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- ANNEX G MINUTES OF MEETING ON PROGRESS REPORT III
- ANNEX H MINUTES OF MEETING ON DRAFT FINAL REPORT

I. Introduction

In response to the request of the Government of the Socialist Republic of Viet Nam (hereinafter referred to as "the Government of Viet Nam"), the Government of Japan has decided to conduct the Study on Integrated Agricultural Development plan in the Dong Thap Muoi area (hereinafter refer to as "the Study"), in accordance with the relevant laws and regulations in force in Japan.

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of technical cooperation programs of Government of Japan, will undertake the Study in close cooperation with the authorities concerned of the Government of Viet Nam.

The present document sets forth the scope of work with regard to the Study.

II. Objectives of the Study

The objectives of the Study are;

1. To formulate a master plan for agricultural development plan in the Dong Thap Muoi area, which includes the following:
 - (1) Inundation mitigation,
 - (2) Improvement of agriculture storage, processing and marketing system, and
 - (3) Improvement of irrigation and drainage system.

2. To conduct a feasibility study for the priority project(s) selected from the master plan area.

3. To carry out technology transfer to the Vietnamese counterpart personnel through on-the-job training in the course of the Study.

III. Study area

The Study area covers deep and shallow flooded area of the Dong Thap Muoi area and for the master plan is about 285,000 ha, which consists of Dong Thap (230,000ha) and Tien Giang (55,000ha) provinces. (Refer to the ANNEX I)

IV. Scope of the Study

In order to achieve the above objectives, the Study will consist of the following two phases.

1. Phase I (Master Plan)

- 1.1. To review other relevant existing projects and studies in the Dong Thap

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SCOPE OF WORK
FOR
THE STUDY
ON
INTEGRATED AGRICULTURAL DEVELOPMENT PLAN
IN
THE DONG THAP MUOI AREA, VIET NAM
AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Hanoi, November 4, 1998

Vu Trong Hong

Dr. Vu Trong Hong
Vice Minister,
Ministry of Agriculture and Rural
Development (MIARD)

K. Nakashima

Dr. Kenjiro Nakashima
Leader,
Japanese Preparatory Study Team,
Japan International Cooperation
Agency (JICA)

Phan Doanh

Mr. Phan Doanh
Director,
Agriculture and Rural Development Department
Ministry of Planning and Investment

Muoi area.

- 1.2. To collect and review relevant existing data and information and to carry out field survey and investigation in the Study area on the following items;

(1) Natural conditions

- a. Topography
- b. Vegetation
- c. Meteorology
- d. Hydrology
- e. Geology
- f. Soil
- g. Water quality
- h. Others

(2) Social and economical conditions

- a. Population
- b. Household
- c. Health and water supply
- d. Gender issues and WID
- e. Employment
- f. Regional economy
- g. Farmers' economy
- h. Land tenure
- i. Agricultural credit
- j. Rural institutions

k. Facilitating organizations for rural development

- l. Others

(3) Agricultural conditions

- a. Land use and cropping pattern
- b. Agricultural production
- c. Livestock production
- d. Irrigation and drainage system
- e. Water management
- f. Agricultural facility and infrastructure
- g. Social forestry
- h. Farmers' organizations
- i. Agricultural supporting system
- j. Post-harvest and marketing system
- k. Others

(4) Environmental conservation consideration

- a. Natural background

- b. Social background
- c. Others

(5) Other information related to the project

- a. Administrative organization
- b. Forest management
- c. Others

- 1.3. To analyze the collected data and information.

- 1.4. To identify potentials, problems and constraints against the agricultural development in the project area.

- 1.5. To formulate the master plan of;

- (1) Inundation mitigation
- (2) Farm management
- (3) Irrigation and drainage
- (4) Agricultural infrastructure
- (5) Agricultural extension and supporting system
- (6) Agricultural credit
- (7) Post-harvest and marketing system
- (8) Farmers' organization
- (9) Forest management

- 1.6. To conduct the Initial Environmental Examination (IEE) of this Study

- 1.7. To prepare the implementation schedule

- 1.8. To evaluate the projects

- 1.9. To make conclusion and recommendations

- 1.10. To formulate a land use plan and to prepare a land classification map of the study area in terms of productivity and disaster

- 1.11. To select priority project(s)/area for the feasibility study in Phase II

2. Phase II (Feasibility study for selected project(s))

- 2.1. To collect additional data and information, and detailed field surveys

- 2.2. To formulate the selected priority project(s) considering the following points:

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- (1) Inundation mitigation
- (2) Farm management
- (3) Irrigation and drainage
- (4) Agricultural infrastructure
- (5) Operation and maintenance
- (6) Investigation, agricultural extension and supporting system
- (7) Agricultural credit
- (8) Post-harvest and marketing system
- (9) Farmers' organization
- (10) Environmental conservation

2.3. To prepare a preliminary design of major structures

2.4. To conduct the Environmental Impact Assessment (EIA) of the selected priority project(s), if necessary

2.5. To prepare the implementation schedule

2.6. To estimate the project(s) costs and benefits

2.7. To evaluate the project(s)

2.8. To make conclusion and recommendations

V. Study schedule

The Study will be carried out in accordance with the attached tentative work schedule. (ANNEX II)

VI. Reports

JICA will prepare and submit the following reports in English to the Government of Viet Nam.

1. Inception Report

Twenty (20) copies at the commencement of the Phase I study.

2. Progress Report (1)

Twenty (20) copies at the end of the work in Viet Nam of the Phase I study.

3. Interim Report

Twenty (20) copies at the commencement of the Phase II study.

4. Progress Report (2)

Twenty (20) copies at the end of the work in Viet Nam in the Phase II study.

5. Draft Final Report

Twenty (20) copies at the end of the Phase II study. The Government of Viet Nam will provide its comments on the Draft Final Report to JICA within one (1) month after the receipt of the Draft Final Report.

6. Final Report

Forty (40) copies in English within two(2) months after the receipt of the comments on the Draft Final Report.

VII. Undertakings of the Government of Viet Nam

1. To facilitate smooth conduct of the Study, the Government of Viet Nam shall take necessary measures:

(1) To secure the safety of the Japanese study team,

(2) To permit the members of the Japanese study team to enter, to leave and sojourn in the Socialist Republic of Viet Nam for the duration of their assignment therein, and to exempt them from foreign registration requirements and consular fees,

(3) To exempt the members of the Japanese study team from taxes, duties, fees and other charges on equipment, machinery and other materials to be brought into and out of the Socialist Republic of Viet Nam for the conduct of the Study,

(4) To exempt the members of the Japanese study team from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to the members of the Japanese study team for their services in connection with the implementation of the Study,

(5) To provide necessary facilities to the Japanese study team for the remittance as well as the utilization of the funds introduced into the Socialist Republic of Viet Nam from Japan in connection with the implementation of the Study,

(6) To secure permissions for entry into private properties or restricted areas for the conduct of the Study,

(7) To secure permissions for the Japanese study team to take all data and documents, including photographs and maps, related to the Study out

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of the Socialist Republic of Viet Nam to Japan, and

- (8) To provide medical services as needed. Its expenses will be chargeable to the members of the Japanese study team.
- (9) To secure permissions for the Japanese study team to use walkie-talkies for the execution of the field survey.

2. The Government of Viet Nam shall bear claims, if any arises, against the members of the Japanese study team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the members of the Japanese study team.

3. Ministry of Agriculture and Rural Development (hereinafter referred to as "MARD") shall act as a counterpart agency to the Japanese study team and also as a coordinating body in relation with other Vietnamese relevant organizations for the smooth implementation of the study.

4. MARD shall, at its own expense, provide the Japanese study team with the following, in cooperation with other Vietnamese relevant organizations concerned;

- (1) Available data and information related to the Study,
- (2) Counterpart personnel,
- (3) Suitable office space with necessary equipment and furniture in Ho Chi Minh City and the Study area, and
- (4) Credentials or identification cards.

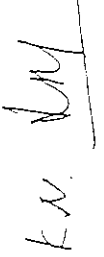
VIII. Undertakings of JICA

For the implementation of the Study, JICA shall take the following measures:

1. To dispatch, at its own expense, the study team to the Socialist Republic of Viet Nam, and
2. To pursue technology transfer to counterpart personnel of the Government of Viet Nam in the course of the Study.

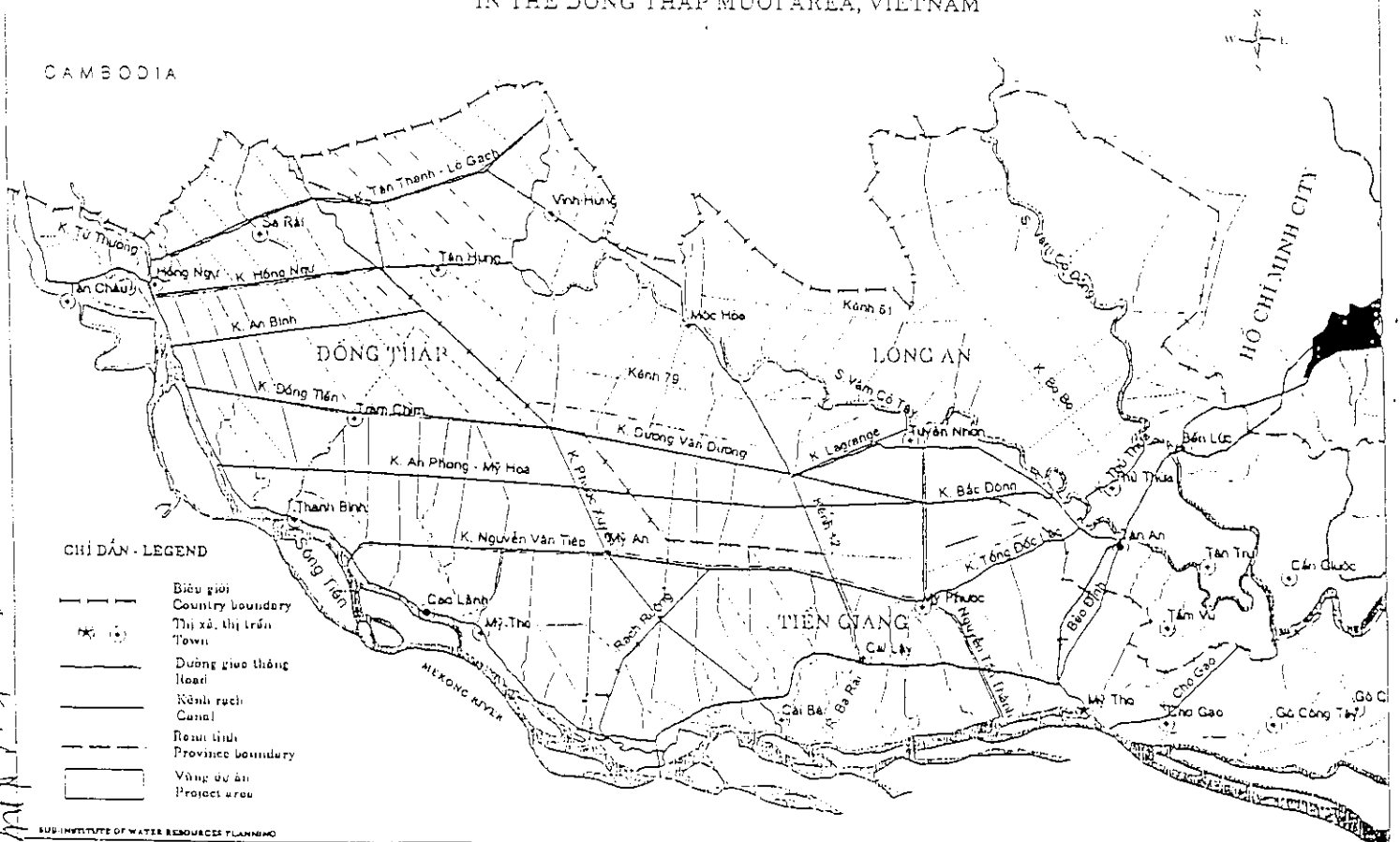
IX. Consultation

JICA and MARD shall consult with each other in respect to any matter that may arise from or in connection with the Study.



ANNEX I

THE STUDY ON AGRICULTURE DEVELOPMENT PLAN
IN THE DONG THAP MUOI AREA, VIETNAM



ANNEX II

TENTATIVE WORK SCHEDULE

MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
ITEM																	
Work in Vietnam		■			■					■					■		
Work in Japan	□		□				□						□			◎	
Phase	← PHASE I						→ PHASE II										
Report	△ Ic/R					△ P/R(1)			△ I/R				△ P/R(2)	△ Df/R		△ F/R	

- (Remarks)
- Ic / R : Inception Report
 - P / R(1) : Progress Report(1)
 - I / R : Interim Report
 - P / R(2) : Progress Report(2)
 - Df / R : Draft Final Report
 - F / R : Final Report
 - ◎ : Comments on Df / R by Viet Nam side

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MINUTES OF MEETING
ON
SCOPE OF WORK
FOR
THE STUDY
ON
INTEGRATED AGRICULTURAL DEVELOPMENT PLAN
IN
THE DONG THAP MUOI AREA, VIET NAM

AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Hanoi, November 4, 1998



Dr. Vu Trong Hong
Vice Minister,
Ministry of Agriculture and Rural
Development (MARD)



Dr. Kenjiro Nakashima
Leader,
Japanese Preparatory Study Team,
Japan International Cooperation
Agency (JICA)



Mr. Phan Doanh
Director,
Agriculture and Rural Development Department
Ministry of Planning and Investment

In response to the request of the Government of the Socialist Republic of Viet Nam, the Government of Japan decided to dispatch through Japan International Cooperation Agency (hereinafter referred to as "JICA"), which is responsible for the implementation of technical cooperation programs of the Government of Japan, the preparatory study team (hereinafter referred to as "the Team") headed by Mr. Kenjiro Nakashima, to the Socialist Republic of Viet Nam from October 25 to November 10, 1998 so as to discuss and exchange views on the study on Integrated Agricultural Development Plan in the Dong Thap Muoi Area, Viet Nam (hereinafter referred to as "the Study"), with the Ministry of Agriculture and Rural Development (hereinafter referred to as "MARD") and officials concerned of the Government of the Socialist Republic of Viet Nam for the implementation of the Study.

MARD and the Team have mutually agreed to the Scope of Work on the Study.

The following minutes were prepared to confirm the main issues to be discussed and matters to be agreed upon by both of Japanese and Vietnamese side. The list of participants in a series of meetings is attached to ANNEX I.

1. Both sides agreed that the master plan would be formulated on regional base, not on provincial base. Since the area for the master plan includes two provinces, in order to avoid any procedure inconvenience, Sub-Institute for Water Resources Planning fully function as a coordinating organization with entire responsibility while the Japanese study team conducts the master plan survey.
2. Specific location(s) of an area or two for the feasibility study with concrete acreage would be determined based on the results of the survey in the phase I of the Study taking criteria mentioned below into consideration, and would be clarified in the Interim Report. Concerning the scale of the Survey, the number of locations should be up to two(2) within the Dong Thap province and the acreage of each location should be approximately 1,000 - 8,000 ha.
 - (1) To select the area in which the necessity of the projects is highly understood among farmers and the potential for organizing farmers highly exists.
 - (2) To select the area in which the potential for agricultural development (water resources, soil conditions, etc.) highly exists.
 - (3) To select the area in which the marketing conditions are appropriate and the demonstration effect are expected.
 - (4) To select the area in which potential for crop diversification highly exists and the conversion from traditional crop to non-traditional crop is highly

Mr. E.N. KUY

expected in near future.

(5) To select the area in which rehabilitation and construction of agricultural infrastructures (irrigation facilities, etc.) are urgently required.

3. For the effective and efficient implementation of the Study, both sides agreed that it is necessary to establish the Steering Committee for the Study, and the Steering Committee would be constituted of the following institutions:

Ministry of Agriculture and Rural Development (MARD) - coordinator
Ministry of Planning and Investment (MPI)
Ministry of Finance (MOF)
Ministry of Science, Technology and Environment (MOSTE)
Sub-Institute for Water Resources Planning (WRP)
National Institute for Agricultural Planning and Projection (NIAPP)
Institute for Forest Inventory and Planning (FIPI)
People's Committee of Dong Thap Province
People's Committee of Tien Giang Province
Embassy of Japan (EOJ) - observer

4. Equipment and furniture for offices of the Japanese study team to be provided would be limited to essential furniture, such as desks, chairs, cupboard, external telephone line and air-conditioner.

5. Both sides confirmed that the Government of Viet Nam guaranteed permissions for an entry into anywhere in the Study area except the military concerned area and the prohibited area.

6. Lists of equipment, machinery and other materials to be brought into the Socialist Republic of Viet Nam should be informed by written forms to MARD well in advance, i.e. one month before entering for the smooth clearance at the custom.

7. The Team strongly requested Vietnamese side to provide the necessary number of counterpart personnel at its own expenses, who are qualified governmental officials, during the whole period of the Study.

8. The Team strongly requested that, whenever necessary, Vietnamese side would provide referential data and information no later than the end of December 1998. In order for Vietnamese side to do as mentioned above, it was agreed that the Team would prepare the list by the end of November

1998.

9. MARD requested that Japanese side would be responsible for the counterpart personnel training in Japan related to the Study in order to promote an effective technology transfer. The Team promised to convey this request to the Government of Japan.

10. The final report of the Study should be opened to public whenever requested.

for K.N. *July*

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ANNEX I

LIST OF PARTICIPANTS

1. Vietnamese Side

1) Ministry of Planning and Investment

Mr. Phan Doanh, Director of Agriculture and Rural Development
Mr. Nguyen Tien Trong, Senior Expert of Agriculture and Rural Development

2) Ministry of Agriculture and Rural Development

Dr. Vu Trong Hong, Vice Minister of Agriculture and Rural Development
Dr. Doan The Uong, Deputy Director of International Cooperation Department
Dr. To Van Trong, Director of Sub-Institute for Water Resources Planning
Dr. Vu Nang Dung, Director of National Institute for Agricultural Planning and Projection (NIAPP)
Dr. Luong Van Tac, Director of Sub-Institute for Agricultural Planning and Projection (Sub-NIAPP)
Ph.D. Cao Vinh Hai, Department for Forestry Development
Mr. Ngo Dinh Dat, Senior Officer of Planning and Projection Department
Mr. Nguyen Trong Hoang, Senior Officer, Capital Construction Investment Department
Mr. Tran Thanh Han, Manager of Projects of National Institute for Agricultural Planning and Projection (NIAPP)
Ms. Dao Thi Loc, International Cooperation Department

2. Japanese Side

1) Preparatory Study Team

Dr. Kenjiro Nakashima, Leader
Mr. Huroyubi Hatori, Member
Mr. Takami Nakada, Member
Mr. Takashi Takashima, Member
Ms. Yoko Hoshi, Member
Mr. Kazuya Suzuki, Member

2) JICA VietNam Office

Mr. Takanori Iibiki, Resident Representative
Mr. Hisatoshi Okubo, Assistant Resident Representative

3) Embassy of Japan

Mr. Mutsunori Iida, First Secretary

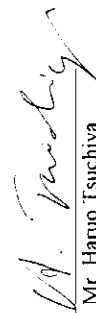
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MINUTES OF MEETING


ON
INCEPTION REPORT
FOR
THE STUDY
ON
INTEGRATED AGRICULTURAL DEVELOPMENT PLAN
IN
THE DONG THAP MUOI AREA
BETWEEN
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT (MARD)
AND
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)


Hanoi, 8 April 1999


Mr. Pham Hong Giang
Vice Minister
MARD


Mr. Haruo Tsuchiya
Leader
JICA Study Team

Witnessed by


Mr. Kenji Yoshinaga
Leader
JICA Advisory Team


Mr. Phan Doanh
Director
Agriculture and Rural
Development Department
Ministry of Planning and Investment

In accordance with the Scope of Work for the Study (hereinafter referred to as "S/W") on Integrated Agricultural Development Plan in the Dong Thap Muoi Area (hereinafter referred to as "the Study"), the Government of Japan dispatched through Japan International Cooperation Agency (JICA) the Study Team headed by Mr. Haruo Tsuchiya and the Advisory Team headed by Mr. Kenji Yoshinaga for the implementation of the Study to the Socialist Republic of Viet Nam. At the commencement of the Study, the Study Team submitted officially twenty (20) copies of the Inception Report and explained basic concepts, methodology and schedule of the Study to the Ministry of Agriculture and Rural Development (Sub-Institute for Water Resources Planning, Sub-National Institute of Agricultural Planning and Projection, Sub-Institute of Forestry Inventory and Planning and Sub-Institute of Post Harvest Technology), Provincial Agencies and People's Committees from 30 March to 8 April 1999. In the discussions on the Inception Report, the importance of Inundation Mitigation, Post-harvest Processing System and Irrigation / Drainage was reemphasized and the following points were agreed upon by the Vietnamese and the Japanese sides.

1. The Vietnamese side confirmed that the contents of the Inception Report were prepared in compliance with the conditions set forth in S/W and agreed to proceed to the next stage of the Study in accordance with the methodology and schedule mentioned in the Inception Report.
2. Both sides confirmed that the Study is closely related to the Mekong River Commission's Project on Flood Control of the Mekong River Delta supported by KOICA. Therefore, both sides agreed that the Study will be conducted in close collaboration with the KOICA team. In this connection, both sides agreed to include the Viet Nam National Mekong Committee in the Steering Committee of the Study to ensure the smooth implementation of the Study. In addition, both sides agreed to use effectively the Vietnamese experience on inundation mitigation in the Study.
3. Upon the request of the Study Team, the Vietnamese side agreed to nominate necessary counterpart for each member of the Study Team by 13 April 1999.
4. Vietnamese side confirmed that the suitable office spaces with necessary equipment and furniture in Sub-Institute for Water Resources Planning (Ho Chi Minh City) and in Dong Thap Province People's Committee (Cao Lanh Town) would be provided by the Vietnamese side as mentioned in S/W.


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List of Participants on the meeting
(7 April 1999)

- I. **Ministry of Agriculture and Rural Development**
 - 1. Dr. Pham Hong Giang : Vice-Minister
 - 2. Dr. Nguyen Ich Chuong : Vice Director of International Cooperation Department (ICD)
 - 3. Mrs. Nguyen Thi Hong : Staff of ICD
 - 4. Mr. Tran Tiep De : Vice Director of Planning Department
 - 5. Mr. Ngo Dinh Dat : Staff of Planning Department
 - 6. Mr. Le Van Hoc : Vice-Director of IWRP
 - 7. Mr. Nguyen Duy Thue : Vice-Director of SIWRP
 - 8. Mr. Le Khanh Chien : Head of Planning Division - SIWRP
 - 9. Mr. Vu Cong Lan : Head of International Cooperation Division - NIAPP
 - 10. Mr. Tran Thanh Han : Staff of NIAPP
- II. **JICA Advisory Team**
 - 1. Mr. Kenji Yoshinaga : Leader
 - 2. Mr. Kazuya Suzuki : Study Planning
- III. **JICA Study Team**
 - 1. Mr. Haruo Tsuchiya : Leader
 - 2. Mr. Yujiro Itakura : Co-Leader
 - 3. Dr. Akira Iwamoto : Coordinator

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MINUTES OF MEETING

ON

PROGRESS REPORT (I)

FOR

THE STUDY

ON

INTEGRATED AGRICULTURAL DEVELOPMENT PLAN

IN

THE DONG THAP MUOI AREA

BETWEEN

MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT (MARD)

AND

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Hanoi, May 24, 1999



Dr. Nguyen Ich Chuong
Vice Director
International Cooperation Department
MARD



Mr. Haruo Tsuchiya
Leader
JICA Study Team

In accordance to the Scope of Work on the Study on Integrated Agricultural Development in Dong Thap Muoi Area, agreed upon on November 9, 1998 between the Japan International Cooperation Agency (JICA) and the Ministry of Agriculture and Rural Development (MARD), JICA has dispatched the Study Team headed by Mr. Haruo Tsuchiya for the implementation of the Study.

At the commencement of the Study, the Study Team submitted and explained the Inception Report that included the methods, approach and schedule of the Study.

In line with the schedule of the Inception Report, agreed upon between the two parties on April 8, 1999, the Field Study (I) of the Phase I study was conducted from the beginning of April to the late part of May 1999.

At the end of the Field Study (I), the Study Team has officially submitted the Progress Report (I) and explained to the counterpart agencies in Ho Chi Minh on May 21, 1999 and in Hanoi on May 24, 1999 and also reported to Prof. Dr. Pham Hong Giang, Vice Minister at the same day. Lists of the participants are attached. The report included the study on the actual situation of the Study Area in general and the situation in non-inundation period in particular, as well as the collection of related data and information. Based on the Report, discussion and exchange of ideas were also made with regard to the successive study.

Both sides expressed satisfaction on the smooth progress of the Study and confirmed the followings

1. A part of the boundary of the Study Area does not coincide with the administrative boundary at the commune level. In this regard, the boundary of the Study Area will be reconsidered in consultation with

JICA

2. Detail discussion on the framework of development on the Study Area will be made at the later stage of the Field Study (II), including the occasion of the workshop with farmers' participation.

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List of Participants on the meeting in SIWRP at May 24, 1999

1. Pham Hong Giang : Vice Minister of MIARD
 2. Pham Chu DongVice : Director of the Board for Investment Preparation
 3. Nguyen Trong Hoang : Expert, the Department of Basic Construction
 4. Nguyen Cong Phuong : Vice Director of the Central Project Office
 5. Nguyen Dinh Thinh : Director of Institute for Water Resources Management and Planning
 6. Pham Duy Thue : Vice Director of Sub-Institute for Water Resources Management and Planning
 7. Nguyen Ich Chuong : Vice Director of Department for International Cooperation
 8. Dao Thi Loc : Expert, Department for International Cooperation
 9. Vu Cong Lan : NIAPP
 10. Nguyen Ha Hue : NIAPP
 11. Nguyen The Binh : Sub-NIAPP
 12. Nguyen Dinh Dat : Expert, Department of Plan and Planning

WORKSHEET ON INVESTMENT AGREEMENT FOR CULTURAL DEVELOPMENT PLAN
 IN THE DONG TIAP MUCUO AREA, HO CHI MINH CITY, MAY 21, 1999

No	Name	Position - Office
1	Dang Van Thuong	Adversoff-Document in the south
2	Pham Van Duc	Vice Director - Dept. of Planning - MIARD
3	Tran Trung	Dr Director - SIWRP
4	Huong Thi Phien	Vice-director - SIWRP
5	Nguyen Day Thue	Vice - Director - SIWRP
6	Tran Duc Vinh	Counter part of SIWRP
7	Tran Hong	Head of Planning Division - SIWRP
8	Phan Thi Lien	Vice Director of Water Quality Center - SIWRP
9	Nguyen Van Ngoc	Expert - SIWRP
10	Luong Quang Xo	Deputy Head of Planning Division - Sub SIWRP
11	Tran Van Tang	Head Division Sub Institute of Water Resource Planning
12	Phan Ngoc Hu	Expert - Sub Institute of Water Resource Planning
13	Nguyen Thi Duc	Asst. Prof. Marketing expert - SIWRP
14	Phan Anh Tuan	Deputy Head of Planning Division - SIWRP
15	Nguyen Xuan Lien	Deputy Head of Technical Division - SIWRP
16	Nguyen The Binh	Vice-director - Sub NIAPP
17	Huong Quoc Thuan	Head of Planning Division - Sub NIAPP
18	Nguyen Ha Hue	NIAPP
19	Tran Chun	Prof. Director of Sub - Ecological Institute
20	Nguyen Sinh Huy	Prof. Vice Director of Sub - Ecological Institute
21	Nguyen An Nhon	Prof. Dr. Director - Institute of Hygiene, Science in the South
22	Ly Tho	Counter part - Sub Institute of Forest Investigation and Planning
23	Nguyen Van Doct	Counter part - Sub Institute of Forest Investigation and Planning
24	Phu Thuong Van	Expert - Dept. of Resource and Investment
25	Le Khanh Chen	Head of Technical Division - SIWRP
26	Tai Dat	Counter part - SIWRP
27	Phan van Nghiep	Vice-director - Training, Agri. & RD expert.
28	Luu Dinh Trung	Vice-director - Dang chup Agri. & RD expert.
29	Dao Hong Kien	Expert - Mekong V.N Committee
30	Lee Hwan Xo	Team leader - Korea expert
31	Choi Byoung Somb	Korea expert
32	Song Jin Chin	Korea expert
33	Hwan Tsuyha	Team Leader - JICA study team
34	Yung Takuro	Co-Team Leader - JICA study team
35	Akara beaurto	Coordinator - JICA study team
36	Masashi Maki	Agriculture expert - JICA study team
37	Yoshihiko Ito	Monitoring expert - JICA study team

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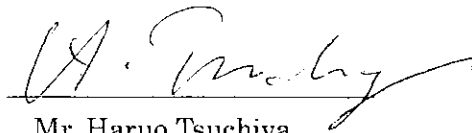
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MINUTES OF MEETING
ON
PROGRESS REPORT (II)
FOR
THE STUDY
ON
THE DONG THAP MUOI AREA
BETWEEN
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT (MARD)
AND
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Hanoi, October 28, 1999



Mrs. Bui Thi Lan
Deputy Director
International Cooperation Department
Ministry of Agriculture and Rural Development



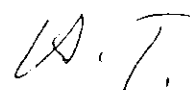
Mr. Haruo Tsuchiya
Leader
Study Team JICA

In accordance with the Scope of Work for the Study on Integrated Agricultural Development Plan in the Dong Thap Muoi Area, agreed upon on November 9, 1998 between the Ministry of Agriculture and Rural Development (MARD) and the Japan International Cooperation Agency (JICA), the Government of Japan dispatched through JICA the Study Team headed by Mr. Haruo Tsuchiya for implementing the Study to Viet Nam. In line with the schedule included in the Minutes of Meeting on Inception Report for the Study, agreed upon by the two parties on April 8, 1999 the Study has been conducted by JICA Study Team and Vietnamese counterparts since the end of March 1999.

At the end of the field survey II of the Phase I study, the Study Team officially submitted twenty (20) copies of the Progress Report (II) and explained its contents which contains the results of data collection and their review, present conditions of the Study Area, the basic concepts for formulating the Project, criteria for selecting the Priority Projects etc. to the Vietnamese side on October 25 in HCMC and 28 in Hanoi respectively.

While expressing satisfaction on the progress of the Study, both sides confirmed that the comments and ideas expressed at the meeting will duly be reflected in the Master Plan to be prepared during the succeeding study in Japan. As a result of explanation and exchange of opinions on the Report, the following points were agreed upon by both side.

1. The Vietnamese side confirms that the contents of the Progress Report (II) are prepared in due compliance with the conditions and methodology set forth in the Inception Report for the Study.
2. The detailed review on the Report will be made by the Vietnamese side and the additional comments if any, will be sent to the Study Team.
3. Both sides agree that the Study Team will proceed to the next stage of the Study in accordance with the methodology and schedule mentioned in the Progress Report (II).



List of the participants for the meeting

(October 28, 1999)

1. Vietnamese side :

Prof. Dr. Ngo The Dan, ViceMinister, MARD

Mme. Bui Thi Lan, Deputy Director of ICD, MARD

Mme. Dao Thi Loc, expert of ICD, MARD

Dr. Hoang Tho Den, Deputy Director of SIWRAP, MARD

Mme. Pham Minh Thoa, expert of Dept. for Forestry Development, MARD

Mr. Vu Cong Lan, NIAPP, MARD

2. Japanese side

Mr. Haruo Tsuchiya, Leader, JICA Study Team

Mr. Yujiro Itakura, Co-Leader

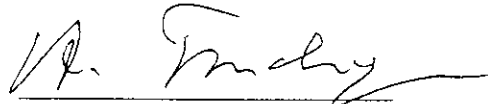
Dr. Akira Iwamoto, Coordinator

MINUTES OF MEETING
ON
INTERIM REPORT
FOR
THE STUDY
ON
INTEGRATED AGRICULTURAL DEVELOPMENT PLAN
IN
DONG THAP MUOI AREA
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)
AND
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT (MARD)

Hanoi, 25, February 2000



Ms. Bui Thi Lan
Deputy Director
International Cooperation Department
Ministry of Agriculture and Rural Development



Mr. Haruo Tsuchiya
Leader
Study Team
JICA

Witnessed by



Mr. Hideo Osawa
Leader
Advisory Team
JICA

In accordance with the Scope of Work for the Study on Integrated Agricultural Development Plan in the Dong Thap Muoi Area (hereinafter referred to as "the Study"), the Government of Japan dispatched through Japan International Cooperation Agency (JICA) the Study Team headed by Mr. Haruo Tsuchiya and the Advisory Team headed by Mr. Hideo Osawa at the beginning stage of the Phase II Study.

The Study Team officially submitted twenty (20) copies of the Interim Report, which includes the Master Plan and Priority Projects/Areas. Explanations and discussions were made on the report at Sub-Institute for Water Resources Planning (SIWRP) on Feb. 21st, 2000 and at Tien Giang and Dong Thap Provinces on Feb.22nd, 2000. Following the discussions, the meeting was held at Ministry of Agriculture and Rural Development (MARD) on Feb.24th, 2000.

Major points of the discussions were as follows;

1. The Master Plan in the Interim Report was accepted in principle. Further technical discussions will be continued and be reflected in the Draft Final Report.
2. The Vietnamese side agreed that the Pre-F/S and F/S on Small Scale Dike System Improvement Project and F/S on Rice Production/Distribution Improvement Project will be carried out in the Phase II Study.
3. Both sides confirmed that an area of around 33,000 ha was selected for Pre-F/S of Small Scale Dike System Improvement Project. The Project area consists of Block No.4 from deep inundation area and Block No.8 from shallow inundation area. However, for the engineering aspect, the study will be carried out at F/S level for the area of 33,000ha.
4. An area of around 1,500 ha will be selected from Block No.4. F/S will be carried out for this area with particular focus on the social environmental aspects such as consensus building of the beneficiary farmers.
5. Both sides confirmed that after completion of the Study, Environmental Impact Assessment (EIA) of the Small Scale Dike System Improvement Project will be carried out by the Vietnamese side. The Study Team emphasized the importance of consensus building among beneficiaries.

The Vietnamese side expressed a concern on the possible difficulty to conduct the study related to consensus building for the remaining area by itself, though it has committed to make its best effort on this issue.

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In response to this concern, the Study Team explained that in solving this problem, social study for 33,000ha will be useful for effective application of the operational manual to be prepared by detailed social survey of 1,500ha. Furthermore, the Study Team expressed their willingness to support for the preparation of the feasible execution plan of EIA (consensus building).

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List of Participants

1. Vietnamese side

1) Ministry of Agriculture and Rural Development (MARD)

Ms. Bui Thi Lan Deputy Director, International Cooperation Department,
Ministry of Agriculture and Rural Development

Ms. Dao Thi Loc Senior Staff, International Cooperation Department

2) National Institute of Agricultural Planning and Projection (NIAPP)

Mr. Vu Cong Lan Head of International Cooperation and Project
Management Division

Mr. Nguyen Ha Hue Staff, International Cooperation and Project Management
Division

Ms. Vuong Thuc Tran Staff, International Cooperation and Project Management
Division

3) Sub-Institute for Water Resources Planning (SIWRP)

Mr. Hoang Tho Dien Deputy Director

Japanese Expert of MARD

Mr. Toru Kumagai

2. Japanese Side

1) Advisory Team

Mr. Hideo Osawa Deputy Director, Planning Division, Agriculture Forestry
and Fisheries Development Study Department, JICA

Mr. Tomoyuki Mase Agricultural Development Study Division, Agriculture
Forestry and Fisheries Development Study Department,
JICA

2) The Study Team

Mr. Haruo Tsuchiya Team Leader

Mr. Yujiro Itakura Co-leader

Dr. Nahoko Nakazawa Member

Mr. Yasuhiko Muramatsu Member

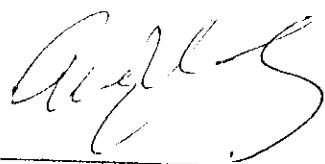
Mr. Masato Sako Member

3) JICA Viet Nam Office

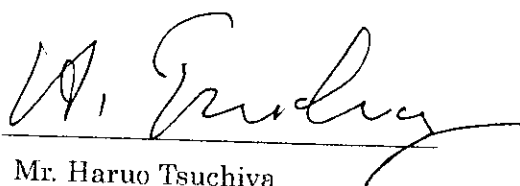
Mr. Kozo Watanabe Assistant Resident Representative

MINUTES OF MEETING
ON
PROGRESS REPORT (III)
FOR
THE STUDY
ON
INTEGRATED AGRICULTURAL DEVELOPMENT PLAN
IN
THE DONG THAP MUOI AREA
BTWEEN
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT (MARD)
AND
JAPAN INTERNATIONAL AGENCY (JICA)

Hanoi, May 16, 2000



Dr. Doan The Uong
Deputy Director
International Cooperation Department
MARD



Mr. Haruo Tsuchiya
Leader
JICA Study Team

In accordance with the Scope of Work for the Study on integrated Agricultural Development plan in the Dong Thap Muoi Area (here in after referred to as "the Study"), the Government of Japan dispatched through JICA the Study Team headed by Mr. Haruo Tsuchiya for the execution of the field survey (III) of the Phase II Study in February 2000.

At the end of field survey (III), the Team prepared the Progress Report (III) and officially submitted twenty (20) copies to the Vietnamese side for discussion and comments. The explanation and discussion were held twice, at SIWRP in Ho Chi Minh on 12 May 2000 and at MARC in Hanoi on 16 May 2000.

Two selected Plans were studied in the Phase II Study, namely Small Dike System Improvement Plan and Rice Production/Marketing System Improvement Plan, selected among projects identified in the Master Plan prepared in the Phase I Study.

In the case of Small Dike System Improvement Plan, Field Survey on Pre-F/S for 33,000 ha was conducted. And Field Survey on F/S for 1,800 ha among 33,000ha above was conducted with particular emphasis on consensus building. For Rice Production/Marketing System Development Plan, Field Survey of F/S was conducted as an integrated project aiming at production and marketing high quality rice.

As a result of the discussion on the report, following points were agreed upon:

1. It was noted that the EIA, particularly study on consensus building among concerned parties was very important. EIA Operation manual to be prepared at the end of the Study will be useful for the implementation EIA, especially on social impacts survey by the Vietnamese side.
2. The comments made by the Vietnamese side will be dully reflected to the preparation of the Draft Final Report.
3. Through further review to be made by the Vietnamese side, additional comments, if any, will be informed to the Study Team for the consideration on the preparation of the Draft Final Report.
4. The Study Team will proceed to the succeeding study for the preparation of the draft final report as mentioned in the Progress Report III.
5. The communication will be maintained regarding the progress of the preparation of the Draft Final Report.

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LIST of PARTICIPANTS

Vietnamese Side

- 1) Ministry of Agriculture and Rural Development (MARD)
 - Dr. Doan The Uong Deputy Director, International Cooperation Department
 - Dr. Hoan Tho Dien Vice Director, SIWRP
 - Dr. Trang Hieu Ung Vice Director, NIAPP
 - Mr. Tran Dinh Thac Head, Planning Division, SIWRP
 - Mr. Hoang Hien Expert, Pre-investment Department of MARD
 - Ms. Dao Thi Loc Senior Staff, International Cooperation Department
- 2) JICA Expert to MARD
 - Mr. Toru Kumagai

Japanese Side

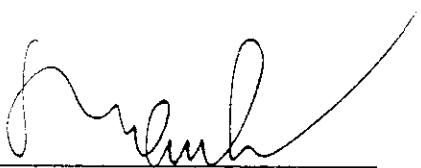
- 1) JICA Study Team
 - Mr. Haruo Tsuchiya Team Leader
 - Mr. Yujiro Itakura Co-Leader
 - Mr. Atsushi Baba Member
 - Mr. Yasuhiko Muramatsu Member
 - Dr. Akira Iwamoto Member
- 2) JICA Viet Nam Office
 - Mr. Kozo Watanabe Assistant Resident Representative

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MINUTES OF MEETING
ON
DRAFT FINAL REPORT
FOR
THE STUDY
ON
INTEGRATED AGRICULTURAL DEVELOPMENT PLAN
IN
THE DONG THAP MUOI AREA
BETWEEN
MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT (MARD)
AND
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

Hanoi, July 24th 2000



Dr. Le Van Minh
Director General
International Cooperation Department
MARD



Mr. Haruo Tsuchiya
Leader
JICA Study Team

Witnessed by



Mr. Kozo Watanabe
Assistant Resident Representative
JICA Vietnam

In accordance with the Scope of Work (S/W) for the Study on Integrated Agricultural Development Plan in the Dong Thap Muoi Area (hereinafter referred to as "the Study"), the Government of Japan dispatched the Study Team through Japan International Cooperation Agency (JICA) for the implementation of the Study to the Socialist Republic of Vietnam.

At the final stage of the Study, the Draft Final Report was prepared based on the results of the Study, and submitted to the Vietnamese side. The explanation and the discussion on Draft Final Report were held on July 13th 2000 at the Ministry of Agriculture and Rural Development (MARD).

Seminars were also held at Sub-Institute for Water Resources Planning (SIWRP) on July 20th 2000 and at MARD on July 24th 2000, regarding the outcome of the Study.

While expressing satisfaction on the cooperation and collaboration during the course of the Study, both sides confirmed the followings:

1. Both sides confirmed that the Draft Final Report was prepared, in accordance with the S/W, and agreed on the contents of the Report in principle,
2. The Study Team requested to the Vietnamese side and was accepted that the additional comments, if any, be informed to the Study Team within one month, for the preparation of the Final Report,
3. Both sides noted the importance of the follow up study on EIA, particularly those of social impacts and monitoring of the water quality in the Study area by the Vietnamese side,
4. Close communication between the two parties will be maintained regarding the preparation of the Final Report.

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LIST of PARTICIPANTS

Vietnamese Side

1) Ministry of Agriculture and Rural Development (MARD)

Dr. Le Van Minh	Director General, International Cooperation Department
Dr. Hoan Tho Dien	Vice Director, SIWRP
Ms. Dao Thi Loc	Senior Staff, International Cooperation Department
Dr. Tran Minh Khoi	SIWRP

Japanese Side

1) JICA Study Team

Mr. Haruo Tsuchiya	Team Leader
Mr. Atsushi Baba	Member

2) JICA Vietnam Office

Mr. Kozo Watanabe	Assistant Resident Representative
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