

**ポーランド共和国**  
**ポーランド・日本 省エネルギー**  
**技術センタープロジェクト**  
**実施協議調査団報告書**

平成 16 年 7 月  
(2004 年)

独立行政法人 国際協力機構  
経済開発部

経 済
JR
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## 第1章 プロジェクト実施背景と現状

ポーランド共和国（以下、ポ国）は、石油及び天然ガスの消費増加に伴い、1986年以降エネルギー輸入国に転じた。かかる状況を受け、1997年にエネルギー法の制定、同法に基づく国家エネルギー政策指針の策定を経て、エネルギー安全保障、産業競争力強化、環境保全を目標とした政策を推進している。現在これらの政策は同国において、エネルギー効率や環境に係るEU基準への適合を始めとしたEU加盟を実現するための重要政策課題のひとつと位置づけられている。

一方、ポ国は上記取り組みに並行して、我が国に開発調査「省エネルギー計画マスタープラン調査」を要請した。1997年から2年間にわたる同調査の結果、産業界では工場の省エネルギー対策が適切に推進されていないという問題点が指摘され、対処策として省エネルギー法体制の整備、及び省エネルギー技術センター（ECTC: Energy Conservation Technology Centre）の設立が提言された。

かかる背景のもと、省エネルギー技術者育成及び情報普及を担う組織としてECTCをポ国省エネルギー公社（KAPE）に設立し、産業界のエネルギー効率向上を達成するために、2001年5月ポ国政府は本件に対する協力を日本に対し要請した。これを受け、日本側はこれまでに事前調査及び第1次～5次短期調査を実施し、プロジェクト実施体制、ポ国側措置（予算等）、技術移転内容、センター設立及び運営計画についての協議をほぼ了していた。

しかしながら、2002年3月の第5次調査、R/D締結目前の最終段階で、ポ国側がR/D内容の担保のために口上書交換が必要と主張したため、R/D締結を先送りし、口上書の文言について外交ルートによる交渉が続いた。2003年7月になって基本的に日本側の文案を受け入れる形での決着が付き、8月の小泉首相ポ国公式訪問の際に再度共同声明として早期実施が促され、ポ国政府内での決裁手続を経て、2003年11月4日に口上書が締結された。これを受け、プロジェクト実施に向けてポ国側と協議を行うため、事前評価調査団が派遣された。同調査団は、プロジェクト前提条件の変化の確認、及びそれによるプロジェクト計画の変更を行った。その後、2004年3月よりプロジェクトの前提条件調査、基盤整備のため、5名の短期専門家が派遣され、現在も現地にて調査業務に従事している。

本件調査団は、事前評価調査団での合意事項に基づき、短期専門家による調査結果を反映した形で、プロジェクト計画の基礎的合意事項としてのR/D、及び詳細としてのM/Mに関し合意を得るために派遣される。今後、7月より長期専門家の現地派遣が予定されている。

## 第2章 実施協議調査団概要

### 2-1 実施協議調査団の目的

- ・これまでの調査結果、合意事項、短期専門家の調査結果をもとに合意事項についてポ国側と協議し、経済省、KAPE、調査団の3者により、R/D、M/Mの署名を行う。
- ・プロジェクト開始後に連携が必要な機関と協議を行い、今後の協力関係を確保する。

### 2-2 調査団構成

団長・総括 森本 英雄 JICA 経済開発部第二グループ長  
 協力企画 青柳 仁士 JICA 経済開発部第二グループ資源・省エネルギーチーム職員

### 2-3 調査団日程

順	月日	曜	時間	調査内容（団長）	調査内容（協力企画団員）
1	6月2日	水		-	Tokyo-Vienna 15:40 OS052 Vienna-Warsaw 18:50 OS631
2	6月3日	木	AM PM	-	JICA 事務所協議 JICA 専門家協議 KAPE 協議 在ポーランド日本大使館表敬
3	6月4日	金	AM PM	-	JICA 専門家協議 KAPE 協議
4	6月5日	土		Tokyo-Vienna 15:40 OS052 Vienna-Warsaw 18:50 OS631	R/D、M/M ドラフティング
5	6月6日	日		団内協議 短期専門家打合せ	団内協議
6	6月7日	月	AM	JICA 事務所協議 KAPE、WUT 協議 Cooperation Fund 協議	
7	6月8日	火		KAPE 協議	
8	6月9日	水		JICA 事務所、短期専門家報告、協議 経済省（M/M、R/D 署名） 在ポーランド日本大使館報告 議員連盟 Warsaw-London 18:00 BA851（団長：別件調査団へ参団） Warsaw-Milan 19:30 AZ555（協力企画団員） Milan-	
9	6月10日	木		-Tokyo 16:05 JL418	

## 2-4 主要面談者

### ポーランド側

(Congress)

Prof. Tadeusz Iwinski

Ms. Mlgorzata Rohde

(Ministry of Economy and Labor)

Mr. Zbigniew Kamienski : Deputy Director, Department of Energy Security

Mr. Wieslaw Pawliotti : Head, Department of Energy Security

Mr. Wieslaw Zbikowski : Chief Expert, Department of Energy Security, MGIP

(KAPE S.A.)

Prof. Tadeusz Skoczkowski : President

Mr. Andrzej Wojtowicz : Vice-President

Mr. Miroslaw Semczuk : Director, International Cooperation Department

Ms. Karolina Loth-Babut : Project Manage

(WUT)

Prof. Janusz Lewandowski : Director, Assistant Professor, Institute of Heat Engineering,  
Faculty of Power and Aeronational Engineering

Dr. Tomasz S. Wisniewski : Assistant Professor, Institute of Heat Engineering, Faculty  
of Power and Aeronational Engineering, WUT

(Cooperation Fund)

Mlgorzata Sidowska : Member of the Management Board

Mateusz Kujawa : Chairman of the Management Board General Director

### 日本側

(在ポーランド大使館)

小野 正昭 特命全権大使

水城 幾雄 公使

川上 一郎 一等書記官

佐藤 昭彦 二等書記官

(JICA ポーランド事務所)

榎本 宏 所長

(JICA 短期専門家)

青山 道信 ESCO 市場調査

菊川 武	省エネルギー需要調査
加藤 正明	省エネルギー診断
浅井 能弘	プラント機材調達



## 第3章 調査結果

### 3-1 主要合意事項

ポ国側と本件プロジェクトにかかる M/M、及び R/D の署名交換を行い、プロジェクトの実施を決定した（詳細は別添 R/D、M/M のとおり）。署名者は JICA 団長と KAPE 総裁、及び副総裁となった。

本件プロジェクトは 2004 年 7 月 1 日から 4 年間の期間で実施される。主要な双方措置のスケジュールは以下のとおりである。

#### (1) 日本側

##### 1) 専門家派遣

長期専門家派遣時期は以下のとおりとなった。

分 野	時 期
チーフアドバイザー	2004 年 10 月 15 日
省エネルギー技術（熱）専門家	2004 年 7 月 4 日
省エネルギー技術（電気）専門家	2004 年 7 月 1 日
業務調整員	2004 年 8 月 1 日

短期専門家派遣スケジュールは、年間 3 名程度を目処に、必要に応じ検討する。

##### 2) 機材供与

機材供与は、①実習プラント、②診断機器、③オフィス機器の 3 種類となる。詳細は M/M の ANNEX にある一覧表のとおり。①の実習プラント供与に関する主要スケジュールは以下のとおり。

時 期	内 容
2004 年 7 月中旬	技術仕様書、契約図書一式完成
2004 年 7 月下旬	入札公示
2004 年 8 月中旬	プロポーザル提出
2004 年 9 月初旬	契約完了、詳細設計・製作開始
2004 年 11 月下旬	建屋改修終了
2004 年 12 月初旬	工事開始
2005 年 4 月初旬	工事終了、試運転開始
2005 年 5 月初旬	納入完了、オペレーション開始

②、③の供与のタイミングは、必要に応じ適宜検討する。特に②の診断機器については、開発調査の際に供与したものと重複もあるため、現在 KAPE が有する診断機器を確認した後、必要なものだけを選別して供与する。

### 3) 本邦研修

プロジェクト期間中(4年間)で、概ね10名のカウンターパートを日本に招いて研修する。各年度の人数、時期、内容については、時期が来たら別途検討する。

## (2) ポ国側

### 1) カウンターパートの配置

プロジェクト開始(2004年7月1日)までに、Project Director と Project Manager を配置する。また、2004年8月1日までに、Professional Trainer を3名、Trainer を3名、Qualification Committee Member を3名、常駐スタッフ2名、秘書1名を配置する。その後、必要に応じカウンターパートの人数を増やし、ECTCの本格稼働までには、R/DのANNEXに記載があるとおおり、総勢31名のカウンターパートが配置される計画である。配置の考え方は、毎日ECTCに出勤するというイメージではなく、任命しておいて、作業日数は柔軟に調整するという考え方である。

なお、現在は、主担当者であるセムチュック氏のみが主体的にプロジェクトに関わっており、その他の総裁、副総裁、技師、秘書等は必要に応じ関わっている状況である。

### 2) 実習プラント設置用建屋の改修

KAPE とワルシャワ工科大学との契約に基づき、ワルシャワ工科大学が実習プラント設置用建屋の改修を11月末までに完了させる。

## 3-2 R/D、M/M について

当初、第5次短期調査の際にポ国側と仮合意したR/D、M/Mを基礎に案を作成したが、KAPE側からの強い意向があり、協議の結果、以下の基準に則った修正を加え、最終稿を確定させた。

### (1) 各合意文書の法的整合性をとる

本件プロジェクト実施に関する日本、ポ国間の取り決めは、口上書、R/D、M/Mの3つである。それぞれの文書は、口上書、R/D、M/Mの順に上位の規定となっており、下位の文書が上位の文書上の規定を覆すことはなく、また、それぞれの文書上に重複する記載はしない。

これに伴い、口上書と整合性をとる形でR/Dを一部修正し、R/Dの表紙は口上書を参照する書き方にし、M/Mの表紙はR/Dを参照する書き方とした。口上書のコピーをR/DのANNEXとして添付した。また、予算措置は、より重要な取り決めであるため、上位の規定となるR/

DにANNEXとして追加した。ただし、あくまでR/D、M/Mは実施機関同士の取り決め（議事録）であり、国際約束や協定ではないことを説明した。

## (2) 責任の所在を明らかにする

可能な限り、合意文書上の主体は、Government of Polandではなく、Ministry of Economy、KAPE S.A. (S.A.はJoint-Stock Companyの意味)とする。

KAPEはR/D、M/Mの作成に関し、顧問弁護士に確認をとりつつ、KAPEが責任を負うことのできる範囲を逐一確認しながら協議を行っていた。特に拘っていたのは、「Government of Poland」という記載には、ポ国の国内法上KAPEは含まれないという点である。しかしながら、R/Dは技術協力協定の文書を基にした雛形であり、文書の意味を大きく変えるような変更は困難である旨を説明し、機材の所有権者の記載部分等、特に問題となる点以外は、基本的に原案どおりとした。

責任の所在については、KAPE側にとっては極めて重要な問題であり、プロジェクトにとっても、R/Dの記載事項によりポ国国内法上の問題が生じる（例えば、機材の所有権が国のものとなった場合、KAPEが使用できるように手続きがなされるまでに長期間を要すると思われる）ことは可能な限り避けたいと考えた。しかしながら、R/Dの原案は2年前から用意されており、調査団派遣の2週間前には改定後のJICA案を送付していたにもかかわらず、調査団が現地に到着後に初めて明らかになった指摘であり、調査団としては原案にあまり多くの変更を加えることは本邦との調整上不可能であると判断し、重要な部分のみの変更とした。M/Mに関しては、雛形等は存在しないため、協議結果を元に適宜修正を行った。

## 3-3 主要な論点と結論

### (1) 署名者

当初対処方針では、経済・労働省を署名者とすることを目指し、強く申し入れていたが、叶わなかった。理由として、経済・労働省の担当局長が不在であること、プロジェクトの実施にあたってはKAPEとJICAが主体となる旨口上書に記載されていることなど説明があったが、主たる要因は、ポ国側の慣例にある。

ポ国は書面での契約を厳密に考えるため、自分の責任の範囲を超える約束は、その実効性、軽重にかかわらず拒絶する傾向にある。また、署名者のプロトコルを厳密に考える。このため、プロジェクトの予算、政策的支援に関する項目については、KAPEの裁量では約束できず、一方、裁量を有する経済省は、プロトコル上の理由でJICAとの間で約束はできないということであった。

調査団としては、契約の考え方は理解できるが、本件は両者対等な共同事業ではなく、日

本側から見れば一方的な援助であること、日本側が投入する予算は全て日本国民の税金を原資としていることを説明し、他の契約同様に対等に考えるべきではないと伝え、一定の理解は得た。

また、調査団派遣以前に署名者に経済・労働省を署名者として入れた R/D、M/M の案を KAPE 経由で経済省に送っていたにもかかわらず、現地訪問時に突然、署名者の変更を伝えられたことについて、遺憾の意を伝えた。

調査団としては、署名は無理であったとしても、政策的支援、予算措置に関し、再度面会して経済省の協力方針を確認することとし、経済省のカミエンスキー副局長と面会した。

最終的なポ国側の署名者は、KAPE の総裁スコチコフスキー氏と、副総裁ヴィドヴィッチ氏の 2 名となった。KAPE は Joint Stock Company であるため代表者は 2 名おり、署名者としては両名必要であるとのことであった。

## (2) ポ国側のプロジェクト責任者

Project Director は KAPE の経営ボードメンバー（総裁、及び副総裁）、Project Manager は、今後配置する ECTC の所長となった。調査団としては、プロジェクトの予算的、政策的持続発展性への責任者を確保するため、当初、経済省の代表者を Project Director にするよう、現地派遣前の準備期間の段階から、相当程度強く申し入れたが、署名者と同様の理由で、叶わなかった。経済省はスーパーバイザーとして、プロジェクトの協力を行うこととなった。

なお、ワルシャワ工科大学が協力機関となることが確認された。ワルシャワ工科大学は KAPE との契約関係においてプラント据付場所の提供と改修だけでなく、カウンターパートとしての人材、テキストと試験問題の作成などノウハウの提供を行う。

## (3) ポ国側の予算措置

R/D の ANNEX 8 にあるとおり、プロジェクト開始当初 2 年間は食糧援助見返り資金を原資とする予算が、その後 3 年間は経済省予算を原資とする予算が、既にポ国国内で承認されている。一方で、その後の予算は全く白紙であり、経済省、KAPE 共に独立採算で事業を続ける意向を持っているようである。

ポ国側としても、現段階でははっきりした方針ではないので、議論にはならなかったが、調査団は日本や他国での事例から、省エネルギーセンターを独立採算で運営するためには、産業界の強いニーズと、経済省の政策推進が必須であり、通常は極めて困難である旨、繰り返し説明した。

#### (4) コストシェア

日本側、ポ国側のコストシェアについては、M/MのANNEX 5のとおりであり、M/M本文中にも記載がある。大部分は、通常のプロジェクトと同様の内容を定めている。

コストシェアについて、本件プロジェクトが特殊な点は、実習プラント供与に関する部分である。現地調達、フルターンキー契約（機器納入だけでなく、組立、据付まで込みの契約）とするため、通常、相手国が支払うべき据付費用のうち、JICAとプラント納入企業との契約に含まれるもの、及び保険により賄える修繕費は日本側負担となる。一方、その他の据付に関する費用はポ国側負担とし、M/Mに明記した。

フルターンキー契約とすることにより、日本側は据付費用を余分に支払うことになるが、他国での省エネルギープロジェクトの事例から、据付時トラブルへの対処費用、施工管理の費用を大幅に削減できるため、費用総額としてはむしろ安価となることが見込まれる。ポ国側の予算は当然節約できる。

また、製作と設置の業者が同一となるため、技術的問題が起きにくく、速やかな実施が可能である。ポ国側、日本側の事務手続きも相当部分削減でき、プロジェクトのスムーズな実施に寄与する。

#### (5) プロジェクト計画

上位目標（ポ国において省エネルギーが推進される）、プロジェクト目標（省エネルギー推進機関としてECTCが立ち上げられる）に変化はない。ただし、文言としてはより簡潔な表現にした。

成果は、「コンサルタントサービスを実施できるようになる」の部分で、「省エネルギー関連企業のサポートが実施できるようになる」とした。短期専門家からの報告によれば、省エネルギーサービスをポ国に根付かせるためには、コンサルティング業務が必須であるとのことであったが、技術移転方法、対象等基本的事項に関するポ国側との議論が浅く、明確でないためここでは記載しないこととした。今後、ECTCの具体的な姿が見えてきた段階で、再度検討する。

### 3-4 プロジェクト主要スケジュール

詳細については、ミニッツの付属資料、TSI、及びPOを参照。主要スケジュールは以下のとおり。

時 期	内 容
2004年7月1日	プロジェクトスタート
2004年8月1日	当初カウンターパート配置
2004年10月中旬	セミナー（工場経営者、エネルギー管理者）
2005年5月初旬	プラント稼働開始
2005年9月初旬	研修コース開始（ECTC開校）
2006年9月初旬	エネルギー診断事業開始

## 第4章 団長所感

今回調査団の最大の目的は、当初予定から2年遅れとなっているプロジェクト開始に向け、協議事録(R/D)への署名を果たすことであった。この点では、実施機関であるKAPE(ポ国省エネルギー公社。経済・労働省所管の国有公社)とR/D及びミニッツに合意し、署名に至ったことで所期の目的を果たしたと言える。

### [経済・労働省の関与]

協議日程の最終日早朝に、経済労働省エネルギー保障局カミエンスキー次長と会うことができ、この場で、KAPE 総裁も同席の下、当方から次長に対し、本プロジェクトの継続的支援と省エネルギー政策の中での確固たる位置づけを依頼し、次長から口頭ではあるものの明確な肯定回答が得られた。

KAPEは財務省、経済・労働省等の省庁が出資し、また参与会議のメンバーにもなるなど、政府所有の組織であり、また相互の人的つながりも密接に感じられるが、一方で、組織的にはあくまでも別であり、予算は独立している。このため、日本側としても本件プロジェクトへの経済・労働省の関与を少しでも高めるべく努力してきたものの、最終的には経済・労働省をR/Dへの署名者とすることはできず、またプロジェクト責任者に経済省の人間を据えることを確定するに至らなかったことなど、経済省の関与を文書上で従来よりも密接にすることは叶わなかった。

### [ワルシャワ工科大学との連携]

本プロジェクトの省エネルギーセンター(ECTC)研修施設(日本から供与予定)が、ワルシャワ工科大学(WUT)熱工学研究所内に設置されることは、大学の継続的な教育・研究活動との連携、大学の有する教授スタッフ等によるサポートの面から望ましいと考えられる(以前には郊外のKAPE敷地内に設置する案があった)。今回のワルシャワ工科大学熱工学研究所長を交えた協議においては、①大学側の本プロジェクトへの高い期待が表明されるとともに、②研修施設設置場所となる既設建屋の11月末までの改修を大学側が約束したことから、スケジュールに沿ったプロジェクトの遂行は、施設面ではほぼ問題ないと考えられる。

### [協力基金その他関係者]

調査団滞在中に、ポ国協力基金理事長へ、本プロジェクトの重要性を説明し、無償協力見返り基金から本プロジェクト予算への拠出を後押ししたことにより、ポ国国内における本プロジェクト予算の確保の一助となったと考えられる。これまで、日本大使館側の手続きが完了したにもかかわらず、ポ国側の手続きが遅延していたが、基金とKAPE双方の弁護士(法律担当者)の間で

3 度の協議がなされ、内容的に了解が得られたとのことであるので、7 月からのカウンターパート配置のための予算確保に向けて、ポ国側での残る手続きが急がれるところである。

また、日本—ポ国議員連盟のイヴィンスキー議員、ロード議員に本プロジェクトの説明を行ったこと（大使館より水城公使同席）も、日—ポ関係上、好ましかったと考える。

[その他]

KAPE との協議においては、先方の法律担当者から R/D の内容について、KAPE では担保できないものが含まれていることが指摘され、ある意味では、一昨年時点の議論の蒸し返しとなった。こちらから強く再度の議論の蒸し返しは避けるように訴え、最終的には予算支出で不明確な点を避けるために一部の修正を経て内容的に決着をみた。しかしながら、実施機関同士の文書に、相手政府を代表しての合意を求め、また住居の供与や旅費の支給のように現実のプロジェクト運営と合致しない形での R/D 雛形の強要にも問題があると感じられた。

今回のプロジェクト開始の合意に至るまでの、在ワルシャワ大使館、JICA 事務所、6 回にわたる調査団にご協力いただいた皆様方のご尽力に深く感謝いたしますとともに、今後派遣予定の専門家の皆様方のご活躍を切にお祈り申し上げます。

以上



## 付 属 資 料

1. Record of Discussions
2. Minutes of Meetings
3. 平日友好議員連盟関連資料

## 1. Record of Discussions

**RECORD OF DISCUSSIONS BETWEEN JAPANESE  
PROJECT DESIGN TEAM AND  
AUTHORITIES CONCERNED OF THE GOVERNMENT OF  
THE REPUBLIC OF POLAND  
ON JAPANESE TECHNICAL COOPERATION FOR THE PROJECT ON  
THE POLAND-JAPAN ENERGY CONSERVATION TECHNOLOGY CENTRE**

The Japanese Project Design Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Hideo Morimoto, visited the Republic of Poland from June, 2, 2004 to June, 9, 2004 for the purpose of working out with the Polish authorities and Polish National Energy Conservation Agency Joint-Stock Company (hereinafter referred to as KAPE S.A.) the details of the technical cooperation program concerning the Project on Poland-Japan Energy Conservation Technology Centre in the Republic of Poland.

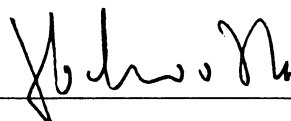
The Team and the Polish authorities concerned agreed to fulfill the matters in the diplomatic notes (Note Verbal) concluded between both governments on 4th November, 2003 attached as Annex VIII.

During its stay in the Republic of Poland, the Team exchanged views and had a series of discussions with the Polish authorities concerned with respect to desirable measures to be taken by JICA, the Government of the Republic of Poland and KAPE S.A. for the successful implementation of the above-mentioned Project. As a result of the discussions, the Team and the Polish side agreed on matters referred in the documents attached hereto.

Warsaw, June, 9, 2004



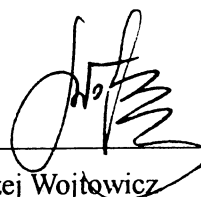
\_\_\_\_\_  
Hideo MORIMOTO  
Leader, Japanese Project Design Team,  
Japan International Cooperation Agency  
Japan



\_\_\_\_\_  
Tadeusz Skoczowski  
President, Polish National Energy  
Conservation Agency Joint-Stock Company,  
The Republic of Poland

In presence

\_\_\_\_\_  
Zbigniew Kamiński  
Deputy Director, Department of Energy Security  
Ministry of Economy and Labor  
The Republic of Poland



\_\_\_\_\_  
Andrzej Wojtówicz  
Vice-President, Polish National Energy  
Conservation Agency Joint-Stock Company,  
The Republic of Poland

## THE ATTACHED DOCUMENT

### I. COOPERATION BETWEEN JICA AND THE GOVERNMENT OF THE REPUBLIC OF POLAND

1. The Government of the Republic of Poland with KAPE S.A. as the Government-owned implementing agency (hereinafter referred to as "The Government of the Republic of Poland") will implement the Project on Poland-Japan Energy Conservation Technology Centre (hereinafter referred to as "the Project") in cooperation with JICA.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

### II. MEASURES TO BE TAKEN BY JICA

In accordance with the laws and regulations in force in Japan, JICA will take, at its own expense, the following measures according to the normal procedures under the Technical Cooperation Scheme of Japan.

#### 1. DISPATCH OF JAPANESE EXPERTS

JICA will provide the services of the Japanese experts as listed in Annex II.

#### 2. PROVISION OF MACHINERY AND EQUIPMENT

JICA 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 Poland upon being delivered C.I.F. (cost, insurance and freight) to the KAPE S.A. at the ports and/or airports of disembarkation.

#### 3. TRAINING OF POLISH PERSONNEL IN JAPAN

JICA will receive the Polish personnel connected with the Project for technical training in Japan.

### III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF POLAND

1. The Government of the Republic of Poland will take necessary measures to ensure that the

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self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through full and active involvement in the Project by all related authorities, beneficiary groups and institutions.

2. The Government of the Republic of Poland will ensure that the technologies and knowledge acquired by the Polish nationals as a result of Japanese technical cooperation will contribute to the economic and social development of the Republic of Poland.
3. The Government of the Republic of Poland will grant in the Republic of Poland to the Japanese experts referred to in II-1 above and their families privileges, exemptions and benefits as listed in Annex IV.
4. The Government of the Republic of Poland 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 Poland will take necessary measures to ensure that the knowledge and experience acquired by the Polish personnel from technical training in Japan will be utilized effectively in the implementation of the Project.
6. In accordance with the laws and regulations in force in the Republic of Poland, the Government of the Republic of Poland will take necessary measures to provide at its own expense (The amount of the budget is shown in ANNEX VIII.):
  - (1) Services of the Polish counterpart personnel and administrative personnel as listed in Annex V;
  - (2) Land, buildings and facilities as listed in Annex VI;
  - (3) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided by JICA under II-2 above ;
7. In accordance with the laws and regulations in force in the Republic of Poland, the Government of the Republic of Poland will take necessary measures to meet:

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

#### IV. ADMINISTRATION OF THE PROJECT

1. The member of Board of management of KAPE S.A., as the Project Director, bears overall responsibility for the finances, administration, and implementation of the Project.
2. Director of Poland-Japan Energy Conservation Technology Centre (hereinafter referred to as "ECTC") as the Project Manager, will be responsible for the managerial and technical matters of the Project.
3. The Japanese Team Leader will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
4. The Japanese experts will give necessary technical guidance and advice to the Polish counterpart personnel 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 will be established whose functions and composition are described in Annex VII.

#### V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by JICA and the Polish authorities concerned, at the middle and during the last six months of the cooperation term in order to examine the level of achievement.

#### VI. MUTUAL CONSULTATION

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There will be mutual consultation between JICA and Ministry of Economy and Labor and KAPE S.A. on any major issues arising from, or in connection with this Attached Document.

#### VII. 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 Poland, the Ministry of Economy and Labor and KAPE S.A. will take appropriate measures to make the Project widely known to the people of the Republic of Poland.

#### VIII. TERM OF COOPERATION OF THE PROJECT

Preparatory period has started on January, 23, 2004. The duration of the technical cooperation for the Project under this Attached Document will be four (4) years from July, 1, 2004.

ANNEX I	MASTER PLAN
ANNEX II	LIST OF JAPANESE EXPERTS
ANNEX III	LIST OF MACHINERY AND EQUIPMENT
ANNEX IV	PRIVILEGES, EXEMPTIONS AND BENEFITS FOR JAPANESE EXPERTS
ANNEX V	LIST OF POLISH COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX VI	LIST OF LAND, BUILDINGS AND FACILITIES
ANNEX VII	JOINT COORDINATING COMMITTEE
ANNEX VIII	PROVISIONAL PLAN OF LOCAL COST BORNE BY THE POLISH SIDE
ANNEX VIII	DIPLOMATIC NOTES (NOTE VERBAL)

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## ANNEX I

### MASTER PLAN

#### 1. Overall Goal

The energy conservation of industrial sector is promoted in the Republic of Poland

#### 2. Project Purpose

ECTC is established as the governmental structure for promotion of the energy conservation of Polish industrial sector.

#### 3. Outputs of the Project

Output 0: ECTC's administration and management structure are established.

0-1 Allocate necessary personnel

0-2 Elaborate and execute the budget

0-3 Monitor the Project, revise the plan of operation

0-4 Install, operate and implement maintenance activities of the Equipment

Output 1: ECTC is able to provide the training courses for factories.

1-1 Establish the framework of the training courses including qualification system  
(Executive-manager training, Self-auditor Training, Professional-auditor Training)

1-2-1 Prepare the curriculum and textbook

1-2-2 Prepare the qualification standard and contents of the examinations.

1-2-3 Prepare the training rooms and equipments

1-3-1 Organize the Qualification Committee

1-3-2 Collect the candidates for the Trainer

1-3-3 Collect the trainees

1-4 Train the Professor-trainers, Trainers, and the member of Qualification Committee

1-5 Implement the pre-training courses by the Japanese experts and Professional-trainers

1-6 Implement the training course by Trainer and Qualification Committee

Outputs 2: ECTC is able to introduce the Professional-auditors to factories for factory audit.

2-1 Train the Professor-trainers, Trainers, and the member of Qualification Committee

2-2 Offer and conduct, within factory management assistance services, factory -audit with support of the Japanese experts, for factories, on their consent to it ( in order to establish the system for introducing the auditors to factories)

2-3 Register the Professional-auditor

2-4 Collect factories requesting to have the factory audit

2-5 Introduce the registered Professional-auditors to factories

Output 3: ECTC is able to support companies concerning energy efficiency

- 3-1 Collect and analyze the information on the company concerning energy efficiency
- 3-2 Register the companies concerning energy efficiency
- 3-3 Introduce the registered companies to factories

Output 4: ECTC is able to provide information on energy conservation for factories.

- 4-1 Collect and analyze information on energy conservation
- 4-2 Establishing the disseminating measures
- 4-3 Disseminate the information



ANNEX II

LIST OF JAPANESE EXPERTS

1. Chief Advisor
2. Coordinator
3. Energy Conservation Technology Expert (heat)
4. Energy Conservation Technology Expert (electricity)

Note: Other Experts in the specific fields of technology may be dispatched, if necessary.

ANNEX III

LIST OF MACHINERY AND EQUIPMENT

1. The machinery and equipment necessary for the implementation of the Project.
  - Training Plant
  - Measurement and analysis equipment
  - Some of the office appliances necessary for conducting lectures and other activities of ECTC (computers)
  
2. Other machinery, equipment and materials regarded as necessary for the effective implementation of the Project by the both sides.

ANNEX IV

PRIVILEGES, EXEMPTIONS AND BENEFITS FOR JAPANESE EXPERTS

In accordance with the laws and regulation in force in the Republic of Poland, the Government of the Republic of Poland will grant the following as in the diplomatic notes (Note Verbal) concluded between both governments on 4th November, 2003:

1. The Government of the Republic of Poland will, provided that it is in accordance with laws and regulations in force in the Republic of Poland:
  - (1) exempt the Experts from income taxes and charges imposed on or connected with salaries and any allowances remitted to them from overseas;
  - (2) exempt the Experts and their families from consular fees, taxes, customs duties and other charges, as well as from the requirements of obtaining import licenses and certificates of foreign exchange coverage, in respect of the importation of:
    - (i) luggage;
    - (ii) personal and household effects and consumer goods; and
    - (iii) one motor vehicle per Expert and per his or her family assigned to stay in the Republic of Poland;
2. The Government of the Republic of Poland will take the necessary measures:
  - (1) to permit the Experts and their families to enter, leave and sojourn in the Republic of Poland for the duration of their assignment therein, offer them the convenience for procedures of alien registration requirements, and exempt them from consular fee;
  - (2) to issue identification cards to the Experts and to secure the cooperation of all governmental organizations necessary for the conduct of the Project:
3. The Government of the Republic of Poland will bear claims, if any arises, against the Experts resulting from, occurring in the course of, or otherwise connected with, the performance of their duties, except when the two Governments agree that such claims arise from gross negligence or willful misconduct on the part of the Experts.
4. The Experts will be exempted from requirements to apply for the work permissions.
5. In case the Government of Japan provides the Government of the Republic of Poland with equipment, machinery and materials being utilized for the implementation of the Project:
  - (1) the Government of the Republic of Poland will exempt them from consular fees, taxes, customs duties and charges, as well as from the requirements of obtaining import licenses and certificates of foreign exchange coverage, in respect of the importation.

They will become the property of the Government of the Republic of Poland upon being delivered on the c.i.f basis at the port of the disembarkation to authorities concerned of the

Government of the Republic of Poland

(2) the Government of the Republic of Poland will refund value added tax and other fiscal levies in respect of the local purchase of the equipment, machinery and materials. They will become the property of the Government of the Republic of Poland after purchase and transfer to the authorities concerned of the Government of the Republic of Poland.

(3) The expenses for their transportation within the Republic of Poland and the expenses for their replacement, maintenance, installation and repairs will be borne by the Government of the Republic of Poland.

6. (1) The equipment, machinery and materials necessary for the performance of the duties of the Experts will remain the property of the Government of Japan unless otherwise agreed upon. The Government of the Republic of Poland will exempt the Experts from consular fees, taxes, customs duties and charges, as well as from the requirements of obtaining import licenses and certification of foreign exchange coverage, in respect of the importation of these equipment, machinery and materials.

(2) The Government of the Republic of Poland will refund value added tax and other fiscal levies in respect of the local purchase of the equipment, machinery and materials mentioned in sub-paragraph (1).

ANNEX V

LIST OF THE POLISH COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Counterpart Personnel

- (1) Project Director (1)\*
- (2) Project Manager (1)\*
- (3) Full-time counterpart personnel in the following fields;
  - a) Business Development and Marketing (1)\*
  - b) Human Resource Development (2)\*
  - c) Dissemination and Public Relation (1)\*
- (4) Part-time counterpart personnel in the following fields;
  - a) Human Resource Development
    - Professor Trainer (6)\*
    - Trainer (13)\*
    - Qualification Committee member (3)\*

2. Administrative personnel

- (1) Technician (1)\*
- (2) Secretaries (2)\*
- (3) Other staffs necessary for the operation of ECTC

\* The numbers indicated here remain tentative ones of personnel which is considered to be indispensable for implementation of the Project at the moment, and can be reduced or added, if regarded as necessary by the both sides.

ANNEX VI

LIST OF LAND, BUILDINGS AND FACILITIES

1. Office space and necessary facilities for the Japanese Experts.
2. Lecture rooms, meeting rooms and training space for the transfer of technology.
3. Buildings, facilities, and space for the Equipment to be provided by the Government of Japan.
4. Other facilities mutually agreed upon as necessary for the implementation of the Project.

JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee meeting will be held at least once a year and whenever necessity arises in order to fulfill the following functions;

- (1) To formulate the Annual Plan of Operations (APO) of the Project based on the Tentative Schedule of Implementation (TSI) and Plan of Operations (PO) within the framework of the Record of Discussions.
- (2) To coordinate necessary actions to be taken by the both sides,
- (3) To review the overall progress of the PO as well as the achievement of the APO, and
- (4) To exchange opinions on major issues that arise during the implementation of the Project.

2. Composition

(1) Chairperson

Representative, Ministry of Economy and Labor

(2) Committee Members

-Polish side-

- a Project Director, KAPE S.A.
- b Project Manager, KAPE S.A., serving as the Committee secretary
- c Representative(s), from Warsaw University of Technology,
- d Other persons nominated by Ministry of Economy and Labor, and/or KAPE S.A.

-Japanese side-

- a Chief Advisor
- b Coordinator
- c Japanese Experts designated by the Chief Advisor
- d Representative(s) from the JICA/JOCV Poland Office
- e Other persons nominated by JICA

Note: The Official(s) of Embassy of Japan in Poland will be invited the Joint Coordinating Committee as observer (s).

ANNEX VIII : Provisional Plan of Local Cost Borne by the Polish Side

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	2004	2005	2006	2007	2008	Total
Total (USD)	250,000	467,000	186,000	161,000	139,000	1,203,000

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ANNEX VIII

*Embassy of Japan  
Warsaw*

EJ - 147/2003

The Embassy of Japan presents its compliments to the Ministry of Foreign Affairs of the Republic of Poland, and has the honour to refer to the recent discussions held between the representatives of the Government of Japan and the Government of the Republic of Poland concerning "the Project on the Poland-Japan Energy Conservation Technology Centre" (hereinafter referred to as "the Project") and to propose as follows:

1. The Government of Japan will take necessary measures to conduct the Project in accordance with the relevant laws and regulations in force in Japan.
2. The Government of the Republic of Poland will accord the Japanese experts (hereinafter referred to as "the Experts") and their families privileges, exemptions and benefits necessary for the conduct of the Project which constitute an annex set to the present Note and will take necessary measures to secure the safety of the Experts and their families.
3. The details and procedures for the Project in the present arrangements shall be provided for in separate arrangements to be agreed upon between Japan International Cooperation Agency on the one hand and Polish National Energy Conservation Agency Joint-Stock Company on the other.

The Embassy of Japan has further the honour to propose that the present Note and the Note of Ministry of Foreign Affairs of the Republic of Poland in reply accepting on behalf of the Government of the Republic of Poland the foregoing proposal shall be regarded as constituting an agreement between the Government of Japan and the Government of the Republic of Poland related to the Project. The agreement shall enter into force on the date of the receipt of the Ministry's Note in reply.

The Embassy of Japan avails itself of this opportunity to renew to the Ministry of Foreign Affairs of the Republic of Poland the assurances of its highest consideration.

Warsaw, 4 November, 2003

Ministry of Foreign Affairs  
of the Republic of Poland  
Warsaw



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*Annex*  
*Undertakings of the Government of Poland*

1. The Government of the Republic of Poland will, provided that it is in accordance with laws and regulations in force in the Republic of Poland:
  - (1) exempt the Experts from income taxes and charges imposed on or connected with salaries and any allowances remitted to them from overseas;
  - (2) exempt the Experts and their families from consular fees, taxes, customs duties and other charges, as well as from the requirements of obtaining import licenses and certificates of foreign exchange coverage, in respect of the importation of:
    - (i) luggage;
    - (ii) personal and household effects and consumer goods; and
    - (iii) one motor vehicle per Expert and per his or her family assigned to stay in the Republic of Poland;
2. The Government of the Republic of Poland will take the necessary measures:
  - (1) to permit the Experts and their families to enter, leave and sojourn in the Republic of Poland for the duration of their assignment therein, offer them the convenience for procedures of alien registration requirements, and exempt them from consular fees;
  - (2) to issue identification cards to the Experts and to secure the cooperation of all governmental organizations necessary for the conduct of the Project;
3. The Government of the Republic of Poland will bear claims, if any arises, against the Experts resulting from, occurring in the course of, or otherwise connected with, the performance of their duties, except when the two Governments agree that such claims arise from gross negligence or willful misconduct on the part of the Experts.
4. The Experts will be exempted from requirements to apply for the work permissions.
5. In case the Government of Japan provides the Government of the Republic of Poland with equipment, machinery and materials being utilized for the implementation of the Project:
  - (1) the Government of the Republic of Poland will exempt them from consular fees, taxes, customs duties and charges, as well as from the requirements of obtaining import licenses and certificates of foreign exchange coverage, in respect of the importation.

They will become the property of the Government of the Republic of Poland upon being delivered on the c.i.f. basis at the port of the disembarkation to authorities concerned of the Government of the Republic of Poland.
  - (2) the Government of the Republic of Poland will refund value added tax and other fiscal levies in respect of the local purchase of the equipment, machinery and materials. They will become the property of the Government of the Republic of Poland after purchase and transfer to the authorities concerned of the Government of the Republic of Poland.

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- (3) The expenses for their transportation within the Republic of Poland and the expenses for their replacement, maintenance, installation and repairs will be borne by the Government of the Republic of Poland.
6. (1) The equipment, machinery and materials necessary for the performance of the duties of the Experts will remain the property of the Government of Japan unless otherwise agreed upon. The Government of the Republic of Poland will exempt the Experts from consular fees, taxes, customs duties and charges, as well as from the requirements of obtaining import licenses and certificates of foreign exchange coverage, in respect of the importation of these equipment, machinery and materials.
- (2) The Government of Republic of Poland will refund value added tax and other fiscal levies in respect of the local purchase of the equipment, machinery and materials mentioned in sub-paragraph (1).

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The Ministry of Foreign Affairs of the Republic of Poland presents its compliments to the Embassy of Japan in the Republic of Poland and has the honour to acknowledge the receipt of the Embassy's Note No EJ-147/2003 dated 4<sup>th</sup> November, 2003, concerning „the Project on the Poland-Japan Energy Conservation Technology Centre” (hereinafter referred to as „the Project”) of purview as follows:


„The Embassy of Japan presents its compliments to the Ministry of Foreign Affairs of the Republic of Poland, and has the honour to refer to the recent discussions held between the representatives of the Government of Japan and the Government of the Republic of Poland concerning „the Project on the Poland-Japan Energy Conservation Technology Centre” (hereinafter referred to as „the Project”) and to propose as follows:

1. The Government of Japan will take necessary measures to conduct the Project in accordance with the relevant laws and regulations in force in Japan.
2. The Government of the Republic of Poland will accord the Japanese experts (hereinafter referred to as „the Experts”) and their families privileges, exemptions and benefits necessary for the conduct of the Project which constitute an annex set to the present Note and will take necessary measures to secure the safety of the Experts and their families.
3. The details and procedures for the Project in the present arrangements shall be provided for in separate arrangements to be agreed upon between Japan International Cooperation Agency on one hand and Polish National Energy Conservation Agency Joint-Stock Company on the other.

The Embassy of Japan has further the honour to propose that the present Note and the Note of Ministry of Foreign Affairs of the Republic of Poland in reply accepting on behalf of the Government of the Republic of Poland the foregoing proposal shall be regarded as constituting an agreement between the Government of Japan and the Government of the Republic of Poland related to the Project. The agreement shall enter into force on the date of the receipt of the Ministry's Note in reply.

The Embassy of Japan avails itself of this opportunity to renew to the Ministry of Foreign Affairs of the Republic of Poland the assurances of its highest consideration.”

The Ministry of Foreign Affairs of the Republic of Poland has the honour to convey that the Government of the Republic of Poland has accepted the above mentioned proposals and agrees that the Embassy's Note and this Note in reply will constitute an agreement between the Government of the Republic of Poland and the Government of Japan related to the Project, which shall enter into force on the date of the receipt of this Note in reply.

The Ministry of Foreign Affairs of the Republic of Poland avails itself of this opportunity to renew to the Embassy of Japan in the Republic of Poland the assurances of its highest consideration. 

Warsaw, 4<sup>th</sup> November, 2003

Embassy of Japan  
in the Republic of Poland

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## 2. Minutes of Meetings

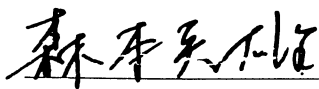
**MINUTES OF MEETINGS  
BETWEEN JAPANESE PROJECT DESIGN TEAM AND  
POLISH NATIONAL ENERGY CONSERVATION AGENCY JOINT-STOCK COMPANY  
ON THE JAPANESE TECHNICAL COOPERATION FOR THE PROJECT ON  
THE POLAND-JAPAN ENERGY CONSERVATION TECHNOLOGY CENTRE  
IN THE REPUBLIC OF POLAND**

The Japanese Project Design Team headed by Hideo Morimoto (hereinafter referred to as “the Team”) organised by Japan International Cooperation Agency (hereinafter referred to as “JICA”) visited the Republic of Poland from June, 2, 2004 to June, 9, 2004 for the purpose of clarifying the details of the Japanese Technical Cooperation for the Project on the Poland-Japan Energy Conservation Technology Centre in the Republic of Poland. (hereinafter referred to as “the Project”).

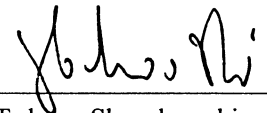
During its stay in the Republic of Poland, the Team had a series of discussions with the Polish Government and Polish National Energy Conservation Agency Joint-Stock Company (hereinafter referred to as “KAPE S.A.”). As a result of these discussions, the Team and the Polish representative came to reach a common understanding, and signed the Record of Discussions (hereafter referred to as “the R/D”) on the Japanese Technical Cooperation for the Project.

The document attached hereto is intended to record the further common understanding reached between the Team and KAPE S.A. in respect to the provisions stipulated in the R/D.

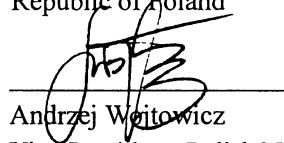
Warsaw, June, 9, 2004



Hideo MORIMOTO  
Leader, Japanese Project Design Team  
Japan International Cooperation Agency  
Japan



Tadeusz Skoczkowski  
President, Polish National Energy Conservation  
Agency Joint-Stock Company  
Republic of Poland



Andrzej Wejtowicz  
Vice-President, Polish National Energy  
Conservation Agency Joint-Stock Company  
Republic of Poland

## THE ATTACHED DOCUMENT

### **Part 1 : Further explanation of the measures to be taken by the both sides**

#### **1-1. Measures to be taken by JICA**

The Project will be implemented under the framework of the Technical Cooperation Project of JICA. The main inputs to be provided by JICA will be followings.

##### (1) Dispatch of Japanese experts

Japanese experts in the following fields will be dispatched for the technology transfer

###### (a) Long-term Experts

- Chief Advisor
- Project Coordinator
- Energy Conservation Technology Expert (heat)
- Energy Conservation Technology Expert (electricity)

###### (b) Short-term Experts

To be dispatched to support the technology transfer by the long-term experts, in specific fields. Decisions on the dispatch will be made each year.

##### (2) Training of Polish Counterpart Personnel in Japan

About ten (10) Polish C/P will be accepted for training in Japan in the Project. The concrete number of the persons will be decided every year on consideration of its necessity for the technology transfer, and budgetary condition of JICA.

##### (3) Provision of Equipment Necessary for the Project

The equipment that is recognised to be necessary for the technology transfer will be provided by JICA to Poland (hereinafter referred to as "the Equipment"). The tentative list of the Equipment is shown in ANNEX 4. The final decision on the provision would be decided by JICA, after considering the necessity and its budgetary condition.

The Equipment covered by its warranty will be repaired with JICA assistance, except for the case of being damaged by intention, wrong use, negligence, or by utilisation by unqualified personnel. Also, the installation cost of the Training Plant included in the contract between JICA and the engineering company for the Training Plant will be borne by JICA.

The plants for the ETCT training courses in the Equipment, such as the steam boiler, the open burner, the steam trap unit etc. (hereinafter referred to as "the Training Plant") will be installed at the premises of the Warsaw University of Technology (hereinafter referred to as "WUT").

Utilisation of the Equipment by WUT students may be allowed on the following conditions;

###### (a) Subject of the property rights concerning the Equipment

All the Equipment to be provided by Japan will be a property of KAPE S.A.

###### (b) Condition for utilisation of the Equipment by WUT students

The Equipment will be utilised by WUT students, who possess their officially registered

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status within WUT. Utilisation of the Equipment should be under supervision of the personnel of the faculty involved in the ECTC activities.

(c) Conditions for the utilisation

The utilisation by the WUT students should not interfere with the technology transfer by Japanese experts and the Training Course conducted by ECTC.

**1-2. Measures to be taken by KAPE S.A.**

(1) Budget allocation

KAPE S.A. shall allocate the all budget shown in ANNEX VIII of R/D and the revenues of ECTC for the budget of ECTC. If ECTC budget comes short, Polish side should provide necessary budget part for the local cost, according to the confirmation in R/D.

(2) Spaces and facilities

The buildings and facilities necessary for implementation for the Project will be prepared, and necessary renovation shall be completed by KAPE S.A. by the required time.

KAPE S. A. is responsible for finishing the preparation of the building for installation of the Training Plant by the end of November, 2004. The provision of the spaces and facilities shall be ensured by the agreement between KAPE S.A. and WUT.

(3) Equipments and materials

The Equipment, after the installation, will become a property of KAPE S.A. Any other installation costs than included in the contract between JICA and the engineering company shall be borne by the Polish side. The costs such as electrical, gas, pressurised air, and water connections, maintenance and operation of the Equipment within Poland, and for modification of the buildings where the Equipment will be installed, shall also be borne by Polish side. Polish side shall take the responsibility for maintenance of machinery, equipment, instruments, tools, and will provide any other materials necessary for the Project, too.

(4) Assignment of the counterparts

In accordance with ANNEX IV of the R/D, Project Director, Project Manager, and the appropriate number of full-time and part-time technical counterpart personnel (hereinafter referred to as "C/P") will be assigned by KAPE S.A.

KAPE S.A. will assign Project Director and Project Manager by the end of June, 2004, and at least 3 Professional Trainers, 3 Trainers, 3 Qualification Committee members, 2 full-time management staff, and 1 secretary by the end of July, 2004, on the condition that Polish side budget will be available. After the end of July, the number of C/P will increase upon the needs and situation of the project, and by opening of the training courses, it will become the one as ANNEX V of R/D.

Should the allocation of C/P be changed for either personal or administrative reasons, the Polish side will immediately take necessary measure to supplementary assign appropriate number of personnel as C/P.

(5) Submission of Form A1, A2-3, A4 to the Government of Japan

Form A1, an application form for the experts, and Form A2-3, an application form for the training program in Japan for the official nomination, should be submitted to the Government of Japan by the

authorities concerned of the Government of Poland, at least two (2) months prior to their assignment.

Form A4, a requesting form for provision of the Equipment, should be submitted to the Government of Japan by the authorities concerned of the Government of Poland immediately after R/D is signed.

Especially, Form A4 for the Training Plant should be submitted by the end of the June, 2004.

## **Part 2 : Additional Confirmation on the Project**

### **2-1. Detail implementation plan and schedule**

Detail implementation plan of the project is shown in the Project Design Matrix (PDM), attached as ANNEX 1. The schedule of the project is shown in the Tentative Schedule of Implementation (TSI), the Plan of Operation (PO), attached as ANNEX 2 and 3. The Annual Plan of Operation (APO) will be made by both sides for each fiscal year after the commencement of the project.

Both sides agreed that these are official plan and schedule of the project, and should be revised continuously, in order to reflect changing needs and situation surrounding the Project.

### **2-2. Basic documents**

- Recommendations for the Polish Government formulated in the “Master Plan Study” performed under the Japanese- Polish co-operation programme in years 1997-1999.
- Request of the Polish Government expressed in the common letter of the Ministry of Economy and the Ministry of Treasury to the Ambassador of Japan, dated on May 25<sup>th</sup> 2001.
- Joint Statement towards Strategic Partnership between Japan and the Republic of Poland signed between Mr. Junichiro Koizumi, Prime Minister of Japan, and Mr. Leszek Miller, Prime Minister of the Republic of Poland in the meeting on August 19<sup>th</sup> 2003.
- Diplomatic Note with annex (Note Verbal) concluded between both governments on November 4<sup>th</sup>, 2003
- Minutes of Meetings signed by JICA and KAPE in the Japanese Preparatory Study Team on January 23<sup>rd</sup>, 2004

### **2-3. Implementing agency**

KAPE S.A. will set up within own actual organisational structure a self-standing unit called: “Poland-Japan Energy Conservation Technology Centre” (ECTC), with separate administration and management, to carry out the actual activities of the Project.

The Centre will be using its official name as:

\* in English: “Poland-Japan Energy Conservation Technology Centre”

\* in Polish: “Polsko-Japońskie Centrum Efektywności Energetycznej”.

The organisation of Ministry of Economy and Labor, KAPE S.A. (after the establishment of ECTC), and ECTC are shown in ANNEX 10, 11, and 12 respectively.

### **2-4. Cooperating agency**

WUT will be cooperating institutes for the Project and dissemination of the technology transferred,



by proposing C/P and space to the Project. A special agreement between KAPE and the WUT will be made as a basis for this cooperation, and it will be submitted to JICA.

## **2-5. Locations**

### (1) Management office

Duties related to the management of the Project will be carried out at the present KAPE S.A.'s office;  
Address; 28 Pozaryskiego Str., 04-703 Warsaw,  
Tel/Fax: +48 22 812 76 74, 812 76 75  
E-mail: ectc@kape.gov.pl

### (2) The Training Plant site and Training class room

Technology transfer on energy conservation will be located at WUT buildings, in the Institute of Heat Technology  
Address: Nowowiejska 21/25, Warsaw

## **2-6. Budget**

The budget for the Project consists of the National Budget of Poland, the Counterpart Fund administrated in Poland by UKIE, the Revenue of ECTC, and the Project Implementation budget of JICA. Cost share of the budget between Polish side and Japanese side is shown as ANNEX 5. The tentative allocation plan of the Polish side budgets is shown in ANNEX VIII of R/D.

## **2-7. Framework of the ECTC**

Framework of the ECTC is shown below. It would be changed by the changing needs and situation surrounding ECTC.

- (1) implement the training courses (the framework of the training courses is shown in ANNEX6)
- (2) introduce the Professional-auditors to factories for factory audit
- (3) support companies concerning energy efficiency
- (4) disseminate information on energy conservation
- (5) transmit experiences of the project in order to support energy efficiency policy formulation with practical and actual aspects which industry is facing in Poland

## **2-8. Functions of the ECTC**

Functions of the ECTC are shown below. It would be changed by the changing needs and situation surrounding ECTC.

### (1) Business Promotion and Development Department

This Department undertakes activities for providing the expertise and advice to polish industry, on facilities, investment and finances regarding energy conservation.

- (a) organise "Energy Factory Club"
- (b) support companies concerning energy efficiency

### (2) Human Resource Development Department

This Department mainly implements the Training Courses

- (a) implement each training course (for Executive-managers, Self-auditors and

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Professional-auditors)

(b) manage the "Energy Consulting Secretariat" (by offering agent-services between Professional-auditors and factories for factory-audits)

(3) Dissemination and Public Relation Department

The Department will be responsible for promoting dissemination of energy efficiency technologies and Japanese experiences

(a) provide information through the Internet (information on energy-conservation technology, its successful cases and energy-saving devices)

(b) engage in editorial activities

(4) Policy Study Unit

The main activity for this Unit is to receive transfer of experiences from the Project and advice to the Polish Government concerning energy efficiency policy issues.

(a) propose recommendations and advice on the energy policy, based on the research and study

**2-9. Preparatory period of the Project for KAPE S.A.**

Both sides agreed that the duration of the technical cooperation for the Project will be four (4) years from July 1, 2004, while preparatory period of the Project for KAPE S.A. budget started on January 23, 2004.

**ANNEX LIST**

No.	TITLE
1	Project Design Matrix (PDM)
2	Tentative Schedule of Implementation (TSI)
3	Plan of Operation (PO)
4	Equipment List
5	Cost Sharing List
6	Framework of the Training Courses
7	Organisation of Ministry of Economy and Labor
8	Organisation of KAPE including ECTC
9	Organization of ECTC
10	Provisional Chart of the Administration of the Project
11	List of Attendance of the Meetings

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## ANNEX 1 Project Design Matrix (PDM) for the Project on the Poland-Japan Energy Conservation Technology Centre in the Republic of Poland

Implementing Agency (Japanese side): JICA Implementing Agency (the Polish side): KAPE

Target Group: The Polish Industrial Sector Target Area: The Republic of Poland

June 9, 2004

Narrative Summary	Indicator	Means of Verification	Assumption
<p><u>Overall Goal</u></p> <p>The energy conservation of industrial sector is promoted</p>	<p>By 2010 Energy intensity in the Polish industrial sector is improved compared to the level of 2004</p>	<p>National Statistics</p>	
<p><u>Project Purpose</u></p> <p>ECTC is established as the governmental structure for promotion of the energy conservation of Polish industrial sector</p>	<p>By 2008 Measures for energy conservation are taken in factories which get the ECTC services of training, factory-audits and consultation.</p>	<p>Questionnaires and interviews in the Polish factories Government Energy Statistics Reports on ECTC activities</p>	<p>a. Legislation for Energy Efficiency proposed by EUPHARE project is started and it works in harmony with ECTC activities. b. Economic condition in the Polish Industrial Sector is not deteriorated. c. Price for coal remains relevant to the market d. Utility cost (for gas, heat, electricity) is increased to its cost-retrievable degree</p>
<p><u>Outputs</u></p> <p>0. ECTC's administration and management structure are established</p> <p>1. ECTC is able to implement the training course</p> <p>2. ECTC is able to introduce the Professional-auditors to factories for factory audit</p> <p>3. ECTC is able to support companies concerning energy efficiency.</p> <p>4. ECTC is able to provide information on energy conservation for factories.</p>	<p>By 2008</p> <p>0. a. Necessary personnel is allocated according to the plan b. Necessary budget is allocated according to the plan, and its annual report is made. c. ECTC carries out its activities within balanced budget. d. Monitoring-report is made twice a year.</p> <p>1. a. More than ** people are trained in the Executive-manager Training course b. More than ** people are trained in the Self-auditor Training course c. More than ** people are trained in the Professional-auditor Training course</p> <p>2. a. Factory Energy-Management Assistance is offered and made to about ** factories</p> <p>3. a. Support services is provided to more than ** companies concerning energy efficiency</p> <p>4. a. More than ** accesses is made to the ECTC homepage. b. Materials for energy conservation are prevailed in the Polish industrial sector.</p> <p>* The each numbers (written as "**") will be determined by both sides by the opening of ECTC</p>	<p>0. a. Charts of the ECTC organisation and CP allocation b. Reports on ECTC activities c. Reports on ECTC budgetary balance d. Reports on Project-monitoring</p> <p>1,2,3 a. Reports on ECTC activities b. Questionnaires in factories c. Trainees list</p> <p>4. a. Web count on the ECTC homepage b. Materials on energy conservation released by ECTC</p>	<p>a. EUPHARE project and other policy concerned work in harmony with ECTC activities. b. Any major change is not made to the energy policy within the Polish Government.</p>



Activities.	Inputs	The Japanese Side	The Polish Side
<p>0-1. Allocate necessary personnel</p> <p>0-2. Elaborate and execute the budget</p> <p>0-3. Monitor the Project, revise the plan of operation</p> <p>0-4. Install, operate and implement maintenance activities of the Equipment</p> <p>1-1. Establish the framework of the training courses including qualification system (Executive-manager training, Self-auditor Training, Professional-auditor Training)</p> <p>1-2-1. Prepare the curriculum and textbook</p> <p>1-2-2. Prepare the qualification standard and contents of the examinations.</p> <p>1-2-3. Prepare the training rooms and equipments</p> <p>1-3-1. Organize the Qualification Committee</p> <p>1-3-2. Collect the candidates for the Trainer</p> <p>1-3-3. Collect the trainees</p> <p>1-4. Train the Professor-trainers, Trainers, and the member of Qualification Committee</p> <p>1-5. Implement the pre-training courses by the Japanese experts and Professional-trainers</p> <p>1-6. Implement the training course by Trainer and Qualification Committee</p> <p>2-1. Train the Professor-trainers, Trainers, and the member of Qualification Committee</p> <p>2-2. Offer and conduct, within factory management assistance services, factory -audit with support of the Japanese experts, for factories, on their consent to it (in order to establish the system for introducing the auditors to factories)</p> <p>2-3. Register the Professional-auditor</p> <p>2-4. Collect factories requesting to have the factory audit</p> <p>2-5. Introduce the registered Professional-auditors to factories</p> <p>3-1. Collect and analyze the information on the company concerning energy efficiency</p> <p>3-2. Register the companies concerning energy efficiency</p> <p>3-3. Introduce the registered companies to factories</p> <p>4-1. Collect and analyze information on energy conservation</p> <p>4-2. Establishing the disseminating measures</p> <p>4-3. Disseminate the information</p>	<p>Personnel</p> <p>Project Director 48M/M</p> <p>Project Manager 48M/M</p> <p>Staff, Business Development and Marketing Dept. 48M/M</p> <p>Staff, Human Resource Development Dept. 48M/M</p> <p>Professional-trainers 48M/M</p> <p>Members for the Qualification Committees Part-time</p> <p>Trainers Part-time</p> <p>Staff, Dissemination and Public Relation Dept. 48M/M</p> <p>Secretaries 48M/M</p> <p>Technician 48M/M</p> <p>Facilities</p> <p>Project site</p> <p>Equipment</p> <p>Necessary equipment other than those provided of the equipment by Japanese side</p> <p>Local cost</p>	<p>I. Expert</p> <p>(1) Long-term experts 24M/M</p> <p>Chief Advisor 48M/M</p> <p>Coordinator 48M/M</p> <p>Energy Conservation Technology (heat) 48M/M</p> <p>Energy Conservation Technology (Electricity) 48M/M</p> <p>(2) Short-term experts</p> <p>Will be dispatched in accordance with necessity</p> <p>2. Provision of the Equipment</p> <p>Mini-plant system (pump system, rotating machinery unit, etc) Measurement and analysis equipment</p> <p>Equipment for the lecture rooms (computers)</p> <p>3. CP Training</p> <p>About 10 persons</p>	<p>a. Polish government assign enough budget for ECTC, and support ECTC activities by policy.</p> <p>b. Procedure for procurement and custom is smoothly proceeded</p> <p>c. CP who get trained keep their activities at ECTC</p>
<p>Pre-condition.</p> <p>a. Polish government has the plan to promote energy efficiency in Poland, and ECTC activities are placed on the important factor of that</p> <p>b. Needs for energy efficiency exists within the Polish Government and the industrial sector</p>			

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ANNEX 2 Tentative Schedule of Implementation (TSI) 9, June, 2004

Calendar Year Japanese Fiscal Year	2003			2004			2005			2006			2007			2008		
	Quarte	1	2	3	4	7	10	1	4	7	10	1	4	7	10	1	4	
Term of Technical Cooperation							10/15											
Japanese Side							10/15											
1. Dispatch of Survey Team																		
1) Preparatory Study Team																		
2) Project Design Team																		
3) Technical Guidance Study Team																		
4) Mid-term evaluation Team																		
5) Technical Guidance Study Team																		
6) Final Evaluation Team																		
2. Dispatch of Experts																		
1) Long Term Experts																		
① Chief Advisor																		
② Coordinator																		
③ Energy Conservation Technology (Heat)																		
④ Energy Conservation Technology (Electricity)																		
3) Short Term Experts (Tech. Trans.)																		
3. Training of C/P in Japan																		
4. Provision of Machinery & Equipment																		
Training Plant																		
Measurement and analysis equipment																		
Office appliance																		
Polish Side																		
1. Assignment of C/P & other staffs																		
2. Machinery & Equipment																		
3. Space & Facilities																		
1) Office room																		
2) Training room																		
3) Utilities																		
4. Allocation of Local Costs																		

Planned .....  
Executed \_\_\_\_\_

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**ANNEX 3 Plan of Operation (PO)**

Japanese Fiscal year	2004												2005			2006			2007			2008		Input
	Activities of project																							
	4	7	10	1	4	7	10	1	4	7	10	1	4	7	10	1	4	7	10	1	4			
<b>0. Administration</b>																								
0-1 Allocate necessary personnel																								
0-2 Elaborate and execute the budget																								
0-3 Monitor the Project, revise the plan of operation																								
0-4 Install, operate and implement maintenance activities of the Equipment																								
<b>1. Training Courses</b>																								
1-1 Establish the framework of the training courses and qualification system:																								
1-2-1 Prepare the curriculum and textbook																								
1-2-2 Prepare the qualification standard and examination questions																								
1-2-3 Prepare the training rooms and equipments																								
1-3-1 Organize the Qualification Committee																								
1-3-2 Collect the candidates of the Trainer																								
1-3-3 Collect the trainees																								
1-4 Train Professor-trainers, Trainers, and the member of Qualification Committee																								
1-5 Implement the pre-training courses by Japanese expert and Professor-trainer																								
1-6 Implement the training course by Trainer and Qualification Committee																								
<b>2. Factory Audit</b>																								
2-1 Train the Professor-trainers, Trainers, and the member of Qualification Committee																								
2-2 Offer and conduct, within factory management assistance services, factory-audit with support of the Japanese experts, for factories, on their consent to it ( in order to establish the system for introducing the auditors to factories)																								
2-3 Register the Professional-auditors																								
2-4 Collect factories requesting to have the factory audit																								
2-5 Introduce the registered Professional-auditors to factories																								
<b>3 Support service for companies concerning energy efficiency</b>																								
3-1 Collect and analyze the information on companies concerning energy efficiency																								
3-2 Register the companies concerning energy efficiency																								
3-3 Introduce the registered companies to factories																								
<b>4 Dissemination</b>																								
4-1 Collect and analyze the information on energy conservation																								
4-2 Establish the disseminating measures																								
4-3 Disseminate the information																								

Polish side : PM - Project Manager, PC - Project Coordinator, CP - Counterpart  
 Japanese side : CA - Chief Advisor, LE - Long-term Expert, SE - Short-term Expert

ANNEX 4 Equipment list for Poland-Japan Energy Conservation Technology Center

No	Name of item	Description	Quantity	Remarks Equivalent equipment
1	Steam Boiler	Type: Small once-through boiler or flue tube boiler - Quantity: 1 set - Capacity: 500 kg/h - Pressure: 0.7 MPa - Fuel: Natural gas - Economizer: 1 set Measuring device: 1) 1- Exhaust gas analyser (CO/CO2) 2) 1- Exhaust gas 3) 1- Sampling gas treatment unit 4) 2- Surface thermometer 5) 20- Thermocouple (K & R type) 6) 1- Digital hygrometer 7) 1- Differential pressure meter 8) 1- Stopwatch 9) 1- Laptop personal computer 10) 1- Data logger	1-set	Loos DF 500-10 or equivalent
2	Open burner	Open burner set - Open burner of natural gas and kerosene with a combustion air fan and flow control valves: Each 1 set	1-set	
3	Steam trap training unit	Number of steam trap: 5 pcs Measuring device: 1) 3- Steam trap checker	1-set	
4	Exhibition models	5 types of Steam trap cut model	1-set	
5	Rotating machinery unit a) Fan unit	Fan unit: - Turbo fan of 15kw : 1-set, - Flow control damper, - Variable speed control of motor by inverter Measuring device: 1) 1- Power meter for inverter output measuring 2) 4- Pitot tube 3) 1- Hot wire anemometer 4) 1- Laptop personal computer 5) 1- Data logger 6) 1- FM receiver for 20 persons	1-set	
6	Rotating machinery unit b) Pump unit	Pump unit: - Volute pump of 5.5kw : 1-set, - Flow control valve, - Variable speed control of motor by inverter Measuring device: 1) 1- Power meter for inverter output measuring 2) 1- Turbine flow meter 3) 1- Vortex flow meter 4) 1- Orifice type flow meter 5) 1- Portable supersonic flow meter 6) 1- Tachometer 7) 1- Laptop personal computer 8) 1- Data logger		
7	Compressed air unit	Compressed air unit - Rotary type compressor of 1.5m <sup>3</sup> /m <sup>3</sup> in, 11kw with inverter control - Receiving tank: 1-set - Air header tank: 1-set - Hose & nozzle Measuring device: 1) 1- Power meter 2) 1- Sound level meter 3) 1- Laptop personal computer 4) 1- Data logger	1-set	
8	Electric power panel		1-set	

Measurement and analysis equipment

No	Name of item	Description	Quantity	Remarks
9	Non-contact infrared pyrometer for low temperature	Measuring range: 0 to 1200 °C Target point: laser point	1	
10	Non-contact infrared pyrometer for high temperature	Measuring range: 600 to 3000 °C Target point: scope focus	1	
11	Portable temperature indicator	Temperature: -50 to + 600 °C Thermocouple: K-type Probe: 1- surface contact, 1- round tip	3	
12	Portable clamp-on power meter	Measuring range: - Voltage: 200/600V - Current: 20/200A - Power Factor: 0 to 1 - Power: 20/200 kW - Frequency: 40-400 Hz	3	
13	Harmonic measuring equipment	Portable oscillographic recorder - Measuring range: 10mV to 100V, 450V - Harmonic wave analysis - Input: 4ch - Display: 5.7" Color LCD, Language: English	1	
14	Fuel gas analyzer	Measuring component: CO/CO <sub>2</sub> , O <sub>2</sub> - CO: 0 to 0.1/0.5 vol% - CO <sub>2</sub> : 0 to 15 vol% - O <sub>2</sub> : 0 to 10/25 vol%	1	
15	Sampling gas treatment unit	Sample gas: Fuel gas Gas cooling device Filter device Capacity: Gas flow rate 5 liter/min	1	
16	Hot wire anemometer	Measuring item: Gas speed and temperature - Gas speed: 0 to 25 m/s - Gas temperature: 0 to 400 °C	1	
17	Pitot tube flow meter	Type: Western type Size: 14mm -dia x 2,500 mm Measuring item: Gas speed at high temperature - Gas speed: 0 to 25 m/s Digital anemometer: 0 to 300 mmAq	1	Measurement at cement kiln, coal firing boiler
18	Data logger	Displaying and recording device Input: DCV, ACV, Thermocouple, pulse No. of channel: 16-ch Display: 5" Color LCD	3	



Office appliance

No	Name of item	Description	Quantity	Remarks
19	Desktop computer	CPU: Pentium 4/2.0 GHz Memory: 512 MB HDD: 80 GB Display: 15" TFT LCD OS: Windows XP Application: Office XP	4	
20	Laptop computer	CPU: Pentium III/1.0 GHz Memory: 128 MB HDD: 30 GB Display: 14.1" TFT LCD OS: Windows XP Application: Office XP	1	
21	Intranet server	CPU: Pentium III/1.13 GHz Memory: 1024 MB HDD: 145 GB Display: 15" TFT LCD OS: Windows 2000 Server	1	HP Netserver e-800 IBM X series 220/8646-32X or equivalent
22	Internet server	CPU: Pentium III/1.13 GHz Memory: 256 MB HDD: 182 GB Display: 15" TFT LCD OS: Windows 2000 Server	1	HP Netserver e-800 IBM X series 220/8646-32X or equivalent
23	Fire wall server	Laptop computer or desktop computer OS: Windows 2000 Server Application: Firewall software (Ex. WinGate)	1	
24	Multimedia Video Projector, Digital photocopier		1	1-Video projector 1-Digital camera

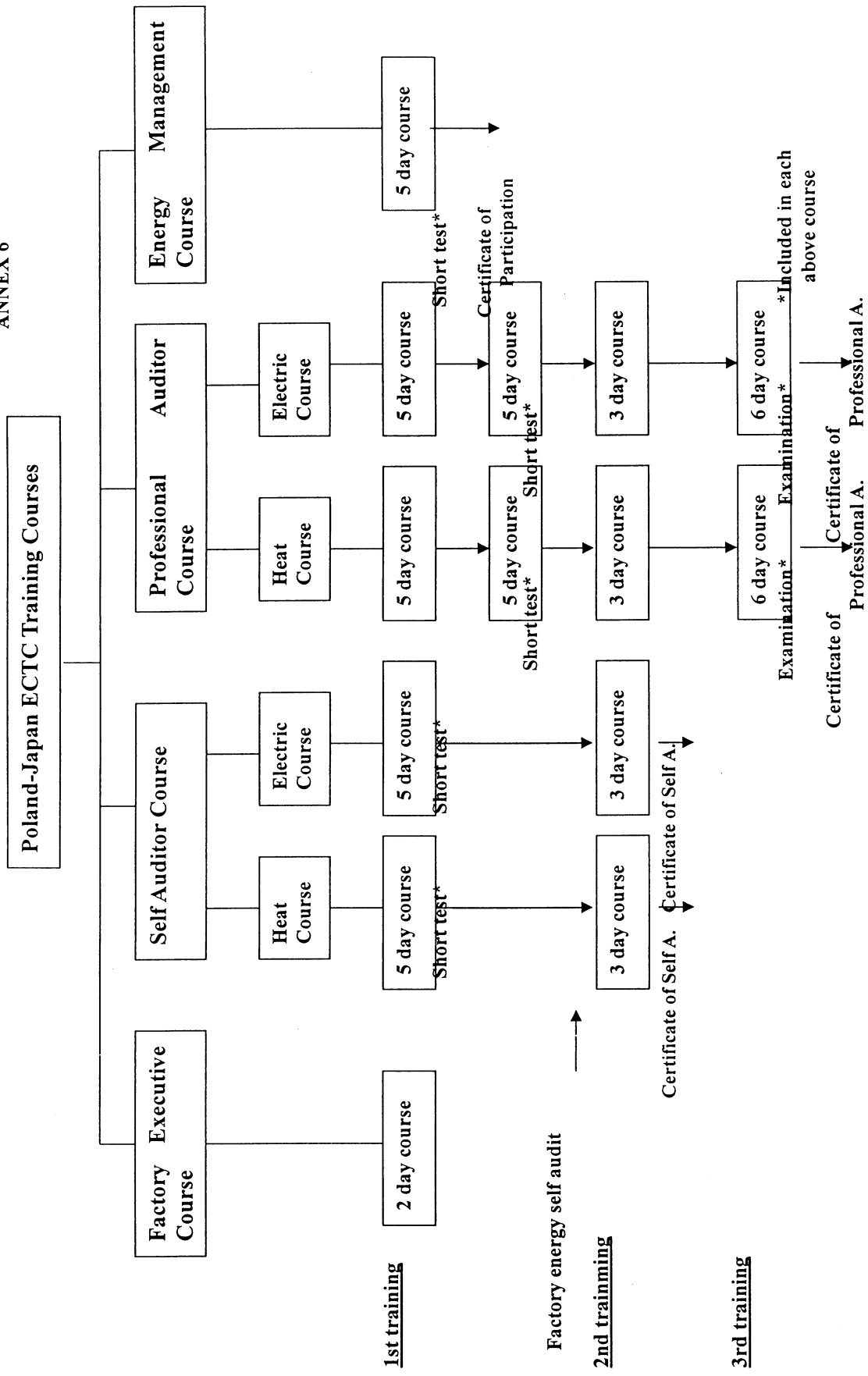
## ANNEX 5

### Cost Sharing List

	Allocation
1. Management cost of ECTC	
(1) Personnel cost of Polish officers including necessary C/P	Poland
(2) Personnel cost of Japanese experts (Long- and Short-term)	Japan
(3) Cost for accepting the Polish C/P for the training in Japan	Japan
(4) Furnished office space for Japanese experts and their C/P	Poland
(5) Cost for conducting the Training Courses on energy conservation, including text books and materials	Poland
(6) Dissemination and other activity cost	Poland
(7) Office equipment including computer, fax machine, copy machine, etc. and utilities for ECTC office	Poland
2. Equipment	
(1) "the Equipment" necessary for technology transfer provided by the Government of Japan, such as "Mini-plant", measuring devices and part of the computers for the dissemination	Japan
(2) Supervisory work for installation and guidance work for maintenance of "Mini-plant" and necessary major equipment provided by the Government of Japan	Japan
(3) Customs clearance, inland-transportation, installation and maintenance on the Equipment provided by the Government of Japan	Poland
(4) Equipment other than those provided by the Japanese side, and which is necessary for the technology transfer, and other ECTC activities, such as a vehicle, audio visual aid, computer, office equipment, etc.	Poland
3. Training space	
(1) Necessary space and facilities for technology transfer and energy conservation, including works of space renovation, training facilities arrangement, equipment installation, and others	Poland

H.M.

ANNEX 6



Outline of Each Training Course

Poland-Japan ECTC Training Course Outline

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Item	Course	Factory Executive Course	Self Auditor Course	Professional Auditor Course	Energy Management Course
1. Purpose of course	To understand significance of energy conservation and to learn how to promote it	To learn how to realize energy conservation, not only by lecture, but by practical training, and to execute it in his company by himself as a self auditor	To be as a professional auditor of energy conservation to promote it in Poland	To learn whole view of energy conservation, not only lecture, but practical training to promote it by himself in his company	
2. Characteristics of course	Introduction course for company executives on energy conservation	Special course, but limited to practical range to professional auditor course	Special course, but more theoretical than self auditor course	Introduction course for energy conservation knowledge and experience	
3. Objective person (example)	Executive of factory and company	Engineer, operator, manager, consultant	Energy auditor, engineer, consultant	Manager, staff engineer	
4. Training days (total)	2	8	19	5	
4.1 First training	2	5	$5(1^{st}) + 5(2^{nd}) = 10$	5	
4.2 Second training	No	3	3	No	
4.3 Third training (including examination)	No	No	6	No	
5. Number of trainees	15-20	15-20	10-15	15-20	
6. Frequency of course per year (standard)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Content of course	See attachment	See attachment	See attachment	See attachment	See attachment
8. Required skill, experience and level related to energy conservation	No	One who is in charge of energy related section including operating, designing, manufacturing, controlling, managing and etc.	One who has self audit experience and/or has a lot of energy conservation experience	No	

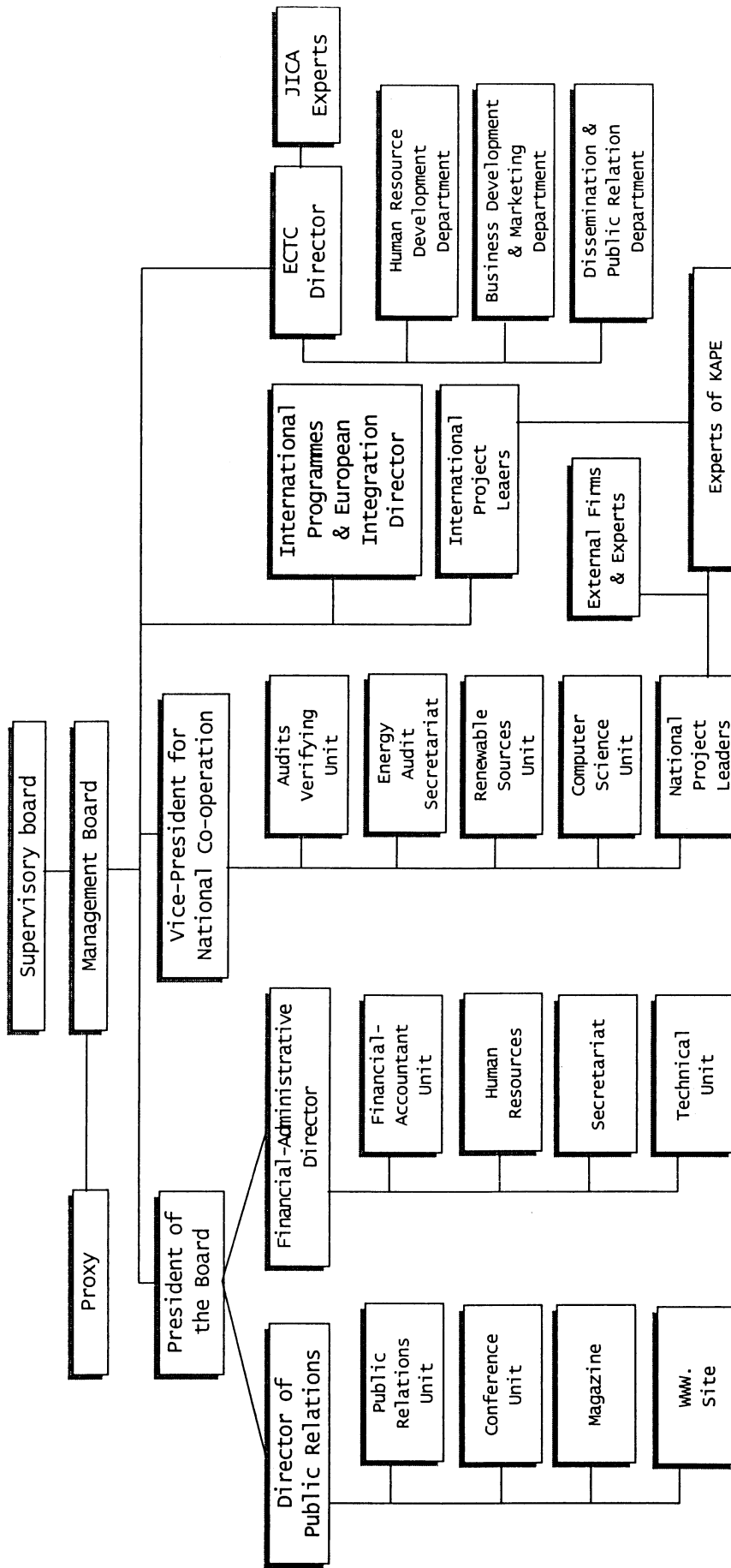
## ANNEX 7 Organization of Ministry of Economy and Labor

- \*Trade Administration Department
- \*Economic Analyses and Forecasts Department
- \*Energy Security Department
- \*Labour Fund Department
- \*Information Technology Department
- \*Innovation Department
- \*Financial Instruments Department
- \*Department of Trade Policy Instruments
- \*Foreign Investments and Export Promotion Department
- \*Department for Competitiveness of the Economy
- \*Export Control Department
- \*Department for Coordination of the Cohesion Fund
- \*Department of Structural Policy Coordination
- \*Department for Social Security System Coordination
- \*Department of International Bilateral Cooperation
- \*Social Assistance Department
- \*Industrial Policy Department
- \*Regional Policy Department
- \*Social Assistance Department
- \*Public Benefit Department
- \*Labour Law Department
- \*Offset Programs Department
- \*Department for Internal Trade Regulation
- \*Entrepreneurship Development Department
- \*Labour Market Department
- \*Defense Affairs Department
- \*Department for European and Multilateral Relations
- \*Department of Family Benefits
- \*Tourism Department
- \*Social Insurance Department
- \*European Union Affairs Department
- \*Labour Conditions Department
- \*European Social Fund Implementation Department
- \*Department for Regional Development Programmes Implementation
- \*Remuneration Department
- \*European Social Fund Management Department
- \*Managing Department for Competitiveness Programme
- \*Office of the Government's Plenipotentiary for the Disable People
- \*Administrative and Budget Office
- \*Office of the Director General
- \*Office for the Social Dialogue
- \*Personnel and Training Office
- \*Control Office
- \*Office for Evaluation of the Legality of Nationalisation Decisions
- \*Office for Classified Information Protection
- \*Legal Office
- \*Secretariat of the Ministry
- \*Internal Audit Unit
- \*Press Office
- \*Secondary proprieties operate with the Ministry

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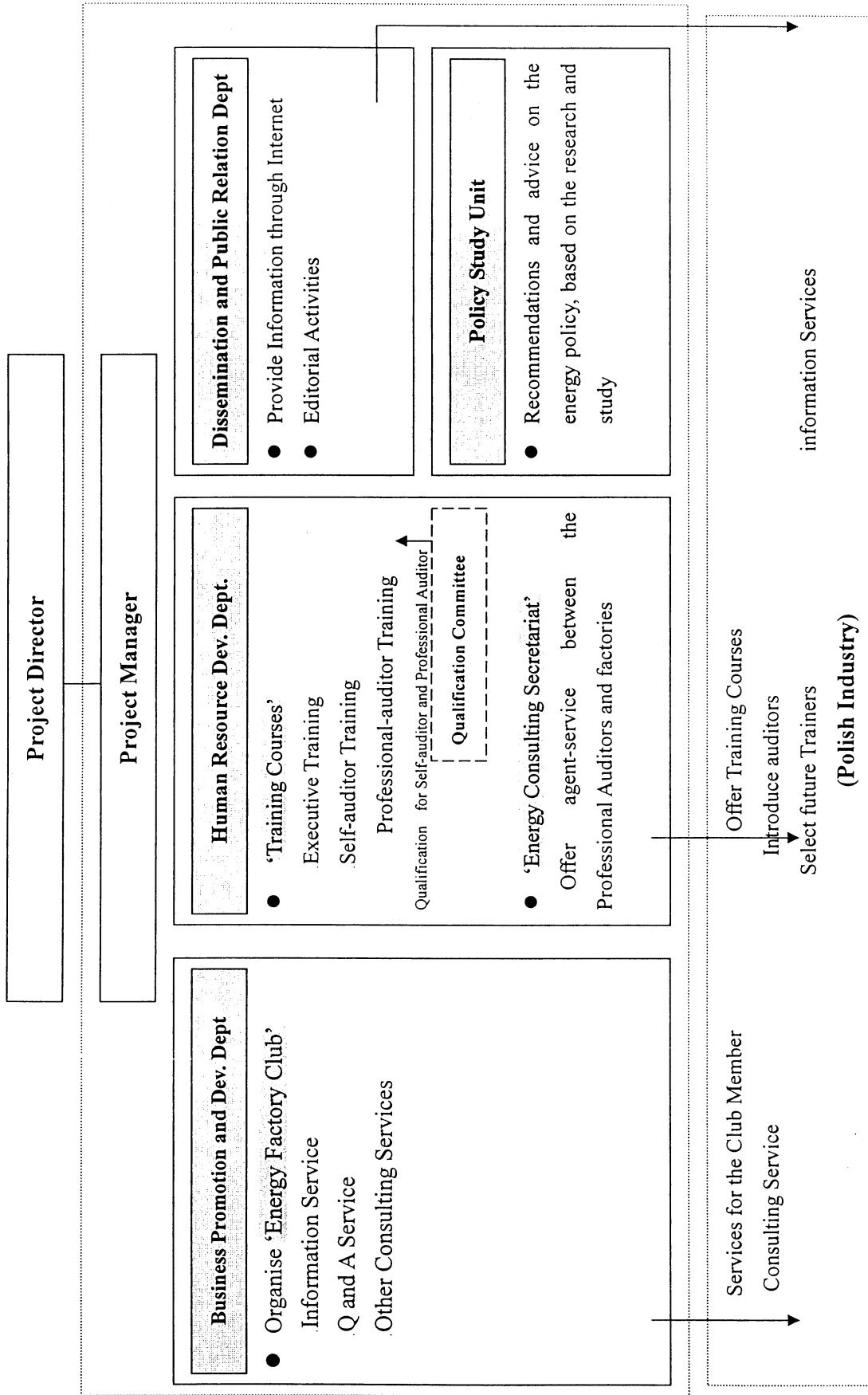


ANNEX 8 Organisation of KAPE including ECTC



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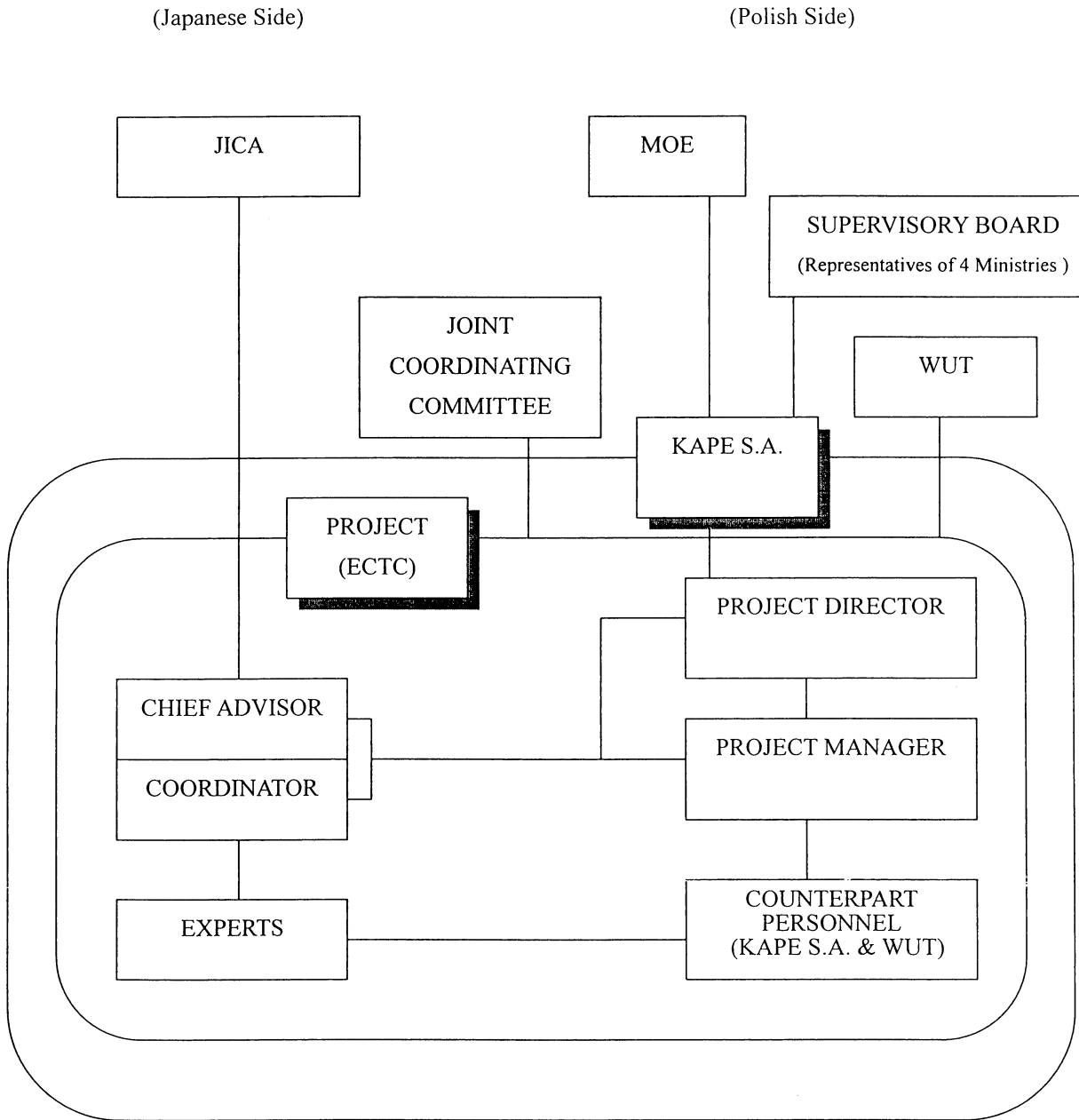
ANNEX 9 Organization of ECTC



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**ANNEX 10 Provisional Chart of the Administration of the Project**



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LIST OF ATTENDANTS

Polish Side

( Ministry of Economy and Labor )

Mr. Zbigniew Kamienski  
Deputy Director, Department of Energy Security, MGiP

Mr. Wieslaw Pawliotti  
Head, Department of Energy Security, MGiP

Mr. Wieslaw Zbikowski  
Chief Expert, Department of Energy Security, MGiP

( KAPE S.A. )

Prof.. Tadeusz Skoczkowski  
President, KAPE S.A.

Mr. Andrzej Wojtowicz  
Vice-President, KAPE S.A.

Mr. Mirosław Semczuk  
Director, International Cooperation Department, KAPE S.A.

Ms. Karolina Loth-Babut  
Project Manager, KAPE S.A.

( WUT )

Prof. Janusz Lewandowski  
Director, Assistant Professor, Institute of Heat Engineering, Faculty of Power and  
Aeronational Engineering, WUT

Dr. Tomasz S. Wisniewski  
Assistant Professor, Institute of Heat Engineering, Faculty of Power and Aeronational  
Engineering, WUT

Japanese Side

( JICA )

Mr. Hideo Morimoto  
Leader, Japanese Project Design Team

Mr. Hitoshi Aoyagi

Member, Japanese Project Design Team

Mr. Hiroshi Enomoto  
Resident Representative, JICA / JOCV Poland Office

( Embassy of Japan )

Mr. Akihiko Sato  
Second Secretary, Embassy of Japan in the Republic of Poland

HM



3. ポ日友好議員連盟関連資料

電 信

コ ピ ー

主管

取扱注意

総番号 [REDACTED]

主 管

平成16年 6月11日 [REDACTED]

ポーランド発

経協技

平成16年 6月11日 [REDACTED]

本 省 着

外 務 大 臣 殿

小 野 正 昭 大 使

ポーランド・日本省エネルギー技術センタープロジェクト実施協議調査団（ポ日友好議員連盟往訪）

注意

第72号（取扱注意） [REDACTED]

貴信経協F第105号に関し、

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信 課  
ま 査  
す 検  
関 班

9日、当館水城がポーランド・日本省エネルギー技術センタープロジェクト実施協議調査団（森本団長他1名）、KAPE（ヴイトヴッチ副総裁、セムチュック部長）とともに、ポ・日友好議員連盟（全体14名で構成）のイビンスキ議員（SLD所属、首相府外交担当次官）、ロデ議員（PO所属）を往訪したところ、概要以下のとおり、（当方、榎本JICA駐在員事務所長、当館佐藤同席）

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1. 冒頭、イビンスキ議員より以下のとおり述べた。

（1）エネルギー問題は「ポ」の経済に大変重要である。4月に日本で「ポ」科学フォーラムが開催され技術の重要性が示されたが、両国の技術に関する交流はもっと拡大しなければならない。現在、ポ日情報工科大学がポーランドにおいて、非常に大事な位置を示しているのと同様に、ECTC（省エネルギー技術センター）も大事になると確信している。

（2）日本ほど「ポ」のエネルギーについては特に大きな問題ではないが、重要な課題ではある。今後、議員の構成に変化があっても「ポ」と日本の関係は重要視され、文化教育以外に技術面の交流においてもさらに拡大されるであろう。

2. （以下、当方より、昨年小泉首相の公式訪問時の共同声明にもあるように、両国にとって非常に重要なプロジェクトであり、EU加盟の時期を得て今後、日本としても着実に本

プロジェクトが進展していくよう支援していきたい旨述べた。また、森本実施協議調査団長より、本プロジェクトの目的、経緯、今後のスケジュール等について説明したのに対し、ロデ議員より、)

(1) エネルギー問題をEU基準に合わせる必要があり、議会でエネルギー法案を審議する委員会を作り既に作業をスタートしている。(2) 「ポ」の中小企業のエネルギー問題に対する理解はまだ不十分であり、ECTCの活動にワルシャワ近辺のみならず全国の中小企業が参加できるようになれば有益であろう。省エネルギーは「ポ」の政策に将来的にも重要な役割を果たすことは間違いないことなので、国民への教育面で努力していきたい。(3) 中小企業だけでなく一般市民もエネルギーに関し理解し始めている。例えば最近の電力の価格を始め、石油及びガソリンの価格の上昇によりエネルギーに対する意識が高まってきている。

3. なお、ロデ議員の同発言に対し、KAPEのヴイトヴッチ副総裁より、「ポ」のエネルギー問題は、重要な課題ではあるが、今の段階では、最優先的な問題ではないということも事実である。しかし、ECTCの活動によりエネルギーに対する意識が変わってくるだろう。本プロジェクトが予定どおり実施されることを期待している旨述べた。

4. (当方より、(1) EU基準に合わせる等の法制面の必要のみならず、中小企業にとっても省エネは明らかに経済的なメリットをもたらすものである点を関係者に知らしめて頂くのも有益であろう。(2) 本プロジェクトで使用する機材等を「ポ」国へ搬入する場合の諸行政手続きがスムーズに進むよう関係当局へ後押しをお願いしたい旨述べたところ、ロデ議員より、)

何か問題がある場合には、是非私のところに連絡されたい。議会には本プロジェクトに関心をもつ議員が多数いるので、問題解決につながると思う。本プロジェクトがよりスムーズに効率的に実施されることを期待したい。これまでの過程に関わったJICAの関係者、日本政府の関係者に感謝申し上げたい。

転電《添付無》ウクライナ(ア)

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電報の取扱いに関する情報は慎重に扱います。内線四二一三・四二一四に連絡願います。

## Posłowie IV kadencji

**Tadeusz Iwiński**

**Data i miejsce urodzenia:** 28.10.1944, Piastów k/Warszawy  
**Stan cywilny:** żonaty

**Wykształcenie:** wyższe, prof. dr hab. nauk humanistycznych  
**Nazwa szkoły i kierunek:**

- Politechnika Warszawska, Wydział Chemii - mgr inż.
- Uniwersytet Warszawski, Nauki Polityczne - dr
- Wyższa Szkoła Nauk Społecznych, Nauki Polityczne - dr hab.

**Staż parlamentarny:** poseł I kadencji, poseł II kadencji, poseł III kadencji

**Wybrany dnia:** 23.09.2001

- **lista:** Sojusz Lewicy Demokratycznej - Unia Pracy
- **okręg wyborczy:** 35 Olsztyn
- **liczba głosów:** 34934



**Klub parlamentarny:**

Klub Parlamentarny Sojuszu Lewicy Demokratycznej

**Nr skrytki:** 124

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[Interpelacje](#)

[Zapytania](#)

[Pytania](#)

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## Posłowie IV kadencji



### Małgorzata Rohde



**Data i miejsce urodzenia:** 7.10.1962, Drawsko Pomorskie  
**Stan cywilny:** mężatka

**Wykształcenie:** wyższe  
**Nazwa szkoły i kierunek:** Uniwersytet im. Adama Mickiewicza w Poznaniu, Wydział Nauk Społecznych - mgr

**Staż parlamentarny:** brak

**Wybrana dnia:** 23.09.2001

- **lista:** Platforma Obywatelska
- **okręg wyborczy:** 40 Koszalin
- **liczba głosów:** 7412

**Klub parlamentarny:**  
Koło Parlamentarne Stronnictwa Konserwatywno-Ludowego

**Nr skrytki:** 331

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