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1. 討議議事録 (R/D)

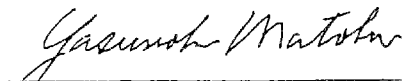
RECORD OF DISCUSSIONS
BETWEEN JAPANESE IMPLEMENTATION STUDY TEAM AND
AUTHORITIES CONCERNED OF
THE GOVERNMENT OF THE ARAB REPUBLIC OF EGYPT ON
JAPANESE TECHNICAL COOPERATION FOR
THE WATER MANAGEMENT IMPROVEMENT PROJECT IN THE NILE DELTA

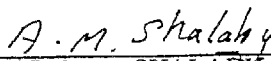
The Japanese Implementation Study Team, organized by the Japan International Cooperation Agency (JICA) and headed by Mr. Yasunobu MATOBA (hereinafter referred to as "the Team"), visited the Arab Republic of Egypt from November 23, 1999 to December 3, 1999 for the purpose of working out the details of the technical cooperation program concerning the Water Management Improvement Project in the Nile Delta in the Arab Republic of Egypt.

During its stay, the Team exchanged views and had a series of discussions with the Egyptian authorities concerned on desirable measures to be taken by both Governments for successful implementation of the above-mentioned Project.

As a result of the discussions, and in accordance with the provisions of the Agreement on Technical Cooperation between the Government of Japan and the Government of the Arab Republic of Egypt, signed in Cairo on June 15, 1983, (hereinafter referred to as "the Agreement"), the Team and the Egyptian authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Cairo, December 1, 1999


Yasunobu MATOBA
Leader
Japanese Implementation Study Team
Japan International Cooperation Agency
Japan


Abdel Rahman SHALABY
Senior Undersecretary
Ministry of Public Works and Water
Resources
Arab Republic of Egypt


Witnessed by : H.E. Ambassador Nevine ASHMAWY
Deputy Assistant Minister for
International Cultural Relations
Ministry of Foreign Affairs
Arab Republic of Egypt

ABBREVIATIONS

ID	Irrigation Department
IIP	Irrigation Improvement Project
IIS	Irrigation Improvement Sector
MPWWR	Ministry of Public Works and Water Resources
JICA	Japan International Cooperation Agency
WUA	Water Users' Association
WUF	Federation of Water Users' Association
WUG	Water Users' Group

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ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of the Arab Republic of Egypt will implement the Water Management Improvement Project in the Nile Delta (hereinafter referred to as "the Project") in cooperation with the Government of Japan.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan and the provisions of Article III of the "Agreement", the Government of Japan will take, at its own expense, the following measures through the Japan International Cooperation Agency (hereinafter referred to as "JICA") according to the normal procedures of its technical cooperation scheme.

1. DISPATCH OF JAPANESE EXPERTS

The Government of Japan will provide the services of the Japanese experts listed in Annex II. The provisions of Article VIII of the "Agreement" will be applied to the above-mentioned experts.

2. PROVISION OF MACHINERY AND EQUIPMENT

The Government of Japan will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The provisions of Article VII-1 of the "Agreement" will be applied to the Equipment.

3. TRAINING OF EGYPTIAN PERSONNEL IN JAPAN

The Government of Japan will receive Egyptian personnel connected with the Project for technical training in Japan.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE ARAB REPUBLIC OF EGYPT

1. The Government of the Arab Republic of Egypt will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through the full and active involvement in the Project by all related authorities, beneficiary groups and institutions.
2. The Government of the Arab Republic of Egypt will ensure that the technologies and knowledge acquired by Egyptian nationals as a result of the Japanese technical cooperation will contribute to the economic and social development of the Arab Republic of Egypt.
3. In accordance with the provisions of Article IV and V of the "Agreement", the Government of the Arab Republic of Egypt will grant, in the Arab Republic of Egypt privileges, exemptions and benefits to the Japanese experts referred to in II-1 above and their families.
4. In accordance with the provisions of Article VII of the "Agreement", the Government of the Arab Republic of Egypt will take measures necessary to receive and use the Equipment provided through JICA under II-2 above and equipment, machinery and materials carried in by the Japanese experts referred to in II-1 above.
5. The Government of the Arab Republic of Egypt will take necessary measures to ensure that the knowledge and experience acquired by Egyptian personnel from technical training in Japan will be utilized effectively in the implementation of the Project.

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6. In accordance with the provisions of Article IV-(b) of the "Agreement", the Government of the Arab Republic of Egypt will provide the services of the Egyptian counterpart personnel and administrative personnel listed in Annex IV.
7. In accordance with the provision of Article IV-(a) of the "Agreement", the Government of the Arab Republic of Egypt will provide the buildings and facilities listed in Annex V.
8. In accordance with the laws and regulations in force in the Arab Republic of Egypt, the Government of the Arab Republic of Egypt will take necessary measures to supply or replace at its own expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under II-2 above.
9. In accordance with the laws and regulations in force in the Arab Republic of Egypt, the Government of the Arab Republic of Egypt will take necessary measures to meet the operating expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The Chairperson of the Irrigation Department (hereinafter referred to as "ID"), Ministry of Public Works and Water Resources (hereinafter referred to as "MPWWR"), as the Project Director, will bear overall responsibility for supervising the implementation and administration of the Project.
2. The Head of the Irrigation Improvement Sector (hereinafter referred to as "IIS"), MPWWR, as Project Manager, will bear responsibility for the managerial and technical matters of the Project.
3. The Undersecretary of the Irrigation Improvement Project (hereinafter referred to as "IIP") for the Delta, MPWWR, as Deputy Project Manager, will bear direct responsibility for the managerial and technical matters of the Project in consultation with the Project Manager.
4. The Senior Engineer (General Director of the Central Delta Directorate for Improvement in Tanta), MPWWR, as Project Site Manager, will bear responsibility for implementing the project activities at the site office.
5. The Japanese Chief Advisor will provide necessary recommendations and advice to the Project Director, the Project Manager, the Deputy Project Manager and the Project Site Manager on any matters pertaining to the implementation of the Project.
6. The Japanese coordinator will provide necessary support to the Japanese Chief Adviser and undertake other necessary administrative work.
7. The Japanese experts will give necessary technical guidance and advice to the Egyptian counterpart personnel on technical matters pertaining to the implementation of the project.
8. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.
9. The organization chart of the Project is shown in Annex VII.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the two Governments through JICA and the Egyptian authorities concerned, at the middle and during the last six months of the cooperation term in order to examine the level of achievement.

VI. CLAIMS AGAINST JAPANESE EXPERTS

In accordance with the provisions of Article VI of the Agreement, the Government of the Arab Republic of Egypt undertakes to bear claims, if any arise, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Arab Republic of Egypt, except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

There will be mutual consultation between the two Governments on any major issues arising from, or in connection with, this Attached Document.

VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting public support for the Project, the Government of the Arab Republic of Egypt will take appropriate measures to make the Project widely known to the nation.

IX. TERM OF COOPERATION

The duration of technical cooperation for the Project under this Attached Document will be five (5) years from March 1, 2000.

ANNEX I	MASTER PLAN
ANNEX II	LIST OF JAPANESE EXPERTS
ANNEX III	LIST OF MACHINERY AND EQUIPMENT
ANNEX IV	LIST OF EGYPTIAN COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX V	LIST OF LAND, BUILDINGS AND FACILITIES
ANNEX VI	JOINT COORDINATING COMMITTEE
ANNEX VII	ORGANIZATION CHART OF THE PROJECT

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ANNEX I

MASTER PLAN

1. OVERALL GOAL

Improved methods for the efficient and effective implementation of the IIP are disseminated in the Nile Delta, accompanied by an increase of agricultural productivity and farmers' net income.

2. PROJECT PURPOSE

Improved methods for the efficient and effective implementation of the IIP based on full scale farmers' participation are verified by the success of the Project, which alleviates the shortage of water at tail ends and leads to an increase of crop productivity in Bahr El Nour.

3. OUTPUT OF THE PROJECT

- 1) A Water Management Plan is formulated with farmers' participation.
- 2) A Farm Plan is formulated with farmers' participation.
- 3) An Operation and Maintenance (hereinafter referred to as "O&M") Plan for Irrigation facilities is formulated.
- 4) Farmers' water management organizations are established at three levels (*).
- 5) Irrigation facilities are improved.
- 6) Appropriate water use at the on-farm level is realized.
- 7) Water management within the delivery canal is achieved by farmers' water management organizations.

Note : The three levels are: i) Federation of Water Users' Association (hereinafter referred to as "WUF"), ii) Water Users' Association (hereinafter referred to as "WUA") and iii) Water Users' Group (hereinafter referred to as "WUG").
(when the scale of a Water Users' Association is too big.)

4. ACTIVITIES OF THE PROJECT

- 1) Formulation of a Water Management Plan
 - 1-1) Study of existing water management (including water quality) in the project area
 - 1-2) Formulation of a Water Management Plan
 - 1-3) Training of governmental staff and farmers on the Water Management Plan

- 2) Formulation of a Farm Plan
 - 2-1) Study of present condition of land use
 - 2-2) Formulation of a Farm Plan



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- 2-3) Training of governmental staff and farmers on the Farm Plan
- 3) Formulation of an O&M Plan for irrigation facilities
 - 3-1) Study of existing O&M for irrigation facilities
 - 3-2) Formulation of a O&M Plan
 - 3-3) Training of governmental staff and farmers on the O&M Plan
- 4) Farmers' water management organization
 - 4-1) Study on social background of the project area through Participatory Planning methodology
 - 4-2) Promotion for farmers' acceptance of the detailed plan, implementation, and O&M of IIP
 - 4-3) Establishment of several WUAs and preparation for establishment of WUF in the project area
 - 4-4) Training of governmental staff and farmers on farmers' water management organizations
- 5) Improvement of irrigation facilities
 - 5-1) Examination of existing irrigation facilities
 - 5-2) Formulation of an Improvement Plan on irrigation facilities
 - 5-3) Formulation of Design and Construction Guidelines for the improvement of facilities
- 6) Appropriate water use at the on-farm level
 - 6-1) Formulation of the methods of on-farm water management
 - 6-2) Training of governmental staff and farmers on water use at the on-farm level
- 7) Farmers' participation in water management system at mesca and the delivery canal levels
 - 7-1) Training of governmental staff and farmers on farmers' participation in the water management system
 - 7-2) Study of the method to support sound management of WUF and WUAs.

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ANNEX II

LIST OF JAPANESE EXPERTS

1. Long-term Experts

- (1) Chief Advisor
- (2) Project Coordinator
- (3) Experts in the field of:
 - a. Water Management/ Irrigation Facilities
 - b. Water Users' Association
 - c. Agronomy

2. Short-term Expert(s)

Short-term experts may be dispatched when necessity arises.

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ANNEX III

LIST OF MACHINERY AND EQUIPMENT

1. Equipment, machinery, instruments, tools and materials necessary for the technology transfer of the Project.
2. Vehicles necessary for the implementation of the Project.

Note : The contents and specification of the equipment to be provided each year will be discussed, in principle, every year by Japanese experts and Egyptian counterparts based on the annual plan within the allocated budget of the Japanese fiscal year.

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ANNEX IV

LIST OF EGYPTIAN COUNTERPART PERSONNEL AND ADMINISTRATIVE PERSONNEL

1. Project Director
2. Project Manager
3. Deputy Project Manager
4. Project Site Manager
5. Counterpart Personnel

Appropriate (*) counterpart personnel for each Japanese expert will be assigned to the Tanta and Cairo project offices.

- (1) The counterpart personnel in Tanta office will be involved in daily project activities with Japanese experts.
- (2) The counterpart personnel in the Cairo office will participate in the project in terms of :
 - 2-1) Support and consultation to the Japanese experts;
 - 2-2) Supervision of IIS staff in the Tanta office; and
 - 2-3) Dissemination of project information.

* Including capability to communicate in English

6. Administrative Personnel
 - (1) Secretaries / Typists
 - (2) Clerks
 - (3) Drivers

7. Other Personnel mutually agreed on as necessary

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ANNEX V

LIST OF LAND, BUILDINGS AND FACILITIES

1. The project offices will be prepared in Tanta and Cairo.
 - (1) One of the project offices will be prepared in the Central Delta Directorate for Improvement in Tanta
 - (2) The other project office will be prepared in the IIS, Cairo.
2. The necessary facilities for training of engineers and farmers will be prepared.
3. A meeting space will be prepared within the Biyala Inspectorate.
4. Other land, buildings and facilities necessary for the implementation of the Project will be provided, if necessary.

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ANNEX VI

JOINT COORDINATING COMMITTEE

1. Committees

For the effective and successful implementation of technical cooperation for the Project, the Joint Steering Committee and the Joint Site Coordinating Committee will be established.

2. The Joint Steering Committee

The Joint Steering Committee will meet at least once a year and whenever the necessity arises.

(1) Function

- 1) To formulate the annual work plan of the Project in line with the Tentative Schedule of Implementation formed under the framework of the Record of Discussions, which will be signed prior to the beginning of the Project.
- 2) To review the overall progress of the Project as well as the achievement of the annual work plan.
- 3) To review and exchange views on major issues arising from or in connection with the Project and to take corrective action, if necessary.

(2) Composition

1) Chairperson

The Chairperson of the Irrigation Department (Project Director)

2) Egyptian side members:

Head of the Irrigation Improvement Sector (Project Manager)

Head of the Irrigation Sector

IIP Undersecretary for Lower Egypt (Deputy Project Manager)

Undersecretary of the Irrigation Advisory Service, MPWWR

General Director of the Central Delta Directorate for Improvement (Project Site Manager)

Representative of the Egyptian Public Authority for Drainage Project

Representative of other Ministries and Agencies will be added according to necessity

3) Japanese side members:

Chief Advisor

Coordinator

Other Japanese experts

Representative of the JICA Egypt Office



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- Note : - If a member(s) of the Joint Steering Committee described above cannot attend the meeting, a representative(s) can attend the meeting in place of the member(s).
- Official(s) of the Embassy of Japan can attend the Joint Steering Committee as observer(s).
 - Person (s) admitted by the Chairperson can attend the meeting as observer (s).

2. The Joint Site Coordinating Committee

The Joint Site Coordinating Committee will meet once every three months and whenever the necessity arises.

(1) Function

- 1) To formulate the detailed work plan of the activities of the Project in line with the annual work plan.
- 2) To review the overall progress of the activities of the Project.
- 3) To discuss major issues arising from or in connection with activities of the Project and to take corrective action, if necessary.

(2) Composition

- 1) Chairperson :
IIP Undersecretary for Lower Egypt (Project Deputy Manager)
- 2) Vice chairperson :
General Director of the Central Delta Directorate for Improvement (Project Site Manager)
- 3) Egyptian side members :
General Director of the Kafr El Sheikh ID Directorate
Inspector of the Biyala Irrigation Inspectorate
Engineer of the Biyala Irrigation District
Other Egyptian counterparts in Tanta and Cairo
- 4) Japanese side members :
Chief Advisor
Coordinator
Other Japanese experts
Representative of the JICA Egypt Office

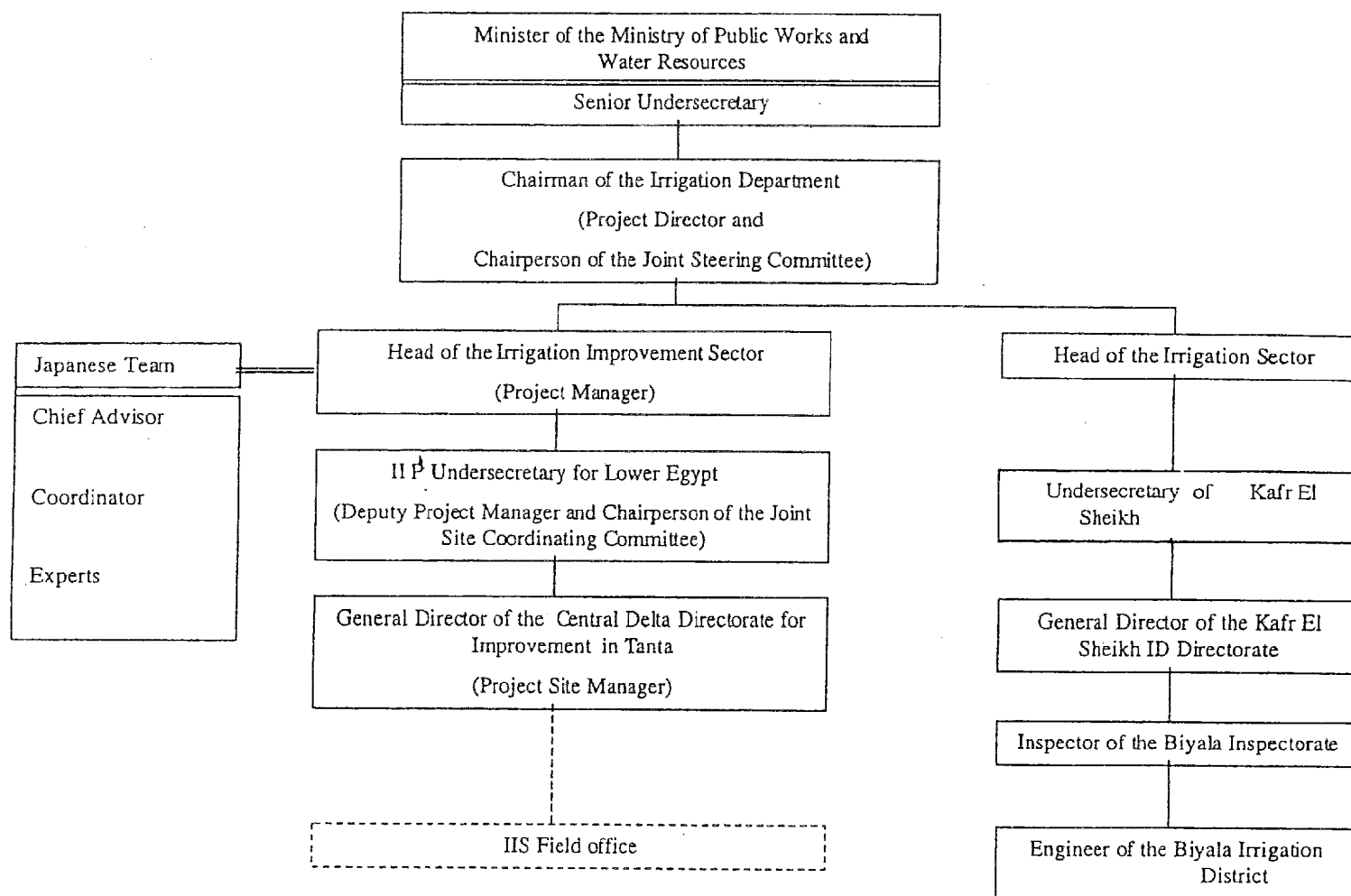
- Note : - If a member(s) of the Joint Site Coordinating Committee described above cannot attend the meeting, a representative(s) can attend the meeting in place of the member(s).
- Representative of the Biyala office and the Kafr El Sheikh office of the Ministry of Agriculture and Land Reclamation are also expected to attend the meeting.
 - Person(s) admitted by the Chairperson and Vice- Chairperson can attend the meeting as observer(s).

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ANNEX VII. Organization chart of the Project



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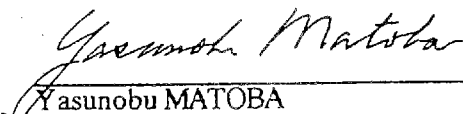
2. 暫定実施計画 (TSI)

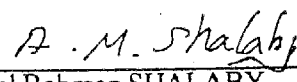
TENTATIVE SCHEDULE OF IMPLEMENTATION OF THE JAPANESE TECHNICAL COOPERATION PROGRAM FOR THE PROJECT ON THE WATER MANAGEMENT IMPROVEMENT PROJECT IN THE NILE DELTA

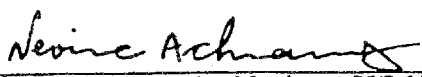
The Japanese Implementation Study Team (hereinafter referred to as "the Team") concerned with the Project on the water management improvement project in the Nile Delta (hereinafter referred to as "the Project"), organized by the Japan International Cooperation Agency (JICA), and the authorities concerned of the Government of the Arab Republic of Egypt, have jointly formulated the Tentative Schedule of Implementation of the Project as annexed hereto.

The schedule has been formulated in connection with the Record of Discussions signed between the Team and the authorities concerned of the Government of the Arab Republic of Egypt on the conditions that necessary budget will be allocated for the implementation of the Project by both sides, and that the schedule is subject to change within the framework of the Record of Discussions when necessity arises in the course of the implementation of the Project.

Cairo, December 1, 1999


Yasunobu MATOBA
Leader
Japanese Implementation Study Team
Japan International Cooperation Agency
Japan


Abdel Rahman SHALABY
Senior Undersecretary
Ministry of Public Works and
Water Resources
Arab Republic of Egypt


Witnessed by : H.E. Ambassador Nevine ASHMAWY
Deputy Assistant Minister for
International Cultural Relations
Ministry of Foreign Affairs
Arab Republic of Egypt

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Activities	Year	1st	2nd	3rd	4th	5th
1) Formulation of a Water Management Plan						
1-1) Study of existing water management (including water quality) in the project area						
1-2) Formulation of a Water Management Plan						
1-3) Training of governmental staff and farmers on the Water Management Plan						
2) Formulation of a Farm Plan						
2-1) Study of present condition of land use						
2-2) Formulation of a Farm Plan						
2-3) Training of governmental staff and farmers on the Farm Plan						
3) Formulation of an O&M Plan for irrigation facilities						
3-1) Study of existing O&M for irrigation facilities						
3-2) Formulation of an O&M Plan						
3-3) Training of governmental staff and farmers on the O&M Plan						
4) Farmers' Water Management organization						
4-1) Study on social background of the project area through Participatory Planning methodology						
4-2) Promotion for farmers' acceptance of detailed plan, implementation, and O&M of IIP						
4-3) Establishment of several WUAs and preparation for establishment of WUF in the project area						
4-4) Training of governmental staff and farmers on farmers' water management organizations						
5) Improvement of irrigation facilities						
5-1) Examination of existing irrigation facilities						
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5-3) Formulation of Design and Construction Guidelines for the improvement of facilities						
6) Appropriate water use at the on-farm level						
6-1) Formulation of the methods of on-farm water management						
6-2) Training of governmental staff and farmers on water use at the on-farm level						
7) Farmers' participation in the water management system with the delivery canal						
7-1) Training of governmental staff and farmers on farmers' participation in the water management system						
7-2) Study of the method to support sound management of WUF and WUAs						

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2. Technical Cooperation Program (Japanese Side)

Page 2

Activities	Year	1st	2nd	3rd	4th	5th
1. Dispatch of Japanese Experts						
(1) Long-term Experts						
1) Chief Advisor						
2) Coordinator						
3) Water Management / Irrigation Facility						
4) Water Users' Association						
5) Agronomy						
(2) Short-term Expert(s)		When necessity arises				
2. Provision of machinery and Equipment						
3. Training of Egyptian Counterpart Personnel in Japan						
4. Dispatch of Survey Team		When necessity arises				

3. Technical Cooperation Program (Egyptian Side)

Activities	Year	1st	2nd	3rd	4th	5th
1. Assignment of Egyptian Personnel						
(1) Project Director						
(2) Project Manager						
(3) Deputy Project Manager						
(4) Project Site Manager						
(5) Counterpart Personnel in the Fields of:						
1) Water Management / Irrigation Facilities						
2) Water Users' Association						
3) Agronomy						
(6) Administrative Staff						
1) Secretaries / Typists						
2) Clerks						
3) Drivers						
(8) Other Necessary Support Personnel						
2. Budget allocation						
(1) Construction, operation and maintenance of irrigation facilities in the project area						
(2) Personnel expenses of counterpart personnel and administrative staff of the Project (including their official travel expenses)						
(3) Operating expenses necessary for the implementation of the Project such as utilities						
3. Provision of the project offices and other necessary facilities						

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