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- 1．包括的討議議事録(R / D ・ ケニア)
- 2．ケニアとのプロジェクト方式技術協力討議議事録(R / D)及びミニッツ(M / D)
- 3．包括的討議議事録(R / D ・ タンザニア)
- 4．包括的討議議事録(R / D ・ ウガンダ)

1. 包括的討議議事録(R/D・ケニア)

THE RECORD OF DISCUSSIONS
BETWEEN
THE JAPANESE IMPLEMENTATION STUDY TEAM
AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE REPUBLIC OF KENYA
ON
THE AFRICAN INSTITUTE FOR CAPACITY DEVELOPMENT

The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shozo Matsuura, Managing Director, Regional Department IV (Africa, Middle East and Europe), JICA, visited the Republic of Kenya for the purpose of working out the basic framework of the technical cooperation concerning the African Institute for Capacity Development (hereinafter referred to as "AICAD").

During its stay in the Republic of Kenya, the Team exchanged views and opinions, and had a series of discussions with the Kenyan authorities concerned in respect of the overall concept of the AICAD and the comprehensive framework for its successful realization.

As a result of the discussions, the Team and the Kenyan authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Nairobi, 16 June, 2000

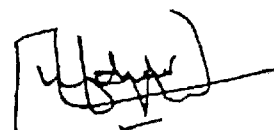


Mr. Shozo Matsuura
Leader
Implementation Study Team
Japan International
Cooperation Agency
Japan



Prof. Japheth C. Kiptoon
Permanent Secretary
Ministry of Education, Science
and Technology
Republic of Kenya

countersigned by:



Mr. Martin L. Oduor-Otieno
Permanent Secretary
Ministry of Finance and Planning
Republic of Kenya

ATTACHED DOCUMENT

I Basic Policy of the AICAD

1. Background

The idea of the Base for African Human Capacity Building (BAHCB) was addressed during the TICAD II conference in October 1998. In the TICAD II conference, the Japanese Government recommended that Jomo Kenyatta University of Agriculture and Technology (JKUAT) be the core institution in the initial stage of the BAHCB, since JKUAT has established sufficient foundation for higher education (undergraduate level) and has brought about substantive results with JICA's cooperation for over twenty years. After consultations between JICA and the Kenyan authorities concerned it was agreed that the name of the base be African Institute for Capacity Development (AICAD).

2. Overall Objective of the AICAD

The AICAD aims at solving various issues concerning poverty reduction and development of the African region (i.e. agricultural development, locally applicable technology development, private sector development, etc.) and bringing its most benefit to the African region. The AICAD shall therefore attempt to evolve the education and research functions of African universities and institutions with more practical perspectives and to accelerate human capacity development of the African region.

3. Functions attached to the AICAD

The AICAD shall embody the following three functions and be charged with the coordination role for regional activities.

(1) Joint Research and Development (R&D)

With sufficient understanding of needs in communities and industries in Africa, practical and/or multidisciplinary R&D activities shall be conducted in the region to promote African social and economic development. The joint R&D programs include pilot studies and testing their results that will have a direct impact on local communities.

(2) Training and Extension

With due consideration to the past cooperation with JKUAT and the outputs from the function (1) above, training activities will be extended widely to the African region through various types of training modalities such as in-country training, third-country (inter-country) training and training in Japan.

(3) Information Network

Information regarding outputs from functions (1) and (2) above, in addition to JICA's experience in Asia and Africa, will be collected and analyzed. The available information will be disseminated within the existing information network.

4. Implementation Plan

(1) Establishment of the AICAD in JKUAT

While the AICAD aims to bring a common benefit to African countries, the AICAD secretariat will be situated at JKUAT. This is because JICA has been implementing its technical cooperation with JKUAT on bilateral basis over twenty years. Since the AICAD is designed as the base for all African countries, implementation of the three functions namely: Training and Extension, Joint Research and Development and Information Network, would benefit many African countries.

(2) Project Set-up

The AICAD requires participation of both governmental and private organizations such as universities, research institutions and communities in Kenya and other participating African countries. JKUAT is expected to manage the AICAD principally as well as to coordinate the joint committee meetings to be organized for the AICAD.

(3) Implementation Schedule of the Project and Its Scale of Cooperation

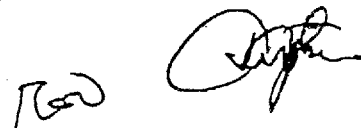
The first phase (2000-2002) of the Project is set for the planning and preparatory operation of the AICAD. The second phase (2002-2007) is for the full-fledged operation of the AICAD. Based on the experience of the second phase, another phase of five (5) years will be formulated and extension of the AICAD coverage is to be considered, as appropriate.

II Roles of the Participating African Countries

In realizing AICAD objectives, participating countries in Africa will be expected to play the following roles:

1. All the participating countries, through diligently joining the activities of the AICAD, will make maximum efforts in solving socio-economic problems related to the development of the African region and promoting human capacity development for poverty reduction.
2. All the participating countries will ensure that the results gained by the AICAD will be shared by and extended to the local communities, and will contribute to economic and social development of respective countries.

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III Japanese Inputs by Technical Cooperation to the AICAD

Japanese technical cooperation to the AICAD will be formulated in accordance with the functions of the AICAD as stipulated in I-3 above. Major components of the Japanese technical cooperation are as follows:

1. assignment of Japanese experts;
2. provision of equipment;
3. training in Japan;
4. exchange of resource persons among the participating countries;
5. regional training;
6. joint research.

IV Mechanism of Implementing the AICAD

Mechanism for implementing the AICAD is as follows:

1. Each country will benefit from participation in the AICAD, while JKUAT will serve as the core of the AICAD;
2. A joint coordinating committee comprising participating countries will be established for the AICAD;
3. Activities of the AICAD in each country will be decided based on the consultations at the Joint Coordinating Committee meetings of the AICAD;
4. Based on this Record of Discussions (R/D), bilateral arrangements for implementing the Japanese technical cooperation to support the activities of the AICAD in each country will be agreed upon between the respective governments and JICA.

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2. ケニアとのプロジェクト方式技術協力討議議事録(R/D)及びミニッツ(M/D)

THE RECORD OF DISCUSSIONS
BETWEEN
THE JAPANESE IMPLEMENTATION STUDY TEAM AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE REPUBLIC OF KENYA ON
THE JAPANESE TECHNICAL COOPERATION FOR
THE PROJECT OF THE AFRICAN INSTITUTE FOR CAPACITY DEVELOPMENT

The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shozo Matsuura, visited the Republic of Kenya for the purpose of working out the details of the technical cooperation program concerning the Project of the African Institute for Capacity Development (hereinafter referred to as "the Project") in the Republic of Kenya.

During its stay in the Republic of Kenya, the Team exchanged views and had a series of discussions with the Kenyan authorities concerned in respect of the desirable measures to be taken by both Governments for the successful implementation of the above-mentioned Project.

As a result of the discussions, the Team and the Kenyan authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Nairobi, 16 June, 2000

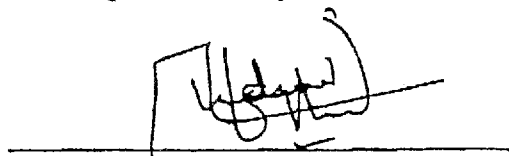


Mr. Shozo Matsuura
Leader
Implementation Study Team
Japan International Cooperation Agency
Japan



Prof. Japheth C. Kiptoon
Permanent Secretary
Ministry of Education, Science
and Technology
Republic of Kenya

countersigned by:



Mr. Martin L. Oduor-Otieno
Permanent Secretary
Ministry of Finance and Planning
Republic of Kenya

ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

1. The project of the African Institute for Capacity Development (AICAD) (hereinafter referred to as "the Project") will be implemented based on the Minutes of Discussions, which is given in Appendix I, agreed on 16 June 2000 at Nairobi.
2. The Government of the Republic of Kenya will implement the Project in cooperation with the Government of Japan.
3. The Project will be implemented in accordance with the Master Plan which is given in Annex I. In case in which the Master Plan should be changed due to the situation of the Project, both Governments will agree to and confirm the changes by exchanging Minutes of Meeting.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan, the Government of Japan will take, at its own expense, the following measures through JICA according to the normal procedures under the technical cooperation scheme.


1. DISPATCH OF JAPANESE EXPERTS

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

2. PROVISION OF MACHINERY AND EQUIPMENT

The Government of Japan will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The Equipment will become the property of the Government of the Republic of Kenya upon being delivered CIF to the Kenyan authorities concerned at the ports and/or airports of disembarkation.

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3. TRAINING OF KENYAN PERSONNEL IN JAPAN

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

4. SPECIAL MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

To ensure the smooth implementation of the Project, the Government of Japan can take, in accordance with the laws and regulations in force in Japan, special measures through JICA with the purpose of supplementing a portion of the local cost expenditures if necessity arises.

5. REGIONAL TRAINING

The Government of Japan and the Republic of Kenya will cooperate with each other in organizing training courses in accordance with the project purpose under JICA's regional training program.


6. EXCHANGE OF RESOURCE PERSONS

The Government of Japan will support exchange of resource person within the region for implementation of the Project.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF KENYA

1. The Government of the Republic of Kenya will take necessary measures to ensure self-reliant operation of the Project during and after the period of Japanese technical cooperation, through the full and active involvement in the Project of all related authorities, beneficiary groups and institutions.
2. The Government of the Republic of Kenya will ensure that the technologies and knowledge acquired by the Kenyan partners as a result of the Japanese technical cooperation will contribute to economic and social development of the Republic of Kenya and other African countries.

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3. The Government of the Republic of Kenya will grant, in the Republic of Kenya, privileges, exemptions and benefits as listed in Annex IV and will grant privileges, exemptions and benefits no less favorable than those granted to experts of third countries or international organizations performing similar missions to the Japanese experts referred to in II-1 above and their families.
4. The Government of the Republic of Kenya will ensure that the Equipment referred to in II-2 above will be utilized effectively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II.
5. The Government of the Republic of Kenya will take necessary measures to ensure that the knowledge and experience acquired by the Kenyan personnel from technical training to be organized in Japan will be utilized effectively in the implementation of the Project.
6. The Government of the Republic of Kenya will conduct the regional training courses and exchange of resource persons with the support of the technical cooperation scheme of the Government of Japan.
7. In accordance with the laws and regulations in force in the Republic of Kenya, the Government of the Republic of Kenya will take necessary measures to provide for the Project:
 - (1) Services of the Kenyan personnel as listed in Annex V;
 - (2) Land, buildings and facilities as listed in Annex VI;
 - (3) Replacement of machinery, equipment, instruments, vehicles and supply of tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under II-2 above; and
 - (4) Means of transport for the Japanese experts for official travel within the Republic of Kenya.



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8. In accordance with the laws and regulations in force in the Republic of Kenya, the Government of the Republic of Kenya will take necessary measures to:

- (1) Meet expenses necessary for the transportation within the Republic of Kenya of the Equipment referred to in II-2 above as well as for the installation, operation and maintenance thereof;
- (2) Exempt from customs duties, internal taxes and any other charges imposed in the Republic of Kenya on the Equipment referred to in II-2 above;
- (3) Meet running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The Permanent Secretary of the Ministry of Education, Science and Technology of the Republic of Kenya, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
2. Vice Chancellor of Jomo Kenyatta University of Agriculture and Technology (hereinafter referred to as "JKUAT"), as the Project Manager, will be responsible for the managerial and technical matters of the Project.
3. The Japanese Chief Advisor will provide necessary recommendations and advice to the Project Director, the Project Manager and the Kenyan personnel in Annex V on any matters pertaining to the implementation of the Project.
4. The Japanese experts will provide necessary technical guidance and advice to the Kenyan personnel in Annex V on technical matters pertaining to the implementation of the Project.
5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee (hereinafter referred to as "JCC") will be established whose functions and composition are described in Annex VII.

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V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by the two Governments through JICA and the Kenyan authorities concerned during the last six months of the cooperation term in order to examine the level of achievement.

VI. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Republic of Kenya undertakes to bear claims, if any arise, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Republic of Kenya except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

There will be mutual consultation between the two Governments on any major issues arising from, or in connection, with this Attached Document.


VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among the people of the Republic of Kenya, the Government of the Republic of Kenya will take appropriate measures to make the Project widely known to the people of the Republic of Kenya.

IX. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be two (2) years from 1 August 2000.

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ANNEX I MASTER PLAN

1. Overall Goal

To promote human capacity building for poverty alleviation and socio-economic development in Africa.

2. Project Purpose

To prepare for the full operation of the AICAD under three functions, i.e., joint research and development, training and extension and information network.


3. Outputs of the Project

- (1) The AICAD is established at JKUAT.
- (2) The linkages among participating universities and other organizations in the East African region are established.
- (3) Joint research and development activities are initiated and planned.
- (4) Training and extension activities are initiated and planned.
- (5) Information network is initiated and planned.

4. Activities of the Project


- (1-1) To establish coordinating/implementing organization of the Project in Kenya, including assignment of personnel and budget allocation
- (1-2) To make detailed plan of AICAD
- (1-3) To make detailed plan of facilities to be built at JKUAT
- (1-4) To prepare for obtaining necessary machinery, equipment and other facilities
- (2-1) To establish JCC including participating countries
- (2-2) To hold JCC meetings
- (3-1) To study joint research and development needs of communities, industries and NGOs
- (3-2) To make implementation plan and schedule for joint research and development
- (3-3) To study existing research and development outcomes closely related to the project
- (3-4) To identify joint research and development topics
- (3-5) To initiate joint research and development activities
- (3-6) To monitor and evaluate outputs of joint research and development activities

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- (4-1) To study training and extension needs of communities, industries and NGOs
- (4-2) To make implementation plan and schedule for training and extension
- (4-3) To disseminate existing research and development outcomes closely related to the project
- (4-4) To disseminate newly developed research and development outcomes
- (4-5) To monitor and evaluate outputs of training and extension activities
- (5-1) To study information network needs of communities, industries and NGOs
- (5-2) To make implementation plan and schedule for developing information network, including equipment
- (5-3) To initiate information network activities
- (5-4) To monitor and evaluate outputs of information network activities

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ANNEX II LIST OF JAPANESE EXPERTS

1. Long-term Experts

- (1) Chief Advisor
- (2) Coordinator
- (3) Experts in the fields of:
 - a. Joint Research and Development
 - b. Training and Extension
 - c. Information Network

*Each long-term expert could concurrently act as expert in another field, if necessary.


2. Short-term Experts

Short-term experts will be dispatched, when necessity arises.

Note:

Field, number and term of assignment of experts will be decided in consideration of the progress of the Project through mutual consideration in each Japanese fiscal year.

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ANNEX III LIST OF MACHINERY AND EQUIPMENT

1. Materials and equipment both Kenyan and Japanese side agreed upon as necessary will be provided.

Note:

The contents, specifications and quantity of the above-mentioned equipment to be provided each year will be decided through mutual consultations based on the annual plan of the Project, within the allocated budget of the Japanese fiscal year.


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ANNEX IV PRIVILEGES, EXEMPTION AND BENEFITS FOR JAPANESE EXPERTS

1. To exempt from income tax and other charges of any kind imposed on or in connection with the income remitted from abroad for the Japanese experts.
2. To exempt from customs duty, VAT and any other charges imposed on personal household effects of the Japanese experts and their families, including one motor vehicle per expert.
3. To facilitate medical and other necessary assistance to the Japanese experts and their families.
4. To issue, upon application, entry and exit visas for the Japanese experts and their families free of charge.
5. To issue identification cards to the Japanese experts and their families to secure the cooperation of all governmental organizations necessary for the performance of the duties of the experts.
6. To exempt from customs duty and VAT for import and re-export of machinery and equipment by the Japanese experts in connection with the Project activities.

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ANNEX V LIST OF THE KENYAN PERSONNEL

Kenyan Partners

- (1) Permanent Secretary, Ministry of Education, Science and Technology
- (2) Vice Chancellor of JKUAT


The following personnel will be assigned to AICAD

- (1) Director
- (2) Coordinator in charge of Administration
- (3) Coordinator in charge of Research and Development
- (4) Coordinator in charge of Training and Extension
- (5) Coordinator in charge of Information Network
- (6) Other administrative personnel

Note:

- Actual assignment of the above personnel to AICAD will depend on the progress of the Project.
- Partners to assign to AICAD to include personnel of participating countries.


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ANNEX VI LIST OF LAND, BUILDINGS AND FACILITIES

1. Land, buildings and facilities necessary for the Project
2. Office space and necessary facilities for the Japanese experts at AICAD
3. Other facilities mutually agreed upon as necessary

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ANNEX VII JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee (hereinafter referred to as "JCC") will meet at least once a year or whenever the necessity arises, in order to fulfill the following functions:

- (1) To formulate annual work plan of the Project;
- (2) To review the progress of the annual work plan;
- (3) To review and exchange opinions on major issues that may arise during the implementation of the Project;
- (4) To discuss any other issue(s) pertinent to smooth implementation of the Project.

2. Composition

- (1) Chairperson: Vice Chancellor of JKUAT
- (2) Members of Kenya
 - a. Vice Chancellors of the participating universities
 - b. Representative of the Ministry responsible for higher education
 - c. Representative of the Ministry responsible for finance
- (3) Members of participating countries
 - a. A representative from each participating country
- (4) Members of Japan
 - a. Chief Advisor
 - b. Coordinator
 - c. Other Japanese Experts
 - d. Resident Representative of JICA in Kenya and participating countries or personnel of JICA offices
 - e. Other personnel concerned, to be assigned by JICA, if necessary

Note: Official(s) of the Japanese Embassy in Kenya and participating countries may attend as observers.


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APPENDIX I

*Attached is the copy of Minutes of Discussions

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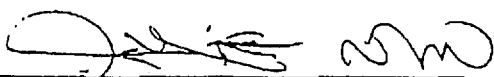
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As a result of the discussions, the Team and the Kenyan authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Nairobi, 16 June, 2000



Mr. Shozo Matsuura
Leader
Implementation Study Team
Japan International Cooperation Agency
Japan



Prof. Japheth C. Kiptoon
Permanent Secretary
Ministry of Education, Science
and Technology
Republic of Kenya

THE ATTACHED DOCUMENT

The discussion between JICA and the Kenya authorities concerned were held from 12 June to 16 June 2000 at Nairobi in Kenya with participants listed below:

Kenyan Side

(a) Ministry of Education, Science and Technology

Prof. J. C. Kiptoon, Permanent Secretary
Mr. P. L. B. Kubebea, Deputy Secretary (Admin.)
Mr. S. M. Kyungu, Director of Education
Mr. J. S. Obonyo, Senior Deputy Director of Education (UE)
Mr. J. M. Wekesa, Chief Finance Officer
Mr. J. M. Kesa, Deputy Chief Economist
Mr. V. M. Mwakima, Assistant Director of Education
Mr. J. M. Njoroge, Senior Economist

(b) Ministry of Finance and Planning

Mr. J. K. Kanithi, External Resources Department (Japanese Desk)
Mr. K. Khasiani, Budgetary Supply Officer (MOEST)

(c) Jomo Kenyatta University of Agriculture and Technology

Prof. R. W. Michieka, Vice Chancellor
Prof. H. M. Thairu, Deputy Vice Chancellor (AA)
Prof. F. N. Onyango, Deputy Vice Chancellor (APD)
Prof. F. Kaberia, Deputy Vice Chancellor (RPE)
Mr. J. M. Mberia, Registrar (AA)
Prof. M. Imbuga, Dean-Faculty of Science
Dr. P. N. Kioni, Dean-Faculty of Engineering
Dr. C. I. Nindo, Dean-Faculty of Agriculture
Dr. L. A. Oyugi, Director-Institute of Human Resource Development
Prof. P. G. Ngunjiri, Director- School of Architecture and Building Sciences
Dr. J. K. Z. Mwatelah, Senior lecturer-Civil Engineering
Dr. A. Gachanja, Senior Lecturer- Chemistry
Mr. K. O. Omwega, Lecturer – Physics
Mr C. C. Kamau, Senior Research Officer
Mr. S. K.O. Mokaya, Administrator - RCED



200

Japanese side

Mr. Shozo Matsuura, Team Leader, Managing Director, Regional Department IV
(Africa, Middle East and Europe), JICA HDQ

Mr. Ryoji Noda, Assistant Director, Technical Cooperation Division, Economic
Cooperation Bureau, Ministry of Foreign Affairs

Mr. Hiroyuki Inoue, Officer, Ministry of Education, Science, Sports and Culture

Dr. Makoto Kimura, Associate Professor, Graduate School of Engineering, Kyoto
University

Mr. Hidekazu Kumano, Managing Director, Nihonmatsu Training Center, JICA

Ms. Megumi Hirose, Staff, Social Development Department, JICA HDQ

Mr. Eiji Hashimoto, Resident Representative, JICA Kenya Office

Mr. Atsushi Matsumoto, Deputy Resident Representative, JICA Kenya Office

Mr. Naoki Takahashi, Assistant Resident Representative, JICA Kenya Office



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I. PROJECT TITLE

The title of the Project is African Institute for Capacity Development (AICAD).

II. SCOPE OF TECHNICAL COOPERATION

- (1) The project of the African Institute for Capacity Development (AICAD) (hereinafter referred to as "the Project") will be implemented based on the record of discussions, agreed on 16 June 2000 at Nairobi.
- (2) The secretariat of the AICAD will be established at Jomo Kenyatta University of Agriculture and Technology. The AICAD will be the base for activities and cooperation among governmental and private organizations in Kenya and other African countries concerned. The structure of the Project is given in ANNEX I.
- (3) During the Project cooperation period, preparation for the full operation is to be completed under three functions, i.e., joint research and development, training and extension and information network. The chart of program implementation of the Project is given in ANNEX II.
- (4) Technical cooperation will cover the following activities under three functions as mentioned above:
 - (1) study and analysis of research and development needs of communities and industries,
 - (2) study and analysis of existing research and development outcomes closely related to the project,
 - (3) identifying research and development topics,
 - (4) initiating joint research and development activities,
 - (5) study and analysis of training needs of communities and industries,
 - (6) development of training schedule,
 - (7) dissemination of research and development outcomes,
 - (8) networking of information,



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- (9) collection and dissemination of information,
- (10) management and evaluation, and
- (11) other relevant areas.

III. PROJECT DESIGN MATRIX

The Team explained that the Project Design Matrix (hereinafter referred to as "PDM") is commonly used in Japanese technical cooperation in order to manage and implement projects efficiently and effectively. It will also be used as a reference for monitoring and evaluating the Project.

As a result of the discussions, both sides agreed to apply the PDM as shown in ANNEX III to the Project with the following understanding:

- (1) The PDM is a logically designed matrix which defines the initial understanding of the framework of technical cooperation for the Project and indicates the logical steps toward the achievement of the Project purpose.
- (2) The PDM is to be flexibly revised according to the progress and achievements of the Project, upon agreement between the Kenyan and Japanese sides.

IV. TENTATIVE SCHEDULE OF IMPLEMENTATION

The Tentative Schedule of Implementation has been formulated according to the Record of Discussions, on condition that the necessary budget will be allocated for the implementation of the Project by both sides. The schedule is subject to change within the scope of the Record of Discussions, when necessity arises, in the course of Project implementation.

The Tentative Schedule of Implementation is shown in ANNEX IV.



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V. PLAN OF OPERATION

The Plan of Operation has been tentatively formulated according to the Record of Discussions. The Plan of Operation for the whole period of the Project is shown in ANNEX V. The Annual Plan of Operation is to be drafted by both the Kenyan counterparts and the Japanese experts, and is to be submitted to the Joint Coordinating Committee. The activities are subject to change within the scope of the Record of Discussions, if necessity arises, in the course of Project implementation.

VI. INPUT TO THE PROJECT BY THE JAPANESE SIDE

1. Dispatch of Japanese Experts

Both the Team and Kenyan side confirmed that the relevant request form, namely the A-1 form, to assign Japanese long-term experts for the term of technical cooperation will be submitted by the Kenyan side within four (4) weeks after the signing of the Record of Discussions.

2. Provision of Equipment

Both the Team and the Kenyan side confirmed that the relevant request form, namely the A-4 form, for provision of equipment will be submitted by the Kenyan side after consultation between the Kenyan authorities concerned and the Japanese expert team. The Kenyan side agreed that it will take necessary measures, in coordination with the relevant authorities, for the passage through customs of the equipment provided by the Government of Japan without delay. JKUAT will be responsible for the proper documentation and clearance of the delivered equipment at the port of entry, as well as be responsible for the proper administration of the equipment provided for use while ensuring appropriate utilization and maintenance for the implementation of the Project.



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3. Technical Training of Counterpart Personnel in Japan

Counterpart personnel will receive training in Japan according to the annual work plan of the Project within the limits of the budget allocated for technical cooperation. The relevant request form, namely the A2A3 form, for training in Japan will be submitted by the Kenyan side after consultation between the Kenyan authorities concerned and the Japanese expert team.

4. Regional Training

The Record of Discussions will be signed between Kenyan Government and JICA for the implementation of individual regional training courses. The details will be decided later on.

5. Exchange of Resource Persons

The Kenyan Government and JICA will take necessary measures to start up with exchange of resource persons. The details will be decided later on.

VII. INPUT TO THE PROJECT BY KENYAN SIDE

1. Assignment of Personnel

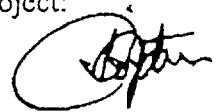
With reference to Item 7 (1), Article III of the Record of Discussions, the Kenyan side agreed that an appropriate number of personnel will be assigned to the Project. The appointment of at least six (6) personnel in JKUAT will be completed by August 1st, 2000.

2. Allocation of Budget

(1) With reference to Item 7 (4), Article III of the Record of Discussions, the Kenyan side requested the Japanese side to consider supporting them because of financial difficulties.

(2) With reference to Item 8, Article III of the Record of Discussions, the Kenyan side will allocate the following budget necessary for the implementation of the Project:

- a. Personnel emoluments for the Kenyan counterparts;
- b. Expenses such as electricity, water, gas, fuel and other contingencies;



(27)

- c. Operational expenses for customs clearance, storage, domestic transportation and installation of the equipment provided by the Japanese side;
- d. Expenses for maintenance of facilities and equipment;
- e. Other necessary local expenses.

NOTE: While implementing the Project, Japanese and Kenyan sides will discuss the content of other necessary local expenses.

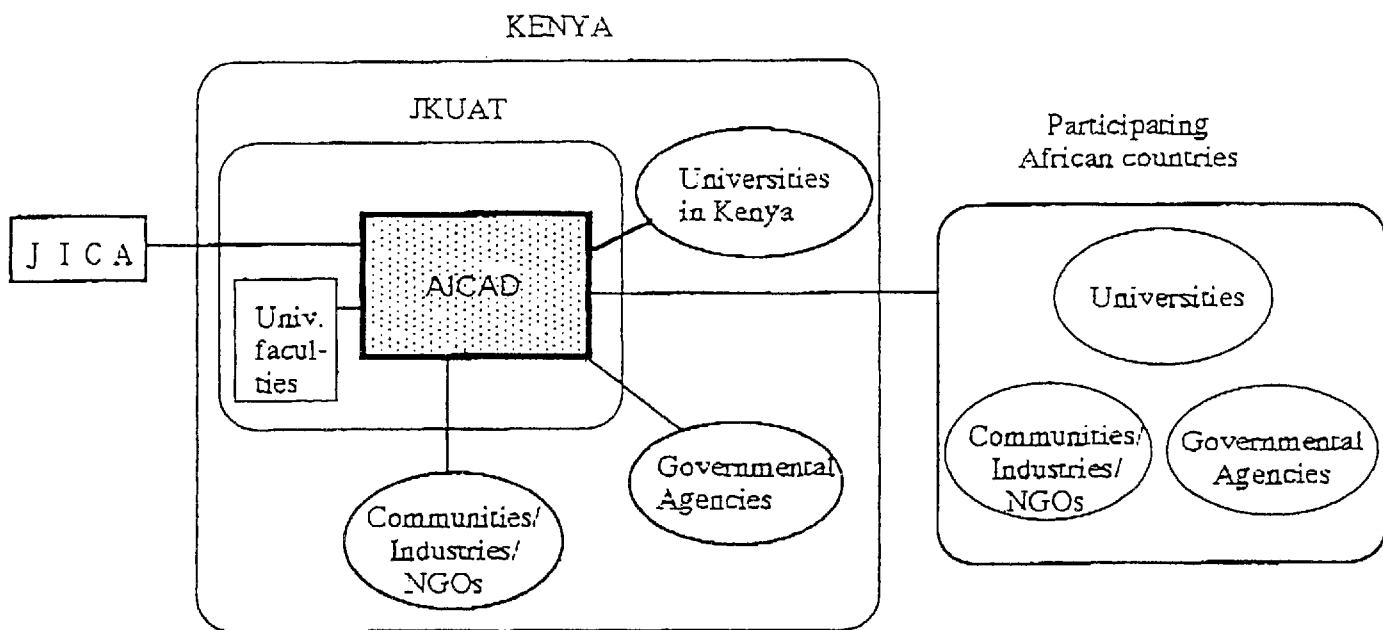
VIII. ADMINISTRATION OF THE PROJECT

1. With reference to Article IV of the Record of Discussions, both the Team and the Kenyan side agreed that under the overall responsibility of the Project Director, coordination of administration and implementation of the Project will be carried out by consultation of both the Kenyan side and the Japanese side.
2. The Organization Chart of the Project is given in ANNEX VI.



CMG

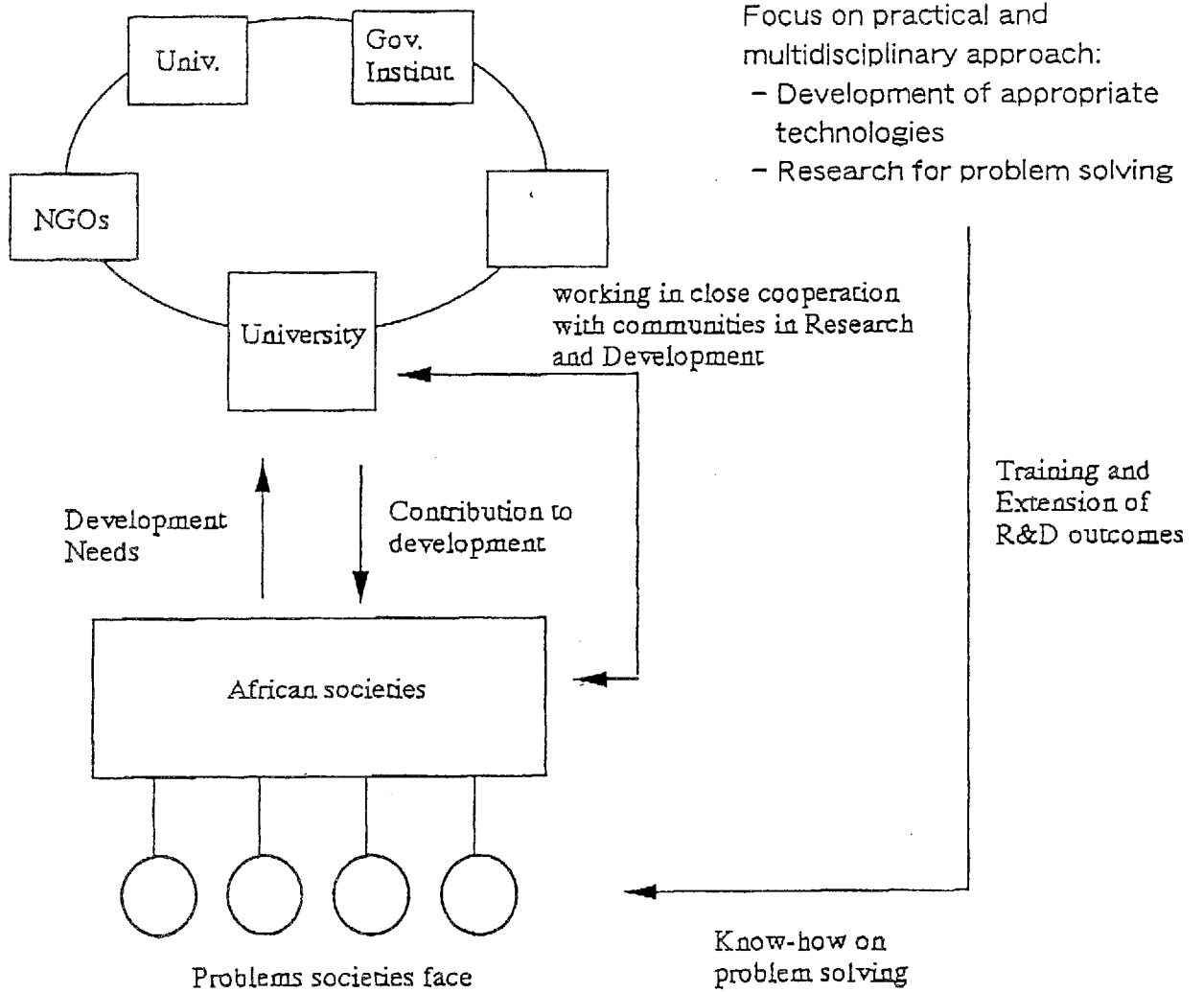
The Structure of the Project



○ AICAD is established in JKUAT and works as the base of activities. However, activities will be done with cooperation of other organizations in Kenya and in participating African countries.

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The Chart of the Project Implementation



(40)

(MCA)

Draft Project Design Matrix

Project name : African Institute for Capacity Development (AICAD)

Duration: August 1, 2000-July 31, 2002

Project area: Kenya and participating African countries

Target group: JKUAT (AICAD)

Date: 16 June 2000

Narrative Summary	Objective Verifiable Indicators	Means of Verification	Important Assumptions
Overall Goal • To promote human capacity building for poverty alleviation and socio-economic development in Africa.	• Economic and social indices in the field of researches conducted at AICAD	• National statistics in each country • Project Activity Report	• AICAD is recognized as a leading center in the field of human capacity development in the East African region.
Project Purpose • To prepare for the full operation of the AICAD under three functions, i.e., joint research and development, training and extension and information network.	• The number of ongoing and completed researches • The number of ongoing and completed training and extension • The number of seminars and workshops	• Project Activity Report	• Assigned Kenyan partners continue to work at AICAD
Outputs of the Project 1. AICAD is established at JKUAT. 2. The linkages among participating universities and other organizations in the East African region are established. 3. Joint research and development activities are initiated and planned. 4. Training and extension activities are initiated and planned. 5. Information network is initiated and planned.	1-1 Assignment of personnel and budget allocation to AICAD 1-2 Detailed Plan of Operation 2-2 The number of Joint Coordination Committee meetings and participants 3-1 Reports of study on joint research and development 3-2 Implementation plan and schedule of joint research and development 4-1 Reports of study on training and extension 4-2 Implementation plan and schedule of training and extension 5-1 Reports of study on information network 5-2 Implementation plan and schedule of information network	1. Organizational report 2. Record of meetings 3-1 Reports of study 3-2 Plan of activities 4-1 Reports of study 4-2 Plan of activities 5-1 Reports of study 5-2 Plan of activities	• Assigned Kenyan partners continue to work at JKUAT • Industries and other educational institutes in the East African region cooperation with JKUAT

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Activities of the Project	Inputs	
<p>1-1. To establish coordinating/implementing organization of the Project in Kenya, including assignment of personnel and budget allocation</p> <p>1-2. To make detailed plan of AICAD</p> <p>1-3. To make detailed plan of facilities to be built at JKUAT.</p> <p>1-4. To prepare for obtaining necessary machinery, equipment and other facilities.</p> <p>2-1. To establish JCC including participating countries.</p> <p>2-2. To hold JCC meetings.</p> <p>3-1. To study joint research and development needs of communities, industries and NGOs.</p> <p>3-2. To make implementation plan and schedule for joint research and development</p> <p>3-3. To study existing research and development outcomes closely related to the project</p> <p>3-4. To identify joint research and development topics</p> <p>3-5. To initiate research and development activities</p> <p>3-6. To monitor and evaluate outputs of joint research and development activities</p> <p>4-1. To study training and extension needs of communities, industries and NGOs</p> <p>4-2. To make implementation plan and schedule for training and extension</p> <p>4-3. To disseminate existing research and development outcomes closely related to the project</p> <p>4-4. To disseminate newly developed research and development outcomes.</p> <p>4-5. To monitor and evaluate outputs of training and extension activities</p> <p>5-1. To study information network needs of communities, industries and NGOs</p> <p>5-2. To make implementation plan and schedule for developing information network, including equipment</p> <p>5-3. To initiate information network activities</p> <p>5-4. To monitor and evaluate outputs of information network activities</p>	<p>I. Japanese side</p> <ol style="list-style-type: none"> 1. Long-term experts 2. Short-term experts 3. Training in Japan 4. Machinery and equipment 5. Part of expenses for three functions attached at AICAD <p>II. Kenyan side</p> <ol style="list-style-type: none"> 1. Assignment of personnel for AICAD 2. Running cost 3. Facilities 	<ul style="list-style-type: none"> • Assigned Kenyan partners continue to work at JKUAT • Industries and other educational institutes in the East African region cooperate with JKUAT
		<p>Preconditions</p> <ul style="list-style-type: none"> • Participating universities agree to cooperate • Political, economic and life security is maintained



1/10/01

PROVISORY SCHEDULE OF IMPLEMENTATION

ANNEX IV

	2000							2001							2002											
	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7
(Inputs of Japanese Side)																										
Implementation survey team	R/D																									
Long term expert																										
Chief Advisor																										
Coordinator																										
3 other experts																										
Short term expert																										
Equipment provision																										
Expense for 3 Functions																										
Training in Japan																										
(Inputs of Kenyan Side)																										
Facility of JKUAT																										
Assignment of personnel etc.																										
(Participating African Countries)																										
Participation for AICAD																										

1/10/01

PLAN OF OPERATION FOR WHOLE PERIOD

ANNEX V

Subject of Activities	2000						2001						2002																
	6	7	8	9	10	11	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7				
Term of Cooperation	R/D																												
1. The AICAD is established at JKUAT																													
1 - 1 To establish coordinating/implementing organization of the Project in Kenya, including assignment of personnel and budget allocation																													
1 - 2 To make detailed plan of AICAD																													
1 - 3 To make detailed plan of facilities to be built at JKUAT																													
1 - 4 To prepare for obtaining necessary machinery, equipment and other facilities.																													
2. The linkage among participating universities and other organizations in the East African Region are established																													
2 - 1 To establish JCC including participating countries																													
2 - 2 To hold JCC meetings																													
3. Joint Research & Development Activities are initiated and planned																													
3 - 1 To study joint research and development needs of communities, industries and NGOs																													
3 - 2 To make implementation plan and schedule for joint research and development																													
3 - 3 To study existing research and development outcomes closely related to the project																													
3 - 4 To identify joint research and development topics																													
3 - 5 To initiate research and development activities.																													
3 - 6 To monitor and evaluate outputs of joint research and development activities																													
4. Training and Extension Activities are initiated and planned																													
4 - 1 To study training and extension needs of communities, industries and NGOs																													
4 - 2 To make implementation plan and schedule for training and extension																													
4 - 3 To disseminate existing research and development outcomes closely related to the project.																													
4 - 4 To disseminate newly developed research and development outcomes.																													
4 - 5 To monitor and evaluate outputs of training and extension activities																													
5. Information Network is initiated																													
5 - 1 To study information network needs of communities, industries and NGOs																													
5 - 2 To make implementation plan and schedule for developing information network, including equipment																													
5 - 3 To initiate information network activities																													
5 - 4 To monitor and evaluate outputs of information network activities																													

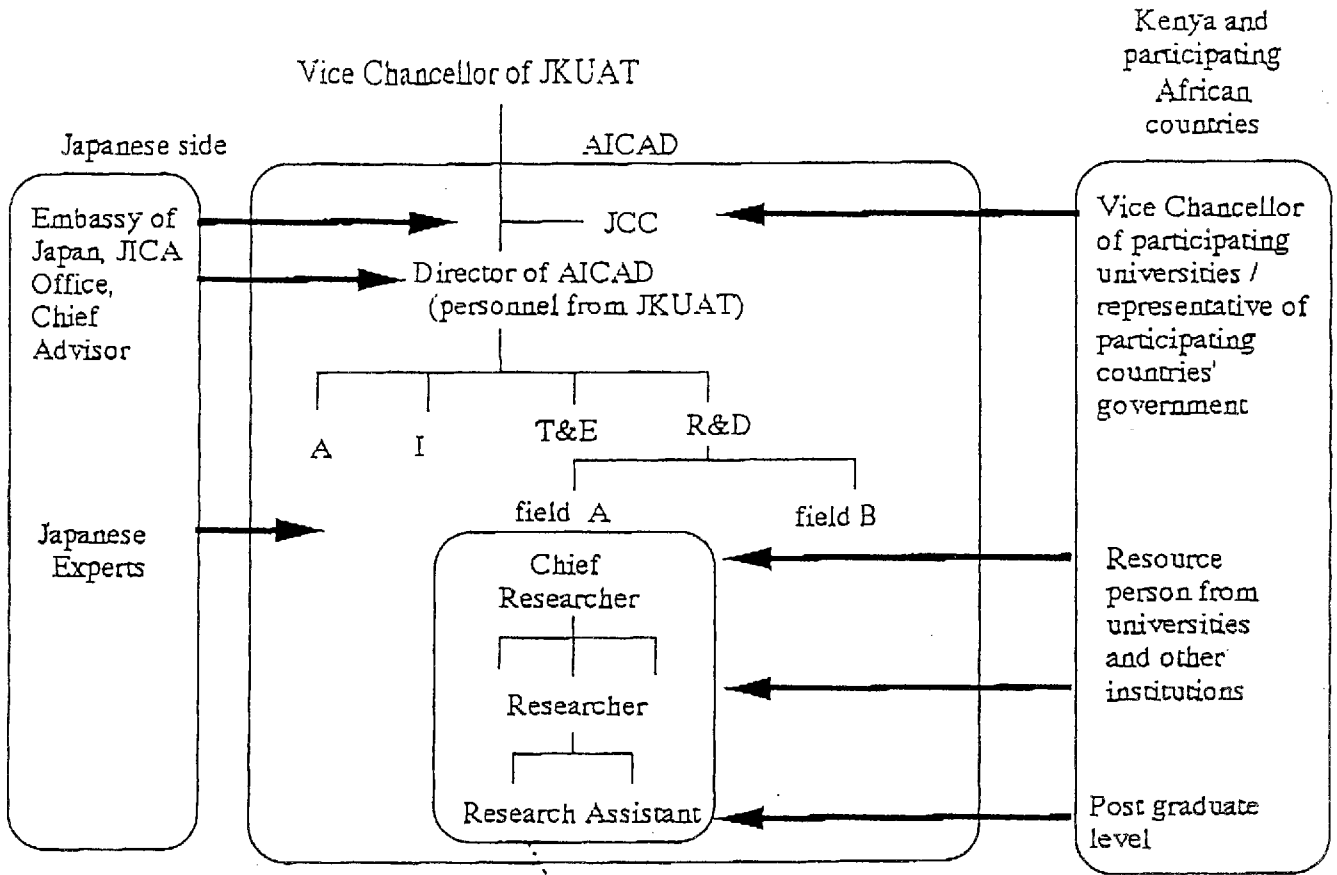
* Each fields of study holds meeting monthly. Each country brings their outcomes. Japanese side brings outcomes from Asian countries.

2 in each country/ 4 in each fields of study, total 8?

Training (incl. meetings, seminars)



Organization Chart of the Project (tentative)



A: Administration
 I: Information Network
 T & E: Training and Extension
 R & D: Research and Development

Joint Working Committee for each field
 -members of the committee are from Kenya and participating African countries

NSM

3. 包括的討議議事録(R/D・タンザニア)


THE RECORD OF DISCUSSIONS
BETWEEN
THE JAPANESE IMPLEMENTATION STUDY TEAM
AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE UNITED REPUBLIC OF TANZANIA
ON
THE AFRICAN INSTITUTE FOR CAPACITY DEVELOPMENT

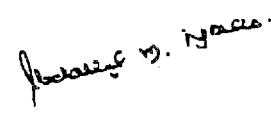
The Japanese Implementation Study Team (hereinafter referred to as "the Team") organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Shozo MATSUURA, Managing Director, Regional Department IV (Africa, Middle East and Europe), JICA, visited the United Republic of Tanzania for the purpose of working out the basic framework of the technical cooperation concerning the African Institute for Capacity Development (hereinafter referred to as "AICAD").

During its stay in the United Republic of Tanzania, the Team exchanged views and opinions, and had a series of discussions with the Tanzanian authorities concerned in respect of the overall concept and the comprehensive framework for the AICAD, and the participation of Tanzania in the AICAD as attached document.

As a result of the discussions, the Team and the Tanzanian authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Dar es Salaam, 24th July, 2000


Mr. Shinya NAKAI
Resident Representative,
JICA Tanzania Office,
Japan International Cooperation Agency


Mr. Abdallah M. Ngororo
Permanent Secretary,
Ministry of Science, Technology
and Higher Education

PERMANENT SECRETARY
MINISTRY OF SCIENCE TECHNOLOGY
AND HIGHER EDUCATION
DAR ES SALAAM

ATTACHED DOCUMENT

I Basic Policy of the AICAD

1. Background

The idea of the Base for African Human Capacity Building (BAHCB) was addressed during the TICAD II conference in October 1998. In the TICAD II conference, the Japanese Government recommended that Jomo Kenyatta University of Agriculture and Technology (JKUAT) be the core institution in the initial stage of the BAHCB, since JKUAT has established sufficient foundation for higher education (undergraduate level) and has brought about substantive results with JICA's cooperation for over twenty years. After consultations between JICA and the Kenyan authorities concerned it was agreed that the name of the base be African Institute for Capacity Development (AICAD).

2. Overall Objective of the AICAD

The AICAD aims at solving various issues concerning poverty reduction and development of the African region (i.e. agricultural development, locally applicable technology development, private sector development, etc.) and bringing its most benefit to the African region. The AICAD shall therefore attempt to evolve the education and research functions of African universities and institutions with more practical perspectives and to accelerate human capacity development of the African region.

3. Functions attached to the AICAD

The AICAD shall embody the following three functions and be charged with the coordination role for regional activities.

(1) Joint Research and Development (R&D)

With sufficient understanding of needs in communities and industries in Africa, practical and/or multidisciplinary R&D activities shall be conducted in the region to promote African social and economic development. The joint R&D programs include pilot studies and testing their results that will have a direct impact on local communities.

(2) Training and Extension

With due consideration to the past cooperation with JKUAT and the outputs from the function (1) above, training activities will be extended widely to the African region through various types of training modalities such as in-country training, third-

country (inter-country) training and training in Japan.

(3) Information Network

Information regarding outputs from functions (1) and (2) above, in addition to JICA's experience in Asia and Africa, will be collected and analyzed. The available information will be disseminated within the existing information network.

4. Implementation Plan

(1) Establishment of the AICAD in JKUAT

While the AICAD aims to bring a common benefit to African countries, the AICAD secretariat will be situated at JKUAT. This is because JICA has been implementing its technical cooperation with JKUAT on bilateral basis over twenty years. Since the AICAD is designed as the base for all African countries, implementation of the three functions namely: Training and Extension, Joint Research and Development and Information Network, would benefit many African countries.

(2) Project Set-up

The AICAD requires participation of both governmental and private organizations such as universities, research institutions and communities in Kenya and other participating African countries. JKUAT is expected to manage the AICAD principally as well as to coordinate the joint committee meetings to be organized for the AICAD.

(3) Implementation Schedule of the Project and Its Scale of Cooperation

The first phase (2000-2002) of the Project is set for the planning and preparatory operation of the AICAD. The second phase (2002-2007) is for the full-fledged operation of the AICAD. Based on the experience of the second phase, another phase of five (5) years will be formulated and extension of the AICAD coverage is to be considered, as appropriate.

II Roles of the Participating African Countries

In realizing AICAD objectives, participating countries in Africa will be expected to play the following roles:

1. All the participating countries, through diligently joining the activities of the AICAD, will make maximum efforts in solving socio-economic problems related to the development of the African region and promoting human capacity development for poverty reduction.

2. All the participating countries will ensure that the results gained by the AICAD will be

shared by and extended to the local communities, and will contribute to economic and social development of respective countries.

III Japanese Inputs by Technical Cooperation to the AICAD

Japanese technical cooperation to the AICAD will be formulated in accordance with the functions of the AICAD as stipulated in I-3 above. Major components of the Japanese technical cooperation are as follows:

1. assignment of Japanese experts;
2. provision of equipment;
3. training in Japan;
4. exchange of resource persons among the participating countries;
5. regional training;
6. joint research.

IV Mechanism of Implementing the AICAD

Mechanism for implementing the AICAD is as follows:

1. Each country will benefit from participation in the AICAD, while JKUAT will serve as the core of the AICAD;
2. A joint coordinating committee (tentative membership as in Annex) comprising participating countries will be established for the AICAD;
3. Activities of the AICAD will be decided based on the consultations at the Joint Coordinating Committee meetings of the AICAD. (Activities include seminars and workshops)

JOINT COORDINATING COMMITTEE (tentative)

1. Functions

The Joint Coordinating Committee (hereinafter referred to as "JCC") will meet at least once a year or whenever the necessity arises, in order to fulfill the following functions:

- (1) To formulate annual work plan of the Project;
- (2) To review the progress of the annual work plan;
- (3) To review and exchange opinions on major issues that may arise during the implementation of the Project;
- (4) To discuss any other issue(s) pertinent to smooth implementation of the Project.

2. Composition

- (1) Chairperson: Vice Chancellor of JKUAT
- (2) Members of Kenya
 - a. Vice Chancellors of the participating universities
 - b. Representative of the Ministry responsible for higher education
 - c. Representative of the Ministry responsible for finance
- (3) Members of participating countries
 - a. 3 representatives from each participating country or universities
- (4) Members of Japan
 - a. Chief Advisor
 - b. Coordinator
 - c. Other Japanese Experts
 - d. Resident Representative of JICA in Kenya and participating countries or personnel of JICA offices
 - e. Other personnel concerned, to be assigned by JICA, if necessary

Note: Official(s) of the Japanese Embassy in Kenya and participating countries may attend as observers.

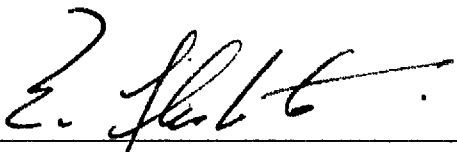
4. 包括的討議議事録(R/D・ウガンダ)

THE RECORD OF DISCUSSIONS
BETWEEN
THE JAPANESE INTERNATIONAL COOPERATION AGENCY
AND
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF
THE REPUBLIC OF UGANDA
ON
THE AFRICAN INSTITUTE FOR CAPACITY DEVELOPMENT


The Japan International Cooperation Agency (hereinafter referred to as "JICA") through its Resident Representative, JICA Kenya Office, Mr. Eiji HASHIMOTO held a series of discussions with authorities concerned of the Republic of Uganda for the purpose of working out the basic framework of the technical cooperation concerning the African Institute for Capacity Development (hereinafter referred to as "AICAD"), overall concept of the AICAD and the comprehensive framework for its successful realization.

As a result of the discussions, JICA and Ugandan authorities concerned agreed to recommend to their respective Governments the matters referred to in the document attached hereto.

Kampala , 9th May , 2001



Mr. Eiji HASHIMOTO
Resident Representative
JICA Kenya Office
Japan International Cooperation Agency



Mr. Mr. F. X. K. Lubanga
Permanent Secretary
Ministry of Education and Sports
Republic of Uganda

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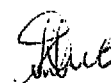
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