

付属資料 3

短期調査ミニッツ

3-1. 短期調査（第1回）ミニッツ

THE MINUTES OF DISCUSSION AND AGREEMENTS
CONCERNING
THE TECHNICAL CO-OPERATION
FOR
THE PROJECT FOR PROMOTION OF SUSTAINABLE MARINE
FISHERIES RESOURCE UTILISATION
IN
THE REPUBLIC OF TRINIDAD AND TOBAGO

The Preparatory Study Team (hereinafter referred to as "the Team") organised by the Japan International Co-operation Agency (hereinafter referred to as "JICA") and headed by Dr. Tatsuro Matsuoka, visited the Republic of Trinidad and Tobago to examine a project framework of the Project for Promotion of Sustainable Fisheries Resources Utilisation (hereinafter referred to as "the Project") from March 4th to March 17th in 2001.

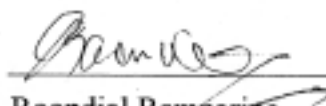
During its stay, the Trinidad and Tobago authorities, counterpart personnel and the Team held workshops to analyse the problems on fisheries sub-sector in Trinidad and Tobago. Based upon outcomes of the workshops, a tentative framework of the Project and future procedure were discussed and developed.

As the results, both parties have reached the understanding and agreed to report to their respective Governments the matters attached herewith.

Port of Spain, March 16th, 2001



Tatsuro Matsuoka
Leader
Japan International Co-operation Agency
Japan



Roopdial Ramnarine
Permanent Secretary
Ministry of Food Production and Marine
Resources
Republic of Trinidad and Tobago

1. Results of Project Cycle Management (PCM) Workshop

In accordance with the workshops from March 8th, 12th and 13th, both parties recognised the issues on fisheries sub-sector in the Republic of Trinidad and Tobago. The results of the workshops are attached in Annex I, II and III.

2. Tentative Framework of the Project

Based on the workshops and discussions, both sides have reached a conclusion that an appropriate framework of the Project is as follows:

(1) Super Goal

Sustainable utilisation of fisheries resources in the Republic of Trinidad and Tobago is facilitated.

(2) Overall Goal

Appropriate fishing activities are practised by fisher folks in Trinidad and Tobago.

(3) The Project Purpose

Institutional strengthening of capability of Fisheries Division, CFTDI and fisher folk organisations to appropriately utilise fisheries resources.

(4) Expected Outputs of the Project

1. Fisheries resources management capabilities are enhanced.
2. Technical and extension capabilities in fishing technology are enhanced.
3. Technical and extension capabilities in marine engineering are enhanced.
4. Technical and extension capabilities in fish processing and marketing are enhanced.
5. Fisheries extension capability in 1.-4. above will be enhanced.
 - 5-1. Adequate consultation and feed-back system from fisher folks is established.
 - 5-2. Appropriate fishery methods are disseminated and accepted by fisher folks.
6. Recommendations for fisheries management are made.

(5) Fields of the Technical Co-operation

- a. Fisheries Resources Management
- b. Capture Fishery Technology
- c. Marine Engineering
- d. Seafood Technology and Marketing



(6) Activities

- 1-1. Analysis of landing/effort data and information.
- 1-2. Collection of biological data and information on stock species.
- 1-3. Evaluation and information collection of gear selectivity.

- 2-1. Conduct experimental fishing operation.
- 2-2. Evaluation of appropriateness of fishing gear being introduced

- 3-1. Maintenance of marine engine
- 3-2. Introduction of onboard machinery for proper fish handling.

- 4-1. Collection and analysis of seafood consumption data.
- 4-2. Establishment of proto-type onshore fish handling facilities.
- 4-3. Promotion of fish and fishery products.
- 4-4. New product development.

- 5-1. Training extension officers in above 1.-4. fields.
- 5-2. Information dissemination in above 1.-4. fields to fisher folks.

- 6-1. Prepare a list of recommendations.

Regarding activity 3-2 above, further investigation and discussion are needed to identify concrete target areas.

(7) Term of the Technical Co-operation

With specific reference to fisheries resource management the views of technical and scientific issues suggest that the proposed three (3) year duration being considered may be too short. The term of Technical Co-operation will therefore be re-examined by both parties and be decided when an Implementation Study Team is dispatched in August, 2001.

(8) Implementation Institute and Jurisdiction Ministries

- a. The implementation agency will be CFTDI.
- b. Jurisdiction ministries of the Project will be the Ministry of Transportation and the Ministry of Food Production and Marine Resources. However, the Project will be under the Ministry of Food Production and Marine Resources.

(9) Main Site of Technical Co-operation
CFTDI, Chaguramas.

3. Measures to be taken by both Governments

Both sides have agreed that respective Governments would take necessary measures to implement the Project in the manner outlined in items 3.1. to 3.4. below.

3.1. Measures to be taken by Japanese Side

- (1) Assignment of Japanese Experts
- (2) Provision of Equipment and Machinery
- (3) Training of Trinidad and Tobago counterpart personnel in Japan

3.2. Measures to be taken by Trinidad and Tobago Side

In accordance with the laws and regulations in force in Trinidad and Tobago, the Government of Trinidad and Tobago will take necessary measures to provide at its own expense:

- (1) Assignment of at least two (2) counter-part personnel for each Japanese expert on the Project.
- (2) Land, buildings and facilities for the implementation of the Project and
- (3) Supply or replacement of machinery, equipment, instrument, vehicles, tools, spare parts, and any other materials necessary for the implementation of the Project other than those provided through JICA under 3.1-(2) above.

In accordance with the laws and regulations in force in Trinidad and Tobago, the Government of Trinidad and Tobago will take necessary measures to meet:

- (1) Expenses necessary for transportation within Trinidad and Tobago of the articles referred to in 3.2-(2) above as well as for the installation, operation and maintenance thereof.
- (2) Customs duties, internal taxes and any other charges, imposed in Trinidad and Tobago on the articles referred to in 3.1-(2) above, and
- (3) All running expenses necessary for the implementation of the Project.

3.3. Claims Against Japanese Experts

The Government of Trinidad and Tobago undertakes to bear claims, if any arises, against the Japanese experts engaging in the Project resulting from, occurring in the course of, otherwise connected with, the discharge of their official functions in Trinidad and Tobago, except for those arising from willful misconduct or negligence of the Japanese experts.

3.4. Establishment of Joint Committee

For the smooth implementation of the Project, a joint committee will be established and meetings of the committee will be held at least once a year, or as the necessity arises.

The functions of the committee are as follows:

- (1) Formulation of annual work plan for the project
- (2) Review of annual activities of the Project
- (3) Review and exchange of views on major issues of all problems arising from, or in connection with, the technical co-operation
- (4) Examination of local budget-draft necessary for the Project
- (5) Staffing of the Project
- (6) Others

4. Future Procedure

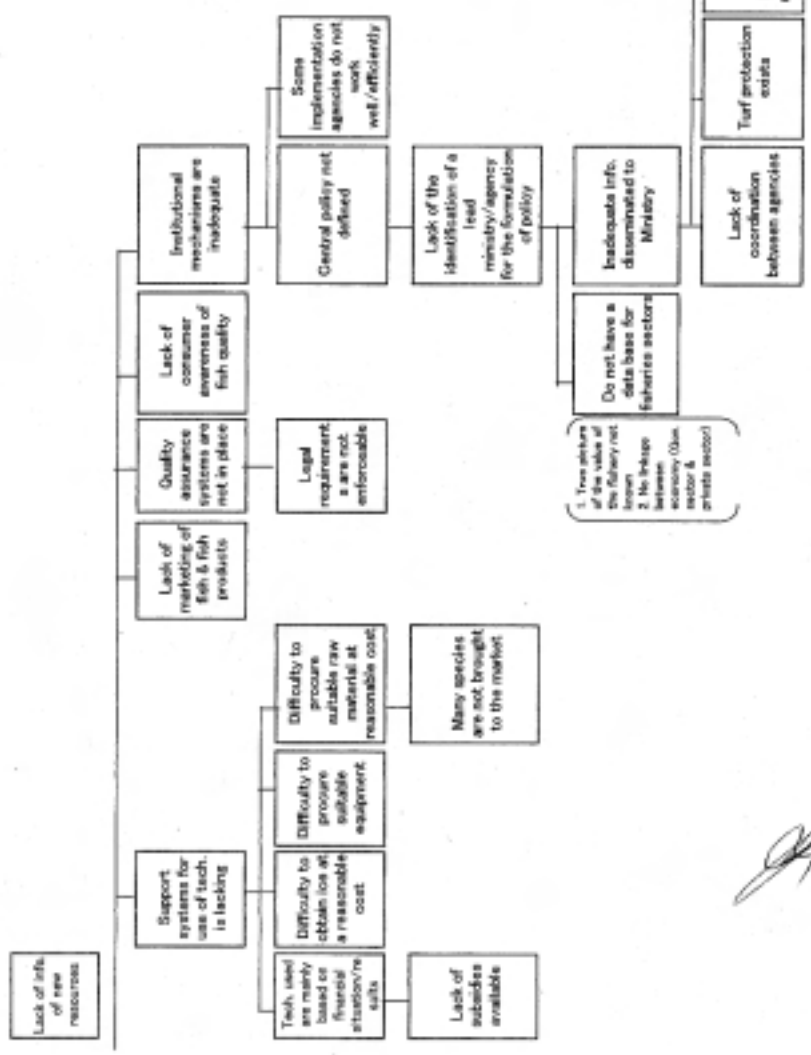
- (1) JICA will dispatch short-term experts in order to prepare a draft project document in co-operation with Trinidad and Tobago authorities. Both sides will make documentation of the detailed scheme of the Project, in accordance with tentative framework described above in items 2-3, and to prepare a list of necessary machinery and equipment for the Project. Further, the project document will mainly include items attached as Annex IV.
- (2) JICA will dispatch a preparatory study team to the Republic of Trinidad and Tobago and the Eastern Caribbean countries in order to confirm their intentions to participate in the Regional Technical Co-operation Promotion Programme.



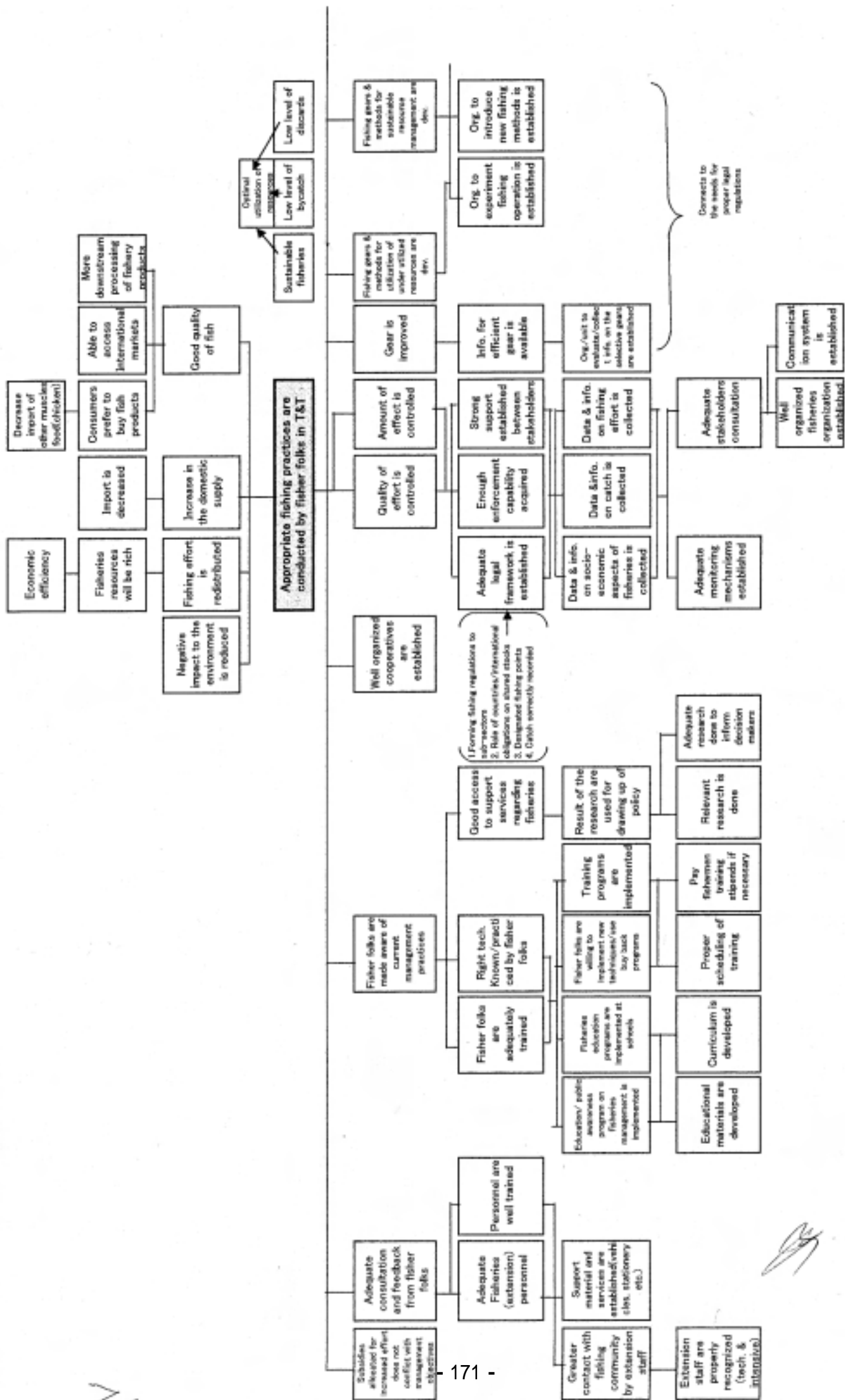
Annexes

Annex I	Problem Analysis on the fisheries sub-sector in Trinidad and Tobago
Annex II	Objective Analysis
Annex II	Project Design Matrix (PDM)
Annex VI	Table of Project Document

- Prepared date: March 8, 12-13, 2001
 Workshop moderated by: Charles Nurse and Hans Kobayashi
 Analyzed by:
- (1) Carlisle Jordan MFPNR, Director of Fisheries
 - (2) Ann Marie Jobity MFPNR, Senior Fisheries Officer
 - (3) Jennifer Yearwood MFPNR, Agri. Planning, Assistant Director
 - (4) Sabryn Brooks CFTDI, Principal
 - (5) Tullia Ible CFTDI, Bursar
 - (6) Pooran Mohan CFTDI, Counterpart, Marine Engineering
 - (7) Manuel Quaresima CFTDI, Counterpart, Fish Processing
 - (8) Rogstad Dowlat CFTDI, Counterpart, Marine Engineering
 - (9) Uweaflyn Ellis CFTDI, Counterpart, Fishing Technology
 - (10) Charles Nurse CFTDI, Counterpart, Fish Processing
 - (11) David Robinson CFTDI, Counterpart, Marine Engineering
 - (12) Marvin Youkasee CFTDI
 - (13) Erol Caesar, University of West Indies, Fisheries Officer of Tobago
 - (14) Sita Kumsilla, Fisheries Division, Fisheries Officer
 - (15) Nemasa Nagassar Fisheries Division, Fisheries Officer
 - (16) Lara Ferreira, Fisheries Division, Fisheries Officer
 - (17) Suzuette Soomal Fisheries Division, Fisheries Officer
 - (18) Sadee Forda, Fisheries Division, Fisheries Officer
 - (19) Michele Picou-Gill Fisheries Division, Fisheries Officer
 - (20) Azeem Khan, Fisheries Division, Fisheries Assistant
 - (21) Paul Gabbidon Institute of Marine Affairs, Fisheries & Aquaculture Officer
 - (22) Xiomara Chin, Institute of Marine Affairs, Research Officer
 - (23) Rosemarie Kishore Institute of Marine Affairs, Research Officer
 - (24) Kazuo Sanga, JICA Expert, Team Leader
 - (25) Naonaru Honda, JICA Expert, Coordinator
 - (26) Hideto Kimura, JICA Expert, Marine Engine
 - (27) Fusaio Takigami, JICA Expert, Fish Processing
 - (28) Noriaki Fuji, JICA Expert, Fishing Technology
 - (29) Takuro Matsuzuka, Kagoshima University, Team Leader of JICA Mission
 - (30) Takashi Sakamoto, Fisheries Agency of Government of Japan
 - (31) Ikuo Takakawa, JICA, Project officer
 - (32) Tsuneo Kurue, Consultant, JICA Study Team
 - (33) Hans Kobayashi, Associate Specialist, JICA



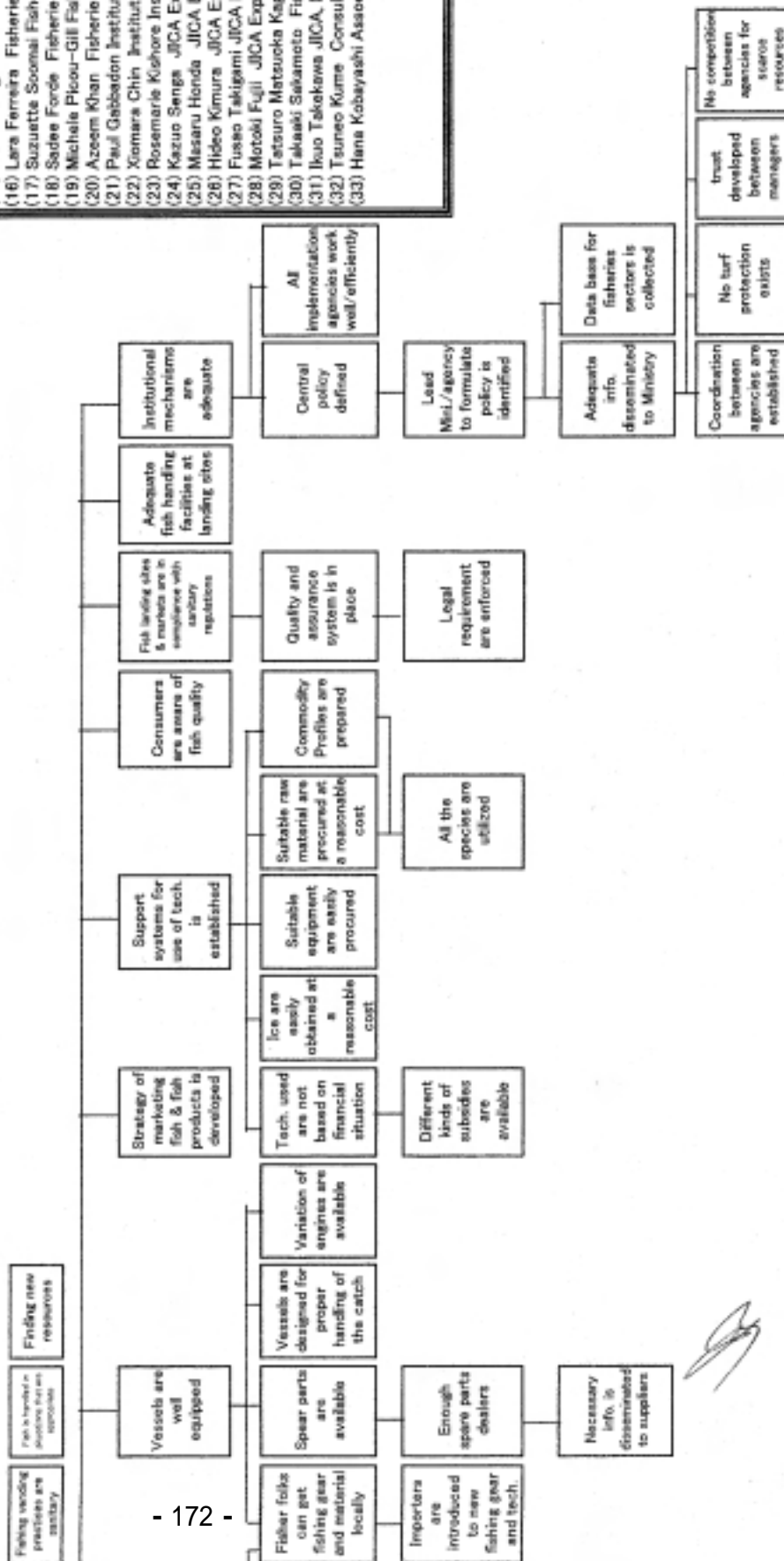
Annex II. OBJECTIVES ANALYSIS



Prepared date: March 8, 12-13, 2001
 Prepared at: CFTDI

Workshop moderated by: Charles Nurse and Hana Kobayashi
 Analyzed by:

- (1) Carlisle Jordan MPPMR, Director of Fisheries
- (2) Ann Marie Jobity MPPMR, Senior Fisheries Officer
- (3) Jennifer Yearwood MPPMR, Agri. Planning, Assistant Director
- (4) Selwyn Brooks CFTDI, Principal
- (5) Tuila'ila CFTDI, Bursar
- (6) Pooran Mohan CFTDI, Counterpart, Marine Engineering
- (7) Muriel Quamina CFTDI, Counterpart, Fish Processing
- (8) Roopal Dowlat CFTDI, Counterpart, Marine Engineering
- (9) Llewellyn Ellis CFTDI, Counterpart, Fishing Technology
- (10) Charles Nurse CFTDI, Counterpart, Fish Processing
- (11) David Robinson CFTDI, Counterpart, Marine Engineering
- (12) Marvin Youksee CFTDI
- (13) Erol Gaesar UWJ, Fisheries Officer of Tobago
- (14) Sila Kuruwilla Fisheries Division, Fisheries Officer
- (15) Nerissa Nagassar Fisheries Division, Fisheries Officer
- (16) Lara Ferreira Fisheries Division, Fisheries Officer
- (17) Suzuette Soomai Fisheries Division, Fisheries Officer
- (18) Sadee Fordé Fisheries Division, Fisheries Officer
- (19) Michelle Picoou-Gill Fisheries Division, Fisheries Officer
- (20) Azeem Khan Fisheries Division, Fisheries Assistant
- (21) Paul Gabbidon Institute of Marine Affairs
- (22) Komara Chin Institute of Marine Affairs, Research Officer
- (23) Rosemarie Kishore Institute of Marine Affairs, Research Officer
- (24) Kazuo Senga JICA Expert, Team Leader
- (25) Masaru Honda JICA Expert, Coordinator
- (26) Hideo Kimura JICA Expert, Marine Engine
- (27) Fusaio Takigami JICA Expert, Fish Processing
- (28) Motoki Fujii JICA Expert, Fishing Technology
- (29) Tetsuro Matsuoka Kagoshima University
- (30) Takasaki Sakamoto Fisheries Agency of Government of Japan
- (31) Ikuo Takekawa JICA, Project officer
- (32) Tsuneo Kurue Consultant, JICA Study Team
- (33) Hana Kobayashi Associate Specialist, JICA



Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>【Super Goal】 Sustainable utilisation of fisheries resources in the Republic of Trinidad and Tobago is facilitated.</p>	(Will be prepared by June 2001)	(Will be prepared by June 2001)	1. Government policy of T&T supports the overall goal.
<p>【Overall Goal】 Appropriate fishing activities are practised by fisher folks in Trinidad and Tobago.</p>	(Will be prepared by June 2001)	(Will be prepared by June 2001)	1. The situation of fisheries resources in T&T does not deteriorate. 2. The economic condition of T&T remain the same. 3. Adequate legal framework is established.
<p>【Project Purpose】 Institutional strengthening of capability of Fisheries Division, CFTDI and fisher folk organisations to appropriately utilise fisheries resources.</p>	(Will be prepared by June 2001)	(Will be prepared by June 2001)	1. National policy for marine fisheries resources management is defined. 2. All the implementation agencies work efficiently.
<p>【Output】 1. Fisheries resources management capabilities enhanced. 2. Technical and extension capabilities in fishing technology are enhanced. 3. Technical and extension capabilities in marine engineering are enhanced. 4. Technical and extension capabilities in fish processing and marketing are enhanced. 5. Fisheries extension capability in 1.-4. above will be enhanced. 5-1. Adequate consultation and feed-back system from fisher folks is established. 5-2. Appropriate fishery methods are disseminated and accepted by fisher folks. 6. Recommendations for fisheries management are made.</p>	(Will be prepared by June 2001)	(Will be prepared by June 2001)	1. Monitoring and advisory committee will function efficiently.
<p>【Activities】 1-1. Analysis of landing/effort data and information. 1-2. Collection of biological data and information on stock species. 1-3. Evaluation and information collection of gear selectivity. 2-1. Conduct experimental fishing operation. 2-2. Evaluation of appropriateness of fishing gear being introduced 3-1. Maintenance of marine engine 3-2. Introduction of onboard machinery for proper fish handling. 4-1. Collection and analysis of seafood consumption data. 4-2. Establishment of proto-type onshore fish handling facilities. 4-3. Promotion of fish and fishery products. 4-4. New product development. 5-1. Training extension officers in above 1.-4. fields. 5-2. Information dissemination in above 1.-4. fields to fisher folks. 6-1. Prepare a list of recommendations.</p>	<p>【Inputs】 ≤ Japanese side: 1. Dispatch of Japanese Experts (1) Long-term experts 1) Team Leader 2) Co-ordinator 3) Fisheries resource management 4) Capture fishery technology 5) Seafood technology and marketing (2) Short-term experts 2. C/P Training in Japan 3. Equipment provision 4. Local cost expenditure</p>	<p>≤ Trinidad and Tobago side: 1. Counterparts (1) 2-3 C/Ps in the 4 fields respectively (2) Administrative personnel (secretary) 2. Land, buildings and facilities (1) Office accommodation (2) Workshop and laboratory facilities (3) Facilitate the location appropriate for set net (4) Training and research vessels 3. Operational costs necessary for implementation</p>	1. C/Ps from phase I continue working/appointed for phase II. 2. Transition procedures from CFTDI to MAFITT do not delay. 3. JICA experts are allowed to interact with fisheries organisations through fisheries division.
<p>【Pre-condition】 1. Function/management of MAFITT will remain the same as CFTDI in project implementation. 2. The project will be implemented by the MPPMR. 3. Co-operation between MPPMR, MT and other related organisation will be ensured in the implementation of the project.</p>			

* are the points disagreed and further discussions are needed.

Annex IV: Table of Project Document

1. Introduction
2. Background
 - 1) Socio-economic context
 - 2) Description of the sector / sub-sector
 - 3) Host country strategy
 - 4) Prior or on-going assistance
3. Problems to be addressed, the current situation in the fisheries sector
 - 1) Problems to be addressed: the current situation
 - 2) Institutional framework for the sub-sector
 - 3) Relations with Japan's aid and policy
4. Project strategy
 - 1) Project strategy
 - 2) Implementation structure
 - (1) Capacity of the counterpart organisation
 - a. Appropriateness of the counterpart organisation
 - b. Budget allocation
 - c. Institutional arrangement
 - d. Organisation management
 - e. Counterpart allocation
 - f. Past achievements
 - (2) Availability of necessary human resources
 - a. Co-ordination arrangements
 - b. Sustainability
 - (1) Institutionalisation
 - a. Special consideration
5. Project design
 - 1) Overall goal
 - 2) Project objective, outputs and activities
 - 3) Inputs
 - (1) Inputs from Japanese side
 - a. Experts
 - b. Provision of equipment
 - c. Training in Japan
 - (2) Inputs from the recipient country

- a. Staff allocation
- b. Buildings, facilities and equipment
- 5) Important assumption and risk analysis
- 6) Prior obligations and prerequisites
6. Project justification
 - 1) Fairness and benefits
 - 2) Relevance of transfer technologies level by project
 - 3) Reason for assistance from JICA
 - 4) Expected effects of the project
 - a. Effects for the development policy framework
 - b. Effect for the institutional framework
 - c. Effects for the Socio-economy
 - c-1 Description of the beneficiaries
 - c-2 Number of the beneficiaries
 - c-3 Contents of the benefits
 - d. Effects from the technical standpoint
 - d-1 Number of counterparts
 - d-2 Contents of the capacity building
 - e. Economical benefits
 - f. General analysis of the benefits
7. Monitoring and evaluation
 - 1) Monitoring
 - 2) Evaluation

Annexes

- 1) Project Design Matrix (PDM)
- 2) Plan of operation
- 3) Terms of reference for long-term experts
- 4) Terms of reference for counterparts
- 5) Reference to relative organisation
- 6) Results of PCM workshops
- 7) Others