

4. Minutes of Discussions

**MINUTES OF DISCUSSIONS
ON THE STUDY
ON THE PROJECT FOR
IMPROVEMENT OF EQUIPMENT FOR ARCHAEOLOGICAL ACTIVITIES
CENTERS ON THE MAYA CIVILIZATION
IN THE REPUBLIC OF HONDURAS**

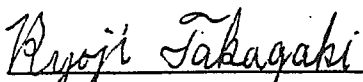
In response to a request from the Government of the Republic of Honduras (hereinafter referred to as "Honduras"), the Government of Japan decided to conduct a Study on the Project for Improvement of Equipment for Archaeological Activities centers on the Maya Civilization (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

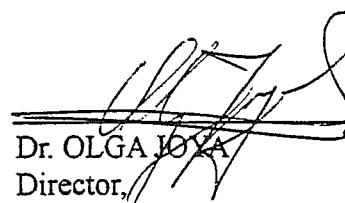
JICA sent the Study Team (hereinafter referred to as "the Team"), headed by Mr. TAKAGAKI RYOJI, First Cultural Affairs Division, Cultural Affairs Department, Ministry of Foreign Affairs, to Honduras from November 22 to December 16, 2000.


The Team held discussions with the officials concerned of the Government of Honduras and conducted a field survey at the study area.

In the course of discussions and field survey, both parties confirmed the items described on the attached sheets.

Tegucigalpa, December 12, 2000


Mr. TAKAGAKI RYOJI
Leader,
Study Team
JICA


Dr. OLGA IOYA
Director,
Honduran Institute of Anthropology
and History




Mr. GERMAN ALLAN PADGETT
Minister,
Ministry of Culture, Arts and Sports



ATTACHMENT

1. Objective of the Project

The Objective of the Project is to improve equipment for archaeological activities centers on the Maya civilization of the Honduran Institute of Anthropology and History.

2. Project site

The sites of the Project are Comayagua, Copan, La Entrada, La Lima, Los Naranjos and Tegucigalpa.

3. Responsible and Implementing Agency

The Responsible Agency: Honduran Institute of Anthropology and History

The Implementing Agency: Honduran Institute of Anthropology and History

4. Items requested by the Government of Honduras

4-1. After discussions with the Team, the items described in Annex-1 were finally requested by the Honduran side.

JICA will assess the appropriateness of the request and will recommend to the Government of Japan for approval.

4-2. The Honduran side assigned in Annex-1 their own Priorities on the goods.

A=1st Priority / Essential

B=2nd Priority / Necessary to study

C=3rd Priority / If possible

5. Japan's Grant Aid Scheme

5-1. The Honduran side understands the Japan's Grant Aid Scheme explained by the Team, as described in Annex-2.

5-2. The Honduran side will take the necessary measures, as described in Annex-3, for smooth implementation of the Project, as a condition for the Japanese Grant Aid to be implemented.

6. Schedule of the Study

6-1. JICA will prepare the study report on the Project in English around May 2001.

6-2. The consultants will proceed to further studies in Honduras until December 16, 2000.

7. Other relevant issues

The Honduran side requested farther technical cooperation from the Japanese Government relating to the Project. The Study Team agreed to convey the request to the Japanese organization concerned.

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List of Equipment

Region	Project Site	Category	Item	Q'ty	Unit	Priority
Central	IHAH (includes Northern Regional Office)	Transport, Communication	Truck w/power gate	1	unit	A
			HF radio communication system	1	set	A
			VHF radio communication system	2	set	A
		Preliminary survey	Pickup track 4WD w/ winch	1	unit	A
			GPS and accessories	2	set	A
			Total station, tripod, software and accessories	2	set	A
			Theodolite, tripod, software and accessories	2	set	A
			Level, tripod and accessories	2	set	A
			Topographical survey equipment set B*	2	set	A
			Video camera and accessories	2	set	A
			Camera and accessories	2	set	A
			Analysis, Filing	Photograph shooting equipment and accessories	2	set
		Scanner A0		1	set	A
		P/C desktop, printer, software and accessories		2	set	A
		P/C desktop, printer, software and accessories		2	set	A
		Drafting desk and tools		2	set	A
		Restoration, Preservation	Shelf	**	unit	A
			Container	**	unit	A
			Cart	**	unit	A
	Exhibition, Education	Video projecting equipment	3	set	A	
		Photocopier	1	unit	A	
	Republic Museum	Exhibition, Education	Audio visual equipment	1	set	A
			Photocopier	1	unit	A
Western	Western region • Visitor Center • Sculpture Museum • Archaeological Museum • Archaeological Park (Main group, Las Sepulturas)	Transport, Communication	Truck 4t w/crane	1	unit	A
			Pickup track 4WD w/ winch	1	unit	A
			VHF radio communication system	1	set	A
		Exhibition, Education	P/C desktop, printer, software and accessories	1	set	A
			Audio visual equipment	1	set	A
			Photocopier	1	unit	B
		Park management	Generator	4	unit	A
			Grass cutter	10	unit	B
			Lawn mower	3	unit	A
			Chain saw	4	unit	B
			Engine water pump	2	unit	A
			Sprinkler	1	set	A
			Welder	1	unit	A
		El Puente Archaeological Park	Transport, Communication	Pickup track 4WD w/ winch	1	unit
	Preliminary survey			GPS and accessories	1	unit
			Total station, tripod, software and accessories	1	unit	A
			Theodolite, tripod, software and accessories	1	set	A
			Level, tripod and accessories	1	set	B
	Exhibition, Education		Topographical survey equipment set B*	1	set	A
		Video projecting equipment	1	set	A	
		Generator large	1	set	A	

Region	Project Site	Category	Item	Q'ty	Unit	Priority
Western	El Puente Archaeological Park	Park management	Generator small	1	set	A
			Submersible pump and accessories	1	set	A
			Engine water pump	1	unit	A
			Lawn mower	2	unit	A
			Grass cutter	6	unit	B
			Chain saw	2	unit	B
			Welder	1	unit	B
		Restoration, Preservation	Shelf	**	unit	B
			Container	**	unit	B
			Cart	**	unit	B
	PICPAC	Preliminary survey	Pickup truck 4WD w/ winch	1	unit	A
			GPS and accessories	1	set	A
			Total station, tripod, software and accessories	2	set	A
			Total station for tunnel survey, tripod, software and accessories	1	set	A
			Level, tripod and accessories	2	set	A
			Topographical survey equipment set A*	1	set	A
			Radar system	1	set	B
			Video camera and accessories	1	set	A
			P/C laptop, software	1	unit	A
			Excavation, Research	Photograph shooting equipment and accessories	1	set
		Scaffoldings, tower type		2	set	A
		Generator		1	unit	A
		Excavation equipment		1	set	A
		Excavation instrument and tools		10	set	B
		Environment observation equipment		1	set	A
		Fiber scope camera, monitor and accessories		1	set	B
		Belt conveyors w/generator, cable and accessories		1	set	A
		P/C laptop, software		1	unit	A
		Restoration, Protection	Scaffoldings, wall type	1	set	A
Dump truck w/crane			1	unit	A	
Engine water pump			2	unit	A	
Analysis, Filing		Soil analysis equipment	1	set	A	
		Measuring and Filing equipment	1	set	B	
		Washing and protection equipment	1	set	A	
		Drafting desk and tools	3	set	A	
		Computer system	1	set	A	
		Slide film scanner	1	unit	A	
		Scanner A0	1	unit	A	
		Printer A0	1	unit	A	
Restoration, Preservation		Shelf	**	unit	A	
		Container	**	unit	A	
		Portable storage	1	unit	A	
	Cart	**	unit	A		

* Set A includes tools which are used at the site of excavation

** The necessary quantity of shelves, container and cart shall be calculated afterwards.

Japan's Grant Aid Program

1. Japan's Grant Aid Procedures

(1) The Japan's Grant Aid Program is executed by the following procedures.

Application (request made by a recipient country)

Study (Basic design Study conducted by JICA)

Appraisal & Approval (appraisal by the Government of Japan
and approval by the Cabinet of Japan)

Determination of Implementation (Exchange of Notes between both Governments)

Implementation (implementation of the Project)

(2) Firstly, an application or a request for a Grant Aid project submitted by the recipient country is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Japan's Grant Aid. If the request is deemed appropriate, the Government of Japan assigns JICA to conduct a study on the request.

Secondly, JICA conducts the study, using (a) Japanese consulting firm(s).

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aid Program, based on the Basic Design Study Report prepared by JICA and the results are then submitted to the cabinet for approval.

Fourth, the project approved by the cabinet becomes official with the Exchange of Notes signed by the Government of Japan and the recipient country.

Finally, for the implementation of the Project, JICA assists the recipient country in preparing contracts and so on.

2. Basic Design Study

(1) Contents of the Study

The purpose of the Basic Design Study conducted by JICA on a requested project is to provide a basic document necessary for appraisal of the project by the Japanese Government. The contents of the Study are as follows:

- a) confirmation of the background, objectives, benefits of the project and also institutional capacity of agencies concerned of the recipient country necessary for project implementation,
- b) evaluation of the appropriateness of the project for the Grant Aid Scheme from a technical, social and economical point of view,
- c) confirmation of items agreed on by the both parties concerning a basic concept of the project,
- d) preparation of a basic design of the project,
- e) estimation of cost of the project.

The contents of the original request are not necessarily approved in their initial form as the contents of the Grant Aid project. The Basic Design of the project is confirmed considering the guidelines of Japan's Grant Aid Scheme.

Final project components are subject to approval by the Government of Japan and therefore may differ from an original request. Implementing the project, the Government of Japan requests the recipient country to take necessary measures involved which are itemized on Exchange of Notes.

(2) Selection of Consultants

For smooth implementation of the study, JICA uses (a) registered consulting firm(s). JICA selects (a) firm(s) based on the proposals submitted by the interested firms. The firm(s) selected carry(ies) out a Basic Design Study and write(s) a report, based upon terms of reference set by JICA.

The consulting firm(s) used for the study is (are) recommended by JICA to a recipient country after Exchange of Notes, in order to maintain technical consistency and also to avoid any undue delay in implementation should the selection process be repeated.

3. Japan's Grant Aid Scheme

(1) What is Grant Aid?

The Grant Aid Program provides a recipient country with non reimbursable funds to procure the equipment and services (engineering services and transportation of the products, etc.) for economic and social development of the country under principles in accordance with relevant laws and regulations of Japan. The Grant Aid is not supplied through the donation of materials or such.

(2) Exchange of Notes (E/N)

Both Governments concerned extend Japan's Grant Aid in accordance with the Exchange of Notes in which the objectives of the Project, period of execution, conditions and amount of the Grant Aid etc., are confirmed.

(3) "The period of the Grant Aid" means one Japanese fiscal year which the Cabinet approves the Project for. Within the fiscal year, all procedure such as Exchange of Notes, concluding a contract with (a) consulting firm(s) and (a) contractor(s) and a final payment to them must be completed.

(4) Under the Grant, in principle, products and services of origins of Japan or the recipient country are to be purchased.

When the two Governments deem it necessary, the Grant may be used for the purchase of products or services of a third country.

However the prime contractors, namely, consulting, contractor and procurement firms, are limited to "Japanese nationals". (The term "Japanese nationals" means persons of Japanese nationality or Japanese corporations controlled by persons of Japanese nationality.)

(5) Necessity of the "Verification"

The Government of the recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. The Government of Japan shall verify those contracts. The "Verification" is deemed necessary to secure accountability to Japanese tax payers.

(6) Undertakings Required to the Government of the Recipient Country

In the implementation of the Grant Aid project, the recipient country is required to undertake such necessary measures as the following:

a) to secure land necessary for the sites of the project prior to the installation work in case the project is providing equipment,

b) to provide facilities for distribution of electricity, water supply and drainage and other incidental facilities in and around the sites,

c) to secure buildings prior to the installation work in case the project is providing equipment,

d) to ensure all the expenses and prompt execution for unloading, customs clearance at the port of disembarkation and internal transportation of the products purchased under the Grant Aid,

e) to exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which will be imposed in the recipient country with respect to the supply of the products and services under the Verified Contracts,

f) to accord Japanese nationals whose services may be required in connection with the supply of the products and services under the Verified Contracts, such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work.

(7) Proper Use

The recipient country is required to maintain and use the equipment purchased under the Grant Aid properly and effectively and to assign staff necessary for the operation and maintenance as well as to bear all expenses other than those covered by the Grant Aid.

(8) Re-export

The products purchased under the Grant Aid shall not be re-exported from the recipient country.

(9) Banking Arrangement (B/A)

a) The Government of the recipient country or its designated authority shall open an account in the name of the Government of the recipient country in a bank in Japan. The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by Government of the recipient country or its designated authority under the Verified Contracts.

b) The payments will be made when payment requests are presented by the bank to the Government of Japan under an Authorization to Pay issued by the Government of the recipient country or its designated authority.

Major Undertakings to be Taken by Each Government

NO	Items	To be covered by the Grant	To be covered by the Recipient
1	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
2	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country		
	1) Marine(Air) transportation of the products from Japan to the recipient country	●	
	2) Tax exemption and custom clearance of the products at the port of disembarkation		●
	3) Internal transportation from the port of disembarkation to the project site	●	
3	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		●
4	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract		●
5	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid		●
6	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for the transportation and installation of the equipment		●