by securing availability and performance.
Project Contents	<ul style="list-style-type: none">- Requirements and characteristics of LAN management,- Assignments, development trends and user requirements,- Management software and systems,- Security of PC-networks, data security and internet security,- Firewall policies,- Protection against DoS, viruses, spyware and spam,- Management of configuration, error reports, resources and security,- System design, installation, features and practical implementation.
Training Methods	Lectures, demonstrations, group work, discussions, practical hands-on training.
Guest Lecturer	Mr. Christian Leyer, Mr. Holger Banko
Course Director	Mrs. Heidrun Speckmann (DWRTC), Mr. Winfried Trümper (AIBD)

2. Please note that we expect to receive more applications than we can accommodate in this workshop. Therefore we cannot approve the participation of any of your nominees at present. **Places are offered strictly on merit and provided all conditions and requirements are met.** The responsibility for final selection is vested in AIBD.
3. The organizers offer **one partly funded place** to PRD-NBT, Thailand. The nominating organization is invited to nominate one or two **candidates**.
4. The expenses will be defrayed as follows:-
 - a. The organizers will provide **accommodation, daily subsistence allowance, all materials and other facilities** for the workshop.
 - b. Nominating organizations will meet the **cost of a return air ticket to Kuala Lumpur, Malaysia, local transportation charges (from and to the airport), excess baggage, handling charges, extended days of transit, unauthorized stopovers/charges to itinerary for their respective participants.**
5. Candidates nominated are expected to be in positions where they can usefully employ the knowledge and skills acquired during the activity or they should be able to return to positions where they can do so.
6. As the language of instruction of this workshop is English, candidates should have **fluency in the English language**, written as well as spoken.
7. AIBD will notify your office as well as the successful candidate as soon as the selection is made. On receipt of such confirmation, candidates are expected to proceed with their travel and other formalities (obtaining visas etc.).
8. Candidates must be certified as physically fit and able to cope fully with all stressful activities/situations connected with their training.
9. Please note that the organizers will not accept any responsibility for incidental expenses associated with selection, travel or compensation in case of sickness or accident during the period of the activity. Candidates or their organizations are advised to take adequate measures to cover against this.

We look forward to receiving your nomination by **Monday, 16 May 2004.**

Yours sincerely



JAVAD MOTTAGHI
Director, AIBD

c.c. H.E. Sihasak Puangketkaew, Director-General, Information Department
Ministry of Foreign Affairs, Thailand

H.E. Chaisiri Anamarn, Ambassador, Royal Thai Embassy, KL.

Mr Anothai Udomsilp, Director, International Cooperation Division, Foreign Office and
AIBD Liaison Officer, Public Relations Dept., NBT.

Application Rules

Course on "Advanced Computer Network Management" in Kuala Lumpur

Applications will only be considered if the completed **Application Form** and **Employer's Declaration** are returned to us before the application deadline.

The **Application Form** must be signed by the applicant and the department head or director.

The **Employer's Declaration** must be signed by the applicant's employer or superior.

In order to evaluate the candidates' qualifications and professional background, we ask that the attached questionnaires be filled out in detail.

Criteria for the selection of suitable candidates will be the

- professional qualification
- job experience
- educational background
- workshop's relevance for the candidate's daily work
- command of English

Please be advised that the age limit for this course is 45 years. Exceptions may be made if the station management explains why an older candidate should be considered.

All applications will be reviewed thoroughly. The 12 candidates who in the light of the above-mentioned criteria best suit the workshop's content and objectives will be selected for participation. Please note that we cannot inform you prior to the conclusion of the selection procedure whether your station's candidate will be chosen.

Only those applications which are returned to us by **May 16, 2005** by fax or mail will be considered. Should you decide to send your application by fax, please make sure that we receive the original application documents as well. If you are intending to apply but have difficulties to meet the deadline, please contact us by fax, phone or e-mail before the deadline expires.

The complete set of application documents includes:

- Project Outline (1 page).
- Application Rules outlined above (1 page)
- Application Form (6 pages)
- Employer's Declaration Form (1 page)



ประวัติการทำงานโดยย่อ

ชื่อผู้สมัคร.....นามสกุล.....
ชื่อภาษาอังกฤษ.....อายุ.....ปี.....
ตำแหน่ง.....ระดับ.....
สังกัด.....
หมายเลขโทรศัพท์.....โทรสาร.....
ดำรงตำแหน่งในระดับนี้ตั้งแต่วันที่.....เดือน.....พ.ศ.....
อายุราชการ.....ปี.....เดือน.....เงินเดือน.....บาท
การศึกษาสูงสุด.....
หน้าที่ความรับผิดชอบ

1.
2.
3.
4.

(ลงชื่อผู้สมัคร)
(.....)
(วันที่)

อัครรับรองของผู้บังคับบัญชา (ผู้บังคับบัญชาที่ควบคุมดูแลการปฏิบัติงาน)
ได้ตรวจสอบประวัติการทำงานดังกล่าวข้างต้นของ.....แล้ว
เห็นว่าถูกต้องตรงตามความเป็นจริงทุกประการ

(ลงชื่อผู้รับรอง)
(.....)
(ตำแหน่ง)
(วันที่)

ขอให้ผู้สมัครทุกท่านกรอกประวัติการทำงานโดยย่อ เพื่อประกอบการพิจารณาคัดเลือก

Employer's Declaration

To be completed by the employer/superior
(Please use typewriter or block letters)

Course No.: A 514
Title: Advanced Computer Network Management
Date: August 15 — September 02, 2005
Place: Kuala Lumpur, Malaysia
Application deadline: May 16, 2005

Applicant's name: _____

Applicant's department: _____

Applicant's position: _____

If the applicant is confirmed for participation, the nominating agency agrees to accept the following conditions:

- The applicant will receive leave of absence with full pay for the duration of the course.
- The sponsor reserves the right to drop a participant from the course, should he/she, for any reason, be unable to keep up with the work.
- After returning home, the applicant will be given duties enabling him/her to implement the knowledge/skills gained in the above training course.

Signatory: _____

Position: _____

Date

Stamp and signature



5.1 If you face problems with managing your network, please name the most serious ones.

5.2 In which way do you expect this course to help you in your daily work in future?
Please explain.

(The personal particulars of the participant given above are stored in connection with his/her personal training programme. The particulars will be made available as necessary only to those bodies concerned with these matters.)

If accepted for a training course, I undertake to:

- accept the course regulations
- return to my home country at the end of the course training
- use the gained knowledge/skills to the benefit of the station and its staff.

I have taken note of the Application Rules and the terms contained therein.

Date

Applicant's signature

Approval by Head of Department/Director:

"I hereby confirm the applicant's declarations given above."

Date

Head of Department/Director



4.1 Which type of servers do you have in your organization?

Web

☐

File

☐

E-Mail

☐

DNS

☐

Printer

☐

DHCP

☐

others: _____

4.2 Which security solutions (firewall, antivirus-software etc.) does your organisation use? Please specify.

4.3 Are there any current plans for changing or upgrading the network in your organisation? Please explain.

4.4 Which network management subjects would you like to have covered by the course?



3.1 How would you rate your skills and experiences? Please tick.

	very good	good	average	little	none
1. Theoretical knowledge on LAN/WAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Practical experience on TCP/IP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Administration of server OS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Troubleshooting of Protocols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Overview of market trends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Anti-UCE, -Virus, -Spyware	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Redundancy and fail-over strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.2 Which server operating systems does your organisation use? Please tick.

Windows Server ☐ NT ☐ 2000 ☐ 2003

Unix-like Server ☐ Solaris ☐ HP-UX ☐ RPM based Linux ☐ Other Linux

Novel Netware ☐ 3.x ☐ 4.x ☐ 5.x

others: _____

3.3 Which of the following technologies are used in your organization? Please tick.

	In production use	Planned
1. Backbone technologies (FC, Gbit Ethernet etc.)	<input type="checkbox"/>	<input type="checkbox"/>
2. Wireless Networking 802.11 a/b/g	<input type="checkbox"/>	<input type="checkbox"/>
3. Virtual LANs or Subnetting	<input type="checkbox"/>	<input type="checkbox"/>
4. Proxy Services (DNS, HTTP etc.)	<input type="checkbox"/>	<input type="checkbox"/>
5. Manageable NICs, Switches etc.	<input type="checkbox"/>	<input type="checkbox"/>
6. Virtual Private Networks	<input type="checkbox"/>	<input type="checkbox"/>



2.1 In your organisation you work as an IT professional

☐ full time ☐ part time ☐ not at all

2.2 In which area of IT-engineering do you mainly work?

☐ System Administration ☐ System Management ☐ Network Operation Centre
☐ Support Hotline ☐ Hardware maintenance ☐ Application Development

others: _____

2.3 Please list five of your most important duties.

1.	
2.	
3.	
4.	
5.	

2.4 Did you ever receive a training on IT-related subjects like network technology, operating systems or computer technology? Name the most recent first.

	If yes, which type of training?	Year	Institution
1.			
2.			
3.			



1.1 Knowledge of foreign languages: (very good = 1, good = 2, average = 3)

Language	Understanding	Speaking	Writing

1.2 School education:

Years of school education:	
Final school certificate:	
Obtained when?	

1.3 Professional training/studies:

Qualification/Degree/Diploma	Period	Name and place of institution

1.4 Employment record:

Position held	Period	Employer

1.5 Previous scholarships and stays abroad:

Purpose	Period	Country



Application Form**To be completed by the applicant**

(Please use typewriter or block letters)

AIBD Course No.: **R194MY05**
Title: **Advanced Computer Network Management**
Date: **August 15 — September 02, 2005**
Place: **Kuala Lumpur, Malaysia**
Application deadline: **May 16, 2005**

Photo

(Please state your name as it appears in official documents)

Surname: _____ Gender ☐ male ☐ female
First name: _____
Date of birth: _____ Marital status: _____
Nationality: _____ Religion: _____

Full office address, to which any further mail should be sent (incl. phone, fax, e-mail):

Applicant's department: _____

Applicant's position: _____

Job description (please give some details):

