

APPENDICES

Appendices

Appendix 1. Member List of the Study Team

(1) Members of Basic Design Study Team

Masaaki MATSUSHIMA	Team Leader Director First Project Management Division Grant Aid Management Development Japan International Cooperation Agency (JICA)
Minoru HOMMA	Project Coordinator First Project Management Division Grant Aid Management Development Japan International Cooperation Agency (JICA)
Toshihiko SUZUKI	Chief Consultant/ Architectural Design, Construction and Maintenance Planner Daiken Sekkei, Inc.
Yoshiyasu TAKASE * 1	Verification Engineer Daiken Sekkei, Inc.
Minako SATO	Education and Environmental Planner Daiken Sekkei, Inc.
Junji NAKAYAMA	Construction Condition Surveyor/ Procurement Planner/ Estimate Planner Daiken Sekkei, Inc.
Satoru OKADA * 2	Construction Condition Surveyor/ Construction Planner/ Construction Supervisor Daiken Sekkei, Inc.
Katsumi TAKATO * 2	Construction Condition Surveyor/ Construction Planner/ Construction Supervisor Daiken Sekkei, Inc.
Masami YONEZAWA	Architect Daiken Sekkei, Inc.
Ariyuki SUDA	Site Surveyor Daiken Sekkei, Inc.
Syuhei NOMURA	Structural Engineer Daiken Sekkei, Inc.
Toshimichi NAGANUMA	Hydrogeologist Daiken Sekkei, Inc.
Isao ISHIBASI	Project Coordinator Daiken Sekkei, Inc.

*1. Verification Engineer: Yoshiyasu TAKASE did not join the site survey.

*2. Construction Condition Surveyor, Construction Planner, Construction Supervisor: Satoru OKADA could not fulfill his duty due to personal reasons, Katsumi TAKATO has taken over OKADA's duty.

(2) Members of Second Field Study

Minoru HOMMA	Project Coordinator First Project Management Division Grant Aid Management Development Japan International Cooperation Agency (JICA)
Osamu YAMADA	Technical Advisor of Grant Aid Project Japan International Cooperation Agency (JICA)
Toshihiko SUZUKI	Chief Consultant/ Architectural Design Construction and Maintenance Planner Daiken Sekkei, Inc.

(3) Members of Explanation on Draft Report

Koji OTA	Team Leader Deputy Resident Representative of Zambia Office Japan International Cooperation Agency (JICA)
Toshihiko SUZUKI	Chief Consultant/ Architectural Design Construction and Maintenance Planner Daiken Sekkei, Inc.
Junji NAKAYAMA	Construction Condition Surveyor/ Procurement Planner/ Estimate Planner Daiken Sekkei, Inc.
Ariyuki SUDA	Site Surveyor Daiken Sekkei, Inc.

(4) Members of Explanation on Draft Final Report

Koji OTA	Team Leader Deputy Resident Representative of Zambia Office Japan International Cooperation Agency (JICA)
Toshihiko SUZUKI	Chief Consultant/ Architectural Design Construction and Maintenance Planner Daiken Sekkei, Inc.
Junji NAKAYAMA	Construction Condition Surveyor/ Procurement Planner/ Estimate Planner Daiken Sekkei, Inc.
Tetsuo YASHIRO * 1	Architect Daiken Sekkei, Inc.

* 1 Architect: Masami YONEZAWA could not fulfill his duty due to retirement, and Tetsuo YASHIRO has taken over YONEZAWA's duty.

Appendix 2. Study Schedule

(1) First Site Survey

Date	Mission		Chief Consultant/Architectural Design, Construction and Maintenance Planner	Education and environmental planner	Construction Condition Surveyor/Procurement Planner/Estimate Planner	Construction Condition Surveyor/Construction Planner/Construction Supervisor	Architect	Site Surveyor	Structural Engineer	Project Coordinator		
	Team Leader	Project Coordinator										
1	May 26	Sun	Tokyo -> Hongkong -> Johannesburg		/		Tokyo -> Hongkong -> Johannesburg	/				
2	27	Mon	Johannesburg -> Lusaka Met with Japanese Embassy and JICA office				Johannesburg -> Lusaka					
3	28	Tue	Consulted with Ministry of Education (MOE)				Consulted with MOE					
4	29	Wed	Consulted with MOE Surveyed target sites				Surveyed target sites and prepared site plans					
5	30	Thu	Surveyed target sites and comparable facilities (on a grant-aid basis) Met with Ministry of Finance				Surveyed target sites					
6	31	Fri	Consulted with MOE and reported to JICA				Consulted with MOE					
7	Jun 1	Sat	Surveyed comparable facilities (existing schools)		Tokyo -> Hongkong -> Johannesburg	Surveyed comparable facilities	Tokyo -> Hongkong -> Johannesburg					
8	2	Sun	Team meeting		Tokyo -> Hongkong -> Johannesburg	Team meeting	Johannesburg -> Lusaka					
9	3	Mon	Consulted with MOE and reported to Japanese Embassy and JICA		Consulted with MOE, and supplied questionnaires on estimating for and interviewed with (trial construction) contractors	Consulted with MOE and prepared for site survey						
10	4	Tue	Signed minutes of meeting Left Lusaka		Supplied questionnaires on estimating for and interviewed with (trial construction) contractors	Surveyed site conditions and neighboring basic schools		Coordination				
11	5	Wed	/		Consulted with provincial and district education bureaus Surveyed compounds	Surveyed site conditions and neighboring basic schools		Coordination				
12	6	Thu			Surveyed compounds	Grouped local contractors (for trial construction) for P/Q		Surveyed site conditions and neighboring basic schools		Coordination		
13	7	Fri			Lusaka -> Johannesburg -> Hongkong	Consulted with MOE Surveyed compounds	On-site explanation (for trial construction)		Surveyed site conditions and neighboring basic schools		Coordination	
14	8	Sat	Arrived at Tokyo	Hongkong -> Tokyo	Team meeting							
15	9	Sun	Organized materials									
16	10	Mon	Surveyed neighboring basic schools		Local contractors' capability inspection: Inspected their sites		Surveyed site conditions and neighboring basic schools		Coordination			
17	11	Tue	Surveyed neighboring basic schools		Local contractors' capability inspection: Inspected their sites		Surveyed site conditions and neighboring basic schools		Coordination			
18	12	Wed	Surveyed compounds		Q&A (for trial construction)		Surveyed site conditions and neighboring basic schools		Coordination			
19	13	Thu	Surveyed compounds		Local contractors' capability inspection: Inspected their delivered buildings		Surveyed site conditions and neighboring basic schools		Coordination			
20	14	Fri	Surveyed compounds		Local contractors' capability inspection: Inspected their delivered buildings		Obtained land certificates		Coordination			
21	15	Sat	Team meeting									
22	16	Sun	Organized materials									
23	17	Mon	Surveyed infrastructures Surveyed compounds		Survey for equipment and material procurement		Obtained land certificates and surveyed LWSC		Coordination			
24	18	Tue	Visited other assistance agencies Surveyed compounds		Survey for equipment and material procurement		Obtained land certificates		Coordination			
25	19	Wed	Visited other assistance agencies Surveyed compounds		Bidding and contract negotiation (for trial construction)		Lusaka -> Johannesburg -> Hongkong					
26	20	Thu	Survey for project planning and evaluation		Factories inspection		Hongkong -> Tokyo					
27	21	Fri	Consulted with MOE		Local consultants' capability inspection		/					
28	22	Sat	Team meeting									
29	23	Sun	Organized materials									
30	24	Mon	Consulted with MOE		Signed contracts (for trial construction)							
31	25	Tue	Reported to JICA office		Local consultants' and contractors' capability inspection							
32	26	Wed	Lusaka -> Johannesburg -> Hongkong		Local consultants' and contractors' capability inspection							
33	27	Thu	Hongkong -> Tokyo		Surveyed construction circumstances							
34	28	Fri	/		Collected questionnaires on estimating							
35	29	Sat			Team meeting							
36	30	Sun			Organized materials							
37	Jul 1	Mon			Collected questionnaires on estimating							
38	2	Tue			Lusaka -> Johannesburg -> Hongkong						Supervised trial construction	
39	3	Wed			Hongkong -> Tokyo						Supervised trial construction	
202	Dec 19	Thu			/						Supervised trial construction	
203	20	Fri					Organized materials					
204	21	Sat					Lusaka -> Johannesburg -> Hongkong					
							Hongkong -> Tokyo					

(2) Site Survey for Borehole Excavation Plan

Date		Hydrogeologist		Construction Condition Surveyor/ Construction Planner/Construction Supervisor
1	Jul 20 Sat	Tokyo -> Hongkong -> Johannesburg		Supervised trial construction
2	21 Sun	Arrived at Johannesburg		Organized materials
3	22 Mon	Johannesburg -> Lusaka	Prepared for water sources survey	Supervised trial construction
4	23 Tue	Contract negotiation with excavator	Surveyed water sources (Chelstone)	Supervised trial construction
5	24 Wed	Surveyed water sources (Chelstone)		Supervised trial construction
6	25 Thu	Surveyed water sources (Ng'ombe)		Supervised trial construction
7	26 Fri	Surveyed water sources (Ng'ombe)		Supervised trial construction
8	27 Sat	Supervised trial excavation	Surveyed water sources (Mutendere)	Supervised trial construction
9	28 Sun	Supervised trial excavation	Surveyed water sources (Mutendere)	Organized materials
10	29 Mon	Supervised trial excavation	Surveyed water sources (Kabanana)	Supervised trial construction
11	30 Tue	Supervised trial excavation	Surveyed water sources (Kabanana)	Supervised trial construction
12	31 Wed	Supervised trial excavation	Surveyed tap water (Libala Stage III)	Supervised trial construction
13	Aug 1 Thu	Supervised trial excavation	Surveyed tap water (Libala Stage III)	Supervised trial construction
14	2 Fri	Supervised trial excavation	Surveyed tap water (Northmead)	Supervised trial construction
15	3 Sat	Supervised trial excavation	Surveyed tap water (Northmead)	Supervised trial construction
16	4 Sun	Supervised trial excavation	Surveyed water sources (Chazanga)	Organized materials
17	5 Mon	Supervised trial excavation	Surveyed water sources (Chazanga)	Supervised trial construction
18	6 Tue	Supervised trial excavation	Surveyed water sources (Marapodi/Mandevu)	Supervised trial construction
19	7 Wed	Supervised trial excavation	Surveyed water sources (Marapodi/Mandevu)	Supervised trial construction
20	8 Thu	Supervised trial excavation	Surveyed water sources (Chunga)	Supervised trial construction
21	9 Fri	Supervised trial excavation	Surveyed water sources (Chunga)	Supervised trial construction
22	10 Sat	Supervised trial excavation	Surveyed water sources (Chilenje South)	Supervised trial construction
23	11 Sun	Supervised trial excavation	Surveyed water sources (Chilenje South)	Organized materials
24	12 Mon	Supervised trial excavation	Surveyed water sources (Chawama/John Howard)	Supervised trial construction
25	13 Tue	Supervised trial excavation	Surveyed water sources (Chawama/John Howard)	Supervised trial construction
26	14 Wed	Supervised trial excavation	Surveyed water sources (Jack)	Supervised trial construction
27	15 Thu	Supervised trial excavation	Surveyed water sources (Jack)	Supervised trial construction
28	16 Fri	Supervised trial excavation		Supervised trial construction
29	17 Sat	Supervised trial excavation		Supervised trial construction
30	18 Sun	Supervised trial excavation		Organized materials
31	19 Mon	Supervised trial excavation		Supervised trial construction
32	20 Tue	Supervised trial excavation		Supervised trial construction
33	21 Wed	Supervised trial excavation		Supervised trial construction
34	22 Thu	Supervised trial excavation		Supervised trial construction
35	23 Fri	Supervised trial excavation		Supervised trial construction
36	24 Sat	Supervised trial excavation		Supervised trial construction
37	25 Sun	Supervised trial excavation		Organized materials
38	26 Mon	Supervised trial excavation		Supervised trial construction
39	27 Tue	Supervised trial excavation		Supervised trial construction
40	28 Wed	Supervised trial excavation		Supervised trial construction
41	29 Thu	Supervised trial excavation		Supervised trial construction
42	30 Fri	Supervised trial excavation		Supervised trial construction
43	31 Sat	Supervised trial excavation		Supervised trial construction
44	Sep 1 Sun	Supervised trial excavation		Organized materials
45	2 Mon	Supervised trial excavation		Supervised trial construction
46	3 Tue	Reported to Japanese Embassy and JICA office	Lusaka -> Johannesburg -> Hongkong	Supervised trial construction
47	4 Wed	Johannesburg -> Hongkong		Supervised trial construction
48	5 Thu	Hongkong -> Tokyo		Supervised trial construction

(3) Second Site Survey

Date	Mission		Chief Consultant/Architectural Design, Construction and Maintenance Planner	Construction Condition	
	Project Coordinator	Technical Advisor			Surveyor/Construction Planner/Construction Supervisor
1 Sep 22 Sun	/	/	Tokyo -> Hongkong -> Johannesburg	Organized materials	
2 23 Mon			Johannesburg -> Lusaka	Supervised trial construction	
3 24 Tue				Consulted with MOE, and surveyed target sites and requested sites	Supervised trial construction
4 25 Wed			Tokyo -> Hongkong -> Johannesburg	Consulted with MOE and provincial offices, and surveyed requested sites. LWSC and ZESCO survey.	Supervised trial construction
5 26 Thu			Johannesburg -> Lusaka	Surveyed the use state of special classrooms	Supervised trial construction
6 27 Fri				Consulted with MOE. Consultants reported the conditions. Made a courtesy visit to the Permanent Secretary of MOE	Supervised trial construction
7 28 Sat	Inspected target sites and relevant factories		/	Supervised trial construction	
8 29 Sun	Inspected the construction site for BESSIP standard designed school (Muzoka primary and junior high school)				
9 30 Mon	Team meeting				
10 Oct 1 Tue	Inspected requested sites and consulted with MOE		/	Supervised trial construction	
11 2 Wed	Inspected requested sites and consulted with MOE				
12 3 Thu	Reported to Japanese Embassy and JICA office		/	Supervised trial construction	
13 4 Fri	Lusaka -> Nairobi -> Addis Ababa				
14 5 Sat	Addis Ababa -> Frankfurt		/	Supervised trial construction	
15 6 Sun	Frankfurt -> Tokyo				
16 7 Mon	Arrived at Tokyo		/	Supervised trial construction	

(4) Briefing on Draft Report and Additional Surveys

Date	Mission Team Leader	Chief Consultant/Architectural Design, Construction and Maintenance Planner	Construction Condition Surveyor, Procurement Planner/Estimate Planner and Estimating	Site Surveyor	Construction Condition Surveyor/Construction Planner/Construction Supervisor
1 Dec 15 Sun			Tokyo -> Hongkong -> Johannesburg		Organized materials
2 16 Mon		Met with JICA office and made a courtesy visit to Japanese Embassy	Johannesburg -> Lusaka		Supervised trial construction
3 17 Tue		Made a courtesy visit to Ministry of Finance			Supervised trial construction
4 18 Wed		Surveyed target sites and requested site (Jack) and consulted with MOE			Supervised trial construction
		Met with JICA office and made a courtesy visit to the Permanent Secretary of MOE			Supervised trial construction
5 19 Thu		Met with JICA office	Consulted with MOE	Additional site survey for procurement and estimating	Supervised trial construction
6 20 Fri		Made a courtesy visit to the Director Planning of MOE	Consulted with provincial and district offices of MOE	Supervised trial construction	Lusaka -> Johannesburg -> Hongkong
7 21 Sat			Additional site survey for procurement and estimating		
8 22 Sun			Surveyed requested sites (11 sites except Jack)		Hongkong -> Tokyo
			Team meeting		
9 23 Mon		Consulted with the Director Planning of MOE	Supervised trial construction		
		Consulted with MOE	Additional site survey for procurement and estimating		
10 24 Tue		Consulted with the Permanent Secretary of MOE	Supervised trial construction		
			Team meeting		
11 25 Wed			Organized documents on trial construction. Team meeting		
12 26 Thu		Discussed minutes of meeting with MOE	Supervised trial construction		
		Signed the minutes of meeting and handed over classrooms (two schools) to MOE. Reported to Japanese Embassy.	Lusaka -> Johannesburg	Lusaka -> Johannesburg	
13 27 Fri			Johannesburg -> Hongkong	Materials procurement survey	
14 28 Sat			Hongkong -> Tokyo		

(5) Briefing on Draft Final Report Result and Survey

Date		Mission Team Leader	Chief Consultant/Architectural Design, Construction and Maintenance Planner	Construction Condition Surveyor/ Procurement Planner/Estimate Planner	Architect
1	Feb 2 Sun	/	Tokyo -> Hongkong -> Johannesburg	/	Tokyo -> Hongkong -> Johannesburg
2	3 Mon		Johannesburg -> Lusaka Met with JICA office and consulted with MOE		Johannesburg -> Lusaka Met with JICA office and consulted with MOE
3	4 Tue		Consulted with MOE and met with JICA office Supervised trial construction		Consulted with MOE and met with JICA office Supervised trial construction
4	5 Wed		Consulted with MOE and met with JICA office Supervised trial construction		Tokyo -> Hongkong -> Johannesburg
5	6 Thu		Consulted with MOE		Johannesburg -> Lusaka
6	7 Fri		Met with MOE, met with JICA office, and supervised trial construction		Met with JICA office and supervised trial construction
7	8 Sat		Surveyed requested sites		
8	9 Sun		Team meeting		Lusaka -> Johannesburg
9	10 Mon		Consulted with MOE, met with JICA office, and handed over classroom (one school) to MOE		Consulted with MOE, met with JICA office, and handed over classroom (one school) to MOE
10	11 Tue		Consulted with MOE, met with JICA office, and inspected classrooms (two schools) for defect		Consulted with MOE, met with JICA office, and inspected classrooms (two schools) for defect
11	12 Wed		Consulted with MOE, met with JICA office, and inspected classroom (one school) for defect		Consulted with MOE, met with JICA office, and inspected classroom (one school) for defect
12	13 Thu		Signed minutes of meeting, and reported to Japanese Embassy and JICA office		
13	14 Fri		Lusaka -> Johannesburg -> Hongkong		Johannesburg -> Hongkong
14	15 Sat		Hongkong -> Tokyo		Hongkong -> Tokyo

Appendix 3. List of Parties Concerned in the Recipient Country

(1) Basic Design Study

Japanese Embassy in Zambia

Takashi NIIUMA First Secretary

JICA Zambia Office

Katsuhiro SASAKI Resident Representative

Hakushi HAMAOKA Assistant Resident Representative

Satoshi NAKAMURA Technical Cooperation Advisor in Education

Tsuneo TSURUSAKI Development Planning Adviser

Ministry of Education

Ms. Barbara Y. Chilangwa Permanent Secretary

Dr. Lawrence W. Musonda Director Planning / BESSIP Coordinator

Ms. M. R. Maienkunku Deputy Director Planning

Ms. Bridget N. Cuitambo Financial Manager

Mr. Joseph F. Nthele Chief Building Officer, Building Section
Planning Unit

Mr. Paschal Chiluba Senior Building Officer, Building Section
Planning Unit

Mr. Peter S. Chiuto Architect, BESSIP/SIS

Mr. Inambao Mang'elele Technical Assistant / Civil Engineer, BESSIP/SIS

Mr. S. Hakalima Director Procurement & Supply Unit

Ministry of Finance

Ms. F. Chongola Acting Director of Economic and Technical Cooperation

Ms. Agnes Musunga Chief Economist Department of Economic and Technical

Ms. W.S. Akapelwa Senior Economist Department of Economic and
Technical

Mr. C.J. Sikazwe Technical Officer ZAMSIF(Zambia Social Investment
Fund)

Ministry of Work and Supply

Mr. Whytone Ngulube Building Department Chief Engineer

Ministry of Agriculture and Cooperative

Mr. George Phiri Chief Engineer

Lusaka Provincial Education Office

Mrs. Alice M. Nzala Acting Senior Education Officer

Mr. Billy Kasasa Senior Building Officer

Mr. Fred Kayula Volunteer Staff

Mr. Patrick Chaandi Volunteer Staff

Chongwe District Education Office

Mr. A.E. Simwawa District Education Officer

Lusaka District Education Office

Mr. S.N. Kaimika Deputy Education Officer

Mr. Josiah Simumbu Senior Building Officer

Lusaka District Council

Mr. Timothy Hakuyu City Planning Department Director

Mr. Kangwa Chama City Planning Department Deputy Director

Mr. Joseph Mukupper City Planning Department Assistant Director

Mr. Joseph Zuru City Planning Department City Planner

Mr. Moyo City Planning Department City Planner

Mr. Zebron Zuru City Planning Department Surveyor

Ms. Miriam Siavuta Department of Housing Senior Community Development Officer

National Housing Authority

Mr. Baldwin Mbuzi Director of Project

Mr. Daniel Mambwe Surveyor

World Bank

Mr. Clement Siamatowe Education Specialist

CARE

Mr. Anderson K. Chibwe Project Manager Education Project

(2) Second Field Study

Japanese Embassy in Zambia

Taeko INAGAKI Special Assistant

JICA Zambia Office

Katsuhiro SASAKI Resident Representative

Hakushi HAMAOKA Assistant Resident Representative

Satoshi NAKAMURA Technical Cooperation Advisor in Education

Osamu YAMADA Technical Advisor of Grant Aid Project

Ministry of Education

Ms. Barbara Y. Chilangwa Permanent Secretary

Mr. B. Mwangi Electric Engineer

Mr. Joseph F. Nthele Chief Building Officer, Building Section Planning Unit

Mr. Paschal Chiluba Senior Building Officer, Building Section Planning Unit

Lusaka Provincial Education Office

Mr. D.S. Bowasi	Provincial Education Officer
Mrs. Alice M. Nzala	Acting Senior Education Officer
Mr. Billy Kasasa	Senior Building Officer
Mr. Fred Kayula	Volunteer Staff

(3) Explanation on Draft Report

Japanese Embassy in Zambia

Hiroyuki ISHI	Ambassador of Japan
Yurika NUMATA	Special Assistant

JICA Zambia Office

Koji OTA	Deputy Resident Representative
Hakushi HAMAOKA	Assistant Resident Representative
Satoshi NAKAMURA	Technical Cooperation Advisor in Education
Tsuneo TSURUSAKI	Development Planning Adviser

Ministry of Education

Ms. Barbara Y. Chilangwa	Permanent Secretary
Dr. Lawrence W. Musonda	Director Planning / BESSIP Coordinator
Mr. Joseph F. Nthele	Chief Building Officer, Building Section Planning Unit
Mr. Paschal Chiluba	Senior Building Officer, Building Section Planning Unit
Mr. Peter S. Chiuto	Architect, BESSIP/SIS
Mr. Christopher Katundu	Chief Planning Officer

Ministry of Finance and National Planning

Ms. Agnes Musunga	Chief Economist Department of Economic and Technical
Ms. Pmscilla Musole	Senior Economist Department of Economic and Technical

(4) Explanation on Draft Final Report

Japanese Embassy in Zambia

Yurika NUMATA	Special Assistant
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JICA Zambia Office

Koji OTA	Deputy Resident Representative
Hakushi HAMAOKA	Assistant Resident Representative
Satoshi NAKAMURA	Technical Cooperation Advisor in Education

Ministry of Education

Ms. Barbara Y. Chilangwa

Permanent Secretary

Mr. Joseph F. Nthele

Chief Building Officer, Building Section
Planning Unit

Mr. Peter S. Chihuto

Architect, BESSIP/SIS

Ministry of Finance

Ms. Agnes Musunga

Chief Economist Department of Economic and
Technical

Lusaka Provincial Education Office

Mrs. P.C.Simukauda

Acting Senior Education Officer

Appendix 4. Minutes of Discussion

(1) Basic Design Study

**MINUTES OF DISCUSSIONS
ON THE BASIC DESIGN STUDY
ON THE PROJECT FOR CONSTRUCTION OF BASIC SCHOOLS
IN LUSAKA DISTRICT
IN THE REPUBLIC OF ZAMBIA**

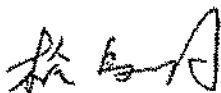
In response to a request from the Government of the Republic of Zambia (hereinafter referred to as "Zambia"), the Government of Japan decided to conduct a Basic Design Study on the Project for Construction of Basic Schools in Lusaka District (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent to Zambia the Basic Design Study Team (hereinafter referred to as "the Team"), headed by Mr. Masaaki MATSUSHIMA, Director of First Project Management Division, Grant Aid Management Department, JICA, and is scheduled to stay in the country from May 27, 2002 to July 2, 2002.

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

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

Lusaka, June 4, 2002



Mr. Masaaki Matsushima
Leader
Basic Design Study Team
Japan International Cooperation Agency



Ms. Barbara Y. Chilangwa
Permanent Secretary
Ministry of Education

witnessed by:



Ms. F. Chongola
Acting Director of ETC
Ministry of Finance and National Planning

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ATTACHMENT

1. Objective of the Project

The objective of the Project is to improve access and quality of Basic Education in Lusaka District through school building construction.

2. Project Sites

The sites of the Project are located in Lusaka District.

3. Responsible and Implementing Organizations

3-1. The Responsible Organization is the Ministry of Education.

3-2. The Implementing Organization is the Planning Unit and the Infrastructure Component of BESSIP, Ministry of Education, in cooperation with Lusaka Provincial Education Office and Lusaka District Education Office.

3-3. The organization chart of the Ministry of Education is attached as ANNEX 1.

4. Items requested by the Government of Zambia

After discussions with the Team, the items described in ANNEX 2 were finally requested by Zambian side. JICA will assess the appropriateness of the request and will recommend the findings to the Government of Japan for approval. The candidate sites should be surveyed and examined in accordance with the criteria attached as ANNEX - 3.

5. Japan's Grant Aid Scheme

5-1. The Zambian side understood Japan's Grant Aid Scheme explained by the Team, as described in ANNEX 4.

5-2. The Zambian side will take the necessary measures, as described in ANNEX 5, for smooth implementation of the Project, as a condition for implementation of Japan's Grant Aid.

6. Schedule of the Study

6-1. The consultant team will stay in Zambia until July 2, 2002 to conduct further studies.

6-2. JICA will dispatch a mission in order to study the progress of the trial constructions around September, 2002. To supervise the trial constructions, one member of the consultants will remain in Lusaka until the completion of trial constructions.

6-3. JICA will prepare the first draft report in English and dispatch a mission in order to explain its contents around November, 2002.

6-4. Based on the results of discussions of the first draft report, JICA will proceed to

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further examination of the study results in Japan until January, 2003.

6-5. JICA will prepare the final draft report in English and dispatch a mission in order to explain its contents around February, 2003.

6-6 In case that the contents of the final draft report is accepted in principle by the Government of Zambia, JICA will complete the final report and send it to the Government of Zambia by the middle of April, 2003

7. Trial Construction

7-1. The Zambian side understood that the objectives of the trial construction is to obtain the following information:

- 1) Construction capability of local contractors
- 2) Quality, price and availability of local construction materials
- 3) Capability, wage and availability of local construction workers
- 4) Construction cost
- 5) Appropriate material, design, specification and construction method of facilities
- 6) Appropriate construction schedule
- 7) Major items to be supervised during construction

7-2. Both sides agreed that the trial construction would be conducted in the following three sites, as expansion of existing middle basic school. The locations of the trial constructions are shown in ANNEX 6.

No.	Name of School	Location
1	Chunga Basic School (middle basic school)	Chunga Compound
2	Justine Kabwe Basic School (middle basic school)	Marapodi Compound
3	Kalingalinga Basic School (middle basic school)	Kalingalinga Compound

7-3. Both sides agreed that the following works would be done in each school under the trial construction.

- Construction of 1 school building (3 classrooms with blackboard, 1 teacher's room)
- Procurement of furniture (desks, chairs)

7-4. Both sides agreed that the trial construction will be conducted by using modified BESSIP standard, taking into consideration of the purpose of trial construction.

7-5. The Zambian side agreed that JICA would conduct trial constructions through contracts between the consultant and the contractors. The contractors should be one Japanese contractor and two local contractors, which should be determined through selected tendering.

7-6. Both sides agreed that Ministry of Education should be involved in some important stages of the trail constructions according to necessity, such as tender process, inspections during construction, etc.

7-7. Both sides agreed that the property right of the facilities belongs to JICA during the trial construction period.

7-8. The Zambian side requested the hand-over of the facilities after the completion of trial construction. The Team explained that the final decision of the hand-over would be made on the basis of the Zambian side's written request after the completion of the trial construction.

7-9. The Zambian side understood that it would take all responsibilities relating to the hand-over and the operation and maintenance of the facilities after hand-over such as tax, assignment of teaching staff.

7-10. The Zambian side agreed that the necessary measures will be taken to ensure that all fiscal levies and taxes (except for Value Added Tax) relating to trial constructions would be exempted from the consultant.

8. Other Relevant Issues

8-1. Project Title

Both sides agreed that the Project title should be " Project for Construction of Basic Schools in Lusaka District ".

8-2. Phase of the Study

This basic design study is divided into two phases. The first phase is to prepare the first draft report of the study through site surveys. The second phase is to conduct a detailed design level study and to prepare the final report including drawings of the facilities.

8-3. Use of the results of detailed design level study

The Team explained that the Zambian side should be responsible for the outcome caused by using the result of the detailed design level study and not claim any responsibility to the Japanese side in this matter. However, the Zambian side expressed that the both sides should be responsible for that. Therefore, the both sides agreed that the defect and liability of drawings should be further discussed and finalized before the implementation stage of the Project.

8-4. Number of schools and classrooms

Both sides agreed that the total number of the requested schools, classrooms and other components might not be fully covered by the project according to the assessment of needs for each school.

8-5. Design criteria on the facility

Both sides agreed that the school buildings in the implementation stage (in case the project is approved by Japanese cabinet) should principally follow the BESSIP standard. However, the modification of BESSIP standard may be possible in the Project as a result of the basic design study, based on the necessity through the discussion between both sides.

8-6. Water supply facilities, gates and fences

Both sides agreed that gates and fences for each school would be prepared by Zambian side. However, the Zambian side requested that the study for water supply facilities including groundwater development in each school would be conducted by the Team,

if necessary. The Japanese side agreed that the above-mentioned study would be conducted within the Basic Design Study, however, the responsibility for actual physical drilling and fabrication in the implementation stage would be finally determined based on the study analysis.

8-7. Land Ownership document

The Zambian side agreed to provide the Team with necessary information to confirm the land ownership for the construction sites by June 28, 2002.

8-8. Allocation of teachers and administration staff

The Zambian side agreed to allocate sufficient number of teachers and administrative staff for the schools to be constructed by the completion of construction works.

8-9. Operation and maintenance

The Zambian side agreed to allocate necessary budget for the proper operation and maintenance of facilities and equipment covered by the Project.

8-10. Needs in other Provinces

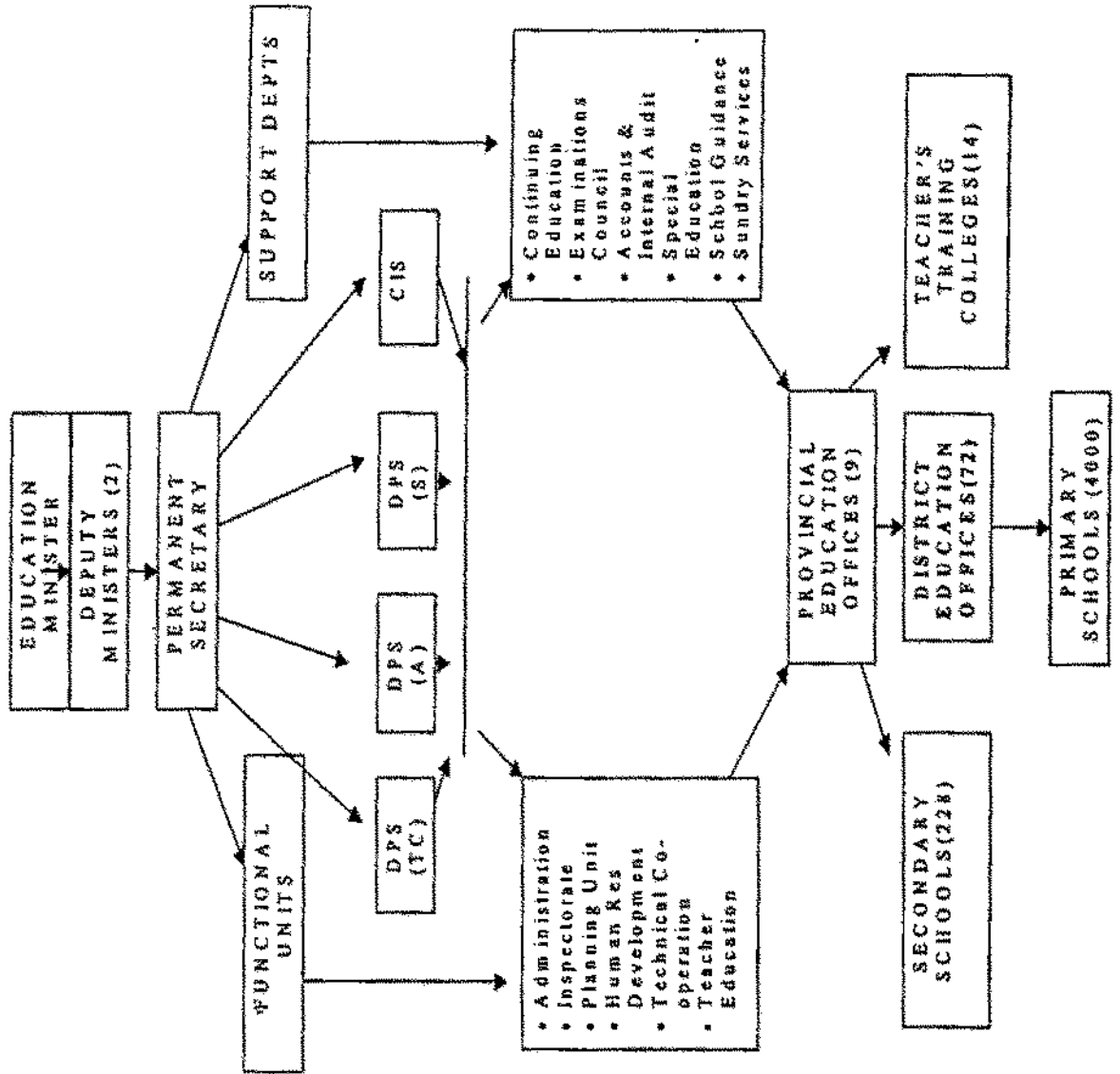
The Zambian side expressed the wish to extend the project to any other Provinces, e.g. Copperbelt Province.

8-11. Financial report

The both sides agreed that the activity report including payment should be given by Japanese consultant to Zambian side without delay to avoid any inconvenience of the smooth implementation of the Project and delays in financial reporting.

ANNEX 1. Organization Chart of Ministry of Education

Admin stru. Cont



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ANNEX 2: Major items requested by the Zambian Side

(1/3)

The following sites are listed by Zambian Side as candidates for new Basic School constructions.

1. Mtendere
2. Chunga
3. Kabanana
4. Northmead
5. Ng'ombe
6. Libala Stage III
7. Chilenje South
8. Chelstone
9. Chazanga
10. Chawama/ John Howard
11. Marapodi/Mandevu
12. Jack

ANNEX 2 (2/3)

Facility components necessary for a typical BESSIP basic school;

Facilities and furniture		Quantity	Specifications and standards on which to base calculation	
Facilities	Regular classrooms	28	As per MOE standard: 40 students per classroom Floor area per class room: approx. 58 m ²	
	Special-purpose classrooms	7	As per MOE standard: 20 students per classroom except library To be used as home economics and industrial arts rooms The contents of the special-purpose classrooms : 2 Industrial Arts classrooms (carpentry, drawings) 2 Home Economics classrooms 1 Library, 1 Laboratory, 1 classroom for SEN(Special Education Needs)	
	Administration office	1 building	As per MOE standard Including head teacher's, deputy head teacher's and meeting rooms, and storage	
	Caretaker's house	1 building	As per MOE standard	
	Lavatories	Flush type	4 buildings	For male students: stalls/urinals: 8/16
				For female students: 12
				For male teachers: 2
				For female teachers: 2
		Seepage type	2 buildings	For male students: 5
				For female students: 5
Washbasins		For male teachers: 1		
		For female teachers: 1		
Water supply and sewerage facilities	Well, pump room, elevated water tank, sewerage treatment facility		For male: 8	
			For female: 8	
Furniture	Regular classrooms	Desk and chair (student)	560 Two-seater type: 20/classroom Note: The quantity does not add up. $20 \times 28 = 560$	
		Desk (teacher)	28 1 each/classroom Note: The quantity does not add up. $1 \times 28 = 28$	
		Chair (teacher)	28 1 each/classroom Note: The quantity does not add up. $1 \times 28 = 28$	
	Special-purpose classrooms	Table for crafts	44 11 tables/classroom. $11 \times 4 = 44$ 1 table per 4 students plus 1 table for teacher. $40/4 + 1 = 11$ tables/classroom For carpentry lessons, 10 heavy-duty benches	
		Chair for crafts	164 41 chairs/classroom. $41 \times 4 = 164$ 1 table for student and 1 table for teacher	
	Administration office	Desk and chair	3 Head teacher, deputy head teacher and administrator	
		Cabinet	3	
		Locker	3	
		Chair for visitor	6	
		Bulletin board	4	
Desk for meeting		6		
Chair for meeting	24	4 chairs per table		

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Equipment necessary for a typical BESSIP basic school;

Equipment		Quantity	Description
Equipment	Educational equipment	For general education	28 sets Triangle, straight edge, compass and protractor
		For home economics lessons	4 sets Sewing machine and cooker table with oven: 1 set/classroom Refrigerator: 1 set/school
		For carpentry lessons	4 sets Tools: 1 set/special-purpose classroom: plane (10), saw (10), chisel (5), hammer (5), set square (5), tape measure (5), engineer (1) Equipment: 1 set/2 special-purpose classroom: drilling machine (1), bench grinder (1), welding machine (1), drill bits (2), grinding disk (2), welding rod (1 box)

A.C. SA

ANNEX 3: Criteria for Selection of Schools/Sites covered by the Project

Schools/sites satisfying the following criteria will be given priority:

- (1) Current and future quantitatively estimated needs for classrooms confirmed by population growth rate, number of school-aged children, enrollment ratio and other relevant data;
- (2) Sufficient teachers, budget allocation, and necessary cooperation from concerned people to operate and maintain facilities properly;
- (3) Legally confirmed ownership of land for construction;
- (4) Topographically safe and appropriate size of land for construction;
- (5) No constraints against construction such as occupation of out-of-law houses.
- (6) Proper access roads to carry construction materials and equipment into respective sites;
- (7) No threat of natural calamity to endanger the schools/sites;
- (8) No security problem around the schools/sites;
- (9) No other program or plan for new/undergoing classroom construction by other donors, NGOs and so forth.

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Annex-4 The Japan's Grant Aid Scheme

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

(1) Grant Aid Procedure

1) Japan's Grant Aid Program is executed through 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 Cabinet)
- Determination of Implementation
(The Notes exchanged between the Governments of Japan and the recipient country)

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

Secondly, JICA conducts the study (Basic Design Study), using Japanese consulting firms.

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

Fourthly, the project, once approved by the Cabinet, becomes official with the Exchange of Notes signed by the Governments of Japan and the recipient country.

Finally, for the implementation of the project, JICA assists the recipient country in such matters as preparing tenders, contracts and so on.

(2) Basic Design Study

1) Contents of the Study

The aim of the Basic Design Study (hereinafter referred to as "the Study"), conducted by JICA on a requested project (hereinafter referred to as "the Project"), is to provide a basic document necessary for the appraisal of the Project by the Government of Japan. The contents of the Study are as follows:

- a) confirmation of the background, objectives and benefits of the Project and also institutional capacity of agencies concerned of the recipient country necessary for the Project's implementation;
- b) evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from the technical, social and economic points of view;
- c) confirmation of items agreed on by both parties concerning the basic concept of the Project;
- d) preparation of a basic design of the Project; and
- e) estimation of costs 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.

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The Government of Japan requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country through the Minutes of Discussions.

2) Selection of Consultants

For the smooth implementation of the Study, JICA uses a consulting firm selected through its own procedure (competitive proposal). The selected firm participates in the Study and prepares for a report based upon the terms of reference set by JICA.

At the beginning of implementation after the Exchange of Notes, for the services of the Detailed Design and Construction Supervision of the Project, JICA recommends the same consulting firm which participated in the Study to the recipient country in order to maintain the technical consistency.

(3) Japan's Grant Aid Scheme

1) Exchange of Notes (E N)

Japan's Grant Aid is extended in accordance with the Notes exchanged by the two Governments concerned, in which the objectives of the project, period of execution, conditions and amount of the Grant Aid, etc., are confirmed.

- 2) "The period of the Grant" means the one fiscal year which the Cabinet approves the project for. Within the fiscal year, all procedure such as exchanging of the Notes, concluding contracts with consulting firms and contractors and final payment to them must be completed.

However, in case of delays in delivery, installation or construction due to unforeseen factors such as weather, the period of the Grant Aid can be further extended for a maximum of one fiscal year at most by mutual agreement between the two Governments.

- 3) Under the Grant, in principle, Japanese products and services including transport or those of the recipient country are to be purchased. When the two Governments deem it necessary, the Grant Aid may be used for the purchase of the products or services of a third country.

However, the prime contractors, namely consulting, contracting 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.)

4) Necessity of "Verification"

The Government of the recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. Those contracts shall be verified by the Government of Japan. This "Verification" is deemed necessary to secure accountability to Japanese taxpayers.

5) Undertakings required to the Government of the recipient country

- a) to secure land necessary for the sites of the Project and to clear, level and reclaim the land prior to commencement of the construction;
- b) to provide facilities for distribution of electricity, water supply and drainage and other incidental facilities in and around the sites;
- c) to ensure all expenses and prompt execution for unloading and customs clearance at ports of disembarkation in the recipient country and internal transportation therein of the

products purchased under the Grant Aid;

- d) 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 contracts;
- e) to accord Japanese nationals whose services may be required in connection with the supply of the products and services under the verified contracts such as facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work;

6) "Proper Use"

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

7) "Re-export"

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

8) Banking Arrangement (B:A)

- a) The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in a bank in Japan (hereinafter referred to as "the Bank"). The Government of Japan will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by the 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 (A:P) issued by the Government of recipient country or its designated authority.

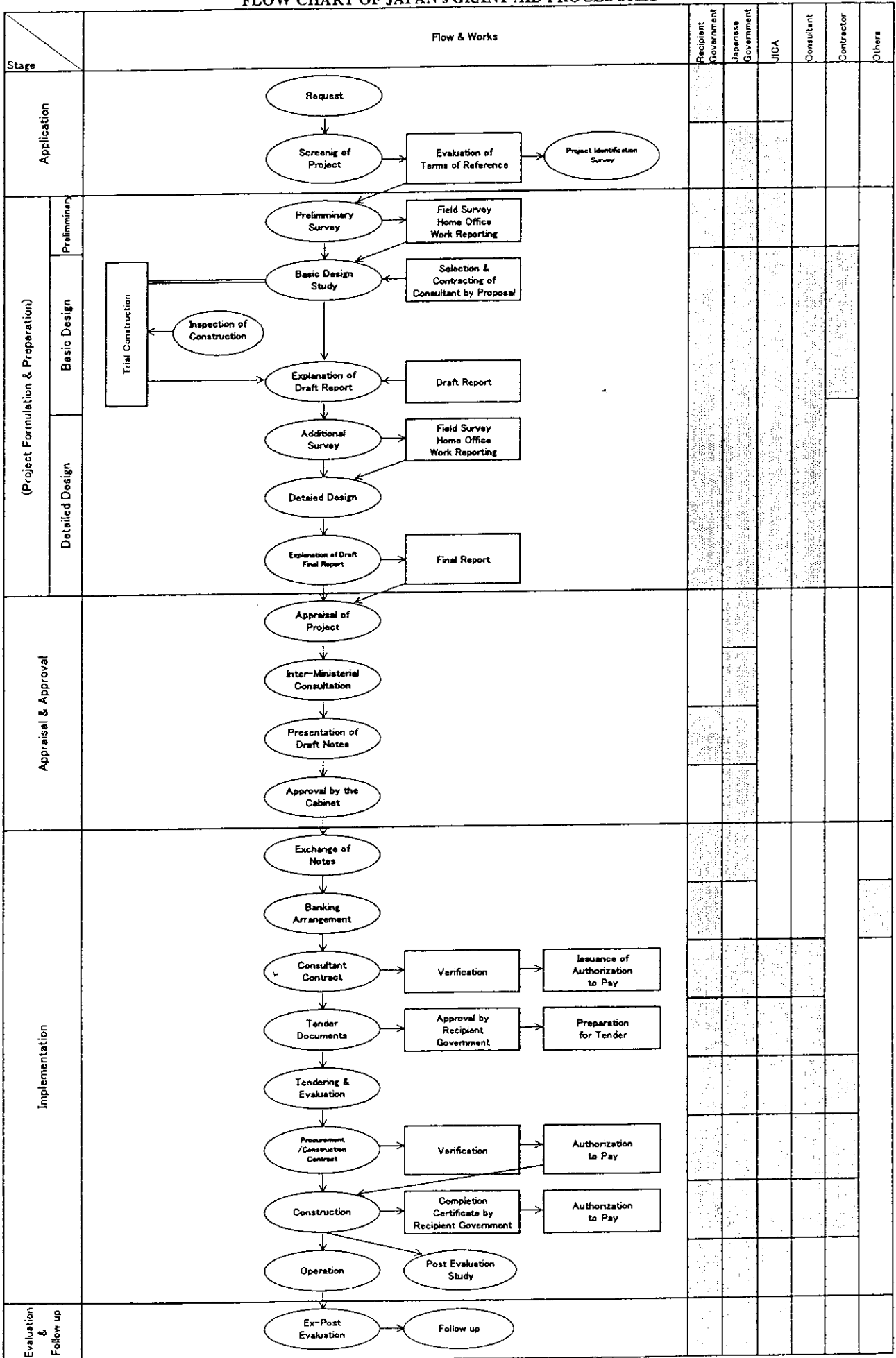
9) Authorization to Pay (A:P)

The Government of the recipient country should bear an advising commission of an Authorization to Pay and payment commissions to the Bank.

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FLOW CHART OF JAPAN'S GRANT AID PROCEDURES




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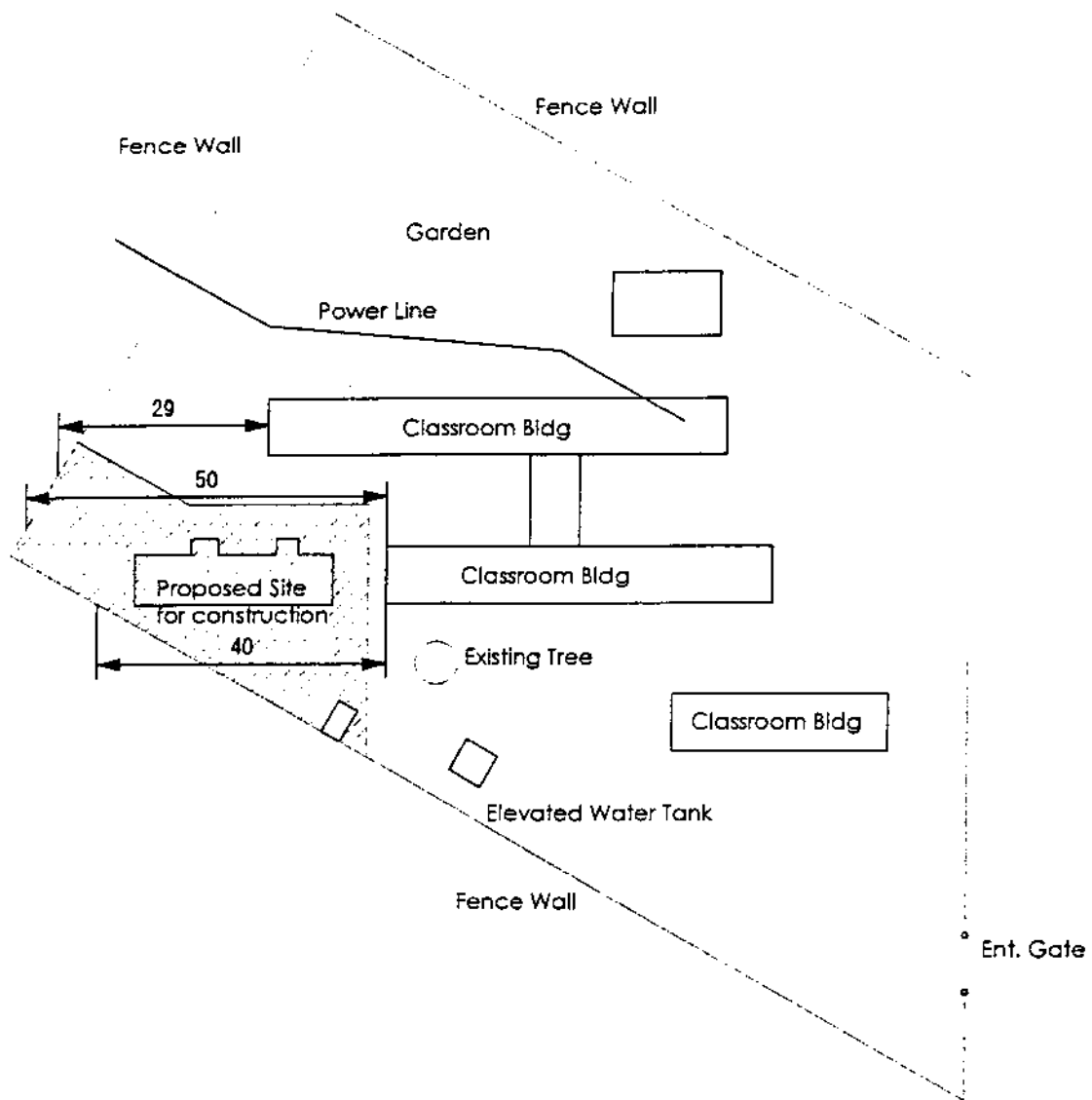
Annex - 5 Necessary measures undertakings by each government

No	Items	To be covered by Grant Aid	To be covered by Recipient side
1	To secure land		●
2	To clear, level and reclaim the site when needed		●
3	To construct gates and fences in and around the site		●
4	To construct the parking lot	●	
5	To construct roads		
	1) Within the site	●	
	2) Outside the site		●
6	To construct the building	●	
	To provide facilities for the distribution of electricity, water supply, drainage and other incidental facilities		
	1) Electricity		
	a. The distributing line to the site		●
	b. The drop wiring and internal wiring within the site	●	
	c. The main circuit breaker and transformer	●	
	2) Water Supply		
	a. The city water distribution main to the site		●
	b. The supply system within the site	●	
	3) Drainage		
	a. The city drainage main (for storm, sewer and others) to the site		●
	b. The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	●	
	4) Gas Supply		
	a. The city gas main to the site		●
	b. The gas supply system within the site	●	
	5) Telephone System		
	a. The telephone trunk line to the main distribution frame, panel (MDF) of the building		●
	b. The MDF and the extension after the frame, panel	●	
	6) Furniture and Equipment		
	a. General furniture		●
	b. Project equipment	●	
	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
8	1) Advising commission of A/P		●
	2) Payment commission		●
	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country		
9	1) Marine(Air) transportation of the products from Japan to the recipient country	●	
	2) Tax exemption and customs clearance of the products at the port of disembarkation		●
	3) Internal transportation from the port of disembarkation to the project site	(●)	(●)
10	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		●
11	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 contracts		●
12	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant		●
13	To bear all the expenses, other than those to be borne by the Grant, necessary for construction of the facilities as well as for transportation and installation of the equipment		●

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ANNEX 6 Location of the Trial Construction
(1/3)



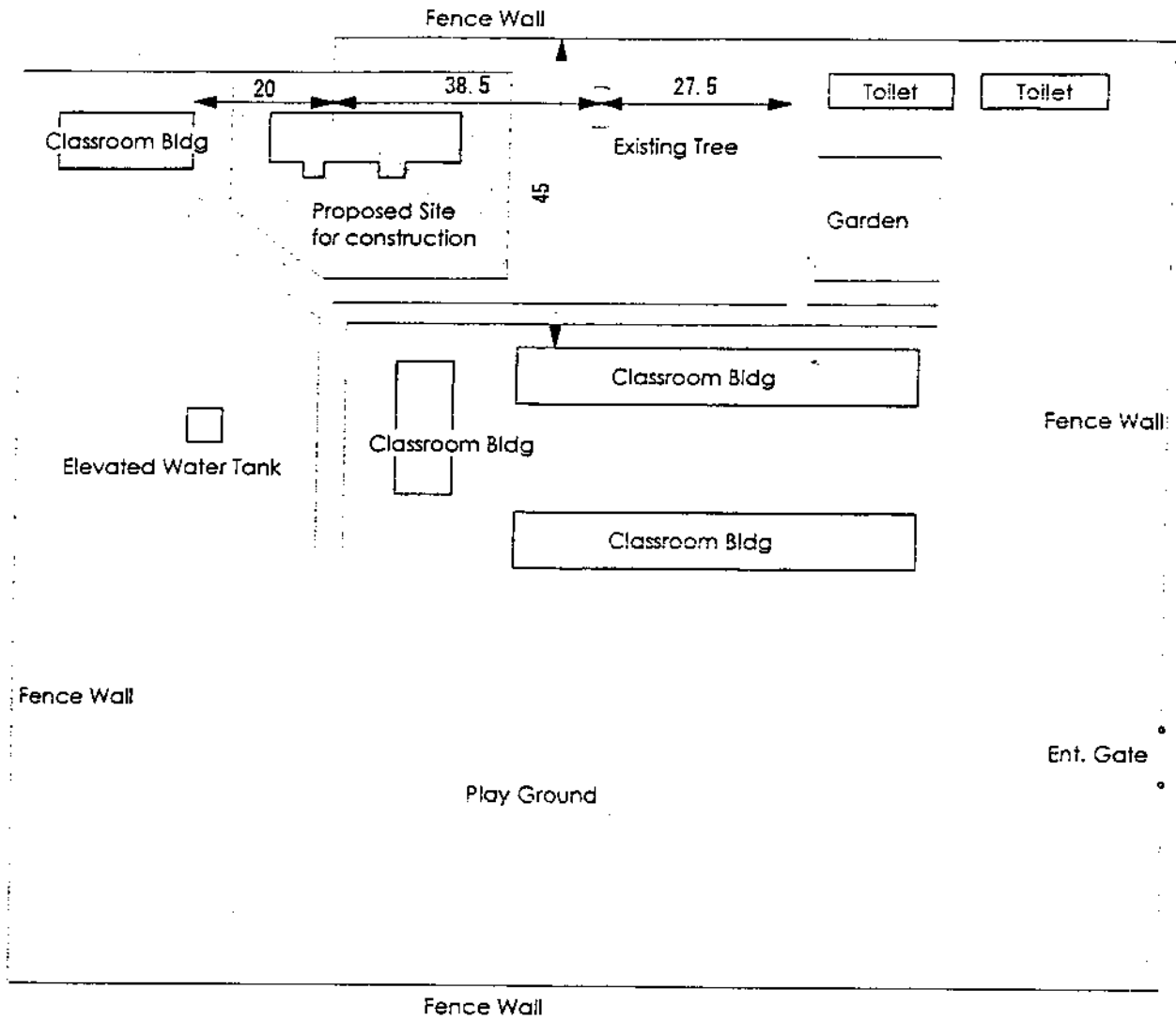
CHUNGA MIDDLE BASIC SCHOOL



Scale: 1/ 1,000

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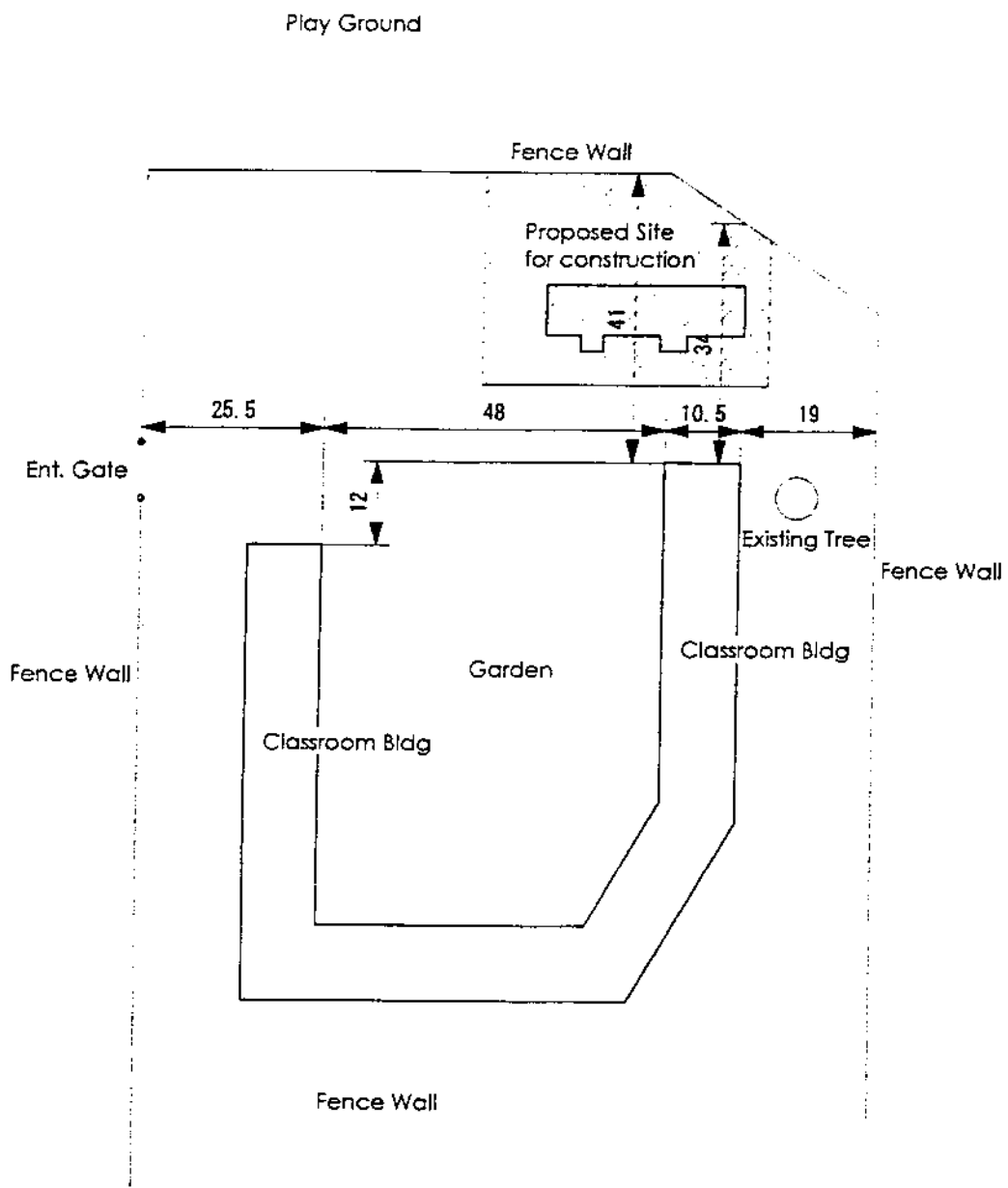
JUSTINE KABWE MIDDLE BASIC SCHOOL



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KALINGALINGA MIDDLE BASIC SCHOOL

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Selection of Trial Construction Sites

Criteria	Site Name	CHIBELO	KALINGA-LINGA	MTENDERE	LUSAKASA	KABWATA	CHIBOLYA	CHUNGA	JUSTINE KABWE	CHILENJE "B"	STAE LODGE "B"
1	There is an Evident Need for Construction	○	○			○	○	○	○	○	
2	The Area of the Site is Large enough (More than 40m x 30m)	△	○	x	x	○	○	○	○	○	
3	The Land is Flat and Soil Condition is Good	△ Difference in level is there	○			○	○	○	○	○	
4	Legal Ownership of Land presents no problem	MOE	MOE			MOE	MOE	MOE	MOE	MOE	
5	Preparatory Work (land preparation and removal of existing bldgs) is unnecessary	○	○			○	△ Some rocks are there	○	○	○	
6	Construction Vehicles are Easily Accessible to the Site	○	○			○	○	○	○	○	
7	The Land is not Inundated by Floods in the Rainy Season	○	△			△	○	○	○	○	
8	Water and Electricity for Construction purposes are available	○	○			○	○	○	△ pump is not working	○	
9	Security is Ensured at Site	○ 2 watch men Police Office	○ 3 watch men			○ 3 watch men	○ 8 police men	○ 2 police men	○ put out only	○ 1 watch man Police Officer	
10	No Construction Project by Other Donors/Organizations is Requested, Planned or Implemented at Site	○	○			○	○	○	○	○	x
11	The Buildings after Handing Over can be Operated and Maintained with No Problem	△	○ PTA			○	○	○	○	○	
12	To be Middle Basic School	○	○			x 1-9 Grade	○	○	○	x 1-9 Grade	
JUDGEMENT		x	⊙	x	x	x	○	⊙	⊙	x	x
Number of Students		1750	1566	2087	660	1157	2048	967	2806	807	620
Number of Classrooms		24	12	15	17	21	16	15	28	21	6

NOTE

- ⊙ : The site is suitable for the Trial Construction.
- : There is a possibility to be the site for the Trial Construction.
- △ : There is few possibility to be the site for the Trial Construction.
- x : The site is not suitable for the trial construction.

(2) Explanation on Draft Report


MINUTES OF DISCUSSIONS
ON THE BASIC DESIGN STUDY ON THE PROJECT FOR
CONSTRUCTION OF BASIC SCHOOLS IN LUSAKA DISTRICT
IN THE REPUBLIC OF ZAMBIA
(EXPLANATION ON DRAFT REPORT)

In June 2002, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Basic Design Study Team on the Project for Construction of Basic Schools in Lusaka District (hereinafter referred to as "the Project") to the Government of the Republic of Zambia (hereinafter referred to as "Zambia"), and through discussion, field survey, and technical examination of the results in Japan, JICA prepared a draft final report of the study.

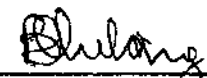
In order to explain and to consult the Zambian Government on the components of the draft final report, JICA sent to Zambia the Draft Report Explanation Team (hereinafter referred to as "the Team"), which was headed by Mr. Koji Ota, Deputy Resident Representative, the Zambian Office of JICA, from December 15 to December 28, 2002.

As a result of discussions, both parties confirmed the main items described on the attached sheets.

Lusaka, December 26, 2002

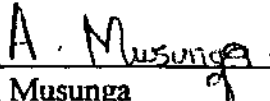


Mr. Koji Ota
Leader
Basic Design Study Team
Japan International Cooperation Agency



Ms. Barbara Y. Chilangwa
Permanent Secretary
Ministry of Education

witnessed by:



Ms. A. Musunga
Chief Economist
Ministry of Finance and National Planning

ATTACHMENT

1. Components of the Draft Final Report

The Government of Zambia agreed and accepted in principle the components of the draft final report explained by the Team. Moreover, the Zambian side understood that the final decision in this matter would be made by the Japanese side.

2. Japan's Grant Aid Scheme

The Zambian side understood the Japan's Grant Aid Scheme as explained by the Team and described in Annex-4 of the Minutes of Discussions signed by both parties on June 4, 2002.

3. Schedule of the Study

JICA will complete the final report in accordance with the confirmed items and send it to the Zambian side by April, 2003.

4. Other relevant issues

4-1. Schools, Facilities and Equipment covered by the Project

Both sides agreed on schools, facilities and equipment covered by the Project as shown in Annex-1 and Annex-2.

4-2. Necessary measures to be taken by the Zambian side

The Zambian side understood to take necessary measures as shown in Annex-3 for the smooth implementation of the Project. Besides, the Zambian side assured to execute necessary works as shown in Annex-4 and to open the budget line for the next fiscal year (2003/2004).

4-3. Allocation of Personnel and Budget

The Zambian side assured to allocate necessary budget and personnel (teaching & administrative staff) for operating school facilities and equipment under the supervision of Ministry of Education.

4-4. Proper Use and Maintenance

Both sides understood that proper use and maintenance of the facilities and equipment would be indispensable for their lifelong use. Now, the Zambian side assured to facilitate proper use and maintenance of the school facilities and equipment covered by the Project.

4-5. Security Measures

The Zambian side fully understands the importance of assurance of safety for personnel concerning the Project, and that the Zambian side should take necessary security measures for Japanese related to the Project during the project implementation.

4-6. Contents of the Draft Final Report

Both sides confirmed that the contents of the draft final report should be confidential. In order to keep the confidentiality, both sides should not disclose the contents to the third parties and not duplicate the draft final report itself.

4-7. Water taps for Environmental Science Room

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JICA proposed that one water tap be fitted in three regular classrooms those could be used as home economics, industrial arts and environmental science rooms. But, as a result of discussion, both sides confirmed that three water taps would be fitted in one regular classroom that can be used as the environmental science room.

4-8. Socket for Regular Classroom

As a result of discussion, both sides confirmed that one socket would be fitted in each regular classroom that could be effectively used for plain experimentation, workshop of teachers, and so on.

4-9. Controlled use of Lavatory

The Zambian side assured to be responsible for the proper controlled use of lavatories, especially in case of power stoppage, locking the gates between water borne toilets and pit latrines in order to avoid the incorrect use of water borne toilets, because water borne toilets and pit latrines are in the same building.

End

List of Sites to be Provided under the Japanese Grant Aid Project

The following 12 sites are selected for the project. And the project will be implemented in two phases. The schools for each phase will be selected according to the priority indicated by the Ministry of Education, with the highest priority schools being constructed in Phase 1.

PHASE 1

1. Jack
2. Chunga
3. Chazanga
4. Chawama/John Howard
5. Chelstone
6. Ng'ombe

PHASE 2

7. Marapodi/Mandevu
8. Chilenje South
9. Northmead
10. Mutendere
11. Kabanana
12. Libala Stage III



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List of Facilities and Equipments to be Provided under the Japanese Grant Aid Project

The following facilities and equipments are provided for each sites mentioned in ANNEX-1.

Facilities

1. 23 Regular Classroom
2. 1 Home Economics Room
3. 1 Administration Building
4. 1 Teachers' Office
5. 1 Library Space
6. 1 Guardhouse
7. 2 Lavatories

Equipments

1. Desk and Chair of Students and Teachers for Classrooms
2. Furniture for Administration Office
3. Equipments for Regular Classrooms
4. Equipments for Home Economics Room

Necessary Measures to be taken by Zambian Side

Zambian side for the smooth implementation of the Project takes the following measures.

- (1) Secure the land for the project and ensure its ownership into the future
- (2) Pay the advice fees, payment commissions, etc. for the Authorization to Pay (A/P) to Japanese banks in accordance with the Banking Arrangement (B/A)
- (3) Speedily conduct necessary customs procedures for the equipment and materials for the project
- (4) Provide exemption from the customs duties levied in Zambia on the services and equipment/materials provided in accordance with the approved agreement, and the domestic taxes levied on Japanese companies and Japanese individuals and other fees
- (5) Ensure the means for entry to and residence in Zambia needed to provide the services of the Japanese individuals and members of Japanese corporations needed to provide services and equipment/materials in accordance with the approved agreement
- (6) Issue the permits, exemptions etc. needed for project implementation, without delay
- (7) Secure the budget needed for satisfactory operation and measures against vandalism of the classrooms constructed in the project
- (8) Assign suitable teachers and secure the necessary measures for recruitment of students
- (9) (To be done by the Ministry of Education) Implement regular monitoring to ensure that the facilities constructed and equipment/materials provided by the grant aid are being suitably maintained by the Ministry of Education and the parent's association of that school, etc., and provide appropriate guidance and advice as needed
- (10) (To be done by the Ministry of Education) Establish the personnel and budgetary means for maintenance of water supply facilities
- (11) Bear all costs needed for planning not provided by Japanese grant aid

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Necessary Works to be taken by Zambian Side

Zambian side for the smooth implementation of the Project executes the following works.

- (1) Remove existing facilities and structures (ex. the lavatories in Kabanana) that may hinder the construction, prepare the ground for construction and cut down trees prior to the start of construction
- (2) Perform electric wiring (all the sites) and water piping to the site (Libala Stage III and Northmead) and drainage from the site, and other incidental facility construction and work
- (3) Construction of Fence and Gate

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7




MINUTES OF DISCUSSIONS
ON THE BASIC DESIGN STUDY ON THE PROJECT FOR
CONSTRUCTION OF BASIC SCHOOLS IN LUSAKA DISTRICT
IN THE REPUBLIC OF ZAMBIA
(EXPLANATION ON DRAFT FINAL REPORT)

In May 2002, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Basic Design Study Team on the Project for Construction of Basic Schools in Lusaka District (hereinafter referred to as "the Project") to the Government of the Republic of Zambia (hereinafter referred to as "Zambia"), and through discussion, field survey, and technical examination of the results in Japan, JICA prepared a draft final report of the study.


In order to explain and to consult the Zambian Government on the components of the draft final report, JICA sent to Zambia the Draft Final Report Explanation Team (hereinafter referred to as "the Team"), which was headed by Mr. Koji Ota, Deputy Resident Representative, JICA Zambia Office, from February 3 to February 14, 2003.

As a result of discussions, both parties confirmed the main items described on the attached sheets.

Lusaka, February 13, 2003

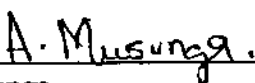


Mr. Koji Ota
Leader
Basic Design Study Team
Japan International Cooperation Agency



Ms. Barbara Y. Chilangwa
Permanent Secretary
Ministry of Education

witnessed by:



Ms. A. Musunga
Chief Economist
Ministry of Finance and National Planning

ATTACHMENT

1. Components of the Draft Final Report (including the Drawings)

The Government of Zambia agreed and accepted in principle the components of the draft final report (including the Drawings) explained by the Team. Moreover, the Zambian side understood that the final decision in this matter would be made by the Japanese side.

2. Other relevant issues

2-1. Land Ownership of "Jack"

The Zambian side confirmed that the Zambian side would take responsibility for the land ownership of the site at "Jack" in case of claiming by the third party.

2-2. Modification of Drawings

As a result of discussion, both sides confirmed that the following items of the drawings would be modified. The drawings are attached in sheet 1 to sheet 6.

- (1) Window Size of W1
- (2) Arrangement of Writing Boards
- (3) Wall of Pit for Pit Latrine
- (4) Toilet of Administration Building
- (5) Damp Proof Course
- (6) Spoon Drain

2-3. Construction of Fence and Gate

Both sides reconfirmed that the construction of permanent fence and gate should be made by the Zambian Side.

2-4. Allocation of Personnel

The Zambian side assured to allocate necessary personnel for Lusaka Provincial Education Office and Lusaka District Education Office to maintain target sites.

2-5. Other undertakings borne by Zambian side

Both sides confirmed that the other undertakings borne by Zambian side would be unchanged as described in the Minutes of Discussions of the "Explanation on Draft Report", dated December 26, 2002.

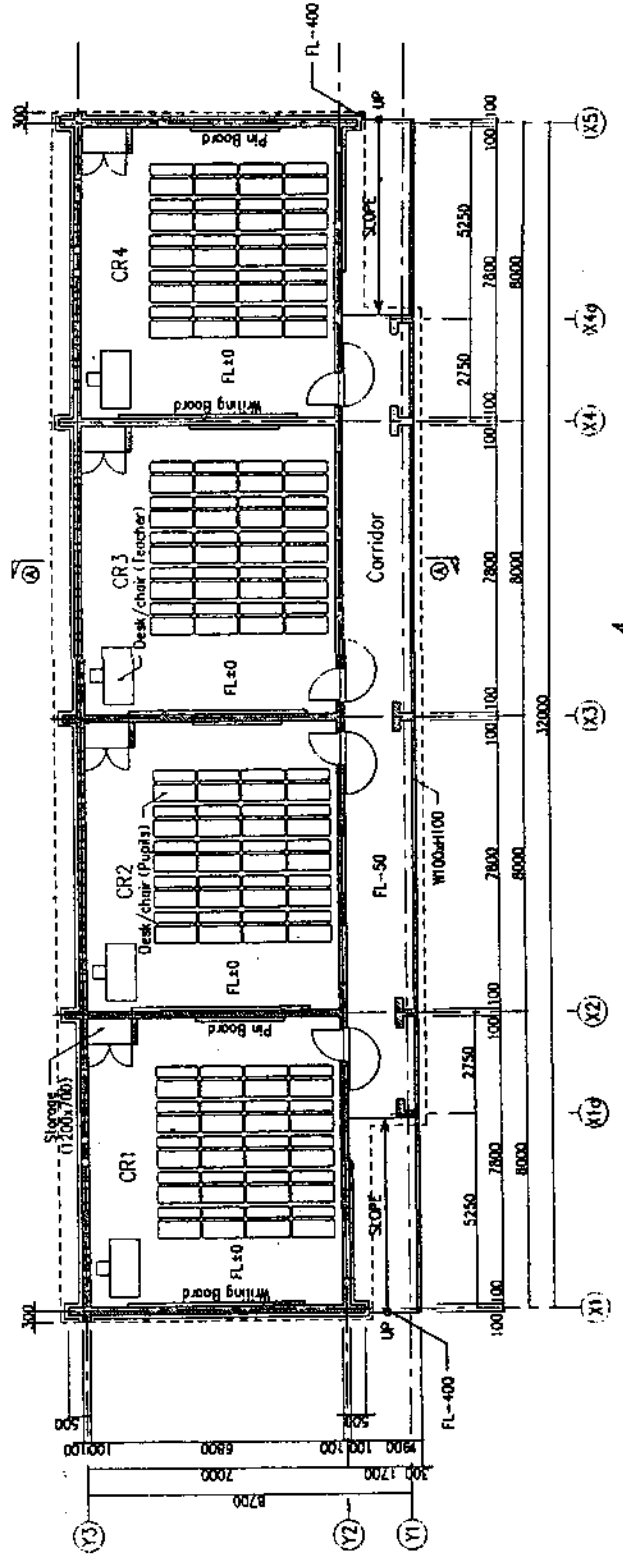
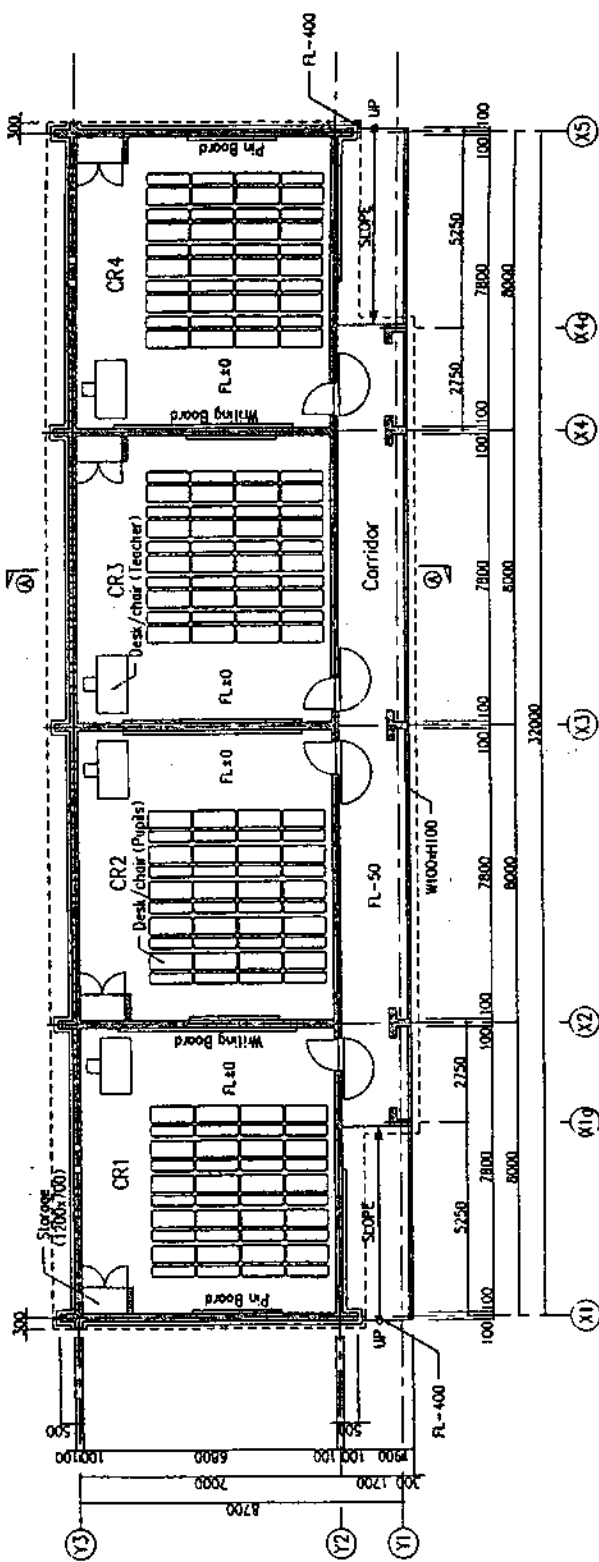
End

A.M

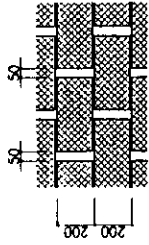


Be

W 1	W 2	W 3	W 4
<p>Handle Glazing bars 1800 1570 1000 1250</p>	<p>Handle Glazing bars 1170 1350 1000</p>	<p>Handle Glazing bars 1130 1657 1212</p>	<p>Handle 600 195</p>
<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory Handle, Standard long Pegstay</p> <p>Remark Glass size approx 285x475, t=4, 1.2nos.</p>	<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory Handle, Standard long Pegstay</p> <p>Remark Glass size approx 285x515, t=4, 6nos.</p>	<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory Handle, Standard long Pegstay</p> <p>Remark Glass size approx 125x1180, t=4, 1no.</p>	<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory Handle, Standard long Pegstay</p> <p>Remark Glass size approx 125x1180, t=4, 1no.</p>
W 4	W 5	W 6	W 6
<p>Handle 195 125</p>	<p>Handle Glazing bars 585 672</p>	<p>Handle Fly Screen 400 300</p>	<p>Handle 400 300</p>
<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory Handle, Standard long Pegstay</p> <p>Remark Glass size approx 125x1180, t=4, 1no.</p>	<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory Handle, Standard long Pegstay</p> <p>Remark Glass size approx 120x550, t=4, 2nos.</p>	<p>Frame Material Wood</p> <p>Finish 2 coats varnish</p> <p>Window Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass.</p> <p>Accessory</p> <p>Remark</p>	<p>Frame Material Steel</p> <p>Finish Dipped in Red Oxide at factory and painted Glass</p> <p>Window Material Steel</p> <p>Finish</p> <p>Accessory</p> <p>Remark</p>
W 4	W 5	W 6	W 6
<p>THE PROJECT FOR CONSTRUCTION OF BASIC SCHOOLS IN LUSAKA DISTRICT IN THE REPUBLIC OF ZAMBIA</p>			
<p>General Doors & Windows + (Windows)</p>			

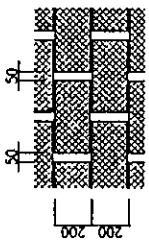
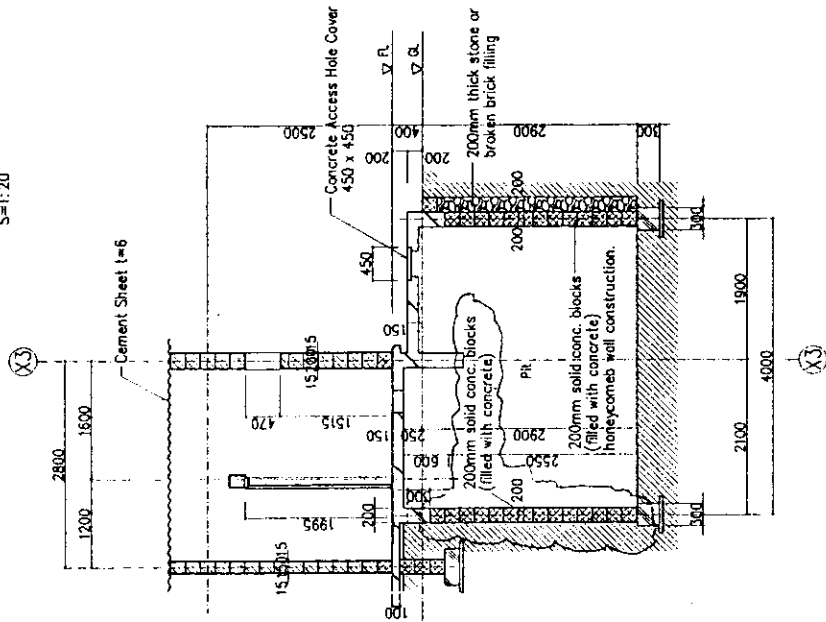


A.M



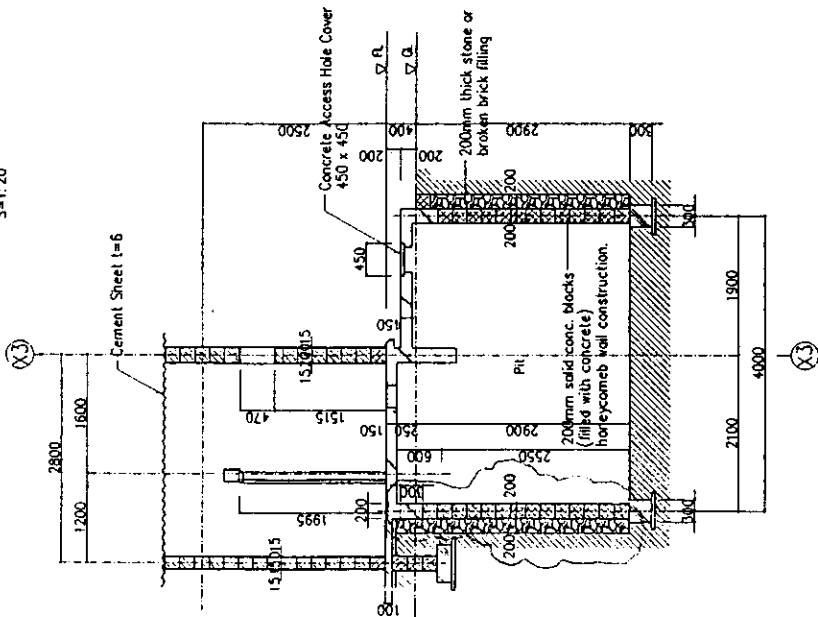
honeycomb wall construction. (W20a)

S=1:20

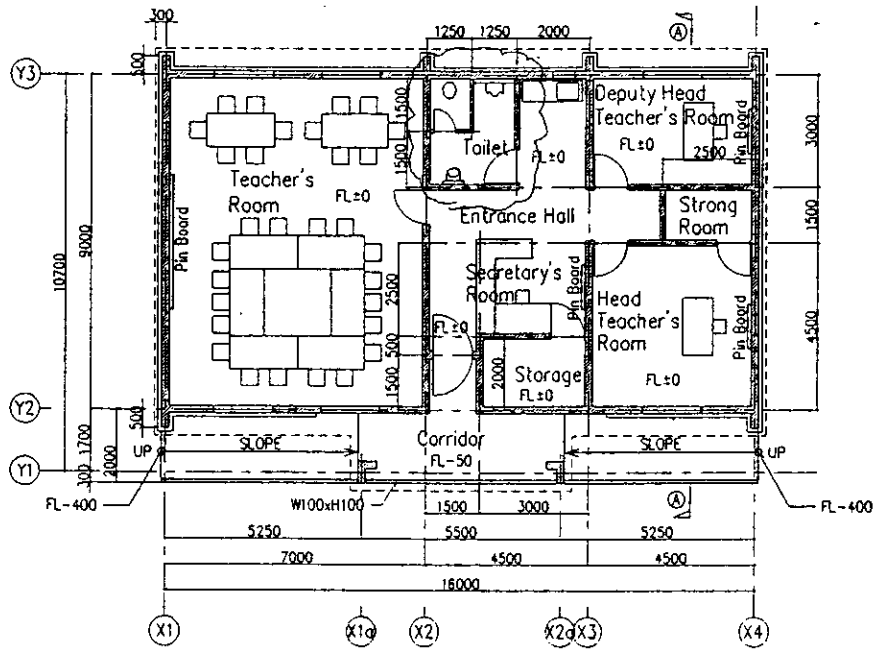


honeycomb wall construction.

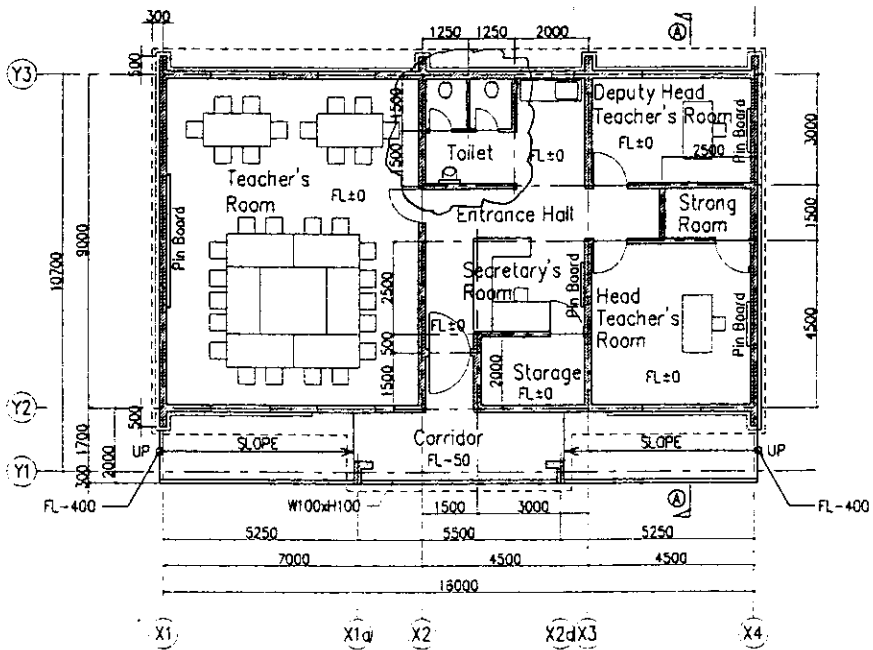
S=1:20



A. M



A.M

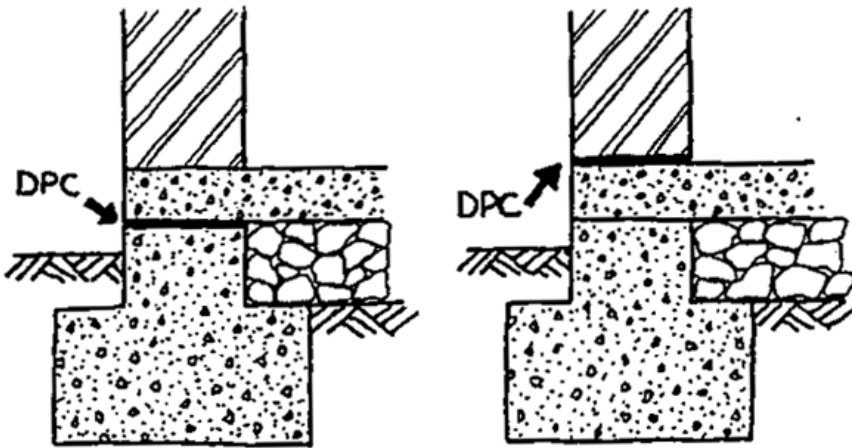


2.2.1.6 DAMP PROOF COURSE

Notes: *(Attached Sheet-5)*



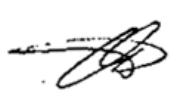
Description: A damp proof course is a moisture barrier, most often in the form of a sheet of bitumenous felt laid into the wall on the foundation above or below the floor slab to stop moisture rising from the foundation into the walls above floor level and thus creating a dry wall.

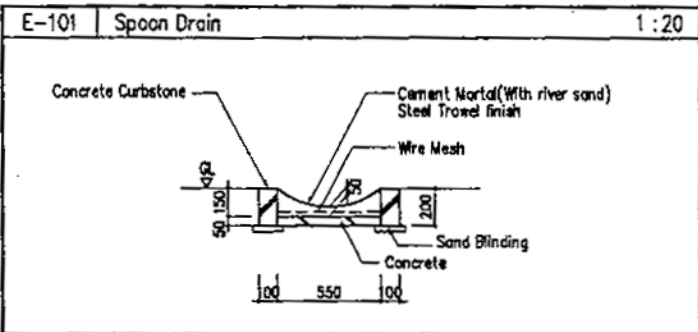
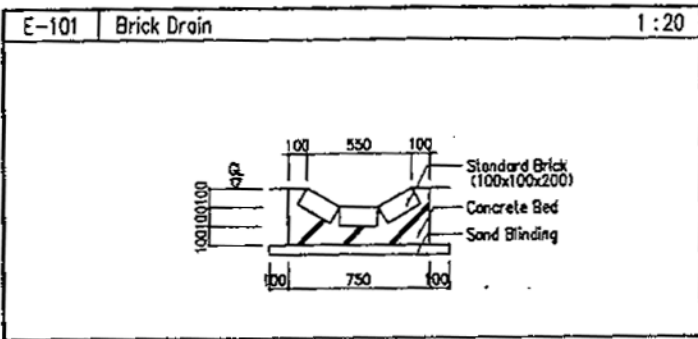


If the damp proof course is missing, a moist, mostly green mould will appear in corners. If the walls are painted you will see that paint and plaster will "bubble" off on the inside.

A.M

Continued





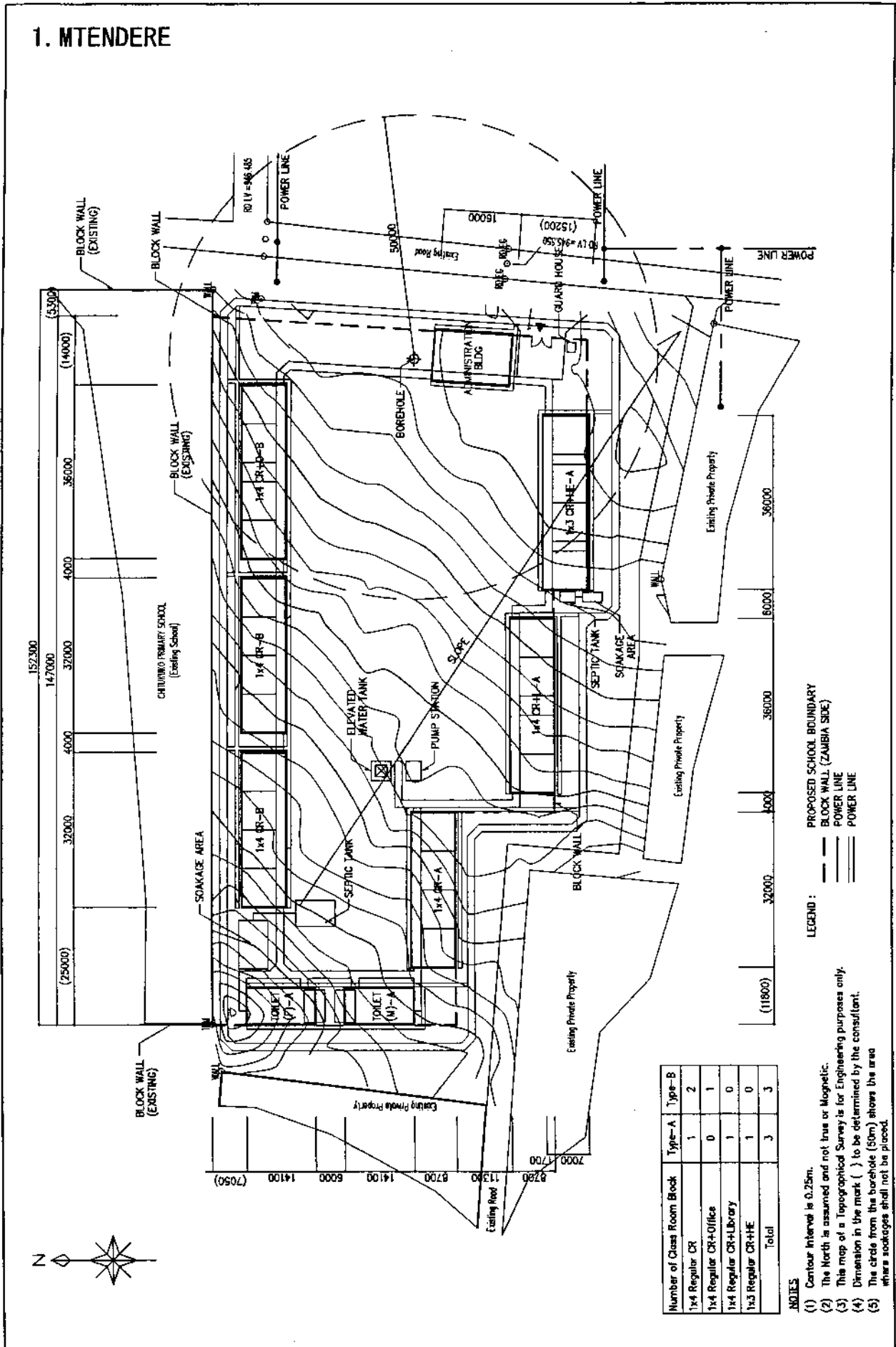
A.M

Appendix 5. Cost Estimation Borne by the Recipient Country

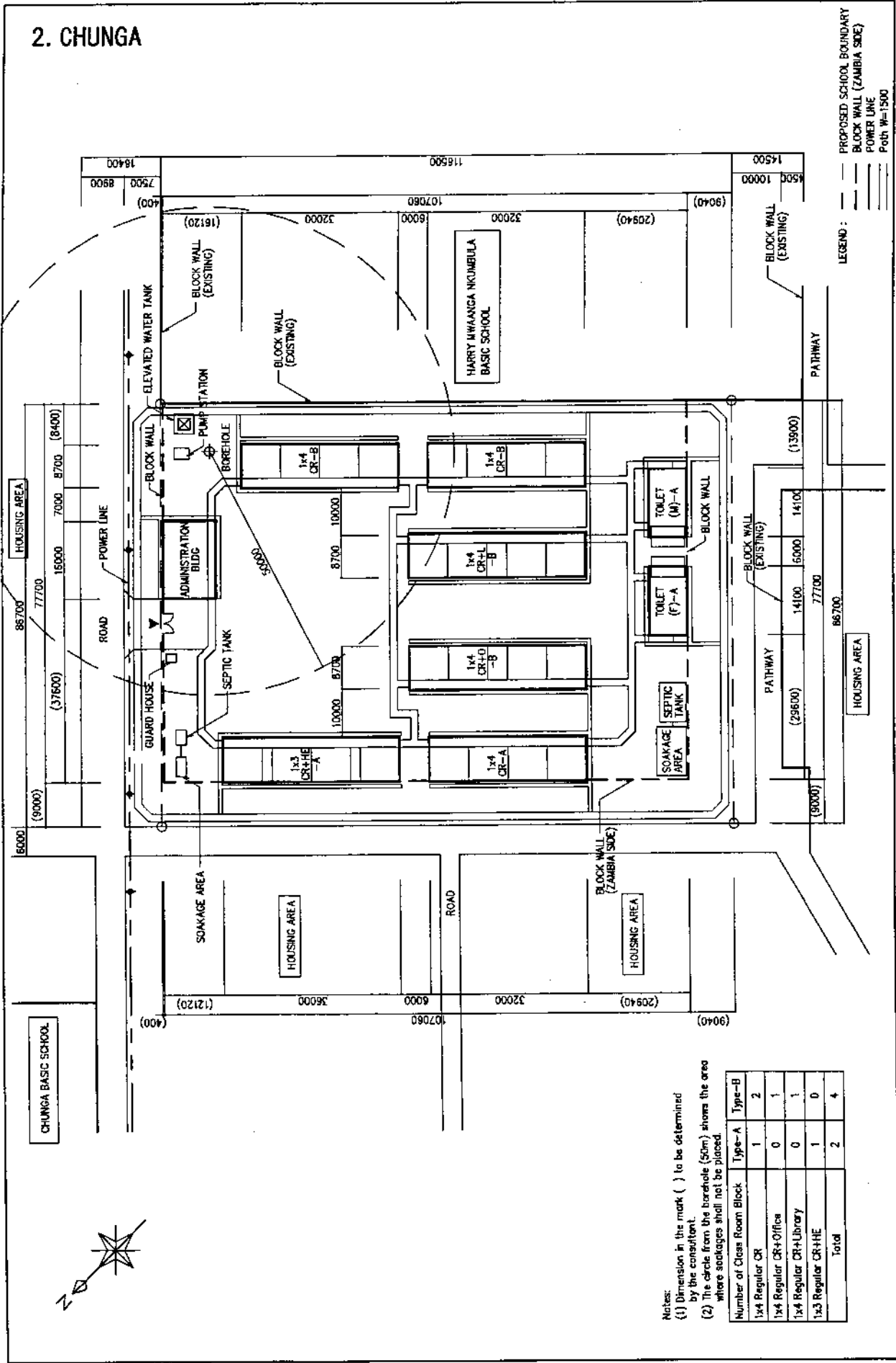
Priority	Site	Gate/wall H=2.4m(including foundation)			Public water supply lead-in (Kw)	Electrical lead-in (by ZESCO) (Kw)	Total (Kw)
		Wall length (m)	Wall (Kw)197,800/m)	Gate (Kw)			
1	Jack	223	44,109,400	440,000		19,728,000	64,277,400
2	Chunga	140	27,692,000	440,000		24,381,000	52,513,000
7	Chazanga	176	34,812,800	440,000		28,497,000	63,749,800
8	Chawama/John Howard	208	41,142,400	440,000		2,898,000	44,480,400
10	Chelstone	158	31,252,400	440,000		25,792,000	57,484,400
11	Ng'ombe	219	43,318,200	440,000		64,180,000	107,938,200
	Phase 1 Total	1,124	222,327,200	2,640,000	0	165,476,000	390,443,200
					0	38,483	90,801
3	Marapodi/Mandevu	215	42,527,000	440,000		37,315,000	80,282,000
4	Chilenje South	222	43,911,600	440,000		3,130,000	47,481,600
5	Northmead	222	43,911,600	440,000	302,000	26,165,000	70,818,600
6	Mutendere	153	30,263,400	440,000		21,069,000	51,772,400
9	Kabanana	239	47,274,200	440,000		26,577,000	74,291,200
12	Libala Stage	206	40,746,800	440,000	302,000	8,732,000	50,220,800
	Phase 2 Total	1,257	248,634,600	2,640,000	604,000	122,988,000	374,866,600
					140	28,602	87,178
	Ground Total	2,381	470,961,800	5,280,000	604,000	288,464,000	765,309,800
					140	67,085	177,979

Note: US\$1 = Kw4300

Appendix 6. Layout Plan of Schools at Project Sites



2. CHUNGA

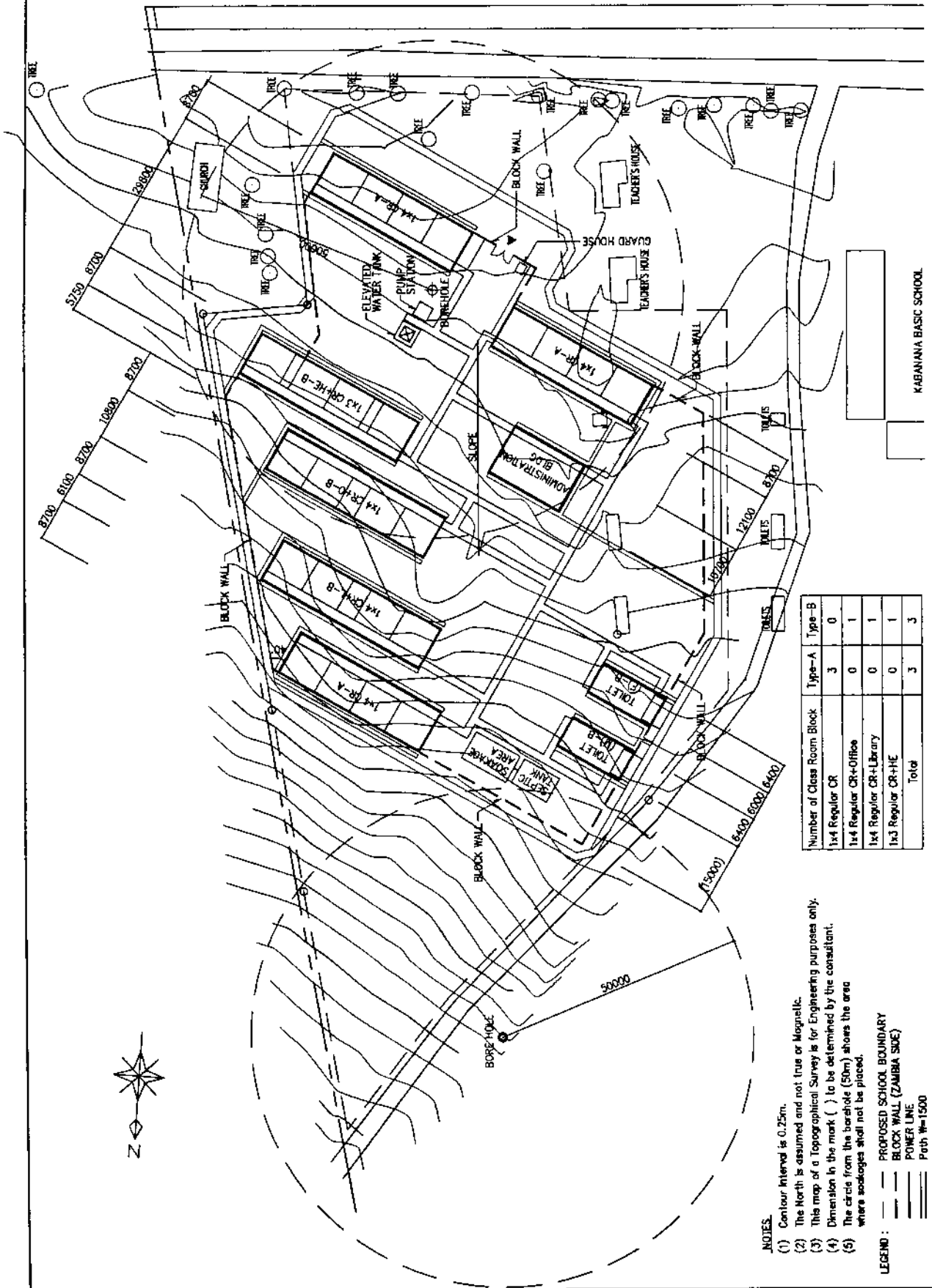


LEGEND:
 - - - PROPOSED SCHOOL BOUNDARY
 ——— BLOCK WALL (ZAMBIA SIDE)
 ——— POWER LINE
 ——— PATHWAY
 Path W=1500

Notes:
 (1) Dimension in the mark () to be determined by the consultant.
 (2) The circle from the borehole (50m) shows the area where soakages shall not be placed.

Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	1	2
1x4 Regular CR+Office	0	1
1x4 Regular CR+Library	0	1
1x3 Regular CR+HE	1	0
Total	2	4

3. KABANANA



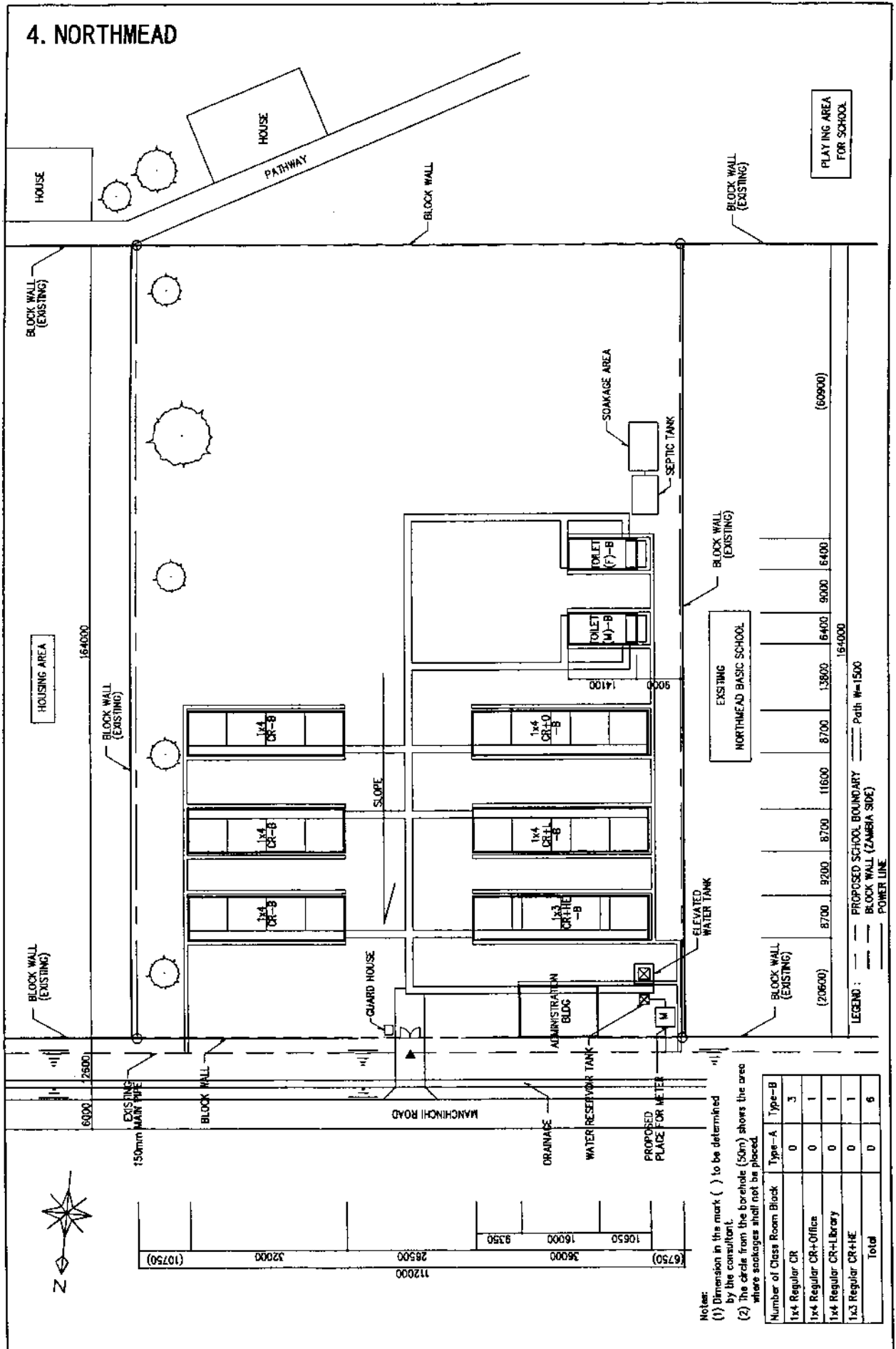
- NOTES:**
- (1) Contour Interval is 0.25m.
 - (2) The North is assumed and not true or Magnetic.
 - (3) This map of a Topographical Survey is for Engineering purposes only.
 - (4) Dimension in the mark () to be determined by the consultant.
 - (5) The circle from the borehole (50m) shows the area where soakages shall not be placed.

LEGEND :

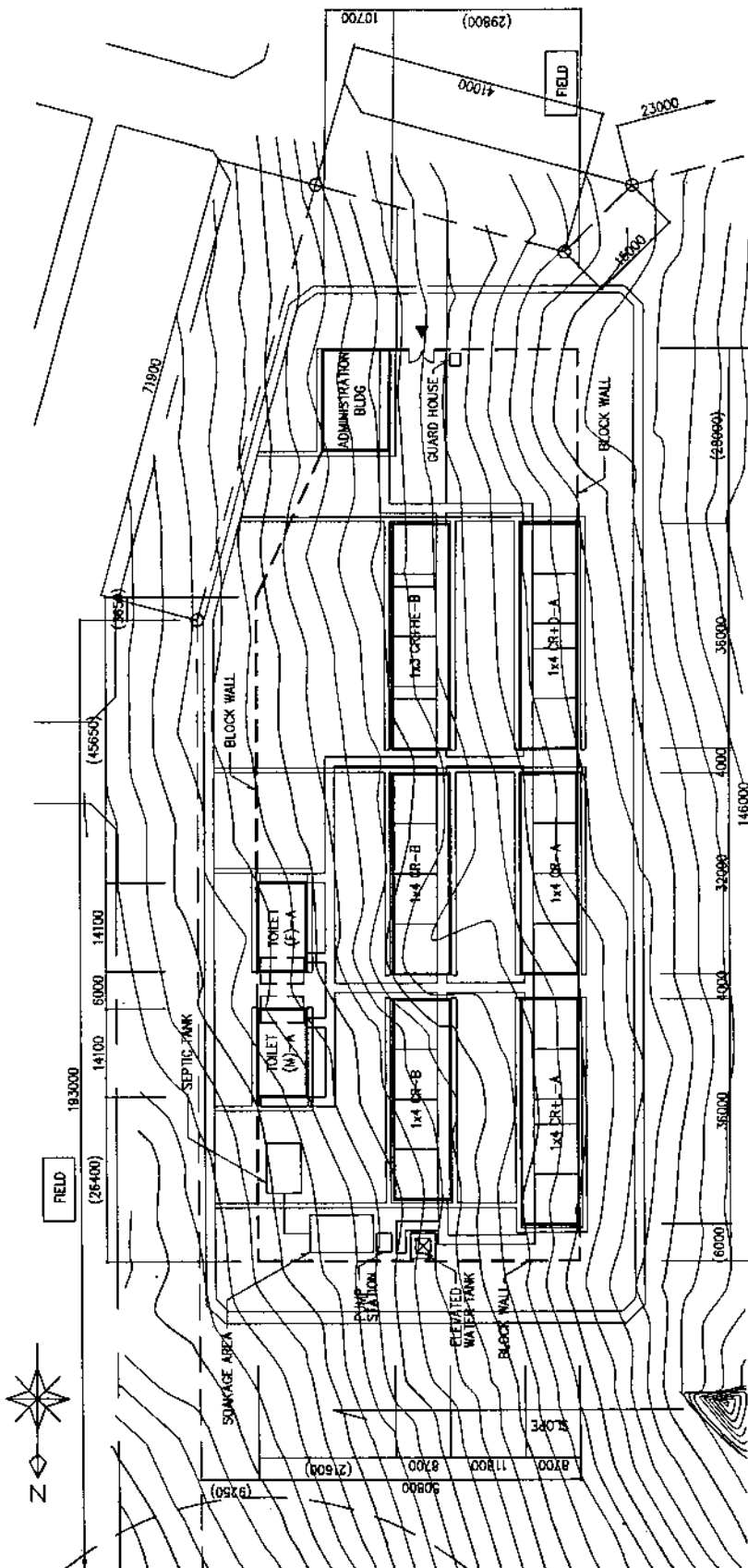
- PROPOSED SCHOOL BOUNDARY
- BLOCK WALL (ZAMBIA SIDE)
- POWER LINE
- Path W=1500

Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	3	0
1x4 Regular CR+Office	0	1
1x4 Regular CR+Library	0	1
1x3 Regular CR+HE	0	1
Total	3	3

4. NORTHMEAD



5. NG' OMBE

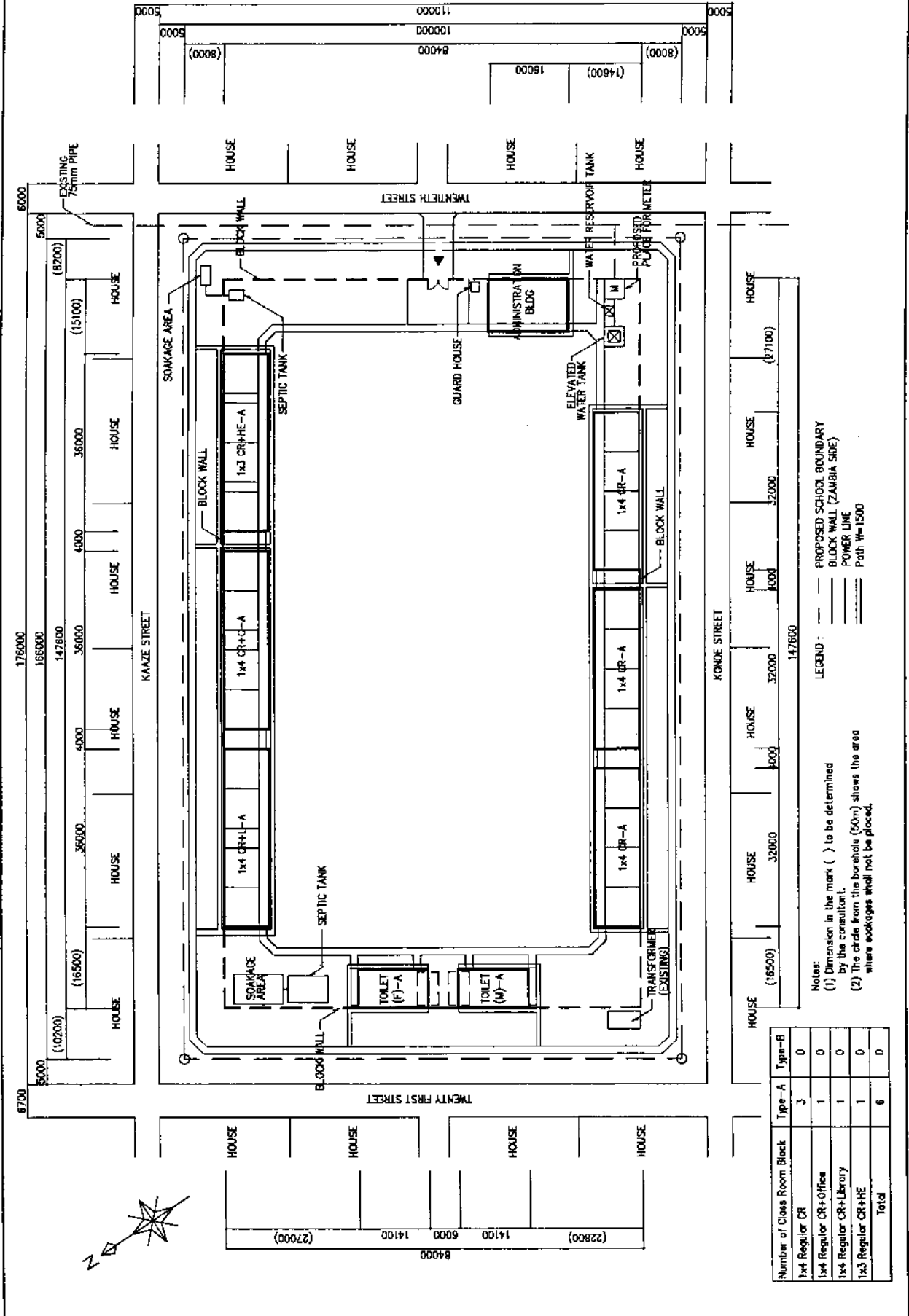


- LEGEND :**
- PROPOSED SCHOOL BOUNDARY
 - BLOCK WALL (ZAMBIA SIDE)
 - POWER LINE
 - Path W=1500

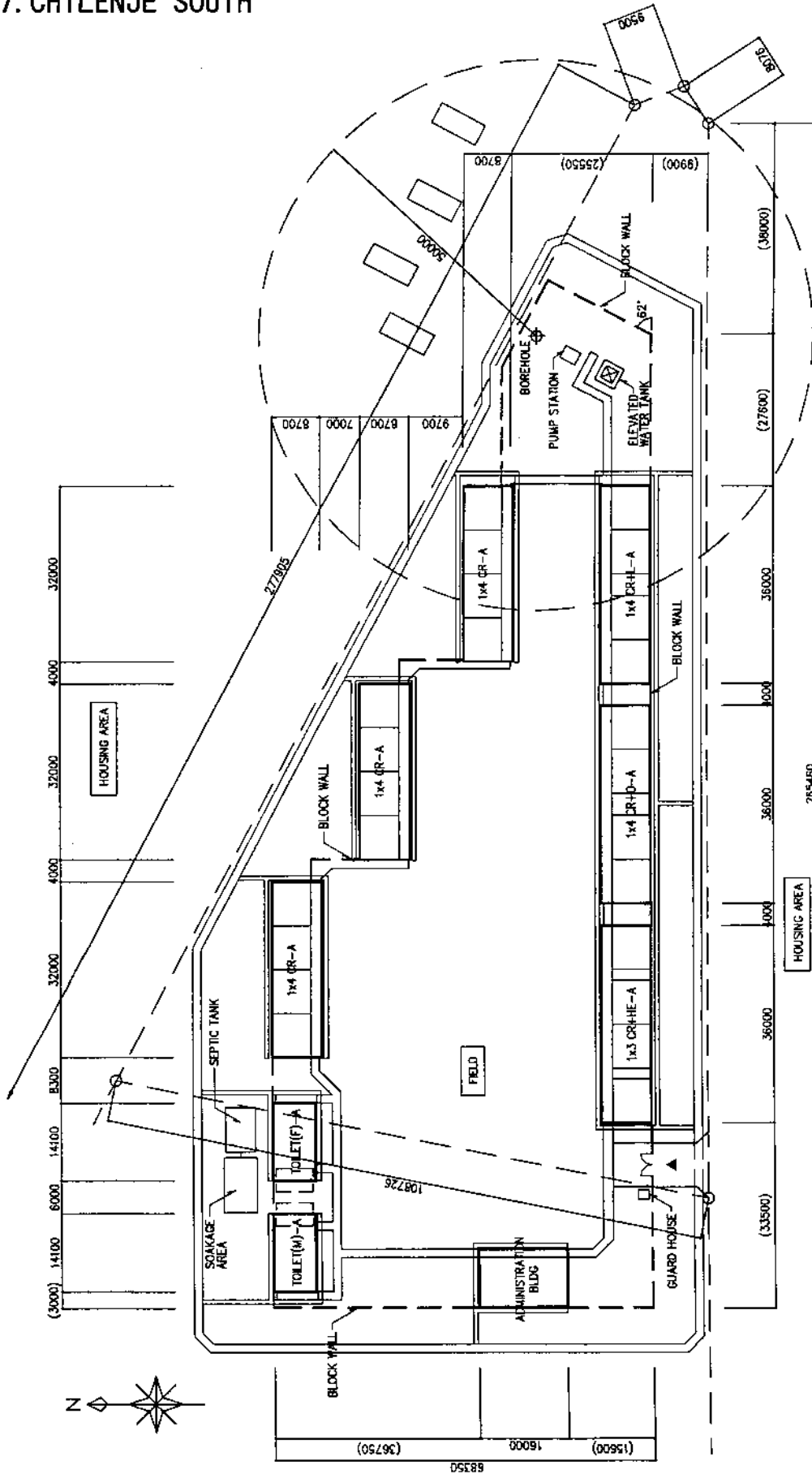
- NOTES:**
- (1) Contour Interval is 0.25m.
 - (2) The North is assumed and not true or Magnetic.
 - (3) This map of a Topographical Survey is for Engineering purposes only.
 - (4) Dimension in the mark () to be determined by the consultant.
 - (5) The circle from the borehole (50m) shows the area where sockets shall not be placed.

Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	1	2
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	1	0
1x2 Regular CR+IE	0	1
Total	3	3

6. LIBALA STAGE III



7. CHILENJE SOUTH

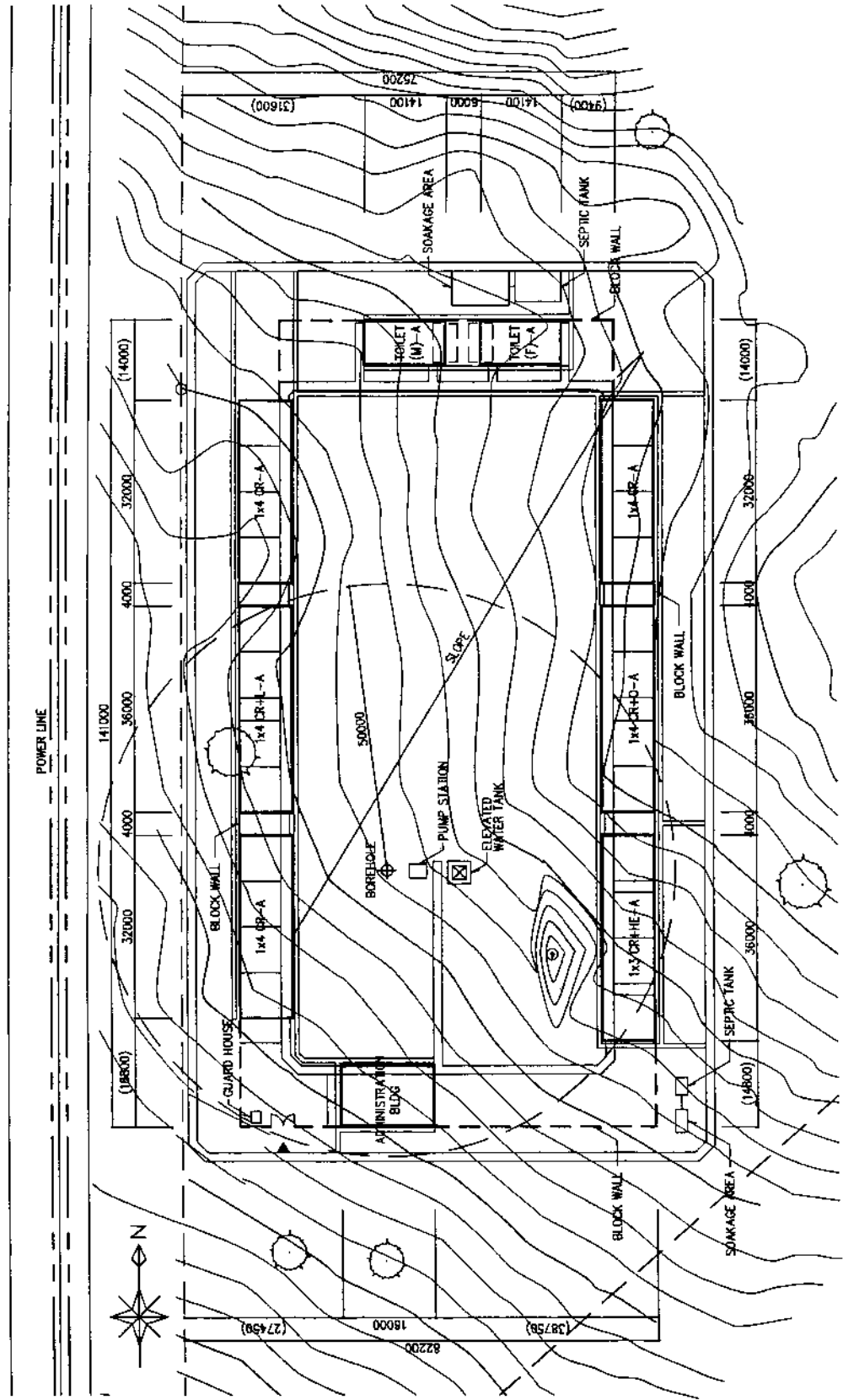


Notes:
 (1) Dimension in the mark () to be determined by the consultant.
 (2) The circle from the borehole (50m) shows the area where soakages shall not be placed.

LEGEND : --- PROPOSED SCHOOL BOUNDARY
 = BLOCK WALL (ZAMBIA SIDE)
 = POWER LINE

Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	3	0
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	1	0
1x3 Regular CR+HE	1	0
Total	6	0

8. CHELSTON

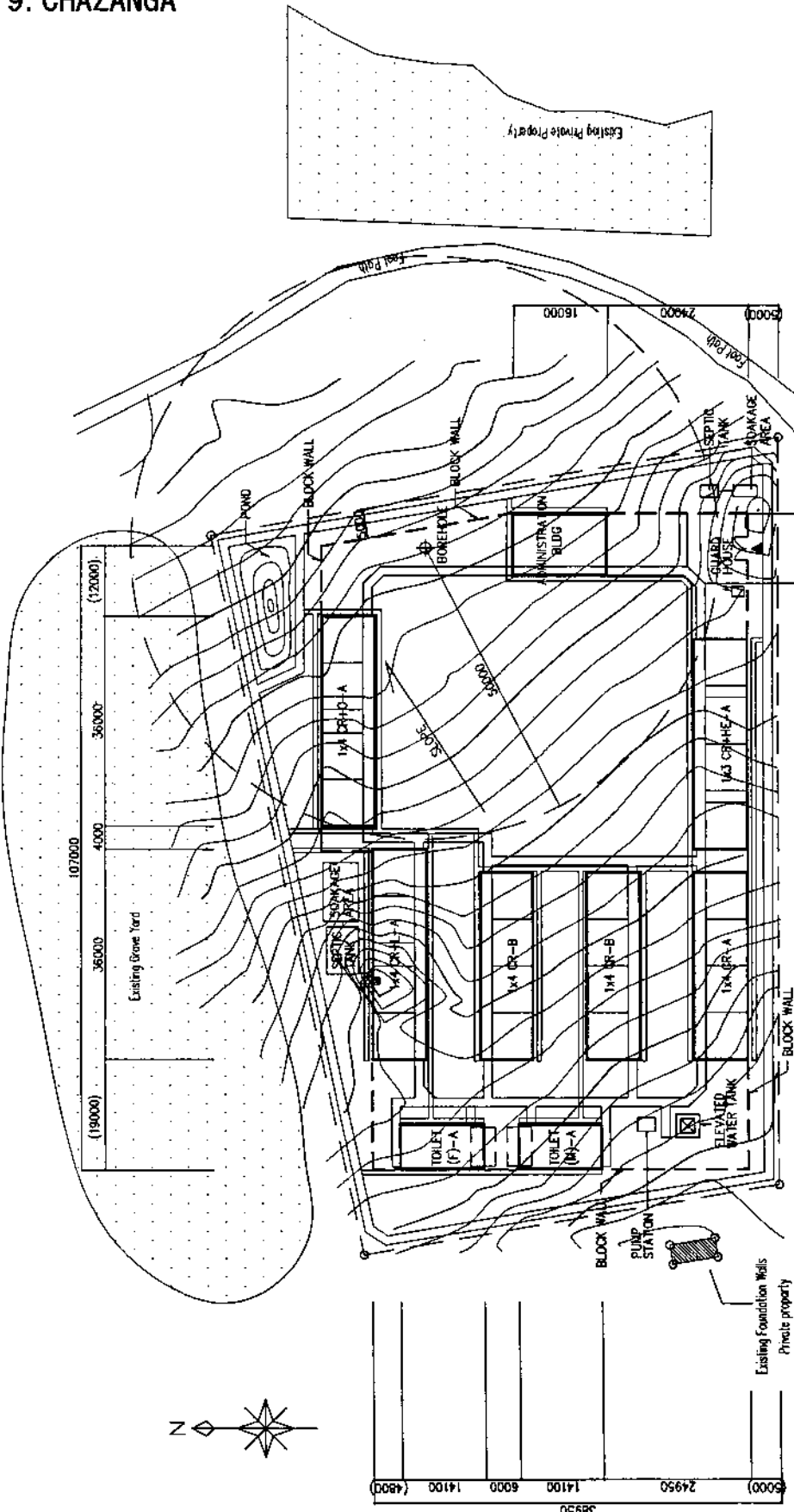


- LEGEND :**
- PROPOSED SCHOOL BOUNDARY
 - BLOCK WALL (ZAMBIA SIDE)
 - POWER LINE
 - Path W=1500

Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	3	0
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	1	0
1x3 Regular CR+HE	1	0
Total	6	0

- NOTES**
- (1) Contour interval is 0.25m.
 - (2) The North is assumed and not true or Magnetic.
 - (3) This map of a Topographical Survey is for Engineering purposes only.
 - (4) Dimension in the mark () to be determined by the consultant.
 - (5) The circle from the borehole (50m) shows the area where septicage should not be placed.

9. CHAZANGA



Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	1	2
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	1	0
1x3 Regular CR+HE	1	0
Total	4	2

LEGEND :

- PROPOSED SCHOOL BOUNDARY
- - - BLOCK WALL (ZAMBIA SIDE)
- POWER LINE
- Path W=1500

Existing Power Line

(4) Dimension in the mark () to be determined by the consultant.

(5) The circle from the borehole (50m) shows the area where soil augers shall not be placed.

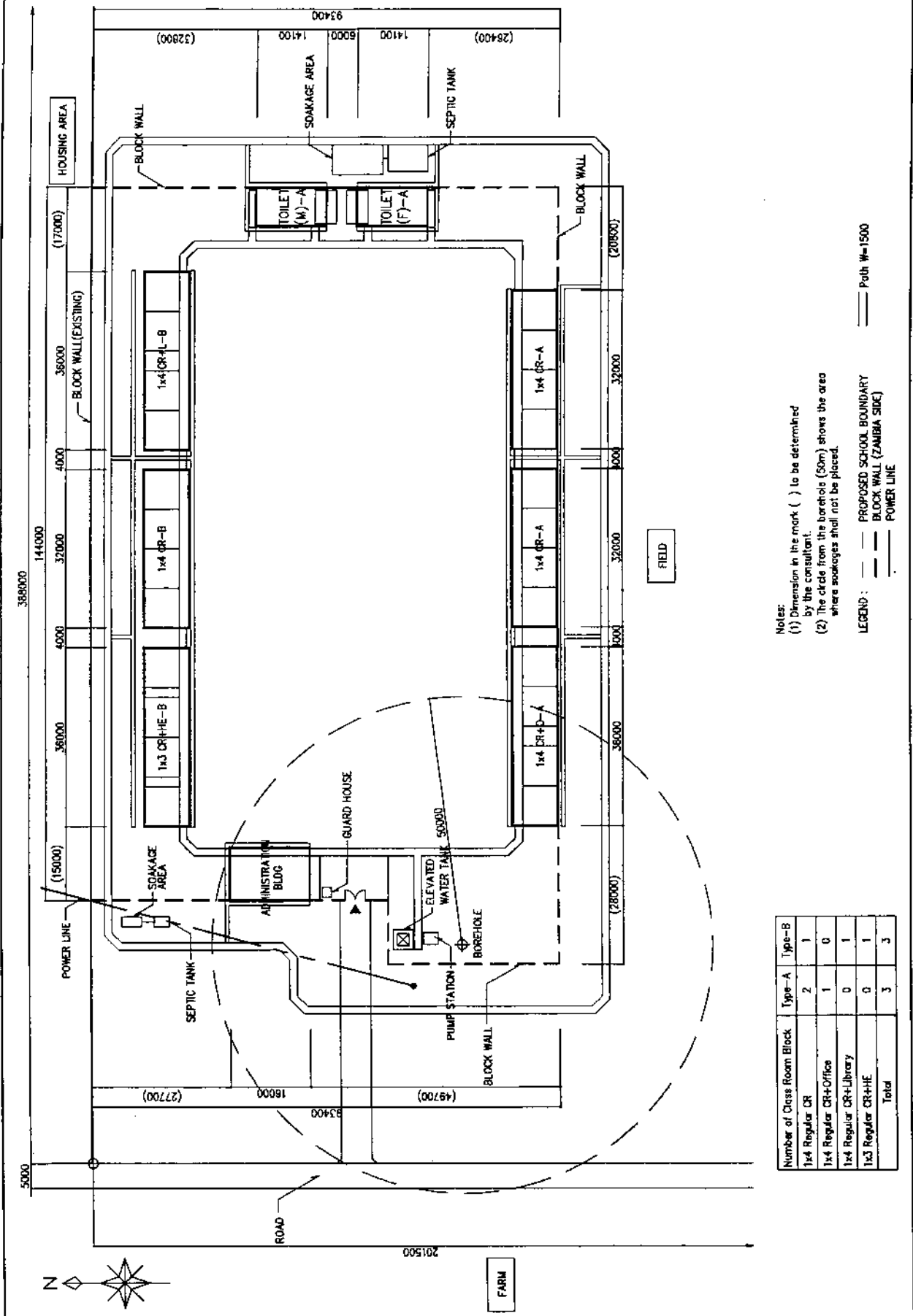
NOTES

(1) Contour Interval is 0.25m.

(2) The North is assumed and not true or Magnetic.

(3) This map of a Topographical Survey is for Engineering purposes only.

10. CHAWAMA/JOHN HOWARD

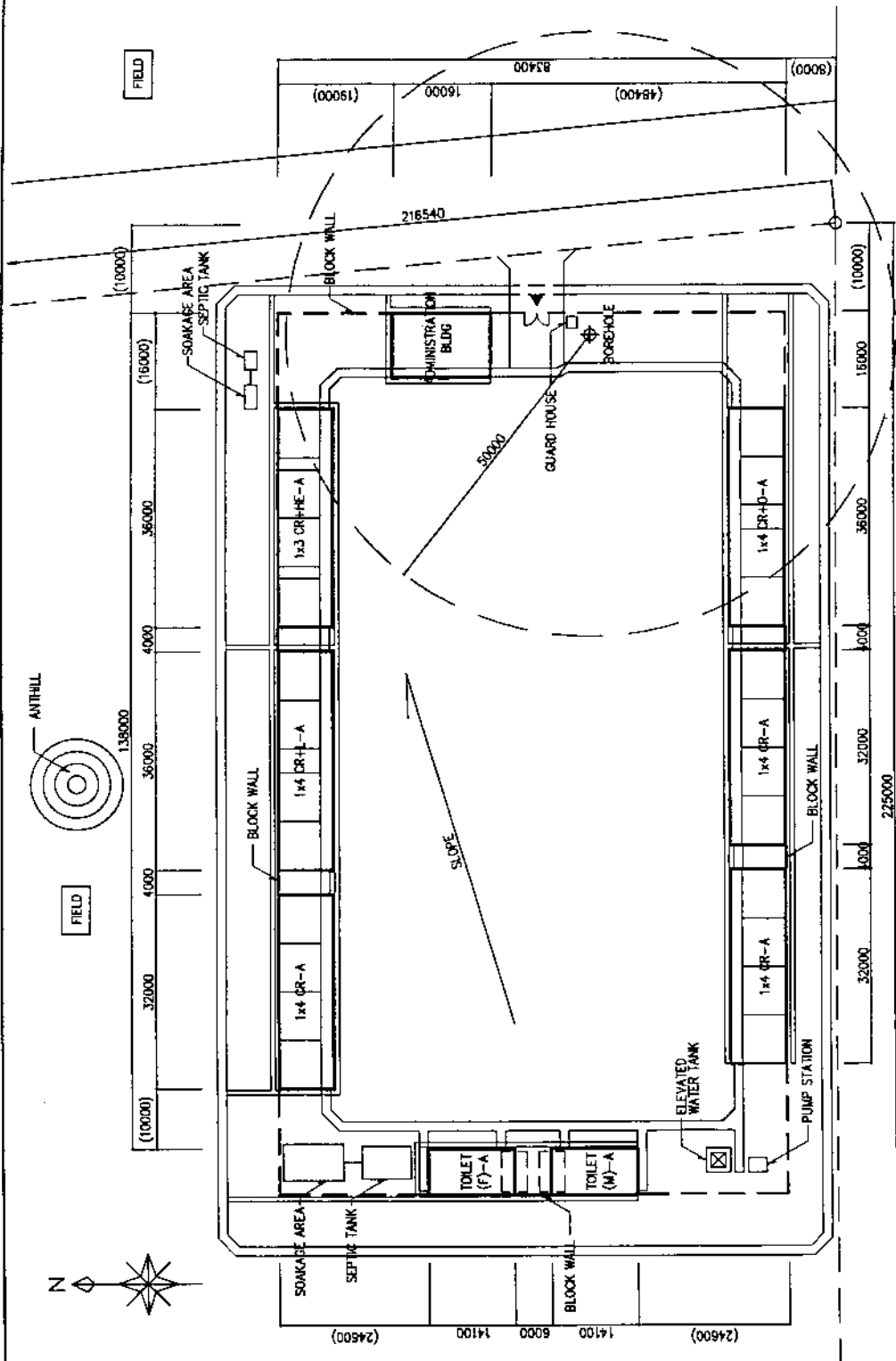


Notes:
 (1) Dimension in the mark () to be determined by the consultant.
 (2) The circle from the borehole (50m) shows the area where soakages shall not be placed.

LEGEND :
 --- PROPOSED SCHOOL BOUNDARY
 --- BLOCK WALL (ZAMBIA SIDE)
 --- POWER LINE
 --- Path W=1500

Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	2	1
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	0	1
1x3 Regular CR+HE	0	1
Total	3	3

11. PHI SITE MARAPODI/MANDEVU

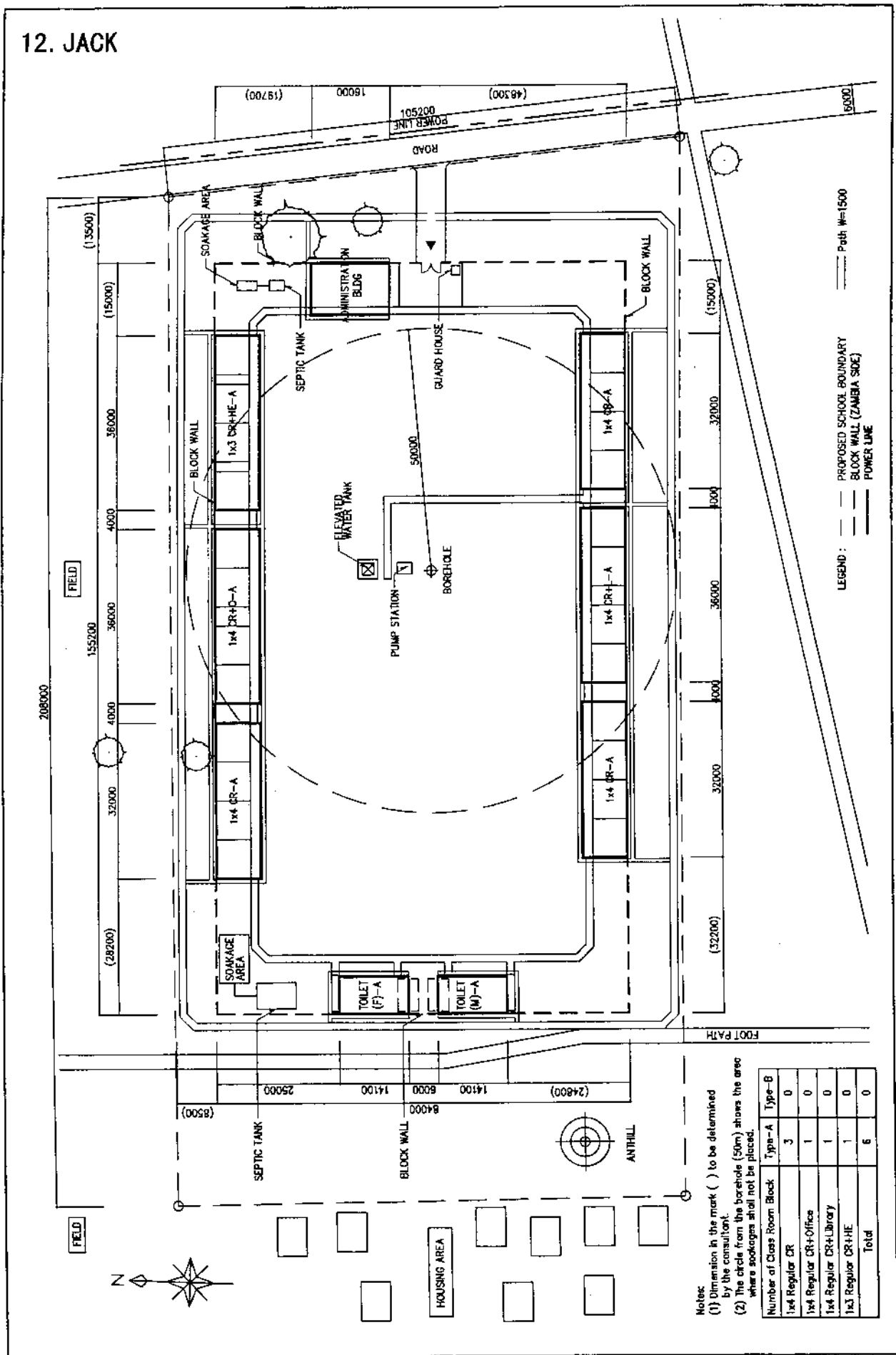


Number of Class Room Block	Type-A	Type-B
1x4 Regular CR	3	0
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	1	0
1x3 Regular CR+HE	1	0
Total	6	0

Notes:
 (1) Dimension in the mark () to be determined by the consultant.
 (2) The circle from the borehole (50m) around the area where soakage shaft not be placed.

LEGEND :
 - - - PROPOSED SCHOOL BOUNDARY
 = = = BLOCK WALL (ZAMBIA SIDE)
 --- POWER LINE
 --- Path W=1500

12. JACK



LEGEND :
 - - - - - PROPOSED SCHOOL BOUNDARY
 - - - - - BLOCK WALL (ZAMBIA SIDE)
 - - - - - POWER LINE
 - - - - - Path W=1500

Notes:
 (1) Dimension in the mark () to be determined by the consultant.
 (2) The circle from the borehole (50m) shows the area where soakages shall not be placed.

Number of Class Room Block	Type	
	Type-A	Type-B
1x4 Regular CR	3	0
1x4 Regular CR+Office	1	0
1x4 Regular CR+Library	1	0
1x3 Regular CR+HE	1	0
Total	6	0