

付 属 資 料

- 1 . Record of Discussions(R / D)
- 2 . Minutes of Meeting(M / M)
- 3 . 実施協議調査団掲載記事
- 4 . 在コスタ・リカ日本大使館の意見

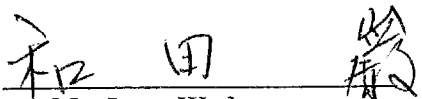
RECORD OF DISCUSSIONS BETWEEN JAPANESE
IMPLEMENTATION STUDY TEAM AND
AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE REPUBLIC OF COSTA RICA
ON JAPANESE TECHNICAL COOPERATION
FOR THE PROJECT ON PRODUCTIVITY IMPROVEMENT FOR ENTERPRISES
IN THE REPUBLIC OF COSTA RICA

The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Iwao Wada, visited the Republic of Costa Rica from 28 November 2000 to 8 December 2000 for the purpose of working out the details of the technical cooperation program concerning the Project on Productivity Improvement for Enterprises in the Republic of Costa Rica.

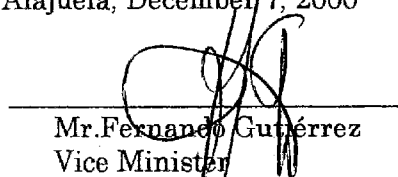
During its stay in the Republic of Costa Rica, the Team exchanged views and had a series of discussions with the Costa Rican authorities concerned with respect to desirable measures to be taken by both Governments for the successful implementation of the above-mentioned Project.

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 Republic of Costa Rica, signed in Tokyo on 24 May 1985 (hereinafter referred to as "the Agreement"), the Team and the Costa Rican authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Alajuela, December 7, 2000

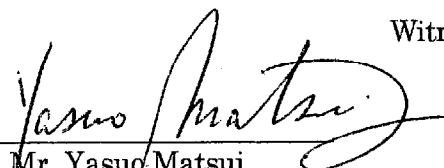


Mr. Iwao Wada
Leader,
Japanese Implementation Study Team
Japan International Cooperation Agency
Japan

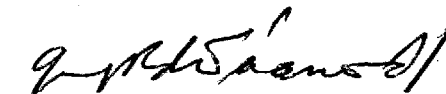


Mr. Fernando Gutiérrez
Vice Minister
Ministry of Science and Technology
Republic of Costa Rica
President of Board of Directors of
CEFOF

Witness of Honour



Mr. Yasuo Matsui
Ambassador of Japan



Mr. Guy de Teramond
Minister
Ministry of Science and Technology
Republic of Costa Rica

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Republic of Costa Rica will implement the Project on Productivity Improvement for Enterprises in the Republic of Costa Rica (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 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 as listed in Annex II. The provision of Article V, VI and VII of the Agreement will be applied to the above-mentioned experts.

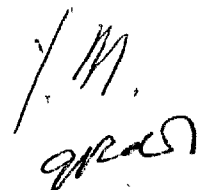
2. PROVISION OF MACHINERY AND EQUIPMENT

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 provision of Article VIII of the Agreement will be applied to the Equipment.

3. TRAINING OF COSTA RICAN PERSONNEL IN JAPAN

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


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III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF COSTA RICA

1. The Government of the Republic of Costa Rica 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 full and active involvement in the Project by all related authorities, beneficiary groups and institutions.
2. The Government of the Republic of Costa Rica will ensure that the technologies and knowledge acquired by the Costa Rican nationals as a result of the Japanese technical cooperation will contribute to the economic and social development of the Republic of Costa Rica.
3. In accordance with the provisions of Article V and VI of the Agreement, the Government of the Republic of Costa Rica will grant in the Republic of Costa Rica 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 VIII of the Agreement, the Government of the Republic of Costa Rica will take the 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 Republic of Costa Rica will take necessary measures to ensure that the knowledge and experience acquired by the Costa Rican personnel from technical training in Japan will be utilized effectively in the implementation of the Project.
6. In accordance with the provision of Article V-(b) of the Agreement, the Government of the Republic of Costa Rica will provide the services of counterpart personnel and administrative personnel as listed in Annex IV.
7. In accordance with the provision of Article V-(a) of the Agreement, the



Government of the Republic of Costa Rica will provide the buildings and facilities as listed in Annex V.

8. In accordance with the laws and regulations in force in the Republic of Costa Rica, the Government of the Republic of Costa Rica 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 Republic of Costa Rica, the Government of the Republic of Costa Rica will take necessary measures to meet the running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. Vice Minister of the Ministry of Science and Technology of the Republic of Costa Rica, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
2. Executive Director of the Technical Instructor and Personnel Training Center for Industrial Development of Central America in the Republic of Costa Rica (hereinafter referred to as "CEFOF"), as the Project Manager, will be responsible for the managerial and technical matters of the Project.
3. Academic Director of CEFOF, as the Project Coordinator, will be responsible for the coordination of the Project.
4. The Japanese Chief Advisor will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
5. The Japanese experts will give necessary technical guidance and advice to the Costa Rican counterpart personnel on technical matters pertaining to the implementation of the Project.



6. 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.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the two Governments through JICA and the Costa Rican 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

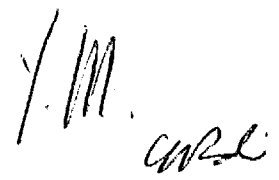
In accordance with the provision of Article VII of the Agreement, the Government of the Republic of Costa Rica undertakes to bear claims, if any arises, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Republic of Costa Rica 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 support for the Project among the people of the Republic of Costa Rica, the Government of the Republic of Costa Rica will take appropriate measures to make the Project widely known to the people of the Republic of Costa Rica.



IX. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five (5) years from January 20, 2001.



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- ANNEX I MASTER PLAN
- ANNEX II LIST OF JAPANESE EXPERTS
- ANNEX III LIST OF MACHINERY AND EQUIPMENT
- ANNEX IV LIST OF COSTA RICAN COUNTERPART AND ADMINISTRATIVE PERSONNEL
- ANNEX V LIST OF BUILDINGS AND FACILITIES
- ANNEX VI JOINT COORDINATING COMMITTEE

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ANNEX I MASTER PLAN

1. Overall Goal

The productivity improvement activities through CEFOF will be strengthened in Costa Rica and in the Region.

2. Project Purpose

CEFOF will be able to implement and upgrade productivity improvement activities to Costa Rican enterprises.

3. Outputs

- (1) The management system of the Project will be enhanced.
- (2) Technical capability of counterparts will be upgraded.
- (3) Consultation services will be implemented systematically.
- (4) Information service will be upgraded.

4. Activities of the Project

Necessary activities to achieve the above-mentioned outputs will be conducted.

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ANNEX II LIST OF JAPANESE EXPERTS

1. Chief Advisor
2. Coordinator
3. Production Management
4. Quality Management
5. Administrative Management
6. Productivity Measurement

Note: Experts in other related fields may be dispatched if necessity arises.

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ANNEX III LIST OF MACHINERY AND EQUIPMENT

1. Equipment, machinery and materials necessary for training of counterparts at CEFOF in the Project activities.
2. Other machinery, equipment and materials regarded as necessary for the effective implementation of the Project by both sides.

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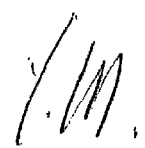
ANNEX IV LIST OF COSTA RICAN COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Counterpart Personnel

- (1) Project Director
- (2) Project Manager
- (3) Project Coordinator
- (4) Technical Counterparts

2. Administrative Personnel

- (1) Administrative and Financial Director
- (2) Administrative Staff
- (3) Secretaries
- (4) Drivers
- (5) Other necessary supporting staff for the smooth implementation of the Project

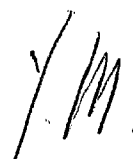


ANNEX V LIST OF BUILDINGS AND FACILITIES

1. Office space and necessary facilities for the Japanese experts.
2. Lecture rooms, meeting rooms and training space for the transfer of technology.
3. Buildings, facilities and space for the machinery and equipment to be provided by the Government of Japan.
4. Other facilities mutually agreed upon as necessary for the implementation of the Project.



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ANNEX VI JOINT COORDINATING COMMITTEE

1. Functions

The joint coordinating committee will be held at least once a year and whenever necessity arises. Its functions are as follows:

- (1) To review the overall progress of the Project implementation as well as its achievement;
- (2) To approve the Annual Plan of Operations (APO) of the Project in line with the Tentative Schedule of Implementation (TSI) and the Plan of Operations (PO) formulated under the framework of the Record of Discussions;
- (3) To coordinate necessary actions to be taken by both sides;
- (4) To exchange views on major issues arising from or in connection with the technical cooperation program.

2. Provisional Composition

(1) Chairperson

Vice Minister, Ministry of Science and Technology

(2) Committee Members

(Costa Rican side)

- a. Project Director
- b. Project Manager
- c. Project Coordinator
- d. C/P designated by the Project Director
- e. Representative of Ministry of Foreign Affairs (International Cooperation Division)
- f. Representative of the Chamber of Industry
- g. Other personnel concerned with the Project decided by the Costa Rican side, if necessary

(Japanese side)

- a. Chief Advisor
- b. Coordinator
- c. Japanese Experts designated by the Chief Advisor
- d. Representative(s) of the JICA Office in Costa Rica
- e. Other personnel concerned to be decided and dispatched by JICA, if necessary

Note:

Official(s) of Embassy of Japan in Costa Rica may attend the Committee as observer(s).

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