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Member List of the Basic Design Study Field Survey 1
on the Project for Construction of Primary Schools
in the Kingdom of Lesotho

1.	Mr. Masaaki MATSUSHIMA Team Leader	Director, First Project Management Division, Grant Aid Management Dept., Japan International Cooperation Agency (JICA)
2.	Ms. Aya KANO Project Coordinator	Project Monitoring and Coordination Division, Grant Aid Management Dept., Japan International Cooperation Agency (JICA)
3.	Mr. Kazuhiro MIYATAKE Chief Consultant/ Architect	PACIFIC CONSULTANTS INTERNATIONAL
4.	Ms. Yoko TAKIMOTO Educational Planner	PACIFIC CONSULTANTS INTERNATIONAL
5.	Mr. Hiroo HORIUCHI Water Supply Planner/ Sanitary Condition Surveyor	PACIFIC CONSULTANTS INTERNATIONAL
6.	Ms. Tamiko ARAMATA Coordinator/ Architect	PACIFIC CONSULTANTS INTERNATIONAL

Member List of the Basic Design Study Field Survey 2
on the Project for Construction of Primary Schools
in the Kingdom of Lesotho

1.	Mr. Kazuhiro MIYATAKE Team Leader/ Chief Consultant/ Architect	PACIFIC CONSULTANTS INTERNATIONAL
2.	Ms. Yoko TAKIMOTO Educational Planner	PACIFIC CONSULTANTS INTERNATIONAL
3.	Mr. Naotaka KUNITA Architect/ Construction Management Planner	PACIFIC CONSULTANTS INTERNATIONAL
4.	Mr. Hiroo HORIUCHI Water Supply Planner/ Sanitary Condition Surveyor	PACIFIC CONSULTANTS INTERNATIONAL
5.	Mr. Tooru YORITATE Ground Water Developer	PACIFIC CONSULTANTS INTERNATIONAL
6.	Mr. Mitsuo OCHI Procurement Planner/ Cost Estimator	PACIFIC CONSULTANTS INTERNATIONAL
7.	Ms. Tamiko ARAMATA Coordinator/ Architect	PACIFIC CONSULTANTS INTERNATIONAL

Member List of Draft Final Report Explanation Study
on the Project for Construction of Primary Schools
in the Kingdom of Lesotho

1.	Mr. Kazuhiro MIYATAKE Team Leader/ Chief Consultant/ Architect	PACIFIC CONSULTANTS INTERNATIONAL
2.	Mr. Naotaka KUNITA Architect / Construction Management Planner	PACIFIC CONSULTANTS INTERNATIONAL
3.	Mr. Mitsuo OCHI Procurement Planner/ Cost Estimator	PACIFIC CONSULTANTS INTERNATIONAL
4.	Ms. Tamiko ARAMATA Coordinator/ Architect	PACIFIC CONSULTANTS INTERNATIONAL

Basic Design Study Field Survey 1 (22 February - 8 March, 2003)

No	Date		Team Leadder Mr.Masaaki MATSUSHIMA	Project Coordinator Ms.Aya KANO	Chief Consultant / Architect Mr. Kazuhiro MIYATAKE	Educational Planner Ms. Yoko TAKIMOTO	Water Supply Planner / Sanitary Coordination Surveyer Mr. Hiroo HORIUCHI	Coordinator / Architect Ms. Tamiko ARAMATA
1	22-Feb	Sat	Narita（12:00)→ Singapore（18:20） SQ997		Same as Governmental Member			
2	23-Feb	Sun	Singapore（01:35） →Johannesburg （06:05）SQ406、 Johannesburg （09:35）→Maseru （10:45）SA8052	Joining the Team at Maseru	Same as Governmental Member			
3	24-Feb	Mon	Courtesy Call, Explanation and Discussion of Inception Report and Questionnaire - MOE, MOFDP and MONR Consulting with MOE about Contents and Background of the Request					
4	25-Feb	Tue	Morning	Discussion with MOE (and MONR) Discussion with Ireland Aid			Valuation Mission of "Improvemental plan of Water Supply and Sanitation of Primary Schools", Site Survey and Discussion	Same as Governmental Member
			Afternoon	Discussion with MOE		Discussion with EU		
5	26-Feb	Wed	Morning	Discussion with MOE				
			Afternoon	Consulting of MD at MOET			Survey of Water Supply and Ground Water Condition	Same as Governmental Member
6	27-Feb	Thu	Report of Valuation Mission of "Improvemental plan of Water Supply and Sanitation of Primary Schools"		Discussion with EFU Survey of Similar Project	Educational Survey (MOET)	Same as Governmental Member	Same as Chief Consultant
			Signing MD					Same as Governmental Member
			Maseru(17:25)→ johannesburg(18:40)SA8057 Transfer to Pretoria		Discussion with EFU		Same as Chief Consultant	
7	28-Feb	Fri	Report to EOJ and JICA(Pretoria)		Site pre-Survey（4 sites） Survey of Similar Project（AfDB）	Educational Survey (MOET) (EFU)	Same as Chief Consultant	
			Johannesburg (17:20)→	Johannesburg (14:15)→				
8	1-Mar	Sat	→Hong Kong(12:30) SA286 Hong Kong（15:10)→ Narita(19:55) JL732	→Singapore(06:35) SQ405 Singapore（09:45)→ Narita(17:05) SQ12	Site pre-Survey （7 sites）			
9	2-Mar	Sun			Internal Meeting & Data Analysis			
10	3-Mar	Mon			Site pre-Survey（7 sites）	Educational Survey (MOET)	Same as Chief Consultant	
11	4-Mar	Tue			Survey of Water Supply Plan・Survey of DWA Facility Plan ・EFU、LSPP、LHC Site pre-Survey（2 sites）	Related Survey of Other Donor (WFP、UNICEF) Educational Survey (LEC、TSD)	Same as Chief Consultant	
12	5-Mar	Wed			Site pre-Survey（1 sites）	Related Survey of Other Donor (DFID)	Survey of Water Supply and Ground Water (WASA、Filtration Plant) Preparation for Contract of Recommissional Work	Same as Chief Consultant
					Report of Survey Result to MOET Signing on Memorandom			
13	6-Mar	Thu			Maseru(08:25)→ Johannesburg(09:40)SA8051			
					Report to EOJ and JICA(Pretoria)	Report to EOJ and JICA	Survey of Recommitting Local Constructor	Same as Chief Consultant
						Discussion with WB		
14	7-Mar	Fri			Surveyof Recommitting Local Constructor	Collection of Educational Material	Same as Chief Consultant	
					Johannesburg(14:15)→			
15	8-Mar	Sat			→Singapore(06:35)SQ405 Singapore（09:45)→Narita(17:05)SQ12			

Basic Desig Study Field Survey 2 (23 March - 13 June, 2003)

No	Date		Team Leader /Chief Consultant /Architect Mr. Kazuhiro MIYATAKE	Educational Planner Ms. Yoko TAKIMOTO	Architect / Construction Management Planner Mr. Naotaka KUNITA	Coordinator / Architect Ms. Tamiko ARAMATA	Ground Water Development Engineer Mr. Toru YORITATE	Water Supply Planner / Sanitary Coordination Surveyer Mr. Hiroo HORIUCHI	Procurement Planner / Cost Estimator Mr. Mitsuo OCHI
1	23-Mar	Sun	Narita（12:00)→Singapore（18:20）SQ997						
2	24-Mar	Mon	Singapore（01:35）→Johannesburg（06:05）SQ406、 Courtesy Call to Embassy of Japan and JICA in South Afirica (Pretoria)						
3	25-Mar	Tue	Johannesburg（09:35）→Maseru（10:45）SA8052 Courtesy Call (Explanation and Meeting) Ministry of Education(MOET), Ministry of Development Planning(MOFDP), Ministry of Natural Resoursces(MONR)						
4	26-Mar	Wed	Discussion with MOET						
5	27-Mar	Thu	Discussion with MOE Signing on Memorandum by both sides		Fixed Point Observation of School Construction Sites Preparation of Constract for Trial Digging		Preparation of Contract with Local Contructor for Geophysical Survey		
6	28-Mar	Fri	Site Visit Survey of the near Schools of the Target School		Site Survey Fixed Point Observation of School Construction Sites Preparation of Contract with Local Contructor for Trial Digging		Site Visit （7 Sites）		
7	29-Mar	Sat	Survey of the near Schools of the Target School		Site Survey Preparation of Contract with Local Contructor for Trial Digging		Site Visit (7 Sites)		
8	30-Mar	Sun	Internal Meeting & Data Analysis				Site Visit (6 Sites)		
9 | 12	31-May | 3-Apr	Mon | Thu	Survey of the near Schools of the Target School		Site Survey Fixed Point Observation of School Construction Sites		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)		
13	4-Apr	Fri	Building and Construction Survey		Building and Construction Survey		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)		
14	5-Apr	Sat	Survey of the near Schools of the Target School		Site Survey		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)		
15	6-Apr	Sun	Internal Meeting & Data Analysis						
16	7-Apr	Mon	Survey of the near Schools of the Target School		Site Survey		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)	Narita（18:55)→ Hong Kong（22:30） JL739 Hong Kong(23:40)→	
17	8-Apr	Tue	Survey of the near Schools of the Target School		Site Survey		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)	→Johannesburg （06:55）CX749、 Johannesburg （09:35）→Maseru （10:45）SA8052	
18 | 19	9-Apr | 10-Apr	Wed | Thu	Survey of the near Schools of the Target School		Site Survey		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)	Water Supply and Sanitary Condition Survey	
20	11-Apr	Fri	Survey of the near Schools of the Target School		Site Survey Fixed Point Observation of School Construction Sites		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)	Water Supply and Sanitary Condition Survey	
21	12-Apr	Sat	Survey of the near Schools of the Target School		Building, Construction and Procurement Survey		Site Visit Preparation of Constraction with Local Contructor(Under Ground Water)	Water Supply and Sanitary Condition Survey	
22	13-Apr	Sun	Internal Meeting & Data Analysis						
23	14-Apr	Mon	Survey of the near Schools of the Target School		Site Survey Building, Construction and Procurement Survey		Geophysical Survey	Water Supply and Sanitary Condition Survey	
24	15-Apr	Tue	Survey of the near Schools of the Target School Consulting with WB		Site Survey Building, Construction and Procurement Survey		Geophysical Survey	Water Supply and Sanitary Condition Survey	
25	16-Apr	Wed	Survey of the near Schools of the Target School		Site Survey Building, Construction and Procurement Survey		Geophysical Survey	Water Supply and Sanitary Condition Survey	
26	17-Apr	Thu	Bureau of Statistics, LSPP		Site Survey Building, Construction and Procurement Survey		Geophysical Survey	Water Supply and Sanitary Condition Survey	
27	18-Apr	Fri	Survey for Building and Construction		Site Survey		Geophysical Survey	Water Supply and Sanitary Condition Survey	

No	Date		Team Leader /Chief Consultant /Architect Mr. Kazuhiro MIYATAKE	Educational Planner Ms. Yoko TAKIMOTO	Architect / Construction Management Planner Mr. Naotaka KUNITA	Coordinator / Architect Ms. Tamiko ARAMATA	Ground Water Development Engineer Mr. Toru YORITATE	Water Supply Planner / Sanitary Coordination Surveyer Mr. Hiroo HORIUCHI	Procurement Planner / Cost Estimator Mr. Mitsuo OCHI
28	19-Apr	Sat	Visit Primary Sxhools Constructed by the Japanese Grant and Other Donors (Components, Specification, Unit Prices etc.)		Visit Primary Sxhools Constructed by the Japanese Grant and Other Donors (Components, Specification, Unit Prices etc.)		Geophysical Survey	Water Supply and Sanitary Condition Survey	
29	20-Apr	Sun	Visit Primary Sxhools Constructed by the Japanese Grant and Other Donors (Components, Specification, Unit Prices etc.)		Visit Primary Sxhools Constructed by the Japanese Grant and Other Donors (Components, Specification, Unit Prices etc.)		Geophysical Survey	Data Analysis	
30	21-Apr	Mon	Data Analysis		Data Analysis		Geophysical Survey	Water Supply and Sanitary Condition Survey	
31	22-Apr	Tue	Interview and Discusstion with Other Donors		Building, Construction and Procurement Survey		Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey	
32	23-Apr	Wed	Interview and Discusstion with Other Donors Afternoon : Discussion with MOET		Building, Construction and Procurement Survey		Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey	
33	24-Apr	Thu	Maseru（08:25）→Johannesburg（09:40） SA8051 Procurement Survey （Construction Materials・Equipment）		Maseru（08:25）→Johannesburg（09:40） SA8051 Procurement Survey （Construction Materials・Equipment）		Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey	
34	25-Apr	Fri	Procurement （Construction Materials ・ Equipment） Report to EOJ and JICA (Pretoria)		Procurement （Construction Materials ・ Equipment） Report to EOJ and JICA (Pretoria)		Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey	
35	26-Apr	Sat	Procurement （Construction Materials ・ Equipment）	Maseru(11:15)→ Johannesburg(12:30) →Johannesburg (19:20)	Procurement （Construction Materials ・ Equipment）		Geophysical Survey Test Well Drilling	Water Supply and Sanitary Condition Survey	
36	27-Apr	Sun	Data Analysis	→Bangkok(11:20) SA288 Bangkok(22:15)→	Data Analysis		Geophysical Survey / Test Well Drilling	Data Analysis	
37	28-Apr	Mon	Report to EOJ and JICA (Pretoria) Johannesburg（13:40）→	Narita(06:15) JL718	Report to EOJ and JICA (Pretoria) Johannesburg（13:40）→		Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey	
38	29-Apr	Tue	→KL（06:35） MH202 KL（09:45）→ Narita（19:00）		→KL（06:35） MH202 KL（09:45）→Narita（19:00） MH070		Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey	
39	30-Apr	Wed					Geophysical Survey / Test Well Drilling	Water Supply and Sanitary Condition Survey Maseru(17:25)→ Johannesburg(18:40) SA8057	
40	1-May	Thu					Geophysical Survey / Test Well Drilling	Johannesburg(13:40) →	
41	2-May	Fri					Geophysical Survey / Test Well Drilling	→KL（06:35） MH202 KL（09:45）→ Narita（19:00）	
42	3-May	Sat					Geophysical Survey / Test Well Drilling		
43	4-May	Sun					Data Analysis		
44 | 49	5-May | 10-May	Mon | Sat					Test Well Drilling		
50	11-May	Sun					Data Analysis		
51 | 56	12-May | 17-May	Mon | Sat					Test Well Drilling		
57	18-May	Sun					Data Analysis		
58	19-May	Mon					Test Well Drilling		
59	20-May	Tue					Test Well Drilling	Narita (12:25) --> Kuala Lumpur (18:35) JL723	
60	21-May	Wed					Test Well Drilling	Kuala Lumpur (01:05) --> Johannesburg (05:40) MH201 Johannesburg (09:35) --> Maseru (10:45) SA8052 Courtesy Call to MOE and Related Authorities	
61	22-May	Thu					Test Well Drilling	Water Supply Survey / Procurement Survey	Construction / Procurement / Cost Estimate Survey（Maseru）

No	Date		Team Leader /Chief Consultant /Architect Mr. Kazuhiro MIYATAKE	Educational Planner Ms. Yoko TAKIMOTO	Architect / Construction Management Planner Mr. Naotaka KUNITA	Coordinator / Architect Ms. Tamiko ARAMATA	Ground Water Development Engineer Mr. Toru YORITATE	Water Supply Planner / Sanitary Coordination Surveyer Mr. Hiroo HORIUCHI	Procurement Planner / Cost Estimator Mr. Mitsuo OCHI
62	23-May	Fri					Maseru（08:25）→ Johannesburg（09:40） SA8051 Johannesburg（14:15）→	Water Supply Survey / Procurement Survey	Construction / Procurement / Cost Estimate Survey（Maseru）
63	24-May	Sat					→Singapore（06:35） SQ４０５ Singapore（09:45）→	Water Supply Survey / Procurement Survey	Construction / Procurement / Cost Estimate Survey（Maseru）
64	25-May	Sun						Data Analysis	
65 | 70	26-May | 31-May	Mon | Sat						Water Supply Survey / Procurement Survey	Construction / Procurement / Cost Estimate Survey（Maseru）
71	1-Jun	Sun						Data Analysis	Maseru（17:25）→ Johannesburg（18:40） SA8057
72 | 76	2-Jun | 6-Jun	Mon | Fri						Water Supply Survey / Procurement Survey	Construction / Procurement / Cost Estimate Survey (Johannesburg)
77	7-Jun	Sat						Maseru（15:35）→ Johannesburg（16:50） SA8055	Construction / Procurement / Cost Estimate Survey (Johannesburg)
78	8-Jun	Sun						Internal Meeting & Data Analysis	
79	9-Jun	Mon						Report to JICA (Pretoria) Johannesburg（13:40）→	Construction / Procurement / Cost Estimate Survey (Johannesburg)
80	10-Jun	Tue						→Kuala Lumpur（05:40） MH202 Kuala Lumpur（11:00）→ Narita（19:00） MH070	Construction / Procurement / Cost Estimate Survey (Johannesburg)
81	11-Jun	Wed							Construction / Procurement / Cost Estimate Survey (Johannesburg)
82	12-Jun	Thu							Johannesburg（13:40）→
83	13-Jun	Sat							→Kuala Lumpur（05:40） MH202 Kuala Lumpur（11:00）→ Narita（19:00） MH070

Schedule for Draft Final Report Explanation Mission (29 July - 9 August, 2003)

No	Date		Team Leader /Chief Consultant /Architect	Architect / Construction Management Planner	Procurement Planner / Cost Estimator	Coordinator / Architect
			Mr. Kazuhiro MIYATAKE	Mr. Naotaka KUNITA	Mr. Mitsuo OCHI	Ms. Tamiko ARAMATA
1	29-Jul	Tue	Narita （11:05) → Bangkok （15:30） JL717 Bangkok (23:15) →			
2	30-Jul	Wed	Morning	→ Johannesburg （05:15） SA289 Johannesuburg （09:35）→Maseru （10:45） SA8052		
			Afternoon	Explanation and Discussion of Draft Report (Joint Meeting with Concerned Ministries) - Ministry of Education(MOET), - Ministry of Development Planning(MOFDP), - Ministry of Natural Resources(MONR)		
3	31-Jul	Thu	Discussion of Draft Report Consultation of Minutes of Discussion with MOE (and MONR)			
4	1-Aug	Fri	Detailed Discussion with MOET and MONR (Lesotho Side Responsibilities of Each Site) Consultation of Minutes of Discussion with MOET			
5	2-Aug	Sat	Sites Visit, Internal Meeting			
6	3-Aug	Sun	Data Analysis, Internal Meeting			
7	4-Aug	Mon	Detailed Discussion with MOET and MONR (Components, Lesotho Side Responsibilities of Each Site)			
8	5-Aug	Tue	Additional Survey of Site Surrounding Existing Schools Disccusion with MOET about Content of Components	Detailed Discussion with MOE and MONR about Lesotho Side Responsibilities of Each Site and Water Supply Planing		Same as Chief Consultant
9	6-Aug	Wed	Consultation of Minutes of Discussion and Technical Memorandom with MOET (and MONR)			
10	7-Aug	Thu	Signing on Minutes of Discussion and Technical Memorandom by Both Sides (MOET, MOFDP, MONR)			
			Maseru （17:25）→Johannesburg （18:40) SA8057 Move to Pretoria (by Car)			
11	8-Aug	Fri	Report to Embassy of Japan and JICA South Africa Office (in Pretoria)			
			Johannesburg (17:10) →			
12	9-Aug	Sat	→ Hongkong (12:25) SA286 Hongkong （14:35) → Narita (19:40) JL732			

Basic Design Study (22 Feb.－8 Mar. , 2003 / 23 Mar.－13 Jun. , 2003)

1. Embassy of Japan

Mr. Keiichi Matsui	：First Secretary
Mr. Takuya nemoto	：Second Secretary

2. JICA South Africa Office

Mr.Hiroshi Murakami	：Resident Representative
Mr.Koji Jitsukawa	：Assistant Resident Representative
Ms.Kazumi Larhed	：Project Formulation Advisor

3. MOET (Ministry of Education and Trainning)

Mr. Chabana Moshapane	：Principal Secretary
Ms. Nisebe Kokome	：Deputy Principal Secretary
Mr. Taole John Masoabi	：Director of Planning
Dr. Kinandu Muragu	：Projects Coordinator, Project Support & Coordination Unit
Ms. Puseletso Ntiisa-Letuka	：Financial Controller, Project Support & Coordination Unit
Ms. Mpho Morojele	：Research Officer, Planning Unit
Ms. Machaizer Mokose	：Research Officer, Planning Unit
Ms. Mabu Malephane	：Assistant Economic Planner
Mr. Satchy A. Sivam	：Contracts Advisor, Education Facilities Unit
Mr. Motlatsi Ramakatane	：Contracts Manager, Education Facilities Unit
Mr. E. Koma	：Special Services Manager, Education Facilities Unit
Mr. Mokete Mokete	：Facilities Design Manager, Education Facilities Unit
Mr. Hape Moeketsi	：Educational Officer, Education Facilities Unit
Mr. Ramoabi Nthako	：Principal Procurement Officer, Education Facilities Unit
Mr. Khemi Nthinya	：Survey Technician, Education Facilities Unit
Ms. Agnes Mothibeli	：Chief Economic Planner
Ms. Motseng Maema	：EMIS
Mr. O.M. Makara	：Chief Education Officer Tertiary
Mrs. Mapokane Nchee	：Chief Inspectorate Officer
Mrs. Tsehlana	：Primary Inspector
Mr. Tsepo Lekula Matlejane	：Director, Teaching Service Department
Ms. Molapo	：Director, National Curriculum Development Centre
Mrs. Hoohlo	：Senior Education Officer, Maseru District Office
Ms. Neo Lekhera	：Manager, School Supply Unit (SSU)

Mr. Tsietsi A. Nkholise : Manager, School Self Reliance and Feeding Unit (SSRFU)

4. MOFDP (Ministry of Finance and Development Planning)

Mr. Moliehi Matabane : Deputy Principal Secretary
Mr. Molise Koto : Assistance Economic Planner (Japan Desk)
Mr. H.H. Ian Rossiter : Advisor, Development Cooperation (from EU)

5. MONR (Ministry of Natural Resources)

Mr. Bataung Leleka : Principal Secretary
Mr. Tau Khomoatsana : Deputy Principal Secretary
Mr. Mojakisane : Director, Department of Water Affairs
Mr. Motlatsi Lesupi : Principal Hydrogeolist, Department of Water Affairs
Mr. Thabiso Mohobane : Department of Water Affairs
Ms. Palesa Mokorosi : Department of Water Affairs
Ms. Matsolo Lelaha : Department of Water Affairs
Mr. B.S. Goolam : Manager of Contract Administration, Water and Sewarage Authority
Mr. S. Panyane : Water and Sewarage Authority
Mrs. Masosanna Moerane : Water Treatment Plant, Water and Sewerage Authority
Mr. Mathealira Lerothol : Water Supply Engineer, Water and Sewarage Authority (WASA)
Mr. Letsatsi : Water and Sewarage Authority (WASA)
Mrs. Makhaba : Chemist, Water and Sewarage Authority (WASA)
Mr. Letlama Ben Jobo : Manager Sewerage, Water and Sewarage Authority (WASA)
Mr. Mohale Khabo : Chief Engineer, Department of Rural Water Supply (DRWS)
Mr. Lekhoaba : Department of Rural Water Supply (DRWS), Maseru Office
Mr. N. Makhata : Department of Rural Water Supply (DRWS), Berea Office

6. Bureau of Statistics

Ms. Hloaele : Analyst Programmer

7. LSPP (Land Surveys and Physical Planning)

Mr. L. Nooember
Ms. Mabuti Buti : Commissioner of Lands
Ms. Makhetha : Chief Physical Planner

8. LHC (Lesotho Housing and Land Development Corporation)

Mr. Molifi Tlali	：Production Development and Construction Manager
Mrs. Todollo Matlatsa	：Marketing Manager
Mr. Mahlomola Rantai	：Senior Technical Officer

9. Lesotho College of Education

Prof. J.C.S. Musaazi	：Rector
Mrs. Mantsubise Mokhethi	：Assistant Director In-Service
Prof. Richard V. Jones	：Technical Advisor（sent from the World Bank）

10. USIT (Urban Sanitation Improved Team)

Mrs. Nts'aba

11. UNICEF

Ms. Nadi Albino	：Project Officer, Education, UNICEF

12. UN World Food Programme (WFP)

Ms. Magdalena Moshi	：Program Officer, Emergency Coordinator

13. World Bank

Mr. Fayez Omar	：Country Director for South Africa, Botswana, Lesotho, Namibia and Swaziland
Ms. Lolette Kritzinger-van Niekerk,	：Senior Economist

14. Ireland Aid

Ms. Carol Hannon	：Development Cooperation
Ms. Keratile Thabana	：Program Advisor-Education

15. DFID

Ms. Diana Webster	：Head of Field Management Office & Deputy Program Manager

Explanation Team for Draft Report of Basic Design Study (July 29-August 9,2003)

1. Embassy of Japan

Mr. Keiichi Matsui	: First Secretary

2. JICA South Africa Office

Mr. Koji Jitsukawa	: Assistant Resident Representative

3. MOET (Ministry of Education and Training)

Mr. Chabana Moshapane	: Principal Secretary
Mr. Taole John Masoabi	: Director of Planning
Dr. Kinandu Muragu	: Projects Coordinator, Project Support & Coordination Unit
Ms. Mpho Morojele	: Research Officer, Planning Unit
Ms. Makaizer Mokose	: Research Officer, Planning Unit
Mr. Satchy A. Sivam	: Contracts Advisor, Education Facilities Unit
Mr. Motlatsi Ramakatane	: Contracts Manager, Education Facilities Unit
Mr. Mokete Mokete	: Facilities Design Manager, Education Facilities Unit
Mr. Hape Moeketsi	: Education Officer, Education Facilities Unit
Mr. Mtimisulu Mohlahatsa	: Construction Super visor, Education Facilities Unit

4. MOFDP (Ministry of Finance and Development Planning)

Ms. Moliehi Matabane	: Deputy Principal Secretary
Mr. Khosi Letsie	: Director, Department of Economic Cooperation
Mr. Kekeletso Makana	: Assistant Economic Planner

5. MONR (Ministry of Natural Resources)

Mr. E. Lesoma	: Commissioner of Water
Mr. T. Sepamo	: Water Policy, Planning and Strategy Unit / Office
Ms. L. Sekoboto	: Water Policy, Planning and Strategy Unit / Office
Mrs. H. Lefothane	: Water Policy, Planning and Strategy Unit / Office
Ms. P.Nthathakane	: Water Policy, Planning and Strategy Unit / Office
Mr. J. L. Mohosho	: Acting CEO, Water and Sewerage Authority
Mr. S. Panyane	: Project manager, Water and Sewerage Authority
Mr. Motlatsi Lesupi	: Principal Hydrogeolist, Department of Water Affairs
Mr. Cheli	:

MINUTES OF DISCUSSIONS ON THE BASIC DESIGN STUDY ON THE PROJECT FOR CONSTRUCTION OF PRIMARY SCHOOLS IN THE KINGDOM OF LESOTHO

In response to a request from the Government of the Kingdom of Lesotho (hereinafter referred to as "Lesotho"), the Government of Japan decided to conduct a Basic Design Study on the Project for Construction of Primary School in Lesotho (hereinafter referred to as "the Project") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent to Lesotho the Basic Design Study Team (hereinafter referred to as "the Team"), headed by Mr. MATSUSHIMA Masaaki, Director, First Project Management Division, Grant Aid Management Department, JICA. The Team is scheduled to stay in the country from 23rd February 2003 to 5th March 2003.

The Team held a series of discussions on the Project with officials of the Ministry of Education (hereinafter referred to as "MOE") 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.

Maseru, 27th February, 2003

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

Mr. T. J. Ramots'oari
Principal Secretary
Ministry of Development Planning

Witnessed by

Mr. C. Moshapane
Principal Secretary
Ministry of Education

Mr. Bataung Leleka
Principal Secretary
Ministry of Natural Resources

ATTACHMENT

1. Objective of the Project

The objective of the Project is to improve access to primary education in Lesotho through the construction of school buildings.

2. Project Sites

The sites of the Project are located in Maseru and Berea Districts of Lesotho.

3. Responsible and Implementing Organizations

3-1. The Responsible Organization is the Ministry of Development Planning.

3-2. The Implementing Organization is the Ministry of Education.

3-3. The organization chart of MOE is attached as ANNEX 1.

4. Items requested by the Government of Lesotho

Through a series of discussions, the Lesotho Side made a request to the Japanese side for the necessary facilities and equipment as attached in ANNEX 2. JICA will assess the appropriateness of the request and will recommend the findings to the Government of Japan for approval. The proposed sites will be surveyed and examined in accordance with the criteria attached in ANNEX 3.

5. Criteria for Site Selection

The Lesotho Side explained to the Japanese Side the criteria for the selection of sites for the requested primary schools. The Japanese Side also explained to the Lesotho Side the selection criteria for schools/sites covered by the Project from the technical point of view. Both sides confirmed that the criteria as attached in ANNEX 3 have been taken into consideration for the selection of the project sites.

6. Site Selection

The Lesotho side explained to the Japanese side that there would be possibility that a few sites from the requested list as attached in ANNEX 2 may be changed. The Japanese side asked the Lesotho side to submit any site changes to the Japanese side by the middle of March 2003.

7. Japan's Grant Aid Scheme

7-1. The Lesotho side understands the Japan's Grant Aid Scheme explained by the Team, and as described in ANNEX 4.

7-2. The Lesotho side will take the necessary measures, as described in ANNEX 5, for the smooth implementation of the Project, on condition that the Japan's Grant Aid is extended to the Project.

7-3. The Lesotho side will provide counterpart financing to meet the obligation as described in ANNEX 5. A Special Account will be opened for this purpose.

8. Schedule of the Study

8-1. The Team will stay in Lesotho until 5th March 2003 to conduct further field studies. After analyzing the results of the first site survey, the Team will be dispatched to the Kingdom of Lesotho to conduct the second site survey from the last week of March up to June 2003.

8-2. JICA will prepare the draft report and dispatch the mission in order to explain its contents around July 2003.

8-3. In case that the contents of the draft report is accepted by the Lesotho side, JICA will complete the final report and send it to the Lesotho side by September 2003.

9. Other Relevant Issues

9-1. Project Title

Both sides agreed that the Project title should be "THE PROJECT FOR CONSTRUCTION OF PRIMARY SCHOOLS IN THE KINGDOM OF LESOTHO".

9-2. Land Ownership document

The Lesotho side agreed to provide the Team with necessary information to confirm and certify the land ownership for the construction sites before the commencement of the second site survey in the middle of March 2003.

9-3. Allocation of teachers and management staff

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

9-4. Operation and maintenance

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

9-5. Water Supply Facilities

The Lesotho side requested to the Japanese side to facilitate water supply system in each proposed site. The Japanese side explained that the necessity of water supply facilities has to be determined by the results of the study and evaluation results of previous project (the Water supply and sanitation improvement project for primary schools funded by the government of Japan). The Team would examine the plan of water supply system and water resources in each proposed site applying the principles of cost effectiveness, efficiency and sustainability of maintenance works.

9-6. Project Components

Both side agreed that project components including quantities of each requested item will be finalized on the basis of the results of the study.

9-7. Design Criteria of the facilities and equipment

Both side agreed that the school buildings in the implementation stage (on condition that the Project is approved by the Japan's Cabinet) would follow the standards defined by the Education Facilities Unit (EFU) of the MOE. The modification of the above mentioned standards, however, may be possible as the result of the study when the both sides confirm the necessity and/or appropriateness of such modification through discussion.

9-8. Technical Support

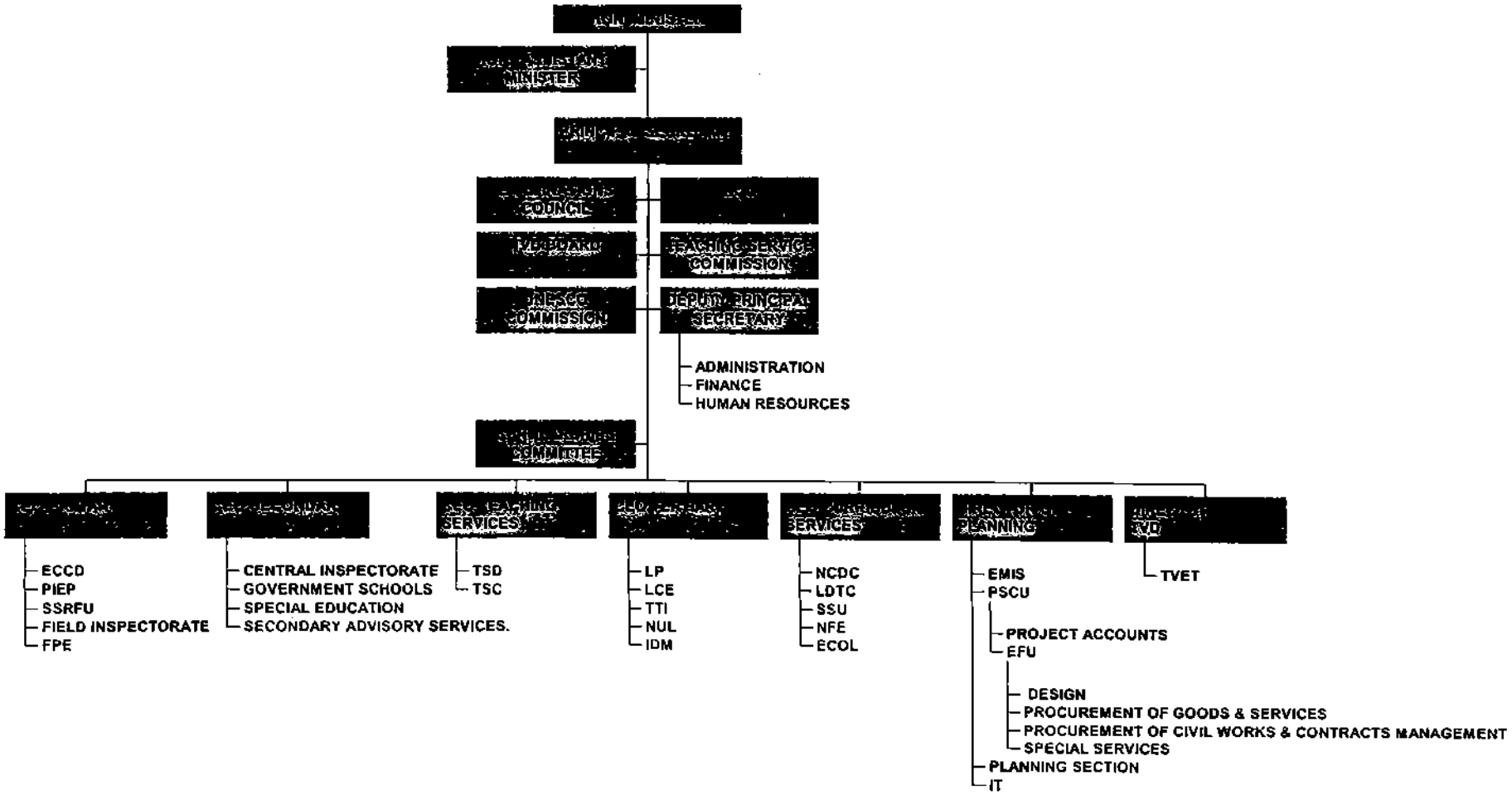
The Japanese side introduced the scheme of the soft component to the Lesotho side, and both sides agreed that this scheme would be considered from the point of view of the implementation, operation and maintenance, if necessary.

9-9. Coordination among the related ministries and organizations

The Japanese side requested the Lesotho side to facilitate coordination among the related ministries and organizations for the smooth implementation of the Project. This is on condition that the Project is approved by the Japan's Cabinet and the Lesotho side agrees to it.

ANNEX 1: MINISTRY OF EDUCATION

ORGANIZATIONAL STRUCTURE



KEY:

	ANNEX 1-A: ABBREVIATIONS AND ACRONYMS
CEO	Chief Education Officer
ECCD	Early Childhood Care and Development
ECOL	Examination Council of Lesotho
EFU	Education Facilities Unit
EMIS	Education Management Information System
FPE	Free Primary Education
IDM	Institute of Development Management
IT	Information Technology
LCE	Lesotho College of Education (Formerly NTTC)
LDTC	Lesotho Distance Teaching Centre
LP	Lerotholi Polytechnic
NCC	National Curriculum Committee
NCDC	National Curriculum Development Center
NFE	Non-formal Education
NUL	National University of Lesotho
PIEP	Primary In-service Education Programme
PSCU	Project Support and Coordination Unit
PU	Planning Unit
SSRFU	School Self Reliance and Feeding Unit
SSU	School Supply Unit
TSC	Teaching Service Commission
TSD	Teaching Service Department
TVD	Technical and Vocational Department
TVET	Technical and Vocational Education Training

ANNEX2-1: Schools and Items requested by the Lesotho side

NO	SCHOOL	DISTRICT	DISTANCE FROM BASE (EPU)	OWNERSHIP	SITE ACQUISITION	SITE SURVEYED	SITE PLAN	Classrooms	Administration Block	Kitchen /Stores	Pupils Latrines	Staff Latrines	Water Supply	Electrical Installation	Fencing	Site Development	Basic Sports Equipment	Pupils Tables and Benches	Pupils Desks	Teachers Tables	Teachers Chairs	Head Teachers Table	Head Teachers Chair	Administration Table	Administration Chair	Standard Chairs	Filling Cabinets	Primary Science Kits	Garden Tools and Equipment	REMARKS
1	Mahlabatseng Primary School	Maseru	14km	Government	Yes	Yes	Yes	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Ready for tender subject to approval of bidding documents by the Donor.
2	Lihaseng Primary School	Maseru	18km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Awaiting approval of "Form C" and site survey.
3	Masite Nek Primary School	Maseru	40km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Awaiting approval of "Form C" and site survey.
4	Masowe Primary School	Maseru	5km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	Negotiations between MOE & LHC in acquiring the lease for the site in progress.
5	Senyotong Primary School	Berea	20km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Awaiting approval of "Form C" and site survey.
6	Sankou Primary School	Maseru	40km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Awaiting approval of "Form C" and site survey.
7	Khubela Primary School	Maseru	7km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	Negotiations between MOE & LSPP in acquiring the lease for the site in progress.
8	Thusane Primary School	Maseru	6km	Government	Yes	No	No	24	1	2	30	6	1	1	1	1	1	240	400	24	24	1	1	26	26	12	4	1	1	Negotiations between MOE & LSPP in acquiring the lease for the site in progress.
9	Likatsi Primary School	Maseru	10km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Site acquisition is in process.
10	Masequbela Primary School	Berea	15km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Acquisition of "Form C" in process
11	Lepele Primary School	Maseru	8km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	Negotiations between MOE & LSPP in acquiring the lease for the site in progress.
12	Khubetsoana Primary School	Berea	6km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	Site acquisition in process
13	Hlanjabane Primary School	Berea	40km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	Negotiations between MOE & LHC in acquiring the lease for the site in progress.
14	Ha Mpiti Primary School	Maseru	18km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Site acquisition in process
15	Khakhasanteng Primary School	Maseru	16km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Site acquisition in process
16	Semphelenyane Primary School	Maseru	11km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Site acquisition in process
17	Abia Primary School	Maseru	15km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	Site acquisition in process
18	Tsolo Primary School	Maseru	8km	Government	Yes	No	No	8	1	1	10	2	1	1	1	1	1	90	125	8	8	1	1	8	12	4	2	1	1	Site acquisition in process
19	Kaletsong Primary School	Maseru	4km	Government	Yes	No	No	16	1	2	20	4	1	1	1	1	1	180	250	16	16	1	1	18	18	8	4	1	1	To negotiate with private owner
20	Lancers Gap Primary School	Maseru	28km	Government	Yes	No	No	7	1	1	10	2	1	1	1	1	1	60	125	7	7	1	1	8	12	4	2	1	1	Negotiation with Dutch Reform in progress
	TOTAL							221	20	28	290	58	20	20	20	20	20	2250	3650	221	221	20	20	248	296	116	56	20	20	

E S T A T E
TEYATEYANENG
LADYBRAND
MANYATSENG
MASERU
Mazenod
Roma
'Mantšebo
Rothe
Masite Nek
Morija
Matsieng
Ramabanta
Sefikeng
Koali
Lekokoaneng
Mohlakeng
Mokhotlong
Mokhethoaneng
Mohlomi
Mohlomi Dam
Mohale Dam
Qeleng
Qalabeng
Seqonoko
Sekokong
Thaba-Tsoeu
Thaba-Tseka
Thaba-Chitja
Thaba-Tlelle
Thaba-Ntšonyana
Thaba-ea-Likome
Thabana-li-Mele
Thabana-Tsoana
Thabana-Tsoana
Thabana-Tsoana

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

1) Priority of the Government of the Kingdom of Lesotho
2) Number of enrollment of students around the site
3) Projections of school age population around the site
4) Duplication of projects by other donors in the site
5) Preparation of number of teachers to be assigned in the site
6) Ownership of the site
7) Geographical and topographical conditions/Availability of enough space for construction of school facilities
8) Availability of water supply resources
9) Availability of electrical supply resources
10) Accessibility to the requested site
11) Availability of operation/maintenance/Management system
12) Security of the site during the implementation period
13) Availability of water and electricity for construction use

NOTE) The order of criteria specified above does not necessarily mean the priority among them.

Annex-4 The Japan's Grant Aid Scheme

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

(1) Grant Aid Procedure

1) Japan's Grant Aid Program is executed through the following procedures.

Application (Request made by a recipient country)
Study (Basic Design Study conducted by JICA)
Appraisal & Approval
(Appraisal by the Government of Japan and Approval by Cabinet)
Determination of Implementation
(The Notes exchanged between the Governments of Japan and the recipient country)

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

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

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

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

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

(2) Basic Design Study

1) Contents of the Study

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

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

The contents of the original request are not necessarily approved in their initial

form as the contents of the Grant Aid project. The Basic Design of the Project is confirmed considering the guidelines of Japan's Grant Aid Scheme.

The Government of Japan requests the Government of the recipient country to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even 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;
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 - 5 Necessary measures undertakings by each government

No	Items	To be covered by Grant Aid	To be covered by Recipient side
1	To secure land		•
2	To clear, level and reclaim the site when needed		•
3	To construct gates and fences in and around the site		•
4	To construct the parking lot	•	
5	To construct roads		
	1) Within the site	•	
	2) Outside the site		•
6	To construct the building	•	
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	•	
	3) Drainage		
	a. The city drainage main (for storm, sewer and others) to the site		•
	b. The drainage system (for toilet sewer, ordinary waste, storm drainage and others) within the site	•	
	4) Gas Supply		
	a. The city gas main to the site		•
	b. The gas supply system within the site	•	
	5) Telephone System		
	a. The telephone trunk line to the main distribution frame / panel (MDF) of the building		•
	b. The MDF and the extension after the frame / panel	•	
	6) Furniture and Equipment		
	a. General furniture		•
	b. Project equipment	•	
8	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		•
	2) Payment commission		•
9	To ensure prompt unloading and customs clearance at the port of disembarkation in recipient country		
	1) Marine(Air) transportation of the products from Japan to the recipient country	•	
	2) Tax exemption and customs clearance of the products at the port of disembarkation		•
	3) Internal transportation from the port of disembarkation to the project site	•	
10	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contact such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		•
11	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contracts		•
12	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant		•
13	To bear all the expenses, other than those to be borne by the Grant, necessary for construction of the facilities as well as for transportation and installation of the equipment		•

Meeting of the Discussion on: Basic Design Study on the Construction of Primary Schools in the Kingdom of Lesotho by the Government of Japan

Agenda

- Opening Remarks by DPS Planning
- Presentation of the findings by JICA Mission
- Discussion on the presentation
- Remarks by MNR/MOE
- Signing of the Minutes
- Closure

Minutes of Discussions

on the Basic Design Study

on the Project for Construction of Primary Schools

In the Kingdom of Lesotho

(Explanation of Draft Final Report)

Between February and June 2003, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Basic Design Study Team on the Project for Construction of Primary Schools, (hereinafter referred to as "the Project") to the Kingdom of Lesotho (hereinafter referred to as "Lesotho"). Through the field surveys and the discussions in Lesotho, and the technical examination of the results in Japan, JICA has prepared a draft final report of the study.

In order to explain and to consult with the Lesotho side on the components of the draft final report, JICA sent to Lesotho the Draft Final Report Explanation Team (hereinafter referred to as "the Team") headed by Mr. Kazuhiro MIYATAKE of Pacific Consultants International from 30th July to 7th August 2003.

In the course of discussions, both parties confirmed the main issues described in the attached sheets.

Maseru, Lesotho 7th August 2003

Mr. Kazuhiro MIYATAKE
Team Leader
Draft Final Report Explanation Team
Japan International Cooperation Agency

Mrs. Mamots'eare C. MPHUTLANE
Principal Secretary
Ministry of Finance and Development Planning

Witnessed by

Mr. Chabana MOSHAPANE
Principal Secretary
Ministry of Education and Training

Mr. Bataung BELEKA
Principal Secretary
Ministry of Natural Resources

ATTACHMENT

1. Draft Final Report

The Government of Lesotho agreed and accepted in principle the draft final report and technical drawings explained by the Team.

2. Responsible and Implementing Organizations

2-1. The responsible organization is the Ministry of Finance and Development Planning, reorganized from the Ministry of Finance and the Ministry of Development Planning.

2-2. The implementing organization is the Ministry of Education and Training (hereinafter referred to as "MOET"), reorganized from the Ministry of Education.

2-3. The organization chart of MOET is the same as described in ANNEX-1 of the Minutes of Discussions (hereinafter referred to as "M/D") signed by both parties on 27th February 2003.

3. Japan's Grant Aid Scheme

The Lesotho side understood the Japan's Grant Aid Scheme and the necessary measures to be taken by the Government of Lesotho as explained by the Team and described in Annex-4 and Annex-5 of the M/D signed by both parties on 27th February 2003.

4. Other relevant issues

4-1. Components Covered by the Project

Both parties agreed on the major components to be covered by the Project as described in ANNEX-1 attached.

4-2. Major Site Works to be Undertaken by the Lesotho Side

(1) The Lesotho side agreed to connect city water supply lines to the facilities covered by the Project, according to ANNEX-2 attached.

(2) The Lesotho side assured to do other site works as described in ANNEX-2 attached.

4-3. Proper Use and Maintenance of School Facilities

The Lesotho side assured that the necessary budget and personnel would be allocated for proper use and maintenance of the facilities covered by the Project, which would be indispensable

for the full utilization of the facilities to be constructed and their lifelong use.

4-4. Involvement of School Governing Bodies

Both parties agreed that the active involvement of the parents and teachers is necessary for the proper management, operation and maintenance of the facilities. The Lesotho side assured to take necessary measures to enhance active participation of the parents and teachers in continuous school management.

4-5. Final Basic Design of Facilities

Both parties agreed that the details of basic design of facilities covered by the Project would be finally decided by the Japanese side after the Team returns to Japan

4-6. Confidentiality of the Draft Final Report

Both parties agreed that the draft final report would be confidential and not be disclosed to any third party.

4-7. Collaboration and Cooperation of the Project Stakeholders

Lesotho side assured that routine maintenance of school facilities would be undertaken by the schools themselves and that all responsibilities for the maintenance work would be taken by the MOET in case the work would be beyond the capacity of the schools. In addition, the water supply maintenance work to be conducted by the MOET would be in collaboration with technical assistance of the Ministry of Natural Resources in case the work would be beyond the capacity of the schools as described in ANNEX-3 attached. Any Major work would be undertaken in consultation with the Ministry of Finance and Development Planning.

4-8. Kitchen Buildings Component

With regard to the proposed component for the kitchen, the Lesotho side submitted to the Team documents which indicated the decision by the Government of Lesotho to confirm its policy and allocation of budget for the management, operation and maintenance of the school based kitchen. In response to this, the Team informed the Lesotho side that the proposal for inclusion of the kitchen building component would be further considered and decided upon by the Japanese side after the Team returns to Japan.

4-9. School Toilets Component

The Lesotho side requested for modification of the design of toilets into a teacher-student separate type. Both parties agreed that further consideration of this matter would be taken in Japan and the final decision would be made by the Japanese side after the Team returns to Japan.

4-10. Water Supply Component

The Lesotho side proposed that the Japanese side explored possibilities of alternative options to replace the bucket water supply systems at four sites; No.3 Ha Tlhakanelo, No.5

Senyotong, No.14 Ha Mpiti, No.19 Lenono. Both parties agreed that further consideration of this matter would be taken in Japan and the final decision would be made by the Japanese side after the Team returns to Japan.

Components Covered by the Project

Facilities List

Ref. No.	School	Classroom building				Pit Latrine					Water Supply Facilities			
		Class-room	Staff Room	Head master's Room	Store	Male Students' Booth	Female Student's Booth	Urinal (for 5 Students)	Male Staff	Female Staff	Water Resource	Reservoir Tank		
												Type -A	Type -B	Type -C
1	Mahlabatheng	13	1	1	1	4	12	2	1	1	Well	1	-	-
2	Lihaseng	15	1	1	1	4	12	2	1	1	Well	-	-	1
3	Ha Tlhakanelo	7	1	1	1	2	6	1	1	1	Well	-	1	-
5	Senyotong	10	1	1	1	2	6	1	1	1	Well	-	1	-
6	Maseru East	15	1	1	1	4	12	2	1	1	WASA	-	-	-
8	Thetsane	10	1	1	1	2	6	1	1	1	WASA	-	-	-
10	Maseqobela	12	1	1	1	4	12	2	1	1	Well	1	-	-
11	Leqele	19	1	1	1	6	18	3	1	1	WASA	-	-	-
12	Mabote	24	1	1	1	6	18	3	1	1	WASA	-	-	-
13	Ha Ntjabane	11	1	1	1	2	6	1	1	1	WASA	-	-	-
14	Ha Mpiti	7	1	1	1	2	6	1	1	1	Well	-	1	-
15	Ramaqhanyane	13	1	1	1	4	12	2	1	1	Well	1	-	-
16	Semphetenyane	21	1	1	1	6	18	3	1	1	WASA	-	-	-
17	Abia	15	1	1	1	4	12	2	1	1	WASA	-	-	-
18	Tsolo	11	1	1	1	2	6	1	1	1	WASA	-	-	-
19	Lenono	7	1	1	1	2	6	1	1	1	Well	-	1	-
20	Lancers Gap	19	1	1	1	6	18	3	1	1	Well	-	-	1
Total		229	17	17	17	62	186	31	17	17		3	4	2

Notes 1: Ref. No. of each school is according to "Target School List" attached with the Memorandum signed by both parties on 31st March 2003. However, the number of schools to be designed became 17, as the result of study and analysis of the 20 schools by the Japanese side

2: Type of Reservoir Tank : Type-A: $2m^3$ (Gravity System)
Type-B: $2m^3$ (Flat land)
Type-C: $3.7m^3$ (Flat land)

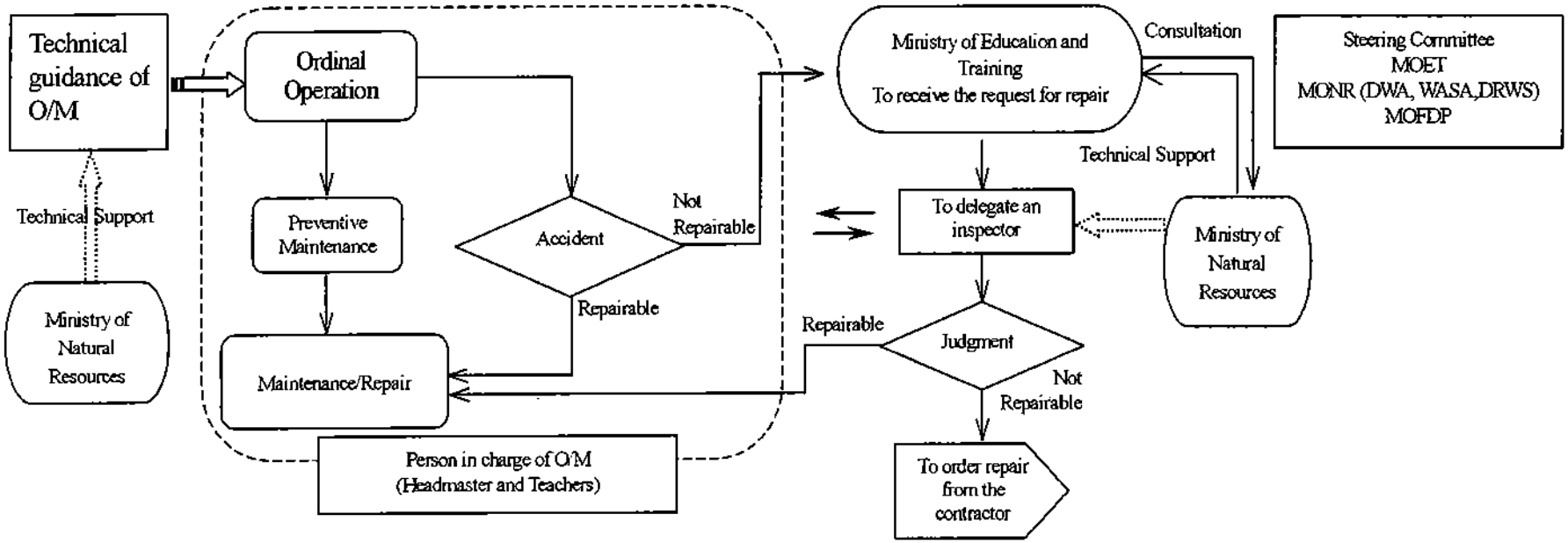
Furniture List

Room (Total)	Equipment	Quantity / Room	Total	Size(mm) (W×D×H)	Specification
Classroom (229)	Students Tables & Benches (2students.)	25sets	1,875 Sets	Table:730×600×570 Bench:350mmH	Steel Tube+MDF (Surfaces Coated by Clear Lacquer)
	Students Tables & Benches (2students)	25sets	3,850 Sets	1,200×800×720 (Table Chair One Apparatus)	Steel Tube+MDF (Surfaces Coated by Clear Lacquer)
	Teachers Tables & Chairs	1set	229 Sets	Table:1,200×600×720 Bench:500mm (H)	Table: Steel Tube+MDF Chair: Steel Tube+Plastic Laminate (Seat & Back Panel with Armrest)
Staff Room (17)	Meeting Tables	14-16No.	252 No.	1,800×450×700	Hard Board+Steel Tube
	Staff Chairs	22-36No.	521 No.	Seat:500mm (H)	Steel Tube+Plastic Laminate (Seat & Back Panel with Armrest)
	Shelves	3-5No.	79 No.	900×400×900	Wooden/MDF
Head Master's Room (17)	Head Masters Tables & Chairs	1set	17 Sets	1,200×600×720	Table : Steel Tube+MDF Chair : Steel Tube+Chipboard, Fabric (Seat & Back Panel with Armrest)
	Standard Chairs	2No.	34 No.	Seat: 430mm (H)	Steel Tube+Plastic Laminate (Seat & back Panel)
	Filing Cabinets	2No.	34 No.	470×625×1,320	Metal with Lock

Major Site Works Covered by the Lesotho Side

No.	Works covered by the Lesotho side		
	Description	School (Site)	Notes
1	Remove obstacles (rocks, trees, etc.) from the sites and prepare the land before the start of the construction works.	All 17 school sites	--
2	Build and / or repair access roads for the construction works, if necessary.	No. 11 Leqele	To build new access road
		No.6 Maseru East	Not necessary
		The rest of the school sites	To be repaired
3	Remove or demolish the following facilities before the start of the construction works.	No.6 Maseru East	Two Pit Latrine buildings
		No. 16 Semphetenyane	A Pit Latrine building, a building foundation, and a pond
		No. 20 Lancers Gap	A Pit Latrine building
4	Landscape, plant, build gardens, fences, and build other incidental outside facilities, if necessary.	All 17 school sites	--
5	Install water pipes to supply city water to the following 8 sites.	No. 6 Maseru East	--
		No. 8 Thetsane	--
		No. 11 Leqele	--
		No. 12 Mabote	--
		No. 13 Ha Ntjabane	--
		No. 16 Semphetenyane	--
		No. 17 Abia	--
		No. 18 Tsolo	--

Flow Chart of Operation and Maintenance System for Water Supply



Notes: The Steering Committee yet to be organized.

Abbreviations

MOET:	The Ministry of Education and Training	DWA:	Department of Water Affairs
MONR:	The Ministry of Natural Resources	WASA:	Water and Sewerage Authority
MOFDP:	The Ministry of Finance and Development Plannning	DRWS:	Department of Rural Water Supply

MEMORANDUM

THE PROJECT FOR CONSTRSTION OF PRIMARY SCHOOLS IN THE KINGDOM OF LESOTHO

(Basic Design Study-2)

From 22nd February 2003 to 8th March 2003, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Basic Design Study Team-1 on the Project for Construction of Primary Schools (hereinafter referred to as "the Project") in the Kingdom of Lesotho (hereinafter referred to as "Lesotho"). Lesotho side and Japan side signed the Minutes of Discussions on 27th February 2003. Through discussions, the first field survey, and analysis in Japan, JICA sent the Basic Design Study Team -2 (hereinafter referred to as "the Team") to Lesotho. The Team is scheduled to stay in the country from 25th March 2003 to 8th June 2003.

In the course of discussions and field survey, both sides confirmed the target schools for the Project on the attached sheet. These listed sites, agreed upon on 31st March 2003, shall not be changed, unless the Team asks for alternative sites to be identified by the Government of Lesotho.

Maseru, 31st March, 2003

Mr. Kazuhiro Miyatake
Chief Consultant
Basic Design Study Team
Pacific Consultants International

Mr. T. J. Ramots'oari
Principal Secretary
Ministry of Finance and Development Planning

Witnessed by

Mr. C. Moshapane
Principal Secretary
Ministry of Education

Mr. Bataung Leleka
Principal Secretary
Ministry of Natural Resourses

Attachment

Target Schools List

The Requested Schools by the Lesotho side attached on the Minutes of Discussions (27th February 2003)			The Target Schools confirmed by the both sides (31st March 2003)		
No.	School	District	No.	School	District
1	Mahlabatheng	Maseru	1	**Mahlabatheng**	**Maseru**
2	Lihaseng	Maseru	2	**Lihaseng**	**Maseru**
3	Masite NEK	Maseru	3	**Ha Tlhakanelo**	**Maseru**
4	Masowe	Maseru	4	**Sowe**	**Maseru**
5	Senyotong	Berea	5	**Senyotong**	**Berea**
6	Sankoe	Maseru	6	**Maseru East**	**Maseru**
7	Khubelu	Maseru	7	**Khubelu**	**Maseru**
8	Thetsane	Maseru	8	**Thetsane**	**Maseru**
9	Likotsi	Maseru	9	**Likotsi**	**Maseru**
10	Maseqobela	Berea	10	**Maseqobela**	**Berea**
11	Leqele	Maseru	11	**Leqele**	**Maseru**
12	Khubetsoana	Berea	12	**Mabote**	**Berea**
13	Mantjabane	Berea	13	**Ha Ntjabane**	**Berea**
14	Ha Mpiti	Maseru	14	**Ha Mpiti**	**Maseru**
15	Khokhotsaneng	Maseru	15	**Ramaqhanyane**	**Maseru**
16	Semphetenyane	Maseru	16	**Semphetenyane**	**Maseru**
17	Abia	Maseru	17	**Abia**	**Maseru**
18	Tsolo	Maseru	18	**Tsolo**	**Maseru**
19	Katlehong	Maseru	19	**Lenono**	**Maseru**
20	Lancers Gap	Maseru	20	**Lancers Gap**	**Maseru**

TCHNICAL MEMORANDUM

THE PROJECT FOR CONSTRUCTION OF PRIMARY SCHOOLS IN THE KINGDOM OF LESOTHO

(Explanation of Draft Final Report)

THIS TECHNICAL MEMORANDUM was made and signed on this 7th day of August 2003 by and between the Ministry of Education and Training of the Kingdom of Lesotho (hereinafter referred to as "MOET") and the Draft Final Report Explanation Team (hereinafter referred to as "the Team") dispatched by Japan International Cooperation Agency as to the Sub-clauses 4-9 and 4-10 of the Minutes of Discussions signed on 7th August 2003.

NOW, both parties acknowledged the followings:-

1. Lesotho side explained that bucket water carrying system for proposed 4 school sites should be avoided in consideration of any chances for contaminating the water in the course of carrying water to the tank and wash hand basin attached to the toilet building.

   The Team explained that the said tank and wash hand basin might be excluded as a result of the study for alternative design of water supply system including the relocation of the toilet buildings. The Team, however, said that water supply system to the kitchen building; in case it became a component for the Project, would still remain the same i.e. bucket water carrying system by kitchen staff.

   Lesotho side agreed that the tank and wash hand basin could be omitted/excluded, if it is necessary to avoid bucket water carrying system. MOET further explained that they would assure that the pupils wash their hands each time after they use the toilet by using the taps installed at the water reservoir tank, since sanitary education for pupils is an integral part of having water supply system.

2. Lesotho side requested that the staff toilet should be separated from pupils' toilet for the reason being explained in their letter dated 7th August 2003.

   The Team explained that the alternative design could only be considered within overall estimated cost. Consequently, the Team explained that the alternative design such as reducing the width of each toilet booth to supplement any and all foreseen additional costs.

   Lesotho side agreed that any modification of the prototype toilet building, so as not to increase the costs, as they understood that it is not allow to increase the overall estimated costs by separating the staff toilet from the pupils' toilet.

Mr. Taole John MASOABI Director of Planning Ministry of Education and Training	Mr. Kazuhiro MIYATAKE Team Leader Draft Final Report Explanation Team Japan International Cooperation Agency

EXTENT OF WORKS (DRAFT)

PORTIONS BY THE JAPANESE SIDE	PORTIONS BY THE LESOTHO SIDE	
	DESCRIPTION OF WORK ITEM	ROUGH ESTIMATED COST (MALOTI)
(1) Building Works - Classroom Buildings and Pit Latrines	(1) Site Preparation	(1) Site Preparation
a. Structure works and finishing works	a. Construction and/or repairing of access roads for the construction works	a. M24,600.00
b. Supply and installation of furniture	b. Ground preparation incl. the clearance and leveling of the land (preparation of building platform) and removing of obstacles (rocks, trees, etc.)	b. M1,147,199.74
(2) Utilities and Facilities	c. Remove or demolish the following existing facilities:- Two pit latrine buildings at Maseru East; A pit latrine and a building foundation at Semphetenyane; A pit latrine building at Lancers Gap	c. M61,002.56
a. Water Supply System	d. Remove and/or relocate any and all service lines such as telephone lines, water lines, etc., if necessary	d. -
Construction of water supply system from the valve at the water supply meter to the building and all related internal/external works for the water supply system for the following 8 school sites:- 06 Maseru East; 08 Thetsane; 11 Lequle; 12 Mabote; 13 Ha Ntjabane; 16 Semphetenyane; 17 Abia; 18 Tsolo	(2) External Works	(2) External Works
	a. Perimeter fence and main gate for all school sites	a. M971,476.60
	b. Landscaping, planting, sports ground, parking lots and other incidental external facilities within each school sites	b. -
Construction of water reservoir tank incl. installation of hand pump for the following 9 school sites:- 01 Mahlabatheng; 02 Lihaseng; 03 Ha Tlhakanelo; 05 Senyotong; 10 Maseqobela; 14 Ha Mpiti; 15 Ramaqhanyane; 19 Lenono; 20 Lancers Gap	(3) Utilities and Facilities for New Buildings	(3) Utilities and Facilities for New Buildings
	a. Water Supply System: City water connection (WASA) from the main feeder line to the water valve at the water supply meter incl. installation of water supply meter for the following 8 school sites: 06 Maseru East; 08 Thetsane; 11 Lequle; 12 Mabote; 13 Ha Ntjabane; 16 Semphetenyane; 17 Abia; 18 Tsolo	a. M46,262.86

PORTIONS BY THE JAPANESE SIDE	PORTIONS BY THE LESOTHO SIDE	
	DESCRIPTION OF WORK ITEM	ROUGH ESTIMATED COST (MALOTI)
	(4) Others	(4) Others
	a. Governmental works incl. the application for and obtaining of Governmental approvals and permissions	a. (0.5% of Construction Cost)
	b. Smooth custom clearance, tax exemptions and prompt internal transportation for the imported construction materials and equipment	b. -
	c. Commissions to the Japanese foreign exchange bank for its banking services based upon the Banking Arrangement namely the advising commission of the "Authorization to Pay" and payment commission	c. -
	(5) Tax exemptions and necessary preferential treatment for the construction staff from Japan or other countries	(5) -
	(6) Smooth entry, re-entry and departure to/from Lesotho for the Japanese technical staff	(6) -
	(7) Installation of general furniture	(7) -
	(8) Management, operation and maintenance cost for the new buildings and facilities	(8) -
	(9) All the expenses, other than to be borne by Japan's Grant Aid within the scope of the Project	(9) -

Dated on 7th August 2003

Confirmed by:

Mr. Kazuhiro MIYATAKE
Team Leader
Draft Final Report Explanation Team
Japan International Cooperation Agency

Confirmed by:

Mr. Taole John MASOABI
Director of Planning
Ministry of Education and Training