

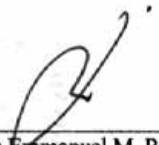
Attachment -5


Minutes of Meeting on Final Interim Report

MINUTES OF MEETING
ON
FINAL INTERIM REPORT
FOR
THE STUDY
ON
THE IRRIGATORS ASSOCIATION STRENGTHENING PROJECT
IN
NATIONAL IRRIGATION SYSTEMS

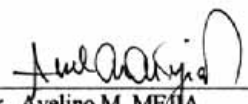
AGREED UPON
BETWEEN
NATIONAL IRRIGATION ADMINISTRATION
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Manila, September 20, 2002


Mr. Jesus Emmanuel M. PARAS
Administrator
National Irrigation Administration


Mr. Yutaka MURAI
Leader of the Study Team
Japan International Cooperation Agency

Witnessed by:


Mr. Avelino M. MEJIA
Department Manager
Institutional Development Department
National Irrigation Administration

1. Introduction

In accordance with the Implementing Arrangement on the technical cooperation and the Minutes of Meeting agreed on October 1, 2001 between the Republic of the Philippines (herein referred to as GOP) represented by the National Irrigation Administration (herein referred to as NIA) and the Japan International Cooperation Agency (herein referred to as JICA), the Study Team submitted the final Interim Report presenting the results of Phase I study, including the classification and selection of target NIS-IAs and the Action Plan framework.

The meeting on the final Interim Report was held between the members of NIA's Steering Committee for the JICA Study together with the counterpart personnel and JICA Expert, and the JICA Study Team on September 19, 2002. Mr. Avelino M. Mejia, Manager of NIA's Institutional Development Department chaired the meeting. After the JICA Study Team reminded the minutes of meeting on draft Interim Report agreed upon dated August 20, 2002 and supplemented the outputs added to the final Interim Report, discussion was subsequently made between the NIA and the Study Team.

In the meeting, the following were discussed and agreed upon by both parties for the smooth implementation of the Study:

2. Major Points in the Meeting:

- (1) The Steering Committee suggested about the choice of Badagoy IA as a case study for IA strengthening that an alternative CIS-IA as a model of problematic IA had to be selected as a subject for making comparative recommendations. The Study Team responded that the purpose of case study for competent CIS-IA was to identify success factors in its system, organizational and financial management, and such success factors could provide useful insights for formulating action plan for NIS-IA strengthening.
- (2) The JICA Expert suggested to the Study Team to collect additional information on a CIS-IA, particularly near the Bago River Irrigation System to expand the source of information for successful CIS-IAs. The Study Team agreed to make field study within the time allowed.
- (3) The Study Team requested the members of the Steering Committee to provide candid opinions about the utilization of the GIS installed under the JICA-funded Strengthening of



NIA's Management Systems. The Steering Committee felt that the GIS has been underutilized due to technical and financial constraints. In this regard, the Study Team proposed to create a working committee composed of personnel from PDD, Corplan, SMD, UPRIIS and IDD to thresh out these problems. The Steering Committee agreed to this suggestion.

- (4) The Study Team appreciated active participation from SMD in the conduct of Phase II activities for formulating action plan with regard to rehabilitation and improvement works for the system infrastructure. The SMD representative gave his full commitment.
- (5) The Study Team requested the members of the Steering Committee to further verify the figures given in the Final Interim Report for consideration in the Draft Final Report. The Steering Committee agreed to this request.

List of Attendants

Member of Steering Committee, NIA

Mr. Avelino M. Mejia	Manager, Institutional Development Department (IDD)
Mr. Evaristo A. Macalalad	Manager, Personnel and Records Department
Mr. Bernabe T. Abalos, Jr.	Manager, Legal Department
Mr. Cecilio S. Catarroja	Manager, Management Services Department

Head of Department, Representatives of Department and Counterpart Personnel, NIA

Mr. Gregorio S. Dumandan	Manager, Equipment Management Department
Mr. Dominador D. Pascua	Manager, Corporate Planning Staff
Ms. Priscilla P. Grana	Manager, Controllership Department
Ms. Cleofe G. Gloria	Manager, Treasury Department
Mr. Leonardo E. Balite	Division Manager, Operation and Maintenance, System Management Department (SMD)
Mr. Rogelio T. Aguinaldo	Division Manager, Project Development Department (PDD)
Mr. Renato S. Gamboa	Division Manager, Irrigators Organization & Training Division
Ms. Candida Ginez	Supervising Irrigation Development Chief, IDD
Mr. Carmelo Cablayan	Supervising Irrigation Development Chief, IDD
Mr. Reynaldo Baloloy	Principal Engineer, PDD
Mr. Celso Bernardo	Sr. Engineer A, SMD

JICA Expert

Mr. Toshiyuki Yoshioka	Expert, IDD
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JICA Study Team

Mr. Yutaka Murai	Team Leader / Development Plan
Mr. Yuichi Fukasaka	Irrigators Association / Organization Management
Mr. Keisuke Sakurai	Water Management
Mr. Virgilio E. Cabezon	Rural Sociology / Farmers' Organization

JICA Study Team
 Inter-Agency Coordination Meeting
 2:00 PM
 September 20, 2002
 NIA Board Room, 3rd Flr, NIA Bldg.
 EDSA, Diliman, Quezon City

Name	Designation/Agency	Signature
1. Ms. Cecilia Astilla	Director, Project Development Services, DA	
2. Ms. Zenaida Villegas	Division Chief, Project Packaging and Resource Mobilization Div., DA	<i>Zenaida M. Villegas</i>
3. Mr. Dalton Jose B. Nilo	Engr. II BPI-Agricultural Engineers Division	<i>Dalton Jose B. Nilo</i>
4. Mr. Henrico Icatlo	Engr. IV BPI-Agricultural Engineers Division	<i>Henrico Icatlo</i>
5. Ms. Rumelia G. dela Cruz	Sr. Agriculturist, ATI	<i>Rumelia G. dela Cruz</i>
6. Mr. Roberto Villa	Information Tech. Center for Agriculture and Fishery (ITCAF)	
7. Ms. Cynthia Donato	Bureau of Agricultural Statistics (BAS)	
8. Mr. Piolito C. Santos	Manager, National Food Authority (NFA)	<i>Piolito C. Santos</i>
9. Mr. Rogelio G. Macatay	Sr. Grain Operation Officer, Extension Department, NFA	<i>Rogelio G. Macatay</i>
10. Mr. Narciso Prudente	Sr. Economic Dev't. Specialist, NEDA	
11. Mr. Genaro M. Tolentino	Chief, Evaluation & Mgt. Services Dept., BPRE	
12. Ms. Suzette Bulawit	Asst. Director, DILG	
13. Ms. Isidra D. Penaranda	Planning Officer IV, NWRB	
14. SHUNICHI NAKADA	PRMD-DIA - JICA	<i>Shunichi Nakada</i>
15. JEVAN A. JAVIER	DIV. CHIEF, PROJECT/CONTR./REVE.; PROJECT EXECUTIVE DIR. SPISP-WATERSHED DEV.	<i>Jevan A. Javier</i>
16. Alicia L. Costilla	SFMS, DERA-FMD	<i>Alicia L. Costilla</i>
17. ISIDRA D. PEÑARANDA	NWRB - Planning Officer IV	<i>Isidra D. Penaranda</i>

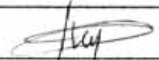
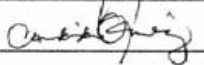
16. Ms. Gloria Jimenez - DIA II - BIAE

JICA Study Team
 Interim Report Presentation
 2:00 pm
 September 19, 2002
 Seminar Room A, 3rd Floor, NIA Bldg.,
 EDSA, Quezon City

Attendance List

Name	Position/Department	Signature
NATIONAL IRRIGATION ADMINISTRATION		
1. Mr. Isidro R. Digal	Asst. Admin. for SOEM	
2. Mr. Avelino M. Mejia	Manager, IDD	<i>Avelino M. Mejia</i>
3. Mr. Dominador D. Pascua	Manager, Corplan	<i>Dominador D. Pascua</i>
4. Mr. Edilberto B. Punzal	Manager, PDD	<i>Edilberto B. Punzal</i>
5. Mr. Evaristo A. Macalalad	Manager, PRMD	<i>Evaristo A. Macalalad</i>
6. Mr. Gregorio S. Dumandan	Manager, EMD	<i>Gregorio S. Dumandan</i>
7. Atty. Bernabe A. Abalos, Jr.	Manager, LD	<i>Bernabe A. Abalos, Jr.</i>
8. Ms. Priscilla Grana	Manager, CD	<i>Priscilla Grana</i>
9. Ms. Cleofe G. Gloria	Manager, TD	<i>Cleofe G. Gloria</i>
10. Mr. Cecilio S. Catarroja	Manager, MSD	<i>Cecilio S. Catarroja</i>
11. Mr. Romeo E. Carbonell	Manager, DSD	<i>Romeo E. Carbonell</i>
12. Mr. Leonardo Balite	O&M Division Manager, SMD	<i>Leonardo Balite</i>
13. Ms. Lilia M. Sy-Egco	Manager, PAIS	<i>Lilia M. Sy-Egco</i>
14. Ms. Violeta Esguerra	Division Manager, PPRD	<i>Violeta Esguerra</i>
15. Mr. Renato S. Gamboa	IDD- JICA Counterpart	<i>Renato S. Gamboa</i>
16. Ms. Elisa Ragudo	SMD - JICA Counterpart	<i>Elisa Ragudo</i>
17. Mr. Basilio S. Lozano, Jr.	SMD-JICA Counterpart	<i>Basilio S. Lozano, Jr.</i>
18. Atty. Charlotte Cabida	Legal Dept - JICA Counterpart	<i>Charlotte Cabida</i>
19. Mr. Reynaldo Baloloy	PDD - JICA Counterpart	<i>Reynaldo Baloloy</i>

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20. Mr. Celso Bernardo	SMD – JICA Counterpart	
21. Ms. Candida Ginez	IDD-JICA Counterpart	
JICA Study Team		
22. Mr. Yutaka Murai	Team Leader	
23. Mr. Yuichi Fukasaka	Dep. Team Leader	
24. Mr. Keisuke Sakurai	Water Management	
25. Mr. Virgilio Cabezon	Rural Sociology/Farmer's Org.	
26. MR. TOSHISUKI YOSHIOKA	JICA-EXPERT - EDP	
27. CARMELO CABLAYAN		
29.		
30.		
31.		

IDD

Carmelo Cablayan


Attachment –6


Minutes of Meeting on Progress Report

MINUTES OF MEETING
ON
PROGRESS REPORT
FOR
THE STUDY
ON
THE IRRIGATORS ASSOCIATION STRENGTHENING PROJECT
IN
NATIONAL IRRIGATION SYSTEMS


AGREED UPON
BETWEEN
NATIONAL IRRIGATION ADMINISTRATION
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Manila, February 24, 2003


Mr. Jesus Emmanuel M. PARAS
Administrator
National Irrigation Administration


Mr. Yutaka MURAI
Leader of the Study Team
Japan International Cooperation Agency

Witnessed by:


Dr. Marcelino V. TUGAOEN, Jr.
Deputy Administrator
National Irrigation Administration

1. Introduction


In accordance with the Implementing Arrangement on the technical cooperation and the Minutes of Meeting agreed on October 1, 2001 between the Republic of the Philippines represented by the National Irrigation Administration (herein referred to as NIA) and the Japan International Cooperation Agency (herein referred to as JICA), the Study Team submitted the Progress Report presenting the results of field survey and study to date.

The meeting on the Progress Report was held between the members of NIA's Steering Committee for the JICA Study together with the counterpart personnel and JICA Experts, and the JICA Study Team on February 24, 2003. Dr. Marcelino V. TUGAOEN, Jr., Deputy Administrator for NIA chaired the meeting. The attendants of the meeting are listed in Appendix 1 hereof.

After the JICA Study Team presented the brief of Progress Report, discussions between the NIA and the Study Team followed. In the meeting, the following were discussed and agreed upon by both parties for the preparation of draft Final Report and the smooth implementation of the Study:


2. Major Points in the Meeting:



- (1) The Steering Committee generally accepted the results of the Progress Report, and will send its comment in writing to the Study Team in Tokyo on or before March 6, 2003.
- (2) The Steering Committee raised the issue about the future direction of IMT. The Study Team responded that IMT should be pursued, and while there are negative impacts brought about by the current programs, such effects can be overcome by addressing the physical, social and institutional constraints. The Study Team also advised the Committee to implement the activities envisaged in the pilot NISs as a learning process of formulating a comprehensive IMT policy.
- (3) The Steering Committee explained the present status of NIA's Streamlining Plan that it had been approved by DBM, and NIA is waiting for the Executive Order from the President's Office. In this context, the Steering Committee suggested to verify and modify a statement in the Progress Report on "NEDA is closely monitoring the reorganization as the ICC imposed a policy on deferment of contracting new loans/projects by NIA" (para 22 in Summary). The Study Team noted the suggestion.



- (4) The Steering Committee confirmed the counterpart funding required for the workshops, e.g. action workshops in San Fabian RIS and Mal RIS, GIS user orientation seminar and post-study workshop, to be held in April and May 2003 as a part of the JICA Study, and committed to discuss the NIA's funding in its Executive Committee Meeting to be held in the first week of March 2003.
- (5) The Steering Committee raised the issue about funding requirement for the implementation of both the pilot and nationwide replication projects. The Study Team suggested that NIA would have to first demonstrate its capability to implement the action plan before embarking on a bigger scale. This will signal its commitment which can encourage potential donors to fund the project.
- (6) Both parties confirmed that the IA strengthening is a crucial intervention program for enhancing the roles of NIA and IA in a sustainable manner. NIA's capability in improving and sustaining the O&M of existing irrigation systems is facilitated through strong partnership with the IAs.

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List of Attendants

Member of Steering Committee, NIA

Dr. Marcelino V. Tugaoen, Jr.	Deputy Administrator
Mr. Avelino M. Mejia	Manager, Institutional Development Department (IDD)
Mr. Edilberto B. Payawal	Manager, System Management Department (SMD)
Mr. Cecilio S. Catarroja	Manager, Management Services Department (MSD)
Mr. Edilberto B. Punzal	Manager, Project Development Department (PDD)

Representatives of Department and Counterpart Personnel, NIA

Mr. Enrique A. Sabio	Division Manager, IDD
Mr. Renato Gamboa	Division Manager, IDD
Mr. Bayani Ofrecio	Irrigators Dev't. Chief A, IDD
Ms. Candida Ginez	Irrigators Dev't. Chief A, IDD
Mr. Reynaldo Baloloy	OIC, Environmental Watershed Management Division, PDD

JICA Expert

Mr. Toshiyuki Yoshioka	JICA Expert, IDD
Mr. Yoshihiro Ozawa	JICA Expert, PDD

JICA Study Team

Mr. Yutaka Murai	Team Leader / Development Plan
Mr. Yuichi Fukasaka	Irrigators Association / Organization Management
Mr. Keisuke Sakurai	Water Management
Ms. Doreen Carla Erfe	Agricultural Policy/Law System
Mr. Masashi Takano	Socio-Economy
Mr. Virgilio E. Cabezon	Rural Sociology / Farmers' Organization


Attachment –7


Minutes of Meeting on Draft Final Report

MINUTES OF MEETING
ON
DRAFT FINAL REPORT
FOR
THE STUDY
ON
THE IRRIGATORS ASSOCIATION STRENGTHENING PROJECT
IN
NATIONAL IRRIGATION SYSTEMS

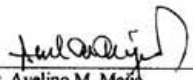
AGREED UPON
BETWEEN
NATIONAL IRRIGATION ADMINISTRATION
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Manila, April 30, 2003


Mr. Jesus Emmanuel M. PARAS
Administrator
National Irrigation Administration


Mr. Yutaka MURAI
Leader of the Study Team
Japan International Cooperation Agency

Witnessed by:


Mr. Avelino M. Mejia
Manager, Institutional Development Department
National Irrigation Administration

1. Introduction

In accordance with the Implementing Arrangement on the technical cooperation and the Minutes of Meeting agreed on October 1, 2001 between the Republic of the Philippines represented by the National Irrigation Administration (herein referred to as NIA) and the Japan International Cooperation Agency (herein referred to as JICA), the Study Team submitted the Draft Final Report.

The meeting on the Draft Final Report was held between the members of NIA's Steering Committee for the JICA Study together with the counterpart personnel and JICA Experts, and the JICA Study Team on April 29, 2003. Mr. Avelino M. Mejia, Manager for Institutional Development Department, NIA, chaired the meeting. The attendants of the meeting are listed in Appendix 1 hereof.

After the JICA Study Team presented the brief of Draft Final Report, discussions between the NIA and the Study Team followed. In the meeting, the following were discussed and agreed upon by both parties for the preparation of Final Report:

2. Major Points in the Meeting:

- (1) The Steering Committee generally accepted the Draft Final Report.
- (2) The Steering Committee raised the essentiality of system rehabilitation. The JICA Study Team clarified that system rehabilitation will be limited to essential infrastructure works necessary for proper water management.
- (3) The Steering Committee raised the over-lapped assistance to Bago RIS in the pilot Study considering that the system is already included in the JBIC's financial assistance. The JICA Study Team clarified that the IA Strengthening component will complement the efforts of the JBIC infrastructure support. The recommendations advanced by the IA Strengthening Study will be additional inputs that can immediately be implemented under the JBIC loan package and also be a good model for demonstrating the combined effect of system' rehabilitation and institutional strengthening.
- (4) The Steering Committee noted about the huge cost involved in the rehabilitation component. The JICA Study Team clarified that on a unit basis, the nationwide



rehabilitation cost is about US\$ 840/ha, and this is a reasonable cost level for improving systems efficiency.

- (5) The Steering Committee inquired on the scope of the GIS training to be held on May 15-16, 2003. The JICA Study Team responded that the training is geared to familiarization on the usage of the GIS Application System Design which integrated functions developed in System A under the previous JICA Study on Strengthening of NIA's Management System.
- (6) The JICA Study Team requested the members of the Steering Committee to forward the NIA's official comments on the Draft Final Report on or before May 23, 2003, addressing to the JICA Philippines Office. The Steering Committee agreed to the request.

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List of Attendants

Member of Steering Committee, NIA

Mr. Avelino M. Mejia	Manager, Institutional Development Department (IDD)
Mr. Cecilio S. Catarroja	Manager, Management Services Department (MSD)
Mr. Edilberto B. Punzal	Manager, Project Development Department (PDD)
Mr. Bernabe T. Abalos	Manager, Legal Department (LD)/Personnel Records Management Department (PRMD)
Mr. Dominador D. Pascua	Manager, CORPLAN

Representatives of Department and Counterpart Personnel, NIA

Mr. Enrique A. Sabio	Division Manager, IDD
Mr. Renato Gamboa	Division Manager, IDD
Mr. Leonardo E. Balite	Division Manager, SMD
Mr. Bayani Ofrecio	Irrigators Dev't. Chief A, IDD
Ms. Candida Ginez	Irrigators Dev't. Chief A, IDD
Mr. Reynaldo Baloloy	OIC, Environmental Watershed Management Division, PDD
Mr. Leo Gallego	Supervising Irrigators Dev't Officer, IDD

JICA Expert

Mr. Toshiyuki Yoshioka	JICA Expert, IDD
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JICA Study Team

Mr. Yutaka Murai	Team Leader / Development Plan
Mr. Yuichi Fukasaka	Irrigators Association / Organization Management
Mr. Keisuke Sakurai	Water Management
Mr. Akira Kawai	Agricultural Infrastructure
Mr. Virgilio E. Cabezon	Rural Sociology / Farmers' Organization



