

Appendices

- 1. Member List of the Survey Team**
- 2. Survey Schedule**
- 3. List of Parties Concerned in the Recipient Country**
- 4. Minutes of Discussion**
- 5. References**

1. Member List of the Survey Team

Leader

Prof. Yasuhide Nakamura

The Faculty of Human science

Osaka University

Project Coordinator

Ms. Rina Hirai

Grant Aid Management Department

Japan International Cooperation Agency (JICA)

Equipment Planning

Dr. Toshiaki Nishigaki

Grant Aid Management Department

Japan International Cooperation System (JICS)

Procurement Planning

Dr. Kyoko Goto

Grant Aid Management Department

Japan International Cooperation System (JICS)

2. Survey Schedule

Sub: The Family Planning Program to The Republic of Indonesia

No	Date	Time	Activity	Stay	
1	14-May	Sun	Tokyo (JL725/10:00) → Jakarta (16:00)	Jakarta	
2	15-May	Mon	9:00	Courtesy call on Jica (Mr. Yoneda)	Jakarta
			11:00	Courtesy call on Embassy of Japan (Mr. Uzu)	
			13:00	Courtesy call on the Ministry for the Empowerment of Women (Ms. Khofifah inbar Parawansa)	
			13:30	Meeting with BKKBN (Dr. Lalu Sudarmadhi)	
3	16-May	Tue	9:00	Meeting with BKKBN (Mr. Choiron Jusuf)	Jakarta
			11:00	Courtesy call on UNFPA (Mr. Nurjo Martsokusumo)	
			14:00	Courtesy call on MOH (Mecine Supervision)	
			15:00	Courteys call on World Bank (Ms. Puti Marzoeki)	
4	17-May	Wed	10:00	Meeting with UNICEF (Mr. Shukhrat Rakhimdjano)	Jakarta
			14:00	Courtesy call on Ministry of Health (Mr. Niyazmatov), Meeting with SES	
5	18-May	Thu	9:00	Signing on Minutes	Jakarta
			14:00	Meeting with MOH (MCH)	
			16:30	JICA (report on Minutes)	
6	19-May	Fri	9:00	Meeting with BKKBN	Jakarta
7	20-May	Sat	10:00	Market Survey	Jakarta
8	21-May	Sun	10:00	Jakarta → Bandung	Bandung
9	22-May	Mon	10:00	Meeting with West Java Province BKKBN Office	Bandung
				Meeting with Sumedang District BKKBN Office	
			11:00	Meeting with Swadana Hospital	
			14:00	Meeting with Sumedang Utaera Puskesmas, Site survey	
10	23-May	Tue	10:00	Site Survey (Jawa Barat Province warehouse)	Jakarta
			13:00	Site Survey (Kimia Farma) → Jakarta	
11	24-May	Wed	9:00	Meeting with BKKBN	Jakarta

12	25-May	Thu	10:00	Meeting with Pharmaceutical companies	Jakarta
			14:00	Meeting with BKKBN	
13	26-May	Fri	10:00	Meeting with BKKBN	Jakarta
			14:30	Visiting to Central warehouse	
14	27-May	Sat		Internal Meeting	Jakarta
15	28-May	Sun		Internal Meeting	Jakarta
16	29-May	Mon	9:00	Meeting with BKKBN	Jakarta
			11:00	Meeting with UNFPA	
			14:00	Meeting with Shering	
17	30-May	Tue	9:00	Discussion on Specifications of Project with BKKBN	Jakarta
			15:00	Report to Embassy of Japan (Mr. Uzu)	
			16:30	Discussion on Transportation with Eastern Car liner. LTD	
18	31-May	Wed	14:00	Report to JICA	Jakarta
19	1-Jun	Thu	22:00	Jakarta → Tokyo	

3. List of Parties Concerned in the Recipient Country

1) National Family Planning Coordinating Board (BKKBN)

(1) Jakarta Central Office

Drs. Rachmat Santoso, Head of Division Planning Requirement
Bureau of Logistic

Dr. Lely E. Hadjae, MD. MPH, Head of Directorate of Family
Planning Assurance Service

Mr. Cnoiran Jusuf, Bureau Chief of Logistic

Mr. Mukhtar Bakti, SH MA, Planning of Family Planning

Mr. Redi Darmadji, Head of Division for Foreign Cooperation

(2) Central Warehouse (Bukasi)

Mr. Ade Ramlan, Head of Central Warehouse

(3) West Java BKKBN Provincial Office (in Bandung)

Ms. Jpit Rapih, Sir. Kontrasepsi

Ms. Roswati, Kabanig Kevanganij Sapana

Mr. Tony K, BKKBN Usti

Drs. Handi Braladilaga

(4) Sumedang District BKKBN Office

Mr. Iyan Sumaryan, Director of Sumedang office

(5) West Java Warehouse

Mr. Daryadi, Gudang, BKKBN Kawil Provinsi Jawa Barat

2) Oral Pill Delivery point

(1) Swadana Hospital

Dr. Saward Aipassa MD, Surgeon Psu sumedang

Dr. Yuyu Suparmen MD, Surgeon Psu Sumedang

(2) Sumedang Utaera Puskesmas

Dr. Yusi Ratna Suminar, Puskesmas Situ, Kab. Sumedang

PLKB (BKKBN Field worker)

(3) Manga Jaya village Delivery point (service point)

Ede Sopandi, Village headman

Midwife

(4) South Sumedang Apotek

Dra. Urip Suharti, Apt., Phramacist, Ramatu Apotek

3) Pharmaceutical Companies in Indonesia

Drs. Nurdin Witosuratno, Kepala Divisi, Divisi Perencanaan & Pengendalian
Produksi Formulasi, Kimia Farma

Drs. Doddy Triyogo, Kimia Farma

Drs. Braham Burhanudin, Apt. Kimia Farma

Ms. Yulianti R. Merati, Manager, Pharmacist, Kimia Farma

Mr. Aditya Adam, PT. Triyasa Nagamas Farma

Dra. Sorta Saulina Siahaan, MBA, MM,

Quality Assurance and Control Manager, PT. Triyasa Nagamas Farma

Ir. Ridwan Halim, Maintenance & Eng. Manager, PT Triyasa Nagamas Farma

Ms Luanna Wiriawaly, Marketing Director, PT. Djaja Bima Agung
Mr. Arsii Amar, Business Officer , PT. Schering Indonesia
Mr. Amin Sjaugl, Plant Manager, PT. Schering Indonesia
Ms. Yuli Hastini, Head of Quality Management, PT. Schering Indonesia
Mr. Parulian Simanjuntak, President Director, PT. Schering Indonesia
Mr. Siegfried J. Wagner, Works Director, PT. Schering Indonesia
Mr. Burhan Kalakhan, General Manager, PT. Sunthi Sepuri
Mr. Sidhartawan Lesmana, Institutional Business Manager,
Akzo Nobel Organon

4) Transportation

Mr. K. Yoshida, Eastern Car Lliner LTD.

5)UNFFA

Mr. Nurjo Martokusumo, Programme officer,

4. Minutes of Discussion

MINUTES OF DISCUSSIONS
THE STUDY ON THE PROJECT
FOR
FAMILY PLANNING PROGRAM
IN
THE REPUBLIC OF INDONESIA
MAY 15 – 17, 2000

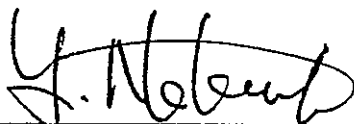
In response to a request from the Government of the Republic of Indonesia (hereinafter referred to as "Indonesia"), the Government of Japan decided to conduct a Study on Project for Family Planning Program in the Republic of Indonesia (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent the Study Team (hereinafter referred to as "the Team"), headed by Prof. Yasuhide NAKAMURA, Osaka University, to Indonesia, and was scheduled to stay in the country from May 14 to June 1, 2000.

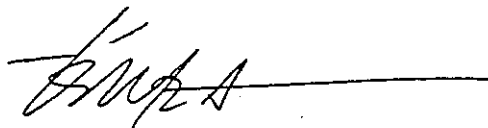
The Team held discussions with the officials concerned of the Government of Indonesia and conducted a field survey at the study area.

In the course of discussions and the field survey, both sides confirmed the main items described on the attached sheets. The Team will proceed to further works and prepare the Study Report.

Jakarta, May 17, 2000



Prof. Yasuhide NAKAMURA, M.D, Ph.D
Leader
Study Team
Japan International Cooperation Agency
Japan



Drs. Lalu Sudarmadi, MPIA
Principal Secretary
National Family Planning
Coordinating Board(BKKBN)
Indonesia

ATTACHMENT

1. Objective of the Project

The objective of the Project is to sustain the Family Planning Program through provision of oral contraceptive pills for family planning users, as a vulnerable group of economic crisis, on the emphasis of empowerment of women.

2. Project site

Whole of the Republic of Indonesia

3. Responsible and Implementing Agency

3-1. The Responsible Agency is National Family Planning Coordinating Board (BKKBN).

3-2. The Implementing Agency is National Family Planning Coordinating Board (BKKBN).

4. Items requested by the Government of Indonesia

After discussions with the Team, the item described in Annex-1 was finally requested by the Indonesian side. JICA will assess the appropriateness of the request and will recommend to the Government of Japan for approval.

5. Japan's Grant Aid Scheme

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

5-2. The Indonesian 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. The consultant members of the Team will proceed to further studies in Indonesia until June 1, 2000.

6-2. JICA will prepare the study report on the Project in English and send it to the Government of Indonesia by November, 2000.

7. Monitoring and Evaluation of the Project

The BKKBN will be responsible for monitoring and evaluation of the Project and report the result to the Government of Japan on 3-months basis.

Item List

Oral Contraceptive Pills used for shortage which are estimated for the year 2001

Item	Amount
Combined Low Dose Oral Contraceptives	16,164,200 cycles

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 (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.

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 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. Contents of the Study

(1) Contents of the Study

The purpose of the 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. The selected firm carries out the Study and writes a report, based upon terms of reference set by JICA.

The consulting firm used for the study will be recommended by JICA to a recipient country to also work as consultant on the Project after Exchange of Notes, in order to maintain technical consistency.

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 procedures such as Exchange of Notes, concluding a contract with a consulting firm 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.

J.N.
6

(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.

Handwritten initials "H.C.D." and a symbol resembling a stylized "6" or "b" are present in the bottom right corner of the page.

(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 Aid	To be covered by the Indonesian side
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		●

5. References

- (1) Demographic and Health Survey 1997, by Central Bureau of Statistics, State Ministry of Population National Family Planning Coordinating Board and Ministry of Health
- (2) Monthly Statistical Bulletin, Economic Indicators, March 2000
- (3) Profil Kesejahteraan Rakyat 1999, Statistical report of Public health
- (4) A clinical Guide For Contraception by Leon Speroff and Philip Darney, Second edition, Williams & Wilkins
- (5) Buku Keraja Tahun 2000, BKKBN
 - Posisi stock alat/obat kontrasepsi Gudngpusat-Jati Mekar Bekast
 - Profil Gerakan Keluarga Berencana Nasional (Sumadang area)
 - Mekanisme Penyaluran Alokon (Structure of BKKBN)
 - Jumlah Pegawai, Tenaga Lapangan
 - Laporan Tahunan
- (6) List of Oral contraceptive Registerd in Indonesi,
- (7) List of Essential Drugs for the Health Services in the Hospital and Health center,
- (8) Leaflet of Oral contraceptive of Pharmaceutical companies (Organon, Shering, Kimia Faram, Sunthi Sepri, Torysa Nagamusu)