



Deutsche Gesellschaft für
Technische Zusammenarbeit (GTZ)
GmbH

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To whom it may concern

Reference

The Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ) GmbH is a government-owned corporation for international cooperation with worldwide operations. GTZ's aim is to positively shape the political, economic, ecological and social development in our partner countries, thereby improving people's living conditions and prospects. Through the services it provides, GTZ supports complex development and reform processes and contributes to global sustainable development.

The GTZ was founded in 1975 as a corporation under private law and operates on a public-benefit basis. The German Federal Ministry for Economic Cooperation and Development (BMZ) is its main financing organisation. The organisation has more than 10,000 employees in around 130 countries of Africa, Asia, Latin America, in the Eastern European countries in transition and the New Independent States. Some 1,000 people are employed at Head Office in Eschborn near Frankfurt am Main. GTZ maintains its own field offices in 63 countries.

Mr. Werner Kirchmann, born on Sept. 27, 1959 in Dueren/Germany was contracted by the GTZ Office Vietnam as a short-term consultant for the following projects:

Project 1: GTZ Office Vietnam Website

Start of the project was in October, 2001, the project was finished in Feb. 2002. Mr. Kirchmann was responsible for the following activities:

- Design of the website in accordance with the GTZ guidelines for websites
- Consultancy on the information structure and contents
- Contact with all GTZ-projects in Vietnam, collection of the necessary project-reports
- Coordination of the translation (the website is bilingual English-Vietnamese)
- Communication and coordination of all activities concerning this consultancy with the GTZ headquarters in Germany
- Final development and implementation of the website

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- Webmaster-training of a staff member of the GTZ Office Vietnam

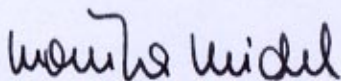
Project 2: Virtual Private Network (VPN) connection using strong encryption between the GTZ Office Vietnam and the GTZ headquarters in Germany

Start of the project was in Sept. 2002, the project was finished in Nov. 2002. Mr. Kirchmann was responsible for the following activities:

- Preparation of tender documents, contact with all local Internet Service Providers, evaluation of quotations.
- Supervision and quality assurance of all necessary installations
- Configuration of the GTZ LAN and tests of the VPN-connection
- Communication and coordination of all activities with the GTZ headquarter in Germany
- User-support in the first weeks following the implementation

Throughout both assignments, we were impressed by Mr. Kirchmann's high proficiency and competence. His advice was always to the point and appropriate, he worked with great care and precision and executed both projects within the given timeframe and budget and to our complete satisfaction.

We wish Mr. Kirchmann every success in his future career and recommend him highly



Dr. Monika Midel

Director GTZ Office Vietnam