

付属資料 3

短期調査ミニッツ

3-2. 短期調査（第2回）ミニッツ （日 - ト国）

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

The Second Preparatory Study Team (hereinafter referred to as "the Team") organised by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Kazuo Senga, visited the Republic of Trinidad and Tobago for the purpose of defining the details of the Technical Cooperation and preparation of the Draft Project Document in collaboration with Trinidad and Tobago officials in connection with the Project for Promotion of Sustainable Marine Fisheries Resource Utilisation (hereinafter referred to as "the Project").


During its stay, the Trinidad and Tobago authorities and the Team had a series of discussions on the detailed matters related to the Project.

As a result of the discussions, both parties have confirmed and agreed to report to their respective Governments the issues of the Project attached herewith.

Port of Spain, June 29, 2001



Kazuo Senga
Leader
Japan International Cooperation Agency
Japan



Swallay Mohammed
Permanent Secretary
Ministry of Food Production and
Marine Resources
Republic of Trinidad and Tobago

ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The Government of the Republic of Trinidad and Tobago will implement the Project for Promotion of Sustainable Marine Fisheries Resource Utilisation (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 and the Draft Project Document which is in preparation and given in Annex IX.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan, the Government of Japan will undertake, at its own expense, the following measures through JICA according to the normal procedures under the Technical Cooperation Scheme of Japan.

1. Dispatch of Japanese Experts

The Government of Japan will provide the services of the Japanese experts as listed in Annex II.

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 Equipment will become the property of the Government of the Republic of Trinidad and Tobago upon being delivered C.I.F. (cost, insurance and freight) to the Trinidad and Tobago authorities concerned at the ports and/or airports of disembarkation.

3. Training of Trinidad and Tobago Personnel in Japan

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

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO

1. The Government of the Republic of Trinidad and Tobago 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 Trinidad and Tobago will ensure that the technologies and knowledge acquired by the Trinidad and Tobago nationals as a result of Japanese technical cooperation will contribute to the economic and social development of the Republic of Trinidad and Tobago.
3. The Government of the Republic of Trinidad and Tobago will grant in the Republic of Trinidad and Tobago privileges, exemptions and benefits as listed in Annex IV and will grant privileges, exemptions and benefits no less favorable than those granted to experts of third countries or international organizations performing similar missions to the Japanese experts referred to in II-1 above and their families.
4. The Government of the Republic of Trinidad and Tobago will ensure that the Equipment referred to in II-2 above will be utilized effectively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II.
5. The Government of the Republic of Trinidad and Tobago will take necessary measures to ensure that the knowledge and experience acquired by the Trinidad and Tobago personnel from technical training in Japan will be utilised effectively in the implementation of the Project.
6. In accordance with the laws and regulations in force in the Republic of Trinidad and Tobago, the Government of the Republic of Trinidad and Tobago will take necessary measures to provide at its own expense:
 - (1) Services of the Trinidad and Tobago counterpart personnel and administrative personnel as listed in Annex V;
 - (2) Land, buildings and facilities as listed in Annex VI;



- (3) Supply or replacement of 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 ;
 - (4) Means of transport and travel allowances for the Japanese experts for official travel within the Republic of Trinidad and Tobago; and
 - (5) Suitably furnished accommodation for the Japanese experts and their families.
7. In accordance with the laws and regulations in force in the Republic of Trinidad and Tobago, the Government of the Republic of Trinidad and Tobago will take necessary measures to meet :
- (1) Expenses necessary for transportation within the Republic of Trinidad and Tobago on the Equipment referred to in II-2 above as well as for the installation, operation and maintenance thereof ;
 - (2) Customs duties, internal taxes and any other charges, imposed in the Republic of Trinidad and Tobago on the Equipment referred to in II-2 above; and
 - (3) Operating expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The Project shall be based and administered at the Caribbean Fisheries Training & Development Institute (hereinafter referred to as 'CFTDI'), Chaguaramas, Trinidad and Tobago
2. The Permanent Secretary, Ministry of Food Production and Marine Resources, the Government of the Republic of Trinidad and Tobago, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
3. The Director of Fisheries, Ministry of Food Production and Marine Resources, as the Assistant Project Director with responsibility for the implementation of fisheries policy, programmes and projects, will collaborate with the Project Manager in implementing the Project.



4. The Principal of CFTDI, as the Project Manager will be responsible for the managerial and technical matters of the Project.
5. The Japanese Chief Adviser will provide necessary recommendations and advice to the Project Director, the Assistant Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
6. The Japanese experts will give necessary technical guidance and advice to the Trinidad and Tobago counterpart personnel on technical matters pertaining to the implementation of the Project.
7. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee and a Joint Technical Sub-committee will be established whose functions and composition are described in Annex VII and VIII.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the two Governments through JICA and the Trinidad and Tobago 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

The Government of the Republic of Trinidad and Tobago 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 Trinidad and Tobago 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 Trinidad and Tobago, the Government of Trinidad and Tobago will take appropriate measures to make the Project widely known to the people of Trinidad and Tobago.

IX. TERM OF COOPERATION

The term of the technical cooperation for the Project under this Attached Document will be five (5) years from September 1st, 2001.

ANNEX I. MASTER PLAN

1. Objectives of the Project

(1) Super Goal

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

(2) Overall Goal

Fishing activities for sustainable utilisation of fisheries resources practiced by fisher folks in Trinidad and Tobago.

(3) Project Purpose

Fisheries extension and training activities for sustainable utilisation of fisheries resources are to be practised by the mutual cooperation of Fisheries Division and CFTDI.

2. Outputs of the Project

(1) Resources management capabilities of Fisheries Division are enhanced.

(2) Technical capabilities of CFTDI in capture fishery technology and fishing gear development, seafood technology and marketing and marine engineering are enhanced.

(3) Fisheries extension capabilities within the Fisheries Division and CFTDI are enhanced.



3. Activities of the Project

Marine Fisheries Resource Management

- (1)-1. CPUE analysis using catch/landings and effort data from the artisanal and offshore fleets.
- (1)-2. Collection of catch and effort and biological data.
- (1)-3. Training of observers for offshore fleets.
- (1)-4. Collection of socio-economic data and information.
- (1)-5. Gear selectivity studies for fishpots and gillnets.

Capture Fishery Technology and Fishing Gear Development

- (2)-1. Conduct of experimental fishing operation for gear selectivity.
- (2)-2. Evaluation of appropriateness of fishing gear being introduced.

Marine Engineering

- (3)-1. Operation and Maintenance of marine engine.
- (3)-2. Operation and Maintenance of refrigeration system for proper fish preservation.
- (3)-3. Comparative evaluation of gasoline and diesel outboard motors.

Seafood Technology and Marketing

- (4)-1. Collection and analysis of seafood consumption data for marketing.
- (4)-2. Establishment of prototype onshore fish handling facilities.
- (4)-3. New fishery product development.
- (4)-4. Investigation of appropriate vending and marketing equipment of off market operations.
- (4)-5. Promotion of good fish handling practices at the national level.

Fisheries Extension

- (5)-1. Training CFTDI counterparts and Fisheries Division's extension officers in extension methods.
- (5)-2. Training extension officers in the above 4 activities of the Project.
- (5)-3. Promoting stakeholder involvement in fisheries management through fisheries extension by the work group.
- (5)-4. Production of training and informational material by extension officers.



ANNEX II. LIST OF JAPANESE EXPERTS

1. Long-term expert

1. Chief Advisor
2. Project Coordinator
3. Marine Fisheries Resource Management
4. Capture Fishery Technology and Fishing Gear Development
5. Seafood Technology and Marketing

2. Short-term expert

Short-term expert(s) will be dispatched when the necessity arises for the smooth implementation of the Project.

ANNEX III. LIST OF MACHINERY AND EQUIPMENT

1. Equipment, machinery and materials necessary for the activities in fisheries resources management, capture fisheries technology, marine engineering and seafood technology and marketing, and fisheries extension.
2. Other equipment, machinery, materials and spare parts to be mutually agreed upon by both parties.

ANNEX IV. PRIVILEGES, EXEMPTIONS AND BENEFITS FOR JAPANESE EXPERTS

1. Exemption from income tax and charges of any kind imposed on or in connection with the living allowance remitted abroad.
2. Exemption from import and export duties and any other charges imposed in respect of personal and household effects which may be brought into the Republic of Trinidad and Tobago including one vehicle imported or locally purchased ex-bond within 6 months of arrival.
3. Free medical and dental services and use of facilities at Government hospitals and health centers.



ANNEX V. LIST OF TRINIDAD AND TOBAGO COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. The Project Director
Permanent Secretary of the Ministry of Food Production and Marine Resources
2. The Assistant Project Director
Director of Fisheries, Ministry of Food Production and Marine Resources
3. The Project Manager
Principal, Caribbean Fisheries Training and Development Institute
4. Counterpart
Suitably qualified personnel on a full time and part time basis counterpart to each Japanese expert as specified in Annex II.
5. Administrative Personnel in CFTDI
 - (1) Clerks
 - (2) Drivers
 - (3) Other supporting staff mutually agreed upon as necessary

ANNEX VI. LIST OF LAND, BUILDINGS AND FACILITIES

1. Land
Land of the Caribbean Fisheries Training and Development Institute including jetty and berthing facilities.
2. Buildings and facilities
 - (1) Sufficient space for the implementation of the Project.
 - (2) Offices and necessary facilities for the Japanese experts.

ANNEX VII. JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee at the policy level will meet at least once every six (6) months or whenever the necessity arises:

- (1) Review the ongoing progress of activities of the Project;
- (2) Review and approve the annual work plan for the Project;



- (3) Review and exchange views on major issues arising from, or in connection with, the technical cooperation;
- (4) Examine and approve the local budget-draft necessary for the Project;
- (5) Other related matters.

2. Composition

The Joint Coordinating Committee will be set up and consist of:

- (1) Chairperson: Permanent Secretary, Ministry of Food Production and Marine Resources
- (2) Members:

TRINIDAD AND TOBAGO REPRESENTATIVES

- Director of Fisheries, Ministry of Food Production and Marine Resources
- Principal, CFTDI
- Representative of Agricultural Planning Division, Ministry of Food Production and Marine Resources
- Representative of the Tobago House of Assembly
- Representative of Technical Cooperation Unit, Ministry of Integrated Planning and Development
- Representative of the Ministry of Enterprise Development, Foreign Affairs and Tourism
- Counterparts to Japanese Experts as needed
- Other personnel concerned with the Project

JAPANESE REPRESENTATIVES

- Chief Advisor
- Project Coordinator
- Experts assigned to the Project
- Other personnel to be dispatched by JICA, if necessary

NOTE: Official (s) of the Embassy of Japan in the Republic of Trinidad and Tobago may attend the Joint Coordinating Committee as observer (s).



ANNEX VIII. JOINT TECHNICAL SUB-COMMITTEE

1. Functions:

The Joint Technical Sub-committee at the technical level would meet at the commencement of the Project and at least once every four (4) months or whenever the necessity arises to:

- (1) Advise on the technical elements of the Project
- (2) Formulate the annual work plan for the Project
- (3) Implement the annual work plan for the Project
- (4) Evaluate the results of the Project
- (5) Make recommendations based on the results of the Project.

2. Composition:

The Joint Technical Sub-committee would be set up and consist of:

- Representative of the Fisheries Division, Ministry of Food Production & Marine Resources - Chairperson
- Representative of CFTDI
- Representative of Tobago House of Assembly
- Japanese Experts
- Counterparts

ANNEX IX. DRAFT PROJECT DOCUMENT

The Draft Project Document is in preparation and should be completed and confirmed by the Project Design Team and the Trinidad and Tobago authorities prior to the signing of the Record of Discussion between both parties in August 2001.

NOTE: Project Design Matrix (PDM) will be attached to the Draft Project Document.



PROJECT DESIGN MATRIX (PDM)

Project Title: Promotion of Sustainable Marine Fisheries Resource Utilisation in Trinidad and Tobago

Term of Co-operation: September, 2001 (3-5 years)

Project Site: CFTDI, Chaguaramas Local Implementation Agencies: CFTDI and Fisheries Division, MFPMR

Target Group: Instructors of CFTDI and staffs of Fisheries Division

Date: June 28, 2001

| 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> <p>[Overall Goal] Fishing activities for sustainable utilisation of fisheries resources practised by fisher folks in Trinidad and Tobago.</p> | <ol style="list-style-type: none"> 1. After completion of the Project the number of fishermen who are applying fishing gear for sustainable utilisation of marine resources increases by 20% in 5 years. 2. After completion of the Project the new fishing methods for sustainable utilisation of marine resources are applied by 20% of all fishermen in 5 years. 3. At least 3 new fishing methods are applied in 5 years after completion of the Project 4. More than 3 fish processing technologies developed by the Project are applied by fish processors in 5 years after the completion of the Project | <ol style="list-style-type: none"> 1. Sampling Survey 2. Questionnaire & Interview to Fisherfolks 3. Project Progress Report 4. Questionnaire & Interview to fish processor | <ol style="list-style-type: none"> 1. Government policy of T&T supports the overall goal. 2. The situation of fisheries resources and marine environment in T&T do not deteriorate. 3. The economic condition of T&T remain the same. 4. Adequate legal framework is established |
| <p>[Project Purpose] Fisheries extension and training activities for sustainable utilisation of fisheries resources are to be practised by the manual cooperation of Fisheries Division and CFTDI.</p> | <ol style="list-style-type: none"> 1. At least 2 plans, recommendations or regulations on fisheries resources are produced by the completion of the Project 2. Extension activities will be planned, implemented and evaluated by the work group (extension activity promotion committee) are maintained every year 3. Number of workshops or training courses conducted by the self reliance of the counterparts are maintained 4 times every year with 20 participants | <ol style="list-style-type: none"> 1. Annual Report of Fisheries Division 2. Activity Plan and results of Extension Activities Promotion Committee 3. CFTDI Annual Work Plan and results | <ol style="list-style-type: none"> 1. Monitoring and advisory committee will function efficiently. |
| <p>[Output]</p> <ol style="list-style-type: none"> 1. Resources management capabilities of Fisheries Division are enhanced. 2. Technical capabilities of CFTDI in capture fishery technology and fishing gear development, seafood technology and marketing and marine engineering are enhanced. 3. Fisheries extension capabilities within the Fisheries Division and CFTDI are enhanced. | <ol style="list-style-type: none"> 1-1. 6 Fisheries Officers trained in CPUE analysis by end of 2nd year of the Project. 1-2. Ecological data collected for at least 6 species by end of 3rd year of the Project. 1-3. Observer programme implemented for at least 4 offshore fleets by end of 2nd year of the Project. 1-4. At least 3 observers trained in verification of logbook data and biological sampling by end of 1st year of the Project. 1-5. Environmentally friendly fishing gears introduced for 2 fisheries, such as the fish pot and gill net by the completion of the Project. 2-1. Understanding of CFTDI counterparts on new technologies recommended under the Fisheries Management Plans in 1-4 are more than 70% by the end of 4th year of Project. 2-2. More than 1 new manual (teaching material) is developed in the respective fields by the completion of the Project. 2-3. Technologies that are developed and assessed by the Project are applied to the training course curriculum 2-4. Technologies that are developed and assessed by the Project are applied to the community based workshop (or training) curriculum. 2-5. More than 2 new products are produced by the counterpart's own effort by the end of the 4th year of the Project 3-1. Understanding of extension officers in respective field of technology is more than 60% by the completion of the Project. 3-2. Understanding of extension officers on extension methodology is more than 60% by the end of 3rd year of the Project 3-3. Fisheries extension system is established by the completion of the Project | <ol style="list-style-type: none"> 1-1 Project Report & Interview 1-2 Fisheries Statistics 1-3 Project Progress Report 1-4 Annual Plan of Fisheries Division 2-1 Project Progress & Interview 2-2 Perusal 2-3 Project Progress Report 2-4 Project Progress Report 2-5 Project Progress Report 3-1 Project Progress Report & Interview 3-2 Project Progress Report & Interview 3-3 Report of Fisheries Division | <ol style="list-style-type: none"> 1. Monitoring and advisory committee will function efficiently. |

| | | | |
|--|---|---|--|
| <p>【Activities】</p> <p>1-1. Training of observers for offshore fleets. 1-2. Collection of catch and effort and biological data 1-3. CPUE Analysis using catch/landings and effort data from the artisanal and offshore fleets 1-4. Collection of socio-economic data and information. 1-5. Gear selectivity studies for fish pots and gillnets</p> <p>2-1-1) Conduct experimental fishing operation for gear selectivity. 2-1-2) Evaluation of appropriateness of fishing gear being introduced</p> <p>2-2-1) Operation and maintenance of marine engine 2-2-2) Operation and maintenance of refrigeration system for proper fish preservation 2-2-3) Comparative evaluation of gasoline and diesel outboard motors</p> <p>2-3-1) Collection and analysis of sea food consumption data for marketing 2-3-2) Establishment of proto-type onshore fish handling facilities. 2-3-3) New fish product development. 2-3-4) Investigation of appropriate vending and marketing equipment of off market operation 2-3-5) Promotion of good fish handling practice at the national level.</p> <p>3-1 Training CFTDI counterparts and Fisheries Division's extension officers in extension methods. 3-2 Training extension officers in the above 4 activities of the Project. 3-3 Promoting stakeholder involvement in fisheries management through fisheries extension by the work group 3-4 Production of training and informational material by extension officer</p> | <p>【Inputs】</p> <p><Japanese side></p> <p>1. Dispatch of Japanese Experts (1) Long-term experts 1) Team Leader 2) Co-ordinator 3) Marine Fisheries resource management 4) Capture fishery technology and Fishing gear development 5) Seafood technology and marketing (2) Short-term experts</p> <p>2. C/P Training in Japan</p> <p>3. Equipment provision</p> <p>4. Local cost expenditure</p> | <p><Trinidad and Tobago side></p> <p>1. Counterparts (1) 2-3 C/Ps in the 4 fields respectively (2) Administrative personnel (secretary)</p> <p>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</p> <p>3. Operational costs necessary for implementation</p> | <p>1. JICA experts are allowed to interact with fisheries organisations, such as Institute of Marine Affairs and University of West Indies through fisheries division.</p> |
| | | <p>【Pre-conditions】</p> <p>1. Transition procedures from CFTDI to MAFITT do not delay. (this will be deleted when realised)</p> <p>2. Counterparts from the Regional Fisheries Training Project continue working/appointed for this project. (this will be deleted when realised)</p> <p>3. Function/management of MAFITT will remain the same as CFTDI in project implementation.</p> <p>4. All the implementation agencies work efficiently.</p> <p>5. Cooperation between MFPMR, MT and other related organisation will be ensured in the implementation of the Project</p> | |

Note: FDM is subject to change after progress evaluation by CFTDI, Fisheries Division, MFPMR and JICA.