

4. Minutes of Discussions

(1) Basic Design Study

(2) Explanation of Draft Basic Design

(1) Basic Design Study MINUTES OF DISCUSSIONS
ON THE BASIC DESIGN STUDY
ON THE PROJECT FOR THE RECONSTRUCTION OF
THE XAI-XAI PRIMARY TEACHER TRAINING CENTER
IN THE REPUBLIC OF THE MOZAMBIQUE

In response to a request from the Government of Republic of Mozambique (hereinafter referred to as "GOM"), the Government of Japan decided to conduct a Basic Design Study on the Project for the Reconstruction of the Xai-Xai Teacher Training Center (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent to Mozambique the Basic Design Study Team (hereinafter referred to as "the Team"), which is headed by Mr. Kazunori MIURA, Director of Project Monitoring and Coordination Division, Grant Aid Management Department, JICA, and is scheduled to stay in the country from February 19, 2003 to March 15, 2003.

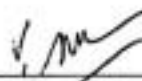
The Team held discussions with the officials concerned of the GOM headed by Mr. Virgilio Z. Juvane, Director of Planning Directorate, Ministry of Education, and conducted a field survey at the study area.

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.

Maputo, February 27, 2003

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Mr. Kazunori MIURA
Leader,
Basic Design Study Team
Japan International Cooperation Agency



Mr. Virgilio Z. Juvane
Director,
Planning Directorate
Ministry of Education
The Government of Republic of Mozambique

ATTACHMENT

1. Objective of the Project

The objective of the Project is to improve the quality of teacher training for primary education through transformation of the Xai-Xai Primary Teacher Training Center (hereinafter referred to as "Xai-Xai CFPP") into Primary Teacher Training Institute (IMAP).

2. Project Site

The Project site is the Xai-Xai CFPP, which is located in Xai-Xai City, Gaza Province.

3. Responsible Organization and Implementing Agency

3-1. The responsible organization is the Ministry of Education (hereafter referred to as "MINED").

3-2. The Implementing Agency is the Planning Directorate of the MINED. The Planning Directorate coordinates involvement of National Directorate of Training for Teachers and Technicians of MINED and the Provincial Directorate of Education in Gaza and other relevant sectors in the course of implementing the Project. The organization chart of the MINED is attached as Annex 1.

4. Major Items Requested by the GOM

The GOM requested to transform Xai-Xai CFPP based on the standard design of IMAP by rehabilitation and extension with the capacity of approximately 400 students. After discussions with the Team, the items described in Annex 2 were finally requested by the GOM. JICA will assess the appropriateness of the request and will recommend it to the Government of Japan for approval.

5. Japan's Grant Aid Scheme

5-1. The GOM understood the Japan's Grant Aid Scheme explained by the Team, as described in ANNEX 3.

5-2. The GOM will take the necessary measures, as described in Annex 4, for smooth implementation of the Project, on the condition that Japan's grant aid is extended to the Project.

6. Schedule of the Study

6-1. Consultant members of the Team will proceed to further studies in Mozambique until March 15, 2003.

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6-2. Based on the result of the field survey and analysis, JICA will prepare the Draft Report in English and dispatch a mission in order to explain the outline of the Basic Design of the Project around June 2003.

6-3. In the event of the Draft Report being acceptable in principle by the GOM, JICA will complete the final report and send it to the GOM by around September 2003.

7. Other Relevant Issues

7-1. Criteria for equipment selection

Both sides agreed on the criteria for equipment selection as described in Annex 5. Nevertheless, the contents covered by the Project will be finalized after further study in Japan.

7-2. Land for the Project

The GOM agreed to provide the evidence of land ownership of the project site to Japanese side by March 14, 2003. The GOM also agreed to relocate the present settlers from the site on the condition that Japan's grant aid is extended to the Project.

7-3. Allocation of teaching and administration staff

The GOM agreed to allocate sufficient number of teaching and administrative staff necessary for operating Xai-Xai IMAP in a timely manner based on the outcome of the study.

7-4. Operation and maintenance

The GOM agreed to allocate necessary budget and to secure involvement of the concerned parties such as the Provincial Directorate of Education in Gaza and the management board of Xai-Xai IMAP for the proper operation and maintenance of facilities and equipment procured by the Project.

7-5. Necessary measures to be taken for transforming Xai-Xai CFPP to Xai-Xai IMAP

The GOM agreed to take following necessary measures for transforming Xai-Xai CFPP to Xai-Xai IMAP.

- 1) Prepare adequate temporary classrooms and accommodation for the existing Xai-Xai CFPP students and teachers during construction period.
- 2) Transfer all of the existing Xai-Xai CFPP students and teachers to temporary facilities before the commencement of Japanese construction.
- 3) Allocate necessary number of qualified teachers for Xai-Xai IMAP.
- 4) Provide appropriate teaching posts and training for Xai-Xai CFPP teachers who are

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unqualified for teaching in IMAP.

- 5) Provide adequate educational opportunities for students in Gaza Province who continuously wish to study in CFPP.

7-6. Demolishing work

The GOM agreed to demolish the existing facilities, which would be identified by Japanese side to be inadequate either for reconstruction or rehabilitation, before the commencement of Japanese construction.

7-7. Teacher Support Resource Center

The GOM explained to Japanese side that Teacher Support Resource Center is the same concept as the NUFORPE (Training Core for Teachers in Service), which will be situated in IMAP as the support center for training teachers in service without proper qualification. The GOM requested a room equivalent to the size of a classroom with necessary equipment for the NUFORPE to operate. Japanese side requested the submission of the official documents which explains the concept and establishment regulation of the NUFORPE with the standard equipment list by March 14, 2003. Japanese side will assess the appropriateness of the request through further study.

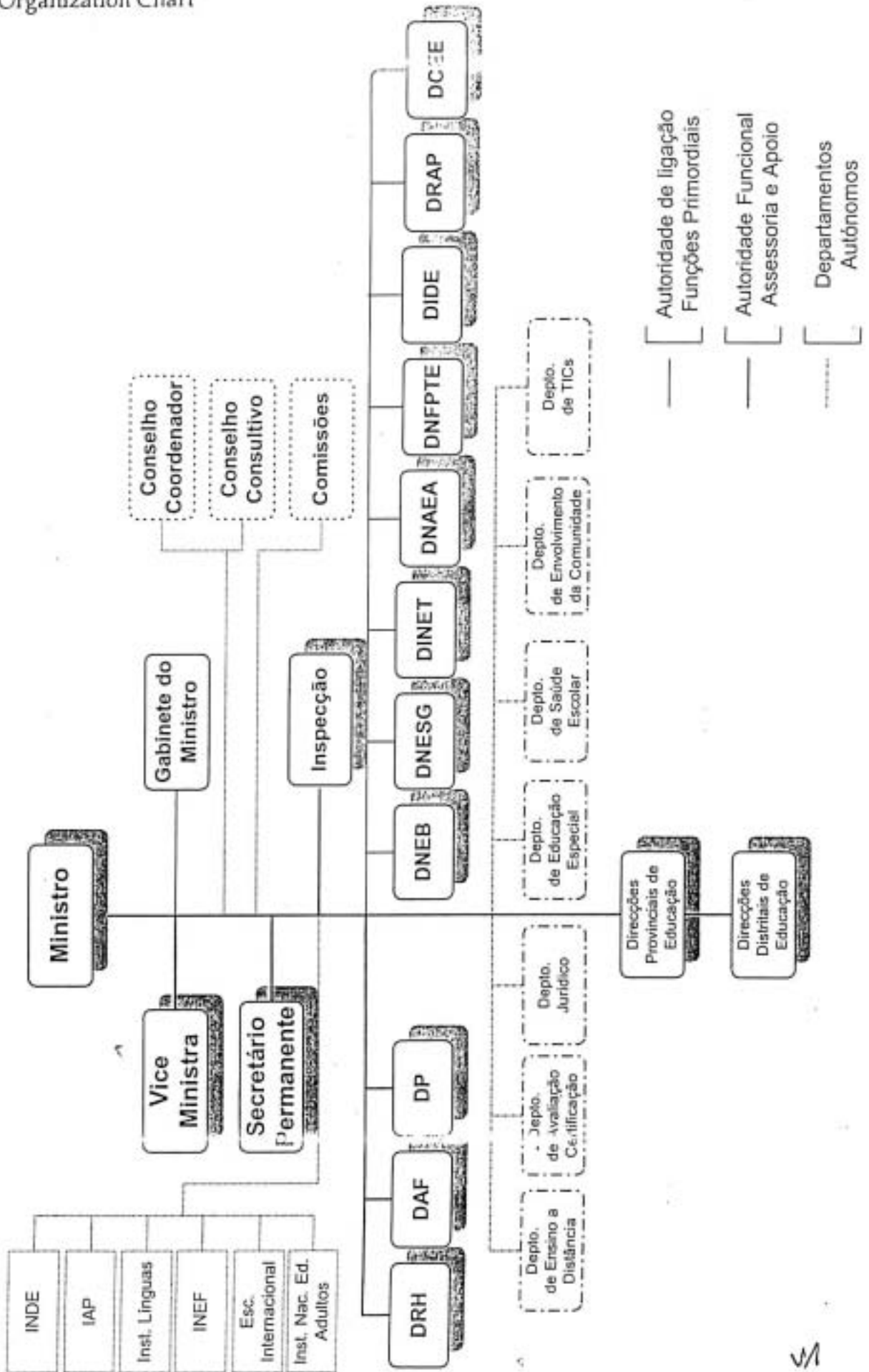
7-8. Submission of IMAP curriculum

The GOM agreed to provide the curriculum for IMAP now in use, which reflects the curriculum change for primary schools in 2004, with Japanese side by March 14, 2003.

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Annex 2: Major items requested by the GOM

1. Facilities

- 1) Administration Building
- 2) Classrooms
- 3) Laboratory
- 4) Workshops
- 5) Library
- 6) Kitchen
- 7) Canteen
- 8) Laundry
- 9) Hall
- 10) Female Accommodation
- 11) Male Accommodation
- 12) Teacher Accommodation
- 13) A room for Teacher Support and Resource Center

2. Equipment

- 1) Classroom fittings and equipment
- 2) Administrative equipment
- 3) Kitchen equipment
- 4) Equipment for Dormitory and teachers accommodation
- 5) Educational material for physics and chemistry
- 6) Equipment for Art, Music and Physical Education
- 7) Equipment for Labor activities (wood working, ceramics, weaving, sewing)
- 8) Minibus (10 seat)
- 9) Pick-up Truck (1 ton)
- 10) Equipment for Teacher Support and Resource Center



Annex-3 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.

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

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measures must be guaranteed even through 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;

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- 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.

Annex - 4 Necessary Undertakings to be Taken by Each Government

No	Items	To be covered by Japanese side	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 buildings	●	
7.	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 (receiving and elevated tanks)	●	
	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 (if necessary)		
	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	●		
8.	To bear the following commissions to the Japanese foreign exchange bank for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
9.	To ensure unloading and customs clearance at port of disembarkation in recipient country		
	1) Marine (Air) transportation of the products from Japan to the recipient country	●	
	2) Tax exemption and custom clearance for 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 the transportation and installation of the equipment.		●

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ANNEX 5 Criteria for Equipment Selection

1. Equipment listed in the IMAP standards

Although listed in the IMAP standards, equipment that satisfies criteria below will be excluded from the Project.

- (1) Specified in the IMAP curriculum as necessary for lectures but not specified as necessary for practical training.
- (2) Unlikely to be used effectively since the purpose of use is undefined.
- (3) Can be satisfied with other existing equipment.

2. Equipment not listed in the IMAP

Equipment not listed in the IMAP standards must fulfill all of the following criteria to be selected.

- (1) Indispensable for conducting lecture or practical training.
- (2) Indispensable for managing and maintaining IMAP properly.
- (3) Already adapted in other IMAP and its effectiveness being proved.

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(2) Explanation of Draft Basic Design

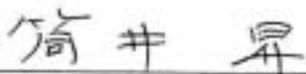
MINUTES OF DISCUSSIONS
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THE XAI-XAI PRIMARY TEACHER TRAINING CENTER
IN THE REPUBLIC OF THE MOZAMBIQUE
(EXPLANATION ON DRAFT REPORT)

In February 2003, the Japan International Cooperation Agency (JICA) dispatched a Basic Design Study Team on the Project for The Reconstruction of the Xai-Xai Primary Teacher Training Center (hereinafter referred to as "the Project") to the Republic of the Mozambique (hereinafter referred to as "Mozambique"), and through discussions, site surveys and technical examination of the results in Japan, JICA prepared a draft report of the study.

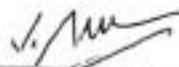
In order to explain and to consult the Mozambican side on the components of the draft report, JICA sent to Mozambique the Draft Report Explanation Team (hereinafter referred to as "the Team"), which is headed by Mr. Noboru TSUTSUI, Resident Representative, JICA Mozambique Office, from June 2 to June 7, 2003.

As a result of discussions, both sides have confirmed the main items described on the attached sheet.

Maputo, June 4, 2003



Mr. Noboru TSUTSUI
Leader,
Basic Design Study Team
JICA



Mr. Virgilio Z. JUVANE
Director,
Planning Directorate
Ministry of Education
The Government of Republic of Mozambique

ATTACHMENT

1. Contents of the draft report

The Mozambican side agreed and accepted in principle the contents of the draft report proposed by the Team. The Mozambican side understood that the cost estimate written in the draft report is provisional and would be further examined by the Japanese side.

2. Japan's Grant Aid Scheme

The Mozambican side understood the Japan's Grant Aid Scheme and the necessary measures to be taken by the Mozambican side described in Annex3-4 of the Minutes of Discussions signed by both parties on February 27, 2003.

3. Final Report

JICA will complete the final report in accordance with the result of discussions and forward it to the Mozambican side around October 2003.

4. Other relevant issues

4-1. Allocation of necessary budget and personnel

The Mozambican side agreed to allocate necessary budget and personnel (teachers and administrative/general staff) to properly operate and maintain the facilities and equipment covered by the Project.

Especially, in terms of the teachers, the Team explained the number of qualified teachers to be needed in Xai-Xai IMAP. The Mozambican side agreed to select candidates suitable for teaching at IMAP and to finish training them at Pedagogical University within 2004 academic year.

4-2. Works covered by the Mozambican side

The Mozambican side assured to complete following works before the completion of Japanese construction, and to timely inform commencement and completion of works to the Japanese side.

- 1) Lead-in work of electricity to the site
- 2) Increase telephone line for the site
- 3) Lead-in work of water supply to the site
- 4) Build the fences in and around the site

4-3. Temporary classrooms and accommodation for Xai-Xai CFPP students and teachers

The Mozambican side agreed to transfer all of the existing Xai-Xai CFPP students and teachers to the adequate temporary classrooms and accommodation before the start of 2004 academic year.

The Mozambican side also agreed to inform the concrete plan for transferring Xai-Xai CFPP to Xai-Xai IMAP and its progress to the Japanese side, on condition that the Grant Aid Program by the Government of Japan is extended to the Project.

4-4. Land for the Project

The Mozambican side assured that relocation of the present settlers in the project site is unnecessary. The Japanese side requested to the Mozambican side to clarify the boundary between the area in which the present settlers stay and the area under IMAP's usage before the commencement of Japanese construction. The Mozambican side also confirmed to build the fence along this boundary before the completion of Japanese construction.

4-5. Proper Use and Maintenance

Both sides understood that proper use and maintenance of the facilities and equipment would be indispensable for their lifelong use. The Japanese side requested to the Mozambican side to recruit at least 2 staffs with technical capability for maintenance and inspection of plumbing and electrical equipment, and to appoint senior administrative staff responsible for the management of the maintenance of school facilities. The Mozambican side agreed to the Japanese request and confirmed to recruit and appoint suitable personnel before the delivery of the facilities and equipment covered by the Project.