



RECORD OF DISCUSSIONS
ON
PROJECT OF STUDY FOR FORMULATION OF NATIONAL
DEVELOPMENT PROGRAM OF BAS-FONDS
IN
BURKINA FASO
AGREED UPON BETWEEN
THE GOVERNMENT OF BURKINA FASO
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

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Based on the minutes of meetings on the Detailed Planning Survey on the project of study for development and better use of bas-fonds with water control (hereinafter referred to as "the Project") signed on March 23rd, 2016 among Ministry of Agriculture and Hydraulic Layouts (hereinafter referred to as "MAAH") , Ministry of Economy, Finance and Development of Burkina Faso, and the Japan International Cooperation Agency (hereinafter referred to as "JICA"), JICA held a series of discussions with above ministries and relevant organizations to develop a detailed plan of the Project.

Both parties agreed the details of the Project and the main points discussed as described in the Appendix 1 and the Appendix 2 respectively.

Both parties also agreed that MAAH, the counterpart to JICA, will be responsible for the implementation of the Project in cooperation with JICA, coordinate with other relevant organizations and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of Burkina Faso.

The Project will be implemented within the framework of the Note Verbales exchanged on March 14th, 2016 between the Government of Japan (hereinafter referred to as "GOJ") and the Government of Burkina Faso (hereinafter referred to as "GOB").

Done in duplicate in the French and English languages, both equally authentic. In case of any divergence of interpretation, the English text shall prevail.

Appendix 1: Project Description
Appendix 2: Main Points Discussed



PROJECT DESCRIPTION

Both parties confirmed that there is no change in the Project Description in the minutes of meetings for Detailed Planning Survey on the Project signed on March 23rd, 2016.

I. BACKGROUND

Agriculture in Burkina Faso is an important sector in terms of development of national economy and ensuring employment, which is contributing 22% of the national GDP and more than 80% of people in Burkina Faso engage in agriculture. Agriculture sector is placed one of the important and prioritized sectors for accelerating the growth in the "Strategy for Accelerated Growth and Sustainable Development" (SCADD). Most of the agricultural production is cotton which is easily affected by fluctuation of international market price. In order to stabilize and improve the income of farmers, diversification of agricultural products is required.

Burkina Faso is located under the sever climate condition in Sahel area where rainfall pattern is unstable and often faces food crisis. It is also most important how to utilize the limited water resources effectively for national food security and economic growth.

In the development of agricultural land in Burkina Faso, it is emphasized to utilize the bas-fonds whose investment cost is lower than that of irrigation development, because the potential area for gravity irrigation is limited in such a flat terrain country. Existing studies in Burkina Faso indicates that around 500,000 ha of potential areas of bas-fonds exist in the all over the country and development of bas-fonds has moved ahead rapidly. The total developed area of bas-fonds is lower than 10% of potential area and there is still enough room for further development. However the consolidated database of geospatial information for land use is not formulated due to lack of useful information. Under such circumstances, development of bas-fonds has not been implemented in appropriate manner, even though the existing of national strategy for irrigation development.

With this background, GOB requested GOJ on implementation of "Project of study for development and better use of bas-fonds with water control". GOJ accepted the request made by GOB and entrusted JICA to implement the project. In response to that, JICA conducted the Detailed Planning Survey on the Project for confirming the Project components, necessary arrangements by GOB and JICA, and so forth.

II. OUTLINE OF THE PROJECT

1. Title of the Project

Project of study for formulation of national development program of bas-fonds in Burkina Faso

2. Expected Goals which will be attained after implementing the Project

2-1 Long-term goal

Agricultural productivity is improved through the development of bas-fonds in line with the national development program.

2-2 short-term goal

The national development program of bas-fonds targeting the year 2030 is adopted as a strategic operational program of MAAH.

3. Output

The national development program of bas-fonds targeting the year 2030 is formulated.

4. Activities

4-1 Formulation of GIS database for national bas-fonds development

- Analysis of bas-fonds potential area using available satellite image
- Collection and validation of existing inventory data which includes land cover, topography, soil, road, market, environment, socio-economy, census, etc.
- Formulating of GIS database of national bas-fonds sites which includes potential areas as well as developed areas
- Setting the selection criteria for identification of prioritized development site
- Compiling technical manual for utilization of GIS database
- Conducting training(s) for capacity development of MAAH and other concerned personnel on the utilization of the technical manual

4-2 Compilation of recommended methods of water use in bas-fonds for dry seasons

- Collecting information on existing developed sites of water use in bas-fonds for dry seasons and select target sites for field surveys
- Conducting field surveys at the selected sites (utmost 10 sites) to collect information, such as site conditions, crop type, production amount, farming area in dry seasons, specification of the water source facilities.
- Proposing appropriate technologies for water harvesting in bas-fonds for dry seasons from the field survey results and other development cases in other countries, if possible.
- Compiling recommended water use methods in bas-fonds for dry seasons as a report and share it with concerned stakeholders.

4-3 Compilation of good practice of development of bas-fonds

- Collection and analysis of available guidelines and manuals for development of bas-fonds
- Collection of information through field survey and monitoring in developed site and discussion with stakeholders such as GOB personnel, donors and farmers
- Summarization of the good/bad practice for development of bas-fonds in



- various site conditions
 - Compiling good/bad practice report of recommended bas-fond development type under specific site conditions
 - Proposing of trial method(s) on improvement of contour bund
- 4-4 Compilation of good practice of farming in bas-fonds
- Collection and analysis of available guidelines and manuals for farming in bas-fonds
 - Discussion with field extension officers and farmers on farming activities in bas-fonds
 - Compiling good practice report of farming and recommended farming pattern in bas-fonds
- 4-5 Formulation of the national development program of bas-fonds targeting the year 2030
- Setting the goal for the year 2030 based on the activities from 4-1 to 4-4
 - Establishment of the strategies to achieve the goal
 - Formulating of the national development program of bas-fonds
 - Conduct Strategic Environmental Assessment (SEA)
 - Conduct validation workshop of the national development program of bas-fonds
 - Conduct pilot field survey(s) required to be implemented prior to the implementation of development works in some prioritized development site of bas-fonds
- 4-6 Environmental and Social Considerations
- Strategic environmental assessment of alternative development scenarios

5. Input

(1) Input by JICA

(a) Dispatch of experts

Team Leader/Bas-fonds Development Planning

Irrigation and Drainage Engineering

GIS/Remote Sensing

Hydrology

Farming Management

Environmental and Social Considerations

(b) Equipment necessary for the implementation of the Project

Equipment for GIS database (PCs, software, etc.)

Vehicle(s)

Office equipment for JICA experts (printer(s), photocopy machine, scanner, plotter etc.)

Input other than indicated above will be determined through mutual consultations between JICA and MAAH during the implementation of the Project, as necessary.

Total cost will be 220 million Japanese Yen.

(2) Input by GOB

MAAH will take necessary measures to provide at its own expense:

- (a) Services of MAAH's counterpart personnel and administrative personnel as referred to in II-6;
- (b) Suitable office space with necessary equipment (such as tables, chairs, telephones, air conditioners, etc.) for the JICA expert team;
- (c) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided by JICA;
- (d) Information as well as support in obtaining medical services;
- (e) Credentials or identification cards;
- (f) Available data (including maps and photographs) and information related to the Project;
- (g) Running expenses necessary for the implementation of the Project;
- (h) Expenses necessary for transportation within Burkina Faso of the equipment provided by JICA as well as for the installation, operation and maintenance thereof; and
- (i) Necessary facilities to members of the JICA experts for the remittance as well as utilization of the funds introduced into Burkina Faso from Japan in connection with the implementation of the Project

The counterpart cost of GOB will be 110 million FCFA.

6. Implementation Structure

The project organization chart is given in the Annex 1. The roles and assignments of relevant organizations are as follows:

(1) MAAH¹

(a) Project Director

Director General of DGAHDI will be responsible for overall administration and implementation of the Project.

(b) Project Manager

Director of DAHA in DGAHDI will be responsible for implementation, managerial and technical matters of the Project.

(c) Taskforce

A Taskforce consisting of the staff of DGAHDI will work for the Project as counterpart personnel to the JICA experts. Other related departments such as DGFOMR, DGPV, DGESS in MAAH will be involved in the Taskforce based on the necessity of the Project for specific topics in relation with their respective missions.

(2) Members of the JICA experts

The members of the JICA experts will give necessary technical guidance, advice and recommendations to MAAH on any matters pertaining to the implementation of the Project.

¹ DGAHDI: Direction Général des Aménagements Hydrauliques et du Développement de l'Irrigation

DAHA: Direction des Aménagements Hydro-Agricoles

DGFOMR: Direction Général du Foncier et de l'Organisation du Monde Rural

DGPV: Direction Générale des Productions Végétales

DGESS: Direction Générale des Études et des Statistiques Sectorielles

(3) Joint Coordinating Committee

Joint Coordinating Committee (hereinafter referred to as "JCC") will be established in order to facilitate inter-organizational coordination. JCC will be held at least once a year and whenever deems it necessary. JCC will approve work plans and reports, review overall progress, and exchange opinions on major issues that arise during the implementation of the Project. A list of proposed members of JCC is shown in the Annex 2.

7. Project Site and Beneficiaries

The Project covers throughout the Burkina Faso. Specific site(s) for pilot survey and introductory improvement of contour bund will be identified in the process of the Project through the mutual consultation between JICA experts and DGAHDI counterparts.

The direct beneficiaries will be the government personnel who are involved in the Project. The indirect beneficiaries will be farmers and other stakeholders related to the Project.

8. Duration

24 months from the arrival of the first expert(s). Tentative work schedule of the Project is shown in Annex 3.

9. Reports

JICA will prepare and submit the following reports to the GOB in French.

- (1) Twenty (20) copies of Inception Report at the commencement of the Project in Burkina Faso
- (2) Twenty (20) copies of Interim Report about twelve (12) months after the commencement of the Project in Burkina Faso
- (3) Twenty (20) copies of Draft Final Report at the end of the last work period in Burkina Faso
- (4) Forty (40) copies of Final Report within one (1) month after the receipt of the comments on the Draft Final Report

10. Environmental and Social Considerations

MAAH will abide by "JICA Guidelines for Environmental and Social Considerations" in order to ensure that appropriate considerations will be made for the environmental and social impacts of the Project. Draft terms of reference of the study for environmental and social consideration is shown in Annex 4.

11. Management of Safety for Construction Works

For construction works which will be carried out in the Project, MAAH and JICA will assure the management of safety in accordance with the "Safety Plan" and "Method Statements of Safety" submitted by contractors based on the Guidance for the Management of Safety for Construction Works in Japanese ODA Projects.

III. UNDERTAKINGS OF MAAH AND GOB

1. MAAH and GOB will take necessary measures to:

- (1) ensure that the technologies and knowledge acquired by the Burkina Faso



nationals as a result of Japanese technical cooperation contributes to the economic and social development of Burkina Faso, and that the knowledge and experience acquired by the personnel of Burkina Faso from technical training as well as the equipment provided by JICA will be utilized effectively in the implementation of the Project; and

- (2) grant privileges, exemptions and benefits to members of the JICA experts referred to in II-5 above and their families, which are no less favorable than those granted to members of the mission and their families of third countries or international organizations performing similar mission in Burkina Faso.

2. MAAH and GOB will take necessary measures to:

- (1) provide security-related information as well as measures to ensure the safety of members of the JICA experts;
- (2) permit members of the JICA experts to enter, leave and sojourn in Burkina Faso for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees.
- (3) exempt members of the JICA experts from taxes and any other charges on the equipment, machinery and other material necessary for the implementation of the Project;
- (4) exempt members of the JICA experts from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to them and/or remitted to them from abroad for their services in connection with the implementation of the Project; and
- (5) meet taxes and any other charges on the equipment, machinery and other material, referred to in II-5 above, necessary for the implementation of the Project.

3. GOB will bear claims, if any arises, against members of the JICA experts resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Project, except when such claims arise from gross negligence or willful misconduct on the part of members of the JICA experts.

IV. MONITORING AND EVALUATION

JICA will conduct the following evaluations and surveys to verify how the proposed plan is utilized and draw lessons. The MAAH is required to provide necessary support for them.

1. Ex-post evaluation three (3) years after the project completion, in principle
2. Follow-up surveys on necessity basis

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, MAAH will take appropriate measures to make the Project widely known to the people of Burkina Faso.

VI. MISCONDUCT



If JICA receives information related to suspected corrupt or fraudulent practices in the implementation of the Project, Burkina Faso and relevant organizations will provide JICA with such information as JICA may reasonably request, including information related to any concerned official of the government and/or public organizations of the Burkina Faso.

MAAH and relevant organizations will not, unfairly or unfavorably treat the person and/or company which provided the information related to suspected corrupt or fraudulent practices in the implementation of the Project.

VII. MUTUAL CONSULTATION

JICA and MAAH will consult each other whenever any major issues arise in the course of Project implementation.

VIII. AMENDMENTS

The record of discussions may be amended by the minutes of meetings between JICA and MAAH.

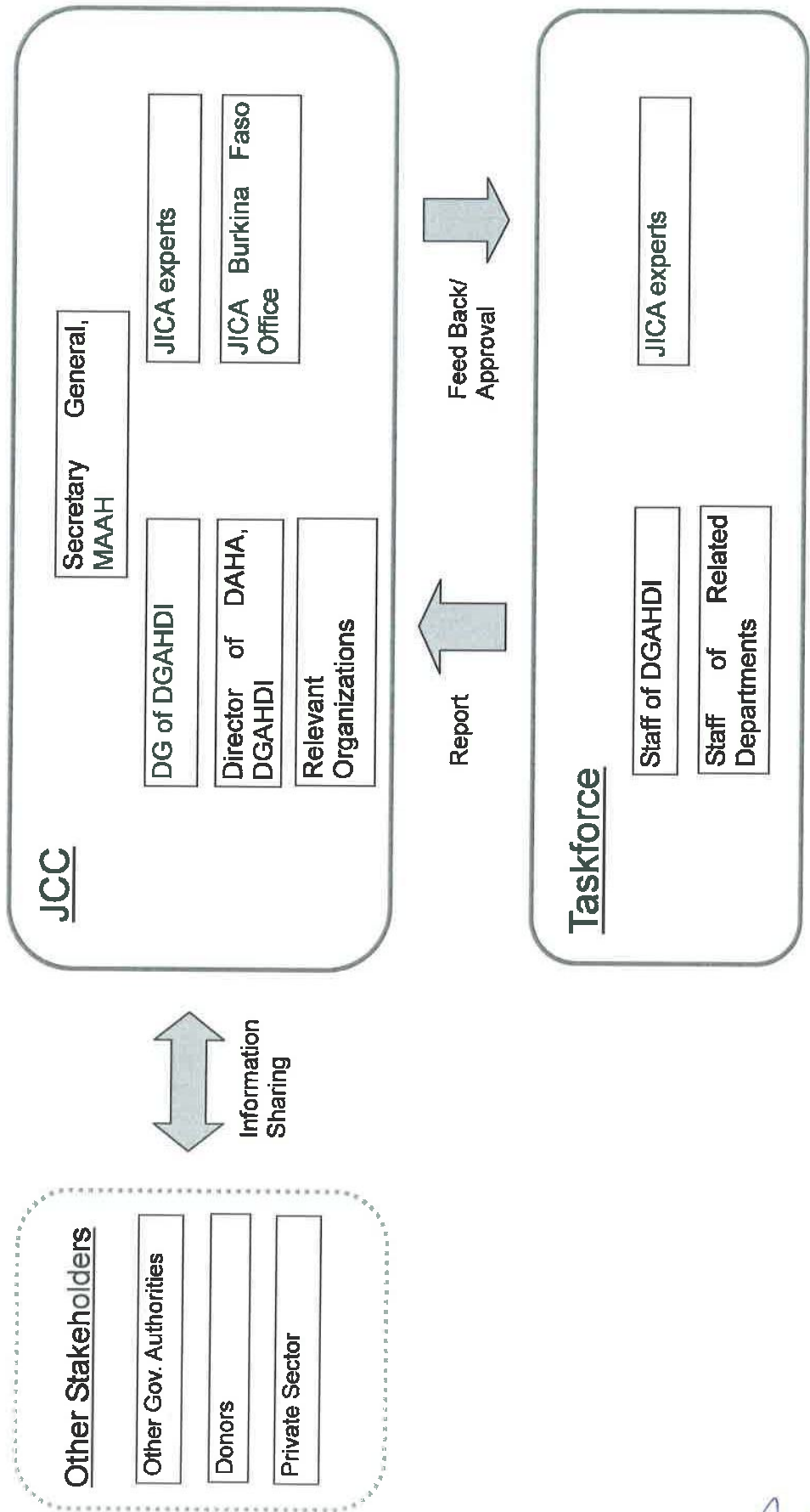
The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the record of discussions.

- Annex 1 Project Organization Chart
- Annex 2 A List of Proposed Members of Joint Coordinating Committee
- Annex 3 Tentative Work Schedule
- Annex 4 Draft Terms of Reference of the Study for Environmental and Social Consideration



Annex 1: Project Organization Chart

“Project of study for formulation of national development program of bas-fonds in Burkina Faso”



Handwritten signatures in blue ink.

Annex 2: A List of Proposed Members of Joint Coordinating Committee (JCC)

(1) Chairperson:
Secretary General, MAAH

(2) Burkinabe side:
Director General, DGAHDI, MAAH (Project Director)
Director of DAHA, DGAHDI, MAAH (Project Manager)
Representative of DGFOMR, MAAH
Representative of DGPV, MAAH
Representative of DGESS, MAAH
Representative of DGRE and DGIH, MEA
Representative of MEEVCC

(3) Japanese side:
JICA experts
Representative(s) of JICA Burkina Faso Office
Other personnel concerned to be assigned by JICA, if necessary

(4) Observers:
Official(s) of the Embassy of Japan
Other members accepted by the Chairperson, such as other government authorities and donors, if necessary

(Abbreviations)

MAAH : Ministère de l'Agriculture et des Aménagements Hydrauliques
MEA : Ministère de l'Eau et de l'Assainissement
MEEVCC : Ministère de l'Environnement, de l'Économie verte et du Changement Climatique
DGAHDI : Direction Général des Aménagements Hydrauliques et du Développement de l'Irrigation
DAHA : Direction des Aménagements Hydro-Agricoles
DGFOMR : Direction Général du Foncier et de l'Organisation du Monde Rural
DGPV : Direction Générale des Productions Végétales
DGRE : Direction Générale des Ressources en Eau
DGIH : Direction Générale des Infrastructures Hydrauliques



Annex 3: Tentative Work Schedule

Activities	1st year				2nd year			
	I	II	III	IV	I	II	III	IV
1 Formulation of GIS database for national bas-fonds development								
2 Compilation of recommended methods of water use in bas-fonds for dry seasons								
3 Compilation of good practice of development of bas-fonds								
4 Compilation of good practice of farming in bas-fonds								
5 Formulation of the national development program of bas-fonds targeting the year 2030								
JCC	★						★	
Report	IC/R				IT/R		DF/R	F/R

IC/R: Inception Report

IT/R: Interim Report

DF/R: Draft Final Report

F/R: Final Report

Annex 4: Draft Terms of Reference of the Study for Environmental and Social Consideration

(1) Conducting the following baseline surveys on environmental and social consideration

- Laws and Regulations on environmental and social consideration, such as environmental impact assessment, pollution control, resettlement, public participation, provision of information to public. Gap analysis between these legal frameworks and “JICA Environmental and Social Consideration Guideline (April, 2010)” will be conducted.
- National and regional organizations which are in charge of environmental and social consideration
- Updated information of existing and on-going EIA study results related projects or program.
- Social environment such as land use, rural communities, poor, ethnic minorities and indigenous peoples, economic and industrial activities in the project area

(2) Analysis on alternatives including zero-option scenario, based on the concept of Strategic Environmental Assessment

(3) Scoping on possible environmental and social impacts, focusing on Air Quality, Water Quality, Wastes, Noise and Vibration, Subsidence, Odor, Protected Areas, Ecosystem, Resettlement, Living and Livelihood, Heritage, Landscape, Ethnic Minorities and Indigenous Peoples, Working Conditions, Impacts during/after Construction.

(4) Environmental Clearance procedure should be taken together with DGAHDI, before executing (demonstrating) introductory improvement activities with construction works.

(5) Evaluation of the impact of the project and the alternatives to the project.

(6) Identifying mitigation measures to minimize the negative impacts of the project

(7) Making monitoring plans for the project.

(8) Making recommendations on environmental and social consideration for sustainable Bas fond development

(9) The draft scoping report and the draft environmental and social consideration report to be consulted with local stakeholders, when necessary. Comments to the reports shall be taken into account in the final reports.

(10) Support to hold stakeholder meetings.



MAIN POINTS DISCUSSED

1. The study area of the Project is nationwide, but some specific site(s) for pilot survey and introductory works on contour bund improvement will be identified through the Project implementation process. The area where the Japanese national is not allowed to enter due to security reason will be excluded from such site(s).
2. The Burkina Faso side agreed to take the necessary procedure for adoption of national development program of bas-fonds in MAAH once it is finalized. JICA side confirmed not to finance for actual development of bas-fonds within the framework of the Project. Burkina Faso sides shall implement identified development projects by GOB and/or with necessary supports from donors.
3. Both sides confirmed that Strategic Environmental Assessment (SEA) approval process is required for the formulating of national development program of bas-fonds. The Project will prepare a draft SEA report and stakeholders meeting will be implemented after the SEA report is disclosed.
4. The Project is expected to contribute to mitigation of and/or adaptation to climate change.
5. Both sides confirmed the importance of gender equality both in study process and implementation stage.

