

Appendices

**Appendix 1.1 Scope of Work of the Study on Integrated Mangrove Management
through Community Participation in the Ayeyawady Delta**

SCOPE OF WORK

FOR

THE STUDY ON
INTEGRATED MANGROVE MANAGEMENT
THROUGH COMMUNITY PARTICIPATION
IN THE AYEWAWADY DELTA
IN THE UNION OF MYANMAR

AGREED UPON BETWEEN

FOREST DEPARTMENT, MINISTRY OF FORESTRY

AND

JAPAN INTERNATIONAL COOPERATION AGENCY

Yangon, 27 September 2001



U Shwe Kyaw
Director General
Forest Department
Ministry of Forestry



Mr. Yukihide KATSUTA
Leader
Preparatory Study Team
Japan International Cooperation Agency

I. INTRODUCTION

In response to the request from the Government of the Union of Myanmar, the Government of Japan has decided to conduct a Study on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as "the Study") together with the Government of Myanmar in accordance with the relevant laws and regulations in force in Japan.

Accordingly, the Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation programmes of the Government of Japan, will undertake the Study, in close cooperation with the authorities concerned of the Government of Myanmar.

The present document sets forth the Scope of Work with regard to the Study.

II. OBJECTIVES OF THE STUDY

The objectives of the Study are:

1. to formulate an Integrated Mangrove Management Plan which aims at the rehabilitation and sustainable use of the mangrove resources by the local communities
2. to transfer relevant technical skills/knowledge to the Myanmar Counterpart personnel through on-the-job training during the course of the Study

III. SCOPE OF THE STUDY

1. Study Area

The area targeted for mangrove management is the following five Reserved Forests in Bogalay and Laputta Townships in Ayeyawady Division, the total area of which is approximately 224,000 ha as shown in Annex 1:

<u>Bogalay Township</u>	Kadonkani Reserved Forest
	Pyindaye Reserved Forest
	Meinmahla Reserved Forest

<u>Laputta Township</u>	Kyakankwinpauk Reserved Forest
	Pyinalan Reserved Forest

2. Scope of the Study

In order to achieve the above objectives, the Study will be conducted in the following two Phases:

<Phase I: Formulation of the Integrated Mangrove Management Plan>

- (1) Study on natural/geographical conditions: Conduct a desk review of existing information on natural/geographical situations as well as on data related to fauna &



flora. Conduct a field survey to supplement the existing information as and if necessary.

- (2) Study on socio-economic conditions: Conduct a desk review of existing information on socio-economic situation in the Study Area and clarify the socio-economic conditions of the local communities. Conduct a field survey to supplement the existing information as and if necessary.
- (3) Compilation of Social and Geographical Database: Based on the data collected from the survey on natural/geographical conditions and the socio-economic conditions, compile a Social and Geographical Database using GIS.
- (4) Barrier Removal towards Sustainable Mangrove Management: Based on the findings of the study on natural condition and the study on socio-economic condition, identify barriers towards sustainable mangrove management and propose possible solutions to remove those barriers, including possible land use patterns, mangrove reforestation plan, guidelines for fauna and flora protection, alternative livelihood scheme, income generating activities, and environmental awareness raising.
- (5) Formulation of the Integrated Mangrove Management Plan: Through consultation with relevant stakeholders, develop the Integrated Mangrove Management Plan with the aim to rehabilitate and sustainably use the mangrove resources by the local communities.

<Phase II: Implementation of the Pilot Project >


- (1) Selection of Demonstration Sites and Development of Action Plan for the Implementation of the Pilot Project: Select villages, and based on the Integrated Mangrove Management Plan, detailed Action Plan will be prepared in a participatory manner.
- (2) Implementation of the Pilot Project: The villages (groups) implement activities based on the Action Plan.
- (3) Evaluation of the Pilot Project: Organize a participatory evaluation workshop at the end of the Pilot Project to assess the achievements of the Pilot Project
- (4) Feedback to the Integrated Mangrove Management Plan: Based on the findings of the participatory evaluation workshop, revise the Integrated Mangrove Management Plan as and if necessary.

IV. STUDY SCHEDULE

The Study will be carried out for a period of approximately 36 months, in accordance with the tentative work schedule attached in Annex 2.

V. REPORTS

JICA shall prepare and submit the following reports to the Government of Myanmar. All the

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reports will be prepared in English:

1. Inception Report (Ic/R)
Thirty (30) copies at the beginning of Phase I
2. Progress Report (Pr/R)
Thirty (30) copies at the latter half of Phase I
3. Interim Report (It/R)
Thirty (30) copies prior to initiating Phase II
4. Field Report (Fd/R)
Thirty (30) copies at the middle of the Phase II
5. Draft Final Report (Df/R)
Thirty (30) copies at the end of Phase II. The Government of Myanmar will provide JICA with its comments on the Draft Final Report within one (1) month after the receipt of the Draft Final Report.
6. Final Report
Fifty (50) copies within two (2) months after the receipt of the comments from the Government of Myanmar on the Draft Final Report.

In addition to the above reports, the following will be submitted to the Government of Myanmar:

7. Social and Geographical Database (GIS)

VI. UNDERTAKING OF THE GOVERNMENT OF MYANMAR

1. To facilitate the smooth conduct of the Study, the Government of Myanmar shall take necessary measures including the following:
 - (1) to secure the safety of the Japanese Study Team
 - (2) to permit the members of the Japanese Study Team to enter, leave and sojourn in Myanmar for the duration of the assignment therein, and exempt them from foreign registration requirements and fees
 - (3) to exempt the members of the Japanese Study Team from taxes, duties and other charges on equipment, machinery and other materials brought into Myanmar for the conduct of the Study
 - (4) to exempt the members of the Japanese Study Team from income tax and charges of any kind imposed on or in connection with any emoluments or allowance paid to the members of the Japanese Study Team for their services in connection with the implementation of the Study
 - (5) to provide necessary facilities to the Japanese Study Team for the remittance as well as utilization of the funds introduced into Myanmar from Japan in connection with

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the implementation of the Study

- (6) to secure permission for entry into private properties or restricted areas for the conduct of the Study
 - (7) to secure permission for the Japanese Study Team to take all data and documents including maps and photographs related to the Study out of Myanmar to Japan
 - (8) to provide medical services as needed. Its expenses will be chargeable to members of the Japanese Study Team
2. The Government of Myanmar shall bear claims, if any arise against the members of the Japanese Study Team from, occurring in the course of, or otherwise connected with the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the members of the Japanese Study Team.
 3. The Forest Department under the Ministry of Forestry shall act as the Counterpart Agency for the Japanese Study Team and also as a coordinating body in relations with other governmental and non-governmental organizations concerned for the smooth implementation of the Study.
 4. The Forest Department shall, as its own expense, provide the Japanese Study Team with the following, in cooperation with other organizations concerned:
 - (1) available data and information related to the Study
 - (2) counterpart personnel
 - (3) suitable office space with necessary equipment in Yangon
 - (4) credentials and identification cards

VII. UNDERTAKING OF JICA

For the implementation of the Study, JICA shall take the following measures:

1. to dispatch, at its own expense, the Study Team to Myanmar
2. to pursue transfer of technical skills/knowledge to the Myanmar counterpart personnel in the course of the Study

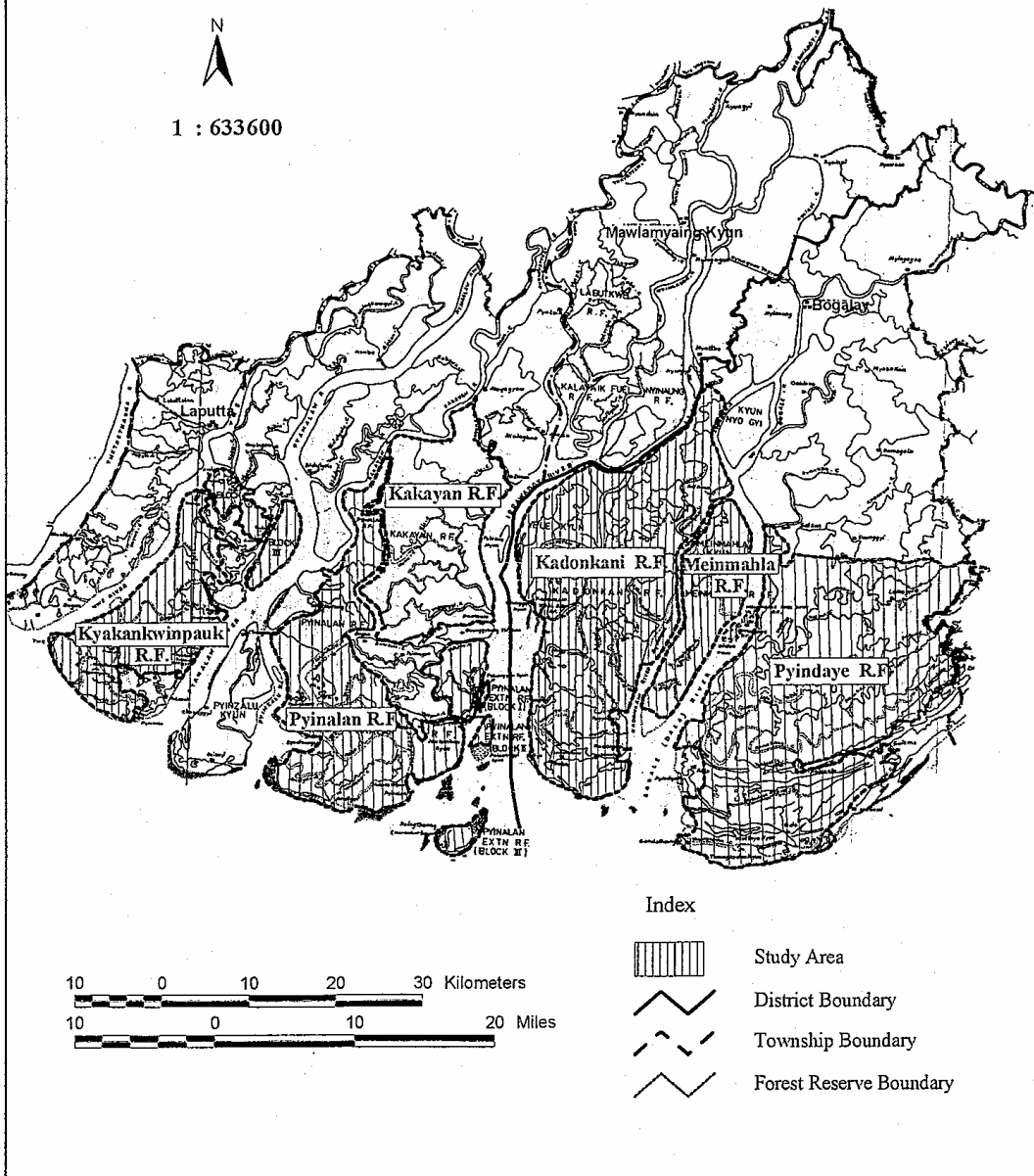
VIII. CONSULTATION

JICA and the Government of Myanmar shall consult with each other in respect to any matters that may arise from or in connection with the Study.

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Annex 1

MAP OF THE STUDY AREA



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TENTATIVE SCHEDULE

Months	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36			
Study in Myanmar																																							
Study in Japan																																							
Reports	△ Ic/R											△ Pr/R	△ It/R																△ Fd/R	△ Df/R	◎	△ F/R							
	← Phase I →											← Phase II →																											

<Remarks>

- Ic/R Inception Report
- Pr/R Progress Report
- It/R Interim Report
- Fd/R Field Report
- Df/R Draft Final Report
- ◎ Comments on the Df/R by the Government of Myanmar
- F/R Final Report

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Appendix 1.2 Minutes of Meeting on the Scope of Work

MINUTES OF MEETING

ON THE SCOPE OF WORK FOR
THE STUDY ON INTEGRATED MANGROVE MANAGEMENT
THROUGH COMMUNITY PARTICIPATION
IN THE AYEYAWADY DELTA
IN THE UNION OF MYANMAR

The Preparatory Study Team (hereinafter referred to as “the Team”) organized by Japan International Cooperation Agency (hereinafter referred to as “JICA”) headed by Mr. Yukihide KATSUTA visited the Union of Myanmar from 16 September to 28 September 2001 for the purpose of discussing and confirming the Scope of Work for the Study on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta in the Union of Myanmar (hereinafter referred to as “the Study”).

The Team held series of discussions with the officials from the Forest Department, Ministry of Forestry and other relevant agencies on the Scope of Work for the Study. The list of participants who attended those meetings is attached in the Annex.

As the result of the discussion, the Forest Department, Ministry of Forestry and the Team agreed upon the Scope of Work for the Study.

The main issues discussed by both parties in relation to the Scope of Work are shown in the document attached hereto.

Yangon, 27 September 2001



U Shwe Kyaw
Director General
Forest Department
Ministry of Forestry



Mr. Yukihide KATSUTA
Leader
Preparatory Study Team
Japan International Cooperation Agency

(Attached Document)

1. Importance of Community Participation in Mangrove Management

The importance of community participation was raised as an issue in order to have an effective management of mangrove resources. This means that the local communities are the major players in managing the mangrove resources and that their participation from the early stage of planning process is critical in having a successful resources management. In addition, it was also discussed that it is equally important to give attention to women and inhabitants under poverty.

2. Concept of Integrated Management

The main concern of the Study is to develop a management plan so that the mangrove resources can be used sustainably. For this purpose, it is essential not only to make efforts from the point of view of the forest sector, but also to integrate the concern of all relevant sectors, including local community development, agriculture, fisheries, and livestock into the plan.

3. Organizing Local Workshops

Through the course of developing the Integrated Mangrove Management Plan, Local Workshops, inviting relevant agencies and stakeholders, will be held at each township to exchange ideas on the Management of Mangrove Resources.

4. Selection of the Target Villages for the Pilot Project

A pilot project will be implemented at one reserved forest targeting several villages within the selected reserved forest. At the beginning of Phase II, one reserved forest, including target villages will be selected based on the findings of the field works conducted in Phase I.

5. Compilation of GIS-based Social and Geographical Database

The Social and Geographical Database which will be compiled under the Study will build upon the existing GIS-based socioeconomic database and land use database, that are developed by the Forest Department.

The GIS will include natural, biophysical and socioeconomic data and will be compiled at the village level and compartment level. The compilation of the Social and Geographical Database will include the following works:

- a. Rearrangement of the existing database as and if necessary
- b. Modification of GIS software to secure easy operation of the database
- c. Incorporation of the Integrated Mangrove Management map onto the Social and Geographical Database



While the Forest Department will make the GIS resources such as software and hardware available to the Japanese Study Team, the Japanese Study Team will procure the consumables at its own expense.

6. Usage of Aerial Photograph

The Study will explore the possibility of using the aerial photos as a geographical reference when conducting field surveys and formulating the Integrated Mangrove Management Plan.

7. Usage of Existing Information

The Study will utilize existing information including socio-economic data already collected and a land use map.

8. Counterpart Personnel

Forest Department will assign counterpart personnel for each Japanese Expert before the arrival of the Japanese Study Team.

In the event counterpart personnel will be assigned from other agencies, the Forest Department will make an official request to the respective agencies.

9. Establishment of the Steering Committee

In order to develop an Integrated Mangrove Management Plan, it is essential to incorporate issues related to agriculture, fisheries, and livestock into the Management Plan. It was therefore agreed that a steering committee, including relevant agencies, would be established to provide policy advice on the Study. The committee will be chaired by the Director-General of the Forest Department with the committee members from: (i) Forest Department, Ministry of Forestry; (ii) Ministry of Agriculture and Irrigation; and (iii) Ministry of Livestock and Fisheries. In addition, UNDP and/or FAO will be invited as an observer when necessary.

The committee will meet whenever new study reports are prepared by the Japanese Study Team, and/or as necessity arises. The first steering committee will be held at the arrival of the Japanese Study Team to present the inception report to the committee members.

10. Equipment for the Study

It was discussed that the following equipment be procured by JICA for the conduct of the Study. The Team agreed that those equipment would be needed for the Study and would make a request to JICA headquarters for consideration:

(1) Photocopy Machine



- (2) Fax Machine
- (3) Portable Generator(s)

With regards to the fax machine, the Forest Department will apply for the permission to connect a fax line from the Ministry of Communication on behalf of the Japanese Study Team.

11. Office Space

The Forest Department will provide an office space at the Forest Department in Yangon for the use of the Japanese Study Team. The office will be equipped with telephone and basic furniture.

In addition, Byonemwe Forest Camp, Bogalay Township, will be also made available for the Japanese Study Team. The Japanese Study Team will decide on where to establish the base camp in the Study Area.

12. Training of Counterpart Personnel

The Forest Department requested that the Myanmar counterpart personnel be given training opportunities for effective transfer of relevant technical skills. Though JICA Development Study Scheme itself does not provide training opportunities, the Team took note of the importance of training and would consult with relevant sections at JICA headquarters to explore training possibilities.

13. Opening of the Final Report to the Public

Both parties agreed that the final report of the Study would be open to all interested parties to facilitate the dissemination of the Study.

14. Organizing Dissemination Seminar

At the end of Phase II, a dissemination seminar will be jointly organized by the two parties to present the Integrated Mangrove Management Plan and to disseminate the findings of the Study.



ANNEX

LIST OF PARTICIPANTS

1. *Myanmar Side*

(1) Planning and Statistics Department, Ministry of Forestry

U Soe Tint Director General

(2) Forest Department, Ministry of Forestry

U Shwe Kyaw Director General

U Kyi Maung Director, Planning and Statistics Division

U Saw Eh Dah Director, Training and Research Development Division

U Tin Cho National Project Director for UNDP/FAO/MYA/99/008

U Maung Maung Than Assistant Director, Planning and Statistics Division

U Win Myint Maung Mya District Forest Officer

U Tin Than Myo Laputta Township Forest Officer

U Thaug Ngwe Bogalay Township Forest Officer

2. *Japanese Side*

(1) Preparatory Study Team

Mr. Yukihide KATSUTA Leader

Dr. Shozo NAKAMURA Member

Ms. Machiko KAMIYA Member

Mr. Hideo SAKAMOTO Member

Dr. Tsuneo KUME Member

Mr. Shuichi MIYABE Member

(2) JICA Myanmar Office

Mr. Eiji KOZUKA Assistant Resident Representative

U Kyaw Lwin Oo Programme Assistant



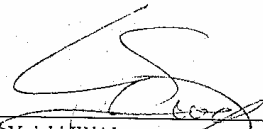
Appendix 2.1 Minutes of Meeting on the Inception Report

**Minutes of Meeting
on
Inception Report
for
the Study on
the Integrated Mangrove Management
through Community Participation
in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of Myanmar
and
Japan International Cooperation Agency**

Yangon, 26th April 2002



U Shwe Kyaw
Director General,
Forest Department,
Ministry of Forestry



Mr. Yoichi IWAI
Team Leader
The Study Team
Japan International Cooperation Agency

In accordance with the Scope of Work (hereinafter referred as "S/W") for the Study on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as "the Study"), the Government of Japan dispatched through the Japan International Cooperation Agency (JICA) the Study Team headed by Mr. Yoichi IWAI for the implementation of the Study to the Union of Myanmar. At the commencement of the Study, the Study Team officially submitted thirty (30) copies of the Inception Report and explained the basic concepts, methodology and schedule of the Study to the Forest Department and other related agencies on 21st February 2002.

The participants of meeting are listed per ANNEX. The followings are important issues discussed and agreed upon in the meeting.

- (1) The Myanmar side stated the contents of the Inception Report were prepared in compliance with the conditions set forth in S/W and agreed to proceed to the next stage of the Study in accordance with the methodology and schedule stipulated in the Inception Report (Ic/R).
- (2) The Myanmar side stated the establishment of the Steering Committee (St/C) composed of members from the Ministry of Forestry, the Ministry of Agriculture and Irrigation, and the Ministry of Livestock and Fishery. The Steering Committee collaborates to the Study Team for implementation of the Study.
- (3) The Myanmar side questioned the Study Team on the content, extent and budget of the Pilot Project (P/P) to be implemented under the Study. The Study Team explained about a plan of P/P in accordance with Ic/R. The Myanmar side confirmed the approach of P/P and agreed that details of P/P will be finalized through out the course of the Study.
- (4) In the response to the request by the Study Team, the Myanmar side agreed that the lessons and issues from the previous projects and activities, such as UNDP/FAO projects, should be incorporated with in the Integrated Mangrove Management Plan (IMMP) of the Study.
- (5) The Myanmar side agreed that not only the Forest Department, but also other relevant departments within the Ministry of Forestry, and other relevant ministries and agencies would cooperate for the implementation of the Study.
- (6) The Myanmar side agreed the content of the draft Technology Transfer Plan prepared by the Study Team. It was confirmed that details of the Plan should be formulated upon further discussion between the Study Team and the Forest Department in accordance with the information of counterpart personnel.
- (7) The Myanmar side confirmed the purpose of Study Team's visit to Bogalay and Laputta

townships and agreed the Study Team to conduct necessary activities for the implementation of the Study.

- (8) The Myanmar side stated that the Forest Department of the Ministry of Forestry provides necessary information and data required by the Study Team for the implementation of the Study.
- (9) The Forest Department stated the necessity of technology transfer from the Study Team on aerial photograph interpretation and GIS analysis. The Study Team explained that it will be covered in the technology transfer program included in the Technology Transfer Plan.



ANNEX

List of Participants

Myanmar Side

Ministry of Forestry (MOF)

U Shwe Kyaw
U Soe Win Hilang
U Kyi Maung
U Saw Eh Dah
U Tin Cho
U Mg Mg Than

Director General, Forest Department (FD)
Deputy Director General, FD
Director, Planning and Statistics Division, FD
Director, Research and Training Division, FD
National Project Director, Mangrove Project, FD
Assistant Director, GIS Section, FD

Ministry of Agriculture and Irrigation (MOAI)

U Kyi Win
Planning

Deputy Director, Department of Agriculture

Ministry of Livestock and Fishery (MOLF)

U Win Myint Maung

Assistant Director, Department of Fishery

UNDP/FAO

U David Dalah
Mr. M. Pushparajah

Assistance Resident Representative, UNDP
Agency Project Manager, MYA/99/008

Japanese Side

JICA Advisory Committee

Ms. Ieko Kakuta

JICA

JICA Study Team

Mr. Yoichi Iwai
Mr. Dexter Cabahug
Mr. Tomohiro Shibayama
Mr. Shiro Arai
Ms. Yoko Kitauchi

Team Leader
Mangrove Conservation (1)
Mangrove Conservation (2)
Social Forestry Extension
Participatory Development

JICA

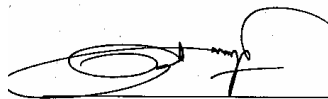
Mr. Kyosuke Kawazumi
Mr. Eiji Kozuka

JICA
JICA Myanmar Office

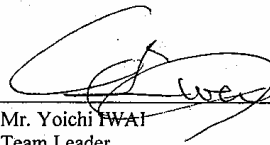
Appendix 2.2 Minutes of Meeting on Basic Concept of Draft Master Plan

**Minutes of Meeting
on
Basic Concept of Draft Master Plan
for
the Study on
the Integrated Mangrove Management
through Community Participation
in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of Myanmar
and
Japan International Cooperation Agency**

Yangon, 18th November 2002



U Shwe Kyaw
Director General,
Forest Department,
Ministry of Forestry



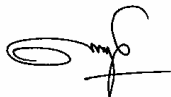
Mr. Yoichi FWAI
Team Leader
The Study Team
Japan International Cooperation Agency

On November 18, 2002, the Forest Department of the Union of Myanmar (hereinafter the Forest Department) and the JICA Study Team on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as the Study Team) held a meeting in order to exchange a view and opinions on the basic concept of Draft Master Plan for the Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (herein after referred to as the Study). The participants of meeting are listed per ANNEX.

The Meeting was started at 14:00 p.m. with an opening remark by the Director General U Shwe Kyaw, a chairman of the meeting. Mr. Iwai, the Team Leader of the Study Team made a presentation on the basic concept of draft Master Plan for the Study, followed by a discussion with respect to the contents presented.

The Forest Department appreciated the output of the basic concept of the draft Master Plan, and generally agreed its contents. On the meeting, the Forest Department raised the following comments and suggestions. The Study Team agreed to reflect these points in the Master Plan as much as possible

- (1) The Forest Department agreed the target year (2020) of the Master Plan.
- (2) The rate of population growth is one of the critical points in estimating the demand of forest produce, so that the appropriate figures should be obtained by discussing with the staffs in the Forest Department.
- (3) The Study Team should conduct a further elaboration on strategy for the zoning category.
- (4) The target of the draft Master Plan should be described in a quantitative manner as much as possible based on the future demand and supply of resources.
- (5) Since the extension of community forestry is important for the achievement of views of draft Master Plan, the Study Team should consider the promotion measures and incentives to villagers, in considering the roles and capacity of the Forest Department.
- (6) Because the traditional agricultural practices could be difficult to alter, the Study Team should clarify how to shift into contemporary practice on agro-forestry.
- (7) The component of social infrastructure should be included in the living standard improvement plan based on the necessity, urgency and sustainability.
- (8) Since the fishery activity is one of the causes of encroachment, the Study Team should consider the collaboration with the Forest Department and the Fishery Department of the

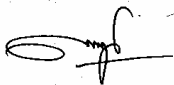


Ministry of Livestock and Fishery.

(9) The Study Team should clarify concrete figures related to buffer zone management, social fence, and sustainable agriculture.

(10) The Study Team should clarify the change of land use in the Study area in the beginning and end of the Master Plan.

In closing remarks, the Director General of the Forest Department expressed his expectation on the actual implementation on Pilot Project in coming phase of the Study.



ANNEX

List of Participants

Myanmar Side

Ministry of Forestry (MOF)

U Shwe Kyaw	Director General, Forest Department (FD)
U Tin Aye	Deputy Director Planning and Statistics Division, FD
U Aye Lwin	Assistant Director, Planning and Statistics Division, FD
U Tin Htun	Assistant Director, Wildlife and Nature Conservation Division, FD
U Tin Cho	National Project Director, Mangrove Project, FD
U Aung Myo San	Range Officer, Mangrove Project, FD
U Kan Htun	Range Officer, Mangrove Project, FD

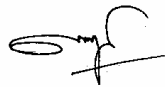
Japanese Side

JICA

Mr. Eiji Kozuka	JICA Myanmar Office
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JICA Study Team

Mr. Yoichi Iwai	Team Leader
Mr. Dexter Cabahug	Mangrove Conservation (1)
Mr. Shiro Arai	Social Forestry Extension
Ms. Yoko Kitauchi	Participatory Development
Mr. Kazuyuki Sato	Land Cover/GIS
Ms. Hanae Kamiya	Trainee



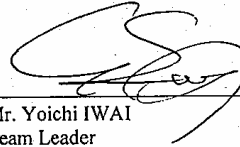
Appendix 2.3 Minutes of Meeting on the Second Steering Committee (Progress Report)

**Minutes of Meeting
on
the Second Steering Committee
for
the Study on
the Integrated Mangrove Management
through Community Participation
in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of Myanmar
and
the Study Team of Japan International Cooperation Agency**

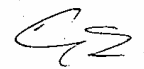
Yangon, January, 2003.



U Shwe Kyaw
Director General,
Forest Department,
Ministry of Forestry



Mr. Yoichi IWAI
Team Leader
The Study Team
Japan International Cooperation Agency



On December 11, 2002, the Forest Department of the Union of Myanmar (hereinafter the Forest Department) and the JICA Study Team on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as the Study Team) held the Second Steering Committee Meeting in order to exchange a view and opinions on the Progress Report for the Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (herein after referred to as the Study). The participants of meeting are listed per ANNEX.

The Meeting was started at 13:00 p.m. with an opening remark by the Director General U Shwe Kyaw, a chairman of the meeting. Mr. Iwai and the team members made a presentation on the Progress Report, followed by a discussion with respect to the contents presented.

(1) The following are the points agreed during the discussion of the meeting.

The Myanmar side received 30 copies of the Progress Report, and generally agreed its content. On the meeting, the participants raised the following comments and suggestions. The Study Team agreed to reflect the comments raised during the discussion to the Interim Report as much as possible.

(2) Following questions and comments were raised during the discussion.

- (a) The Forest Department stated an opinion that the expression "lack of riverbank reforestation/stabilization" used during a presentation should be changed to "insufficient of reforestation/stabilization", since the said activity is carried out in the study area. The Study Team agreed to change the said expression.
- (b) The Forest Department stated an idea that priority should be placed on the recovery of production function, in considering a timeframe within 2020 and the existing situation of degraded mangrove. After the charcoal production could be an option for the sustainable livelihood activity. The Study Team agreed to consider the point, when preparing the Interim Report.
- (c) The Forest Department raised a question concerning the expression of "weak linkage between FD and CF activities". The Study Team responded that it means that little activity has been carried out on the community extension activities at the level of front-line staff.
- (d) The Forest Department stated that the expression "Lack of Incentive" for community forestry should be changed to "Insufficient Incentive", because there are some incentives. The Study Team agreed to change the said expression.
- (e) The Forest Department raised a question on the definition of poverty. The Study Team responded

ANNEX

List of Participants

Myanmar Side

Ministry of Forestry (MOF)

U Shwe Kyaw	Director General, Forest Department (FD), MOF
U Kyi Maung	Director, Planning and Statistics Division, FD, MOF
U Hla Htwe	Director, Planning and Statistics Department, MOF
U Tin Cho	National Project Director, Mangrove Project, FD, MOF

Ministry of Livestock and Fisheries (MOLF)

U Hla Win	Deputy Director General, Department of Fishery, MOLF
U Khin Ko Lay	Director, Department of Fishery, MOLF
U Aung Htay Oo	Fishery Officer (Research), Department of Fishery, MOLF

Ministry of Agriculture and Irrigation (MOAI)

Dr. Mya Thwin	General Manager, Myanmar Agricultural Service, MOAI
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Japanese Side

JICA

Mr. Eiji Kozuka	Deputy Resident Representative, JICA Myanmar Office
Mr. Makoto Tajima	Project Formulation Adviser, JICA Myanmar Office

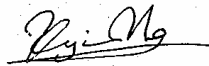
JICA Study Team

Mr. Yoichi Iwai	Team Leader
Mr. Shiro Arai	Social Forestry Extension
Mr. Kazuyuki Sato	Land Cover/GIS
Mr. Tomohiro Shibayama	Mangrove Conservation (2) / Coordinator
Ms. Hanae Kamiya	Trainee

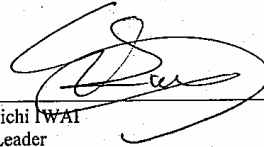
Appendix 2.4 Minutes of Meeting on the Interim Report

**Minutes of Meeting
on
the Interim Report
for
the Study on
the Integrated Mangrove Management
through Community Participation
in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of Myanmar
and
Japan International Cooperation Agency**

Yangon, 10th February, 2003



U Kyi Maung,
Director,
Planning and Statistics Division
Forest Department, Ministry of Forestry



Mr. Yoichi Iwai
Team Leader
The Study Team
Japan International Cooperation Agency

On February 10, 2003, the Forest Department of the Union of Myanmar (hereinafter the Forest Department) and the JICA Study Team on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as the Study Team) held the Third Steering Committee Meeting in order to exchange a view and opinions on the Interim Report and the draft Pilot Project Implementation Plan for the Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as the study). The participants of meeting are listed per ANNEX.

The Meeting was started at 10:00 a.m. and Mr. IWAI and the team member made a presentation on the Interim Report and the draft Pilot Project Implementation Plan, followed by a discussion with respect to the contents presented.

1. Following questions and comments related to the Interim Report were raised during the discussion.
 - (a) The Forest Department commented and suggested some of the contents in the Interim Report to be modified and corrected. The Study Team agreed to revise in the further reports to be formulated.
 - (b) The Fishery Department commented and suggested some of the contents in the Interim Report to be modified and corrected. The Study Team agreed to revise in the further reports to be formulated.
 - (c) The Agriculture Department commented and suggested some of the contents in the Interim Report to be modified and corrected. The Study Team agreed to revise in the further reports to be formulated.

The Study Team requested to the Myanmar side to submit the comments and suggestions raised in a written form. The Myanmar side agreed to submit the comments in a written form.

2. Following questions and comments related to the draft Pilot Project Implementation Plan and draft manuals were raised during the discussion.
 - (a) The Agriculture Department raised a question on the monitoring and evaluation system to be introduced in the Pilot Project. The Study Team responded that the current monitoring conducted under the Community Forestry activities is not efficient enough and difficult for feed-backing to the original activities. The Study Team explained that in the IMMP and the Pilot Project, the Study Team is planning to conduct several monitoring methods during the different stages of the Pilot Project for integration of monitoring results, and considering that management and planning map to be used for monitoring purposes. The Study Team also mentioned that a social condition survey to be conducted in the Pilot Project area during the third work in Myanmar is more likely to provide indicators for monitoring and evaluation of the Pilot Project components.

- (b) The Agriculture Department suggested that the both manuals should be translated into Burmese for the better understanding of the front line Forest Department staff and villagers. The Study Team agreed the necessity of translation of both manuals and responded that the Study Team will propose the translation of manual for the Forest Department to JICA. Also the Agriculture Department commented that the manual for the community should incorporate more illustrations for easy understanding by villagers. The Study Team recognized the necessity of more illustrations in the manual for the community and agreed to incorporate more illustrations as much as possible.

ANNEX

List of Participants

Myanmar Side

Ministry of Forestry (MOF)

U Kyi Maung

U Kyaw Win

U Tin Cho

Director, Planning and Statistics Division, Forest Department

Deputy Director, Planning and Statistics Department

Deputy Director, Planning and Statistics Division, Forest Department

Ministry of Livestock and Fisheries (MOLF)

U Aung Htay Oo

Fishery Officer (Research), Department of Fishery

Ministry of Agriculture and Irrigation (MOAI)

U Maung Maung

Deputy General Manager, Myanmar Agricultural Service

Japanese Side

JICA

Dr. Shozo Nakamura

Mr. Hiroaki Asaoka

U Kyaw Lwin Oo

Advisory Committee, JICA Headquarters

JICA Headquarters

Program Assistant, JICA Myanmar Office

JICA Study Team

Mr. Yoichi Iwai

Mr. Shiro Arai

Ms. Yoko Kitauchi

Mr. Tomohiro Shibayama

Team Leader

Social Forestry Extension

Participatory Development

Mangrove Conservation (2)/ Coordinator

Appendix 2.5 Minutes of Meeting on the Field Report (1)

**Minutes of Meeting
on
the Field Report of the Pilot Project
and
the Planning and the Continuation of the Pilot Project
for
the Study on
the Integrated Mangrove Management
through Community Participation
in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of Myanmar
and
Japan International Cooperation Agency**

Yangon, 23 February, 2004



U Soe Win Hlaing
Director General,
Forest Department, Ministry of Forestry



Mr. Yoichi IWAI
Team Leader
The Study Team
Japan International Cooperation Agency

On February 23, 2003, the Forest Department of the Union of Myanmar (hereinafter referred to as the Forest Department) and the JICA Study Team on Integrated Mangrove Management through Community Participation in the Ayeyarwady Delta (hereinafter referred to as the Study Team) held the Meeting on the Field Report of the Pilot Project and Planning and Continuation of the Pilot Project in order to exchange views and opinions on the result and continuation of the Pilot Project for the Integrated Mangrove Management through Community Participation in the Ayeyarwady Delta (hereinafter referred to as the study). The participants of the meeting are listed per ANNEX 1, and the agenda of the meeting is attached per ANNEX 2.

The Meeting started at 10:45 a.m. and with the opening speech by U Soe Win Hlaing, the chairman of the meeting and Director General of the Forest Department. Thereafter Mr. IWAI, the team leader of the Study Team, made a presentation on the Field Report and the continuation of the Pilot Project, followed by a discussion with respect to the contents presented.

1. The following questions and comments related to the Pilot Project were raised during the discussion.
 - (a) The Director General of the Forest Department commented that COMFORT project and the Mangrove Study were under the same JICA activities using the same CFI and should have close collaborations and information sharing between the two projects. The COMFORT Team Leader commented that there are differences in terms of natural conditions and socio-economic conditions between the delta and the dry zone for extension and implementation of Community Forestry and that in comparison with the delta, farming issues involved more conflicts when establishing Community Forestry. The JICA Study Team replied that further collaboration was necessary between two the JICA projects and also mentioned about differences of applying CFI within the forest land as in the case of the delta and unclassified forest area as in the case of the dry zone.
 - (b) The Agriculture Department raised questions and comments on
 1. Comments on FREDA's subcontracted work seemed to be too strong in the Field Report.
 2. Diversification of mangrove species and potential for seed bank, multiplication by tissue culture, etc was suggested.
 3. Field School Approach like in FAO for capacity building was effective.
 4. Rural finance/ Microfinance should be considered to solve the livelihood problems of the poor villagers.
 5. Internet for capacity building would be effective in sharing information.
 6. Fruit and other crop cultivation in the paddy field was suggested for better production.
 7. Improvement of Communication Setup (Internet, IP Star etc.) would be necessary.

The Study Team replied that the Study Team respected FREDA's expertise, but in relation to the Pilot Project its capacity and performance was not appropriate and the Study Team had to evaluate FREDA as indicated in the Field Report based on the facts and findings.

The Study Team basically agreed about the importance of other points suggested.

Concerning the rural finance, the Study Team agreed with the necessity of livelihood support for the local people. Also the Study Team explained that the Study was targeted for the people who can afford working for CF and the poorest people could not always be covered.

Concerning the internet setup and communication setup, the Study Team replied that the Study Area was in remote areas in terms of transportation and communication, therefore suggestions made were not always applicable under the current condition. Also the Study Team suggested that it was possible for the Study Team to discuss with JICA Headquarters for procurement of the IP Star, but the Forest Department should have concrete operation and maintenance plan including budget plan for the IP Star.

Concerning about the cultivation of fruit and other crop cultivation in the paddy field, the Study Team replied that was physically difficult in the Study area for such option solely due to lack of freshwater.

- (c) The JICA Myanmar Office commented on the following four points for the sustainability of the Community Forestry activity and the Pilot Project:

1. Legal rights and legal protection for user groups
2. Logistic issues such as support to Forest Department staff for the operation cost of community forestry activities
3. Necessity of official proposal from the Forest Department for the continuation of the Pilot Project
4. Cooperation among the Forest Department, the Agriculture Department, the Fishery Department and other concerned organizations

The Director General of the Forest Department replied that the CFI, a Legal From work for Community Forestry, even though not a Law, posed strong binding power. Concerning the operation cost, particularly the field allowance for Forest Department staff, Director General accepted and replied that it would be reconsidered in the future. The Director General also agreed to make, through Ministry of Forestry, official proposal for the continuation of the Pilot Project after detailed discussion with related Forest Department officials. Director General appreciated the future cooperation and coordination with Fishery and Agriculture Departments.

- (d) The Fishery Department commented that there were possibilities and capabilities for the Fishery Department to cooperate with the JICA Study and the Forest Department in such fields as aquaculture, aqua-agroforestry, crab fattening. The Forest Department appreciated the offer and possible collaboration with the Fishery Department.

- (e) The Forest Department suggested for the revision of the some of the expressions in the Field Report.

1. Changing abbreviation for user group from “UG” to “USG”
2. Word “Hunger” should not be used since there is no hunger problem in Myanmar
3. Not only established acreage but also the result of survival rate for the plantation and NFIO shall be included in the report
4. Pre-discussion with the Forest Department before the preparation of reports for appropriate terms and expressions.

The Study Team understood the points raised and considered to follow the suggestion raised by the Forest Department. Also the Study Team explained that the seedling survival rate was already indicated in Chapter 6 and the attachment of the Field Report.

- (f) The Forest Department commented on the following four points in relation to the Pilot Project and comments from the other participants of the meeting

1. Communication: Radio telephone system is available between Yangon and Laputta Township FD office, thus the system can be effectively used for the Pilot Project.
2. FREDAs: FREDAs and the Forest Department had discussions related to the Pilot Project. FREDAs agreed to improve its operation, and the Forest Department encouraged FREDAs for achieving the Pilot Project goals and objectives
3. Fishery resources: For introduction of the Aqua-agroforestry in the Pilot Project, the JICA Study Team and Forest Department should invite and cooperate with Fishery Department.
4. Agriculture: Seed multiplication program is important. Also, seed production area for mangrove species is needed to be considered.

The Study Team appreciated the comments.

- (g) The Director General of the Forest Department commented that the study team, as in the Field Report, put the blame on FREDAs without its presence in the meeting and that is lacked mutual understanding and trust for constructive outcome.

The Study Team replied that from the beginning of the Pilot Project, Study Team had no intention to blame or criticize FREDA. The Study Team recognized that the relationship with FREDA was totally different from that between for the Forest Department and the Study Team. And the Study Team explained that the expressions the Study Team used for FREDA in the report and the presentation might be regarded strong from the Myanmar side, but the Study Team evaluated FREDA's performance as a subcontractor solely based on facts and findings of the outcomes of the Pilot Project. It was necessary to evaluate the achievement based on the JICA standard or International standard because the Study Team should be responsible and accountable for the result of subcontractor as well. About mutual understanding issue, the Study Team explained that from the beginning, the Study Team was asking FREDA to indicate the problems and difficulties of FREDA related to the Pilot Project implementation before doing anything, in order to share problems and have same understanding. However FREDA was not able to take such actions and not only the Forest Department but also the Study Team, even though being the client of FREDA, was not able to confirm what FREDA was doing up until the very end of the Pilot Project. The Study Team summarized that not only FREDA but also the Forest Department and the Study Team learnt lessons from this Pilot Project and such lessons shall be fed back for the continuation of related activities in the following year.

The Forest Department understood the explanation related to FREDA issues.

- (h) Participants from Myanmar side requested for the continuation of the Pilot Project based on the successes, problems, and lessons learnt from this year. The Study Team replied that the Study Team understood the Myanmar side's request and would propose the continuation of the Pilot Project to JICA Headquarters.

ANNEX 1

List of Participants

Myanmar Side

Ministry of Forestry (MOF)

U Soe Win Hilang	Director General, Forest Department (FD)
Col. Aye Myint Maung	Deputy Director General, FD
U Saw Eh Dah	Director, Training and Research Development Division, FD
U Tin Latt	Director, Natural Forest and Plantation Division, FD
U Lettyar Aung	Director, Forest Extension Division, FD
U Myint Sein	Director, Administration Division, FD
U Sann Lwin	Director, Planning and Statistics Division, FD
U Win Hlaing	Deputy Principal, CFDTC, FD
U Kyaw Win	Deputy Director, Planning and Statistics Department
U Myint Swe	Deputy Director, Planning and Statistics Division, FD
U Aye Cho	Assistant Director, Watershed Division, FD
U Bo Ni	Assistant Director, Planning and Statistics Division, FD
U Myint Thein	Staff Officer, Planning and Statistics Division, FD
U Toe Toe Aung	Range Officer, Planning and Statistics Division, FD

Ministry of Livestock and Fisheries (MOLF)

U Myint Pe	Assistant Director, Department of Fishery
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Ministry of Agriculture and irrigation (MOAI)

Dr. Mya Thwin	General Manager, Myanma Agricultural Service
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Japanese Side

JICA

U Kyaw Lwin Oo	Program Assistant, JICA Myanmar Office
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COMFORT Project

Mr. Keizo Emori	Chief Advisor
Mr. Nobuyuki Iseri	Coordinator

JICA Study Team

Mr. Yoichi Iwai	Team Leader
Mr. Shiro Arai	Social Forestry Extension Expert
Mr. Dexter M. Cabahug	Mangrove Conservation Expert
Mr. Tomohiro Shibayama	Mangrove Conservation Expert
Mr. Tetsuya Saito	Participatory Development/ Mangrove Conservation Expert

ANNEX 2

**Program
for
Meeting on the Field Report of the Pilot Project
and
Planning and Continuation of the Pilot Project**

Date : 23 February, 2004
Time : 10:30 am -12:15 am
Participant : -Director General of Forest Department, MOF
-Myanmar Agriculture Service, MOAI
-Department of Fishery, MOLF
-Planning and Statistics Department, MOF
-Natural Forest and Plantation Division, Forest Department
-Forest Extension Division, Forest Department
-Administration Division, Forest Department
-Planning and Statistics Division, Forest Department
-Training and Research Development Division, Forest Department
-CFDTC, Forest Department
-JICA Myanmar
-COMFORT, and
-JICA Study Team
Venue : Meeting Room #1, Forest Department

Agenda

- | | |
|----------------------------------------------------------------------|-------------|
| 1. Opening and Introduction of Participants (PSD: Forest Department) | 10:45-10:50 |
| 2. Opening Speech (DG: Forest Department) | 10:50-11:05 |
| 3. Presentation by the JICA Study Team | 11:05-11:45 |
| 1) The Field Report | |
| 2) Planning and Continuation of the Pilot Project | |
| 4. Discussion (Chaired by DG, FD) | 11:45-12:50 |
| 5. Closing Remarks (DG: Forest Department) | 12:50-13:00 |

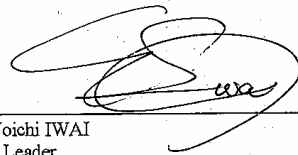
Appendix 2.6 Minutes of Meeting on the Field Report (2)

**Minutes of Meeting
on
the Field Report (2) of the Pilot Project 2004
for
the Study on
the Integrated Mangrove Management
through Community Participation
in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of the Union of Myanmar
and
Japan International Cooperation Agency**

Yangon, 11 November, 2004



U. Soe Win Hlaing
Director General,
Forest Department, Ministry of Forestry



Mr. Yoichi IWAI
Team Leader
The Study Team
Japan International Cooperation Agency

On November 11, 2004, the Forest Department of the Union of Myanmar (hereinafter referred to as the Forest Department) and the JICA study team on Integrated Mangrove Management through Community Participation in the Ayeyarwady Delta (hereinafter referred to as the study team) held the Meeting on the Field Report (2) of the Pilot Project 2004 in order to exchange views and opinions on the result of the pilot project 2004. The participants of the meeting are listed per ANNEX 1.

The meeting started at 9:40 a.m. and with the opening speech by U Soe Win Hlaing, the chairman of the meeting and Director General of the Forest Department. Thereafter, Mr. IWAI, the team leader of the study team, made an explanation for the agenda. Mr. Arai, the team member of the study team, presented the contents on the Field Report (2), followed by a discussion with respect to the contents presented.

1. The following information, questions and comments related to the study were raised during the discussion.
 - (a) The Director of the Planning and Statistic division, the Forest Department informed that the application form for the technical cooperation for the implementation of the Integrated Mangrove Management Plan (IMMP) was submitted to the Ministry of Forestry. It will be submitted to the embassy of Japan in the end of November 2004.
 - (b) The Director General, the Forest Department commented that
 1. The aqua-agroforestry can be permitted only as the demonstration and trial this year. In Thar Yar Kone Nursery, Thar Yar Kone and Nyaung Ta Pin, one site each can be permitted. After the result of the trial is confirmed, the Forest Department will discuss with the Ministry of Forestry for further extension to the other area under CFI.
 2. Concerning the implementing organization for the IMMP, the Director General has already constituted the organization structure in the presentation which was proposed for the implementation of the IMMP. The Forest Department made an effort for the organization for the community forestry by assigning U Win Maung as Assistant Director of Myaung Mya district.
 3. For the commitment by the Forest Department to IMMP in the sense of the implementing organization and the budget allocation, the Forest Department will discuss with the Ministry of Forestry and the Planning and Statistic Department and will try reaching the decision by December 2004. The IMMP is different from the other master plans because it involves community, and the Forest Department does not have enough experience for its implementation. Based on the decision, U San Lwin (Director, Planning and Statistic Division, the Forest Department) will discuss with the JICA Myanmar office and U Win Maung (Assistant Director, Myaung Mya district Forest Department) will discuss with the study team in order to build a practical and feasible implementation structure of IMMP.
 - (c) The Director, the Planning and Statistic Division, the Forest Department commented that
 1. Even if community forestry duties are added to the normal operation of the Forest Department in Myaung Mya district, it should not be very heavy burden because the tax collection will be only added as the normal duties.
 2. The Forest Department will go through and consider about the proposed work items by the study team, and will establish the feasible structure for the implementation of IMMP.
 3. Now this is the stage to consider the project, not the study. Hence, the Forest Department can be involved much more than before to consider about the practical and fruitful project together with the study team.

The study team appreciated that the further discussion will be held with the Forest Department based on the comments by the Forest Department mentioned above. The study team explained that the technical transfer seminar held in January 2005 could be the first general meeting for the community forestry.

The study team also mentioned that the operation and management of the sustainable community forestry is a very challenging work, hence the certain amount of personnel assignment and budget allocation is necessary.

(d) The JICA Myanmar Office commented the following points in order to realize the project in accordance with IMMP.

1. Who the Forest Department will assign to implement the IMMP and how much cost the Forest Department is ready to bear for the implementation of the IMMP.
2. What the strategy of the Forest Department to implement the IMMP, including asking for the international cooperation if necessary.
3. Who, when and how long the Forest Department will assign in order to materialize the draft working plan for IMMP.

The Director General of the Forest Department replied that the Forest Department promises to assign the necessary personnel and to allocate required budget in order to answer the points raised above, and the Forest Department staff will work together with the JICA Myanmar office and the study team in order to realize the actual implementation of IMMP based on the proposed working plan by the study team.

ANNEX 1

List of Participants

Myanmar Side

Ministry of Forestry (MOF)

U Soe Win Hlaing	Director General, Forest Department (FD)
Col. Aye Myint Maung	Deputy Director General, FD
U San Lwin	Director, Planning and Statistics Division, FD
U Win Maung	Assistant Director, Myaung Mya district FD office, FD
U Bo Ni	Assistant Director, Planning and Statistics Division, FD
U Win Naing	Range Officer, Laputta township FD office, FD
U Toe Toe Aung	Range Officer, Planning and Statistics Division, FD

Japanese Side

JICA

Mr. Takahiro Sasaki	JICA Myanmar Office
Mr. Hajime Matsuoka	JICA Myanmar Office
U Kyaw Lwin Oo	JICA Myanmar Office

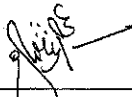
JICA Study Team

Mr. Yoichi Iwai	Team Leader
Mr. Shiro Arai	Social Forestry Extension Expert
Ms. Yoko Kitauchi	Participatory Development
Ms. Aki Baba	Capacity Development of the Forest Department / GIS 2
Mr. Tetsuya Saito	Capacity Development of Community / Coordinator 2
Daw Thein Myint Aung	Participatory Development


Appendix 2.7 Minutes of Meeting on the Draft Final Report

**Minutes of Meeting
on
the Draft Final Report
for
the Study on the Integrated Mangrove Management
through Community Participation in Ayeyawady Delta
Agreed upon between
Forest Department, Ministry of Forestry,
the Government of Myanmar
and
Japan International Cooperation Agency**


Yangon, 28 January, 2005



U Soe Win Hlaing
Director General,
Forest Department, Ministry of Forestry



Mr. Yoichi IWAI
Team Leader
The Study Team
Japan International Cooperation Agency



Mr. Takahiro Sasaki
Witness
Resident Representative
JICA Myanmar

On January 19 and 28, 2005, the Forest Department of the Union of Myanmar (hereinafter referred to as the Forest Department) and the JICA study team held the meetings on the draft Final Report of the Integrated Mangrove Management through Community Participation in the Ayeyawady Delta (hereinafter referred to as the study) for discussion of the contents of the draft Final Report. The JICA monitoring mission and the JICA Myanmar Office participated in the first meeting as witnesses, and the JICA Myanmar Office also joined the second meeting as the witness. The participants of the two meetings are listed per ANNEX 1 and the agendas of the two meeting are attached per ANNEX 2.

The first meeting on January 19, started with the opening speech by U Soe Win Hlaing, the chairman of the meeting and Director General of the Forest Department (FD). Thereafter the JICA study team made a presentation on the draft Final Report, followed by a discussion based on the contents presented.

The following questions and comments related to the draft Final Report were raised during the discussion.

1. The Director General of FD, U Soe Win Hlaing, commented that the potential of FD should be evaluated in total including management capability of the agencies concerned such as local authorities, NGOs (FREDA), and donors. The Director General also addressed that FD has full responsibility of mangrove resource management and has a duty to report necessary information related to the future mangrove resource management for appropriate and urgent decision making by the Ministry of Forestry.
2. U Soe Win Hlaing commented that FD learned about the necessity of starting management and support of CF activity implemented by CF user group and the capacity of FD for implementation of the community forestry (CF) activity, through implementation of the pilot projects under the study. The Director General also confirmed a necessity of an implementation of institutional development of FD for management and support of CF activities, development of model CF user groups and integration of the mangrove forestry technology that are planned on the IMMP. The Director General continued to comment that FD will formulate a new organization under FD for implementation of the IMMP phase II such as a mangrove division in accordance with an achievement of the CF Task Force that is currently undertaking for formulation for the IMMP phase I by FD. The Director General followed that FD implements planned works on the IMMP, so that FD would like to request JICA to support for implementation of the IMMP.
3. The Deputy General Manager of Myanma Agriculture Service (MAS), U San Nyunt, questioned to the JICA study team that what kind of crop species are to be introduced for agro-forestry in the delta area. The JICA study team replied that FD should select the species consulting with MAS based on the trial results obtained from the pilot project. The Deputy General Manager commented that MAS has not been consulted by FD concerning to agro-forestry issues so far. The Director General replied that FD

 1  

will consult to MAS not only species but also market based on the basic concept and strategy presented by the JICA study team.

4. The Manager of Myanmar Agriculture Service (MAS), U Aung Shwe, commented that MAS has long time and successful experience of community participatory type project and questioned that factors to secure a sustainability of CF activity and charged organization for supporting FD for extension of community forestry agroforestry activity in the delta area. The JICA study team replied that the sustainability of community forestry could be ensured through production and the factors questioned would be presented and discussed on the Technology Transfer seminar to be held on January 21, and also replied that through supports of MAS offices at district and township to FD for the agroforestry, that are planned in the IMMP, enable extension of community forestry agroforestry activity in the delta.

The Manager also commented that a trainers-training of extension workers, a regular monitoring and follow-up, and a transfer of technical skills should be carried out by the JICA study team for actual extension of the community forestry. The JICA study team answered that we recognized the importance of the items mentioned and these activities should be conducted by FD.

5. The Assistant Director of FD Myaung Mya district, U Win Maung, mentioned that a basic concept of community forestry is the participation of villagers, but most villagers do not know community forestry though they carry out plantation of trees only motivated by their daily needs. Then, the Assistant Director commented that the field staff members of FD have to know the community forestry and the Community Forestry Instruction at first, and they should recognize the extension of community forestry as a duty of them. The assistant director also mentioned that he is convinced that the field staff members of FD can develop their capacity through implementation of the IMMP described in the draft Final Report.
6. The member of the JICA monitoring mission, Mr. Hiroshi Hidaka, commented that the planned IMMP could be too much ambitious in scale and in cost considering the current capacity of FD, so the JICA Headquarters requested for preparation of much more realistic options of IMMP reflecting an actual implementation capacity of FD to the JICA study team. The Director General mentioned that the implementation of IMMP requires a higher level integration of the concerned agencies and the local authorities, so FD requests for further support to JICA. The JICA study team replied that FD does not have enough leading time to tackle mangrove forest protection and the JICA study team will consider an option commented by the JICA monitoring mission considering the current decreasing rate of mangrove resources and avoiding exceeding scale down of IMMP.
7. The leader of the JICA monitoring mission, Ms. Ieko Kakuta, additionally commented that a realistic option plan should be prepared and be attached to the request letter to the Government of Japan because the current IMMP is considered an ideal one. The output of the pilot project conducted in the study was achieved using external input of the JICA study team and the local consultants. Therefore, JICA wants to confirm FD's implementation capacity of IMMP and to prepare the practically realistic

IMMP. The Director General replied that the request letter for the first phase of IMMP was already submitted to the Ministry of Forestry. The Director General also mentioned that the output of the pilot project is considered the most successful case and FD would open the current capacity to JICA in order to avoid an over-commitment.

8. The leader of the JICA monitoring mission, Ms. Ieko Kakuta, also commented that the ownership of FD is essential for implementation of IMMP because JICA is only a supporter, and a regular monitoring related to the progress of IMMP is indispensable for achievement of the final goal of mangrove resource protection. The Director General replied that the protection and management of mangrove resources is one of the most important issues for FD, and FD committed the implementation of IMMP.
9. The chief counterpart of the JICA study team and the Deputy Director of Planning and Statistic Division of FD, U Myint Swe, mentioned that an establishment of a new division under the management of FD to deal with community forestry in Myanmar is necessary though the JICA study team suggested new department focusing on mangrove forest management.
10. To be continued based on the discussion result of the second meeting held later.

On January 28, 2005, the Forest Department and the JICA study team held the meeting on the optional plan of the IMMP phase I on the draft Final Report of the study.

The second meeting started with the opening speech by Colonel Aye Myint Mg, the chairman of the meeting and the Deputy Director General of FD. Thereafter the JICA study team made a presentation on the optional plan of the IMMP phase I and followed by a discussion based on the contents presented. In response to the question of the JICA study team, U San Lwin, the Director of the Planning and Statistics Division, FD, confirmed following subjects regarding the preparatory work for implementation of the option plan of the IMMP phase I.

11. The Director agreed about a target area of the action research plantation of the option plan of the IMMP phase I as 1,475 ha, where is focused on the high priority area of the mangrove vegetation at buffer strips, river banks, and coastal lines of the originally selected forest compartment of the IMMP phase I.
12. The Director confirmed initiation of budget allocation for implementation of the operational plan of the IMMP phase I by FD. The Director explained the procedure for the budget allocation for implementation of the optional plan that proposal has to be submitted to and taken confirmation by the Ministry of Forestry. Therefore, FD will submit the targets and budget prepared by FD and the JICA Study Team. The director continued that after the confirmation of the Ministry, the budget will be

allocated to the CF Task Force during the fiscal year 2005 to 2009. The targets and budget confirmed between FD and the JICA study team is attached at the ANNEX 3. As a comment of the Director General, the Director commented that FD will instantaneously request support to external assistance for the implementation of the IMMP phase I option plan after completion of the JICA Study.

13. The Director confirmed about an formulation of the CF Task Force that will engage in the implementation of the optional plan of the IMMP phase I and also commented that the formulation is already started and U Wing Maung, assistant director, the Myaung Mya District FD started preparatory works of the IMMP after positioned at Myaung Mya CF Task Force in November 2004. The organization chart of the CF Task Force including 12 officers and 16 field staffs is attached at the ANNEX 4.

Also, the JICA study team recommended FD for commencement of the IMMP by its own efforts though the IMMP is planned to be implemented in accordance with collaboration between FD and external assistance. The study team explained that FD will be able to propel the preparatory activities of the IMMP such as setting the project implementation organization (CF task force) including its staffing, preparation of annual action plan, and public awareness for development of model CF user groups. U San Lwin, the director of the Planning and Statistic Division, stated in response to the recommendation that the CF task force is already commenced formulation of its organization and its staffing in accordance with discussions with the Ministry of Forestry. Also the director commented that U Win Maung, the assistant director assigned to Myaung Mya District FD office started the implementation of the IMMP by an instruction of FD.

The JICA study team explained about schedule for preparation and submission of the final report, the mangrove management and planning map and the mangrove rehabilitation manuals, and requested FD to integrates and send comment of the meeting members on the draft final report in writing before 18 February. The Director of the Planning and Statistics Division of FD, U San Lwin, commented that the Division will submit the comment within the date to the study team through the JICA Myanmar Office.

ANNEX 1: Lists of Participants

1.1 First Meeting, 19, January, 2005

Forest Department, Ministry of Forestry

U Soe Win Hlaing	Director general
Colonel Aye Myint Mg	Deputy Director General
U Saw Eh Dah	Director, Training & Research Division
U Myint Sein	Director, Administration division
U Myint Swe	Deputy director, Planning and Statistics Division
U Mg Mg Kyaw	Assistant director, Natural Forests & Plantations Division
U Bo Ni	Assistant director, Planning and Statistics Division
U Win Mg	Assistant director, Myaung Mya District Office
U Win Naing	Range officer, Laputta Township Office

Planning & Statistics Department, Ministry of Forestry

U Kyaw Win	Deputy director
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Myanmar Agriculture Services

U San Nyunt	Deputy General Manager
U Aung Shwe	Manager

JICA Monitoring Team

Ms. Ieko Kakuta	Team leader
Mr. Hiroshi Hidsaka	Team member

JICA Myanmar Office

Mr. Hajime Matsuoka	Staff
Ms. Kana Takamatsu	Project Formulation Advisor
U Kyaw Lwin Oo	Programme Officer

JICA Study Team

Mr. Yoichi Iwai	Team Leader
Mr. Shiro Arai	Community Forestry Extension
Ms. Aki Baba	Capacity Development / GIS 2
U San Hla Win	National Staff

ANNEX 1: List of Participant

1.2 Second Meeting, 28 January 2005

Forest Department, Ministry of Forestry

Colonel Aye Myint Maung	Deputy Director General
U San Lwin	Director, Planning and Statistics Division
U Myint Swe	Deputy director, Planning and Statistics Division
U Bo Ni	Assistant director, Planning and Statistics Division

JICA Myanmar Office

Mr. Hajime Matsuoka	Staff
U Kyaw Lwin Oo	Programme Officer

JICA Study Team

Mr. Yoichi Iwai	Team Leader
Mr. Shiro Arai	Community Forestry Extension

ANNEX 2: Agenda

2.1. First Meeting, 19, January, 2005

**The Study on Integrated Mangrove Management through Community Participation
Steering Committee Meeting between the Forest Department and JICA Study Team**

Agenda

JICA Study Team
January 19, 2005

Objective:

Discussion on management of Reserved Forest and implementation procedure based on Integrated Mangrove Management Plan (IMMP), Draft Final Report.

Venue: Meeting hall 1, Office of Director General, Forest Department

Date: January 19, 2005

Time: 10:00 – 12:00

Schedule:

time	Subject
10:00-10:10	Opening
10:10-11:00	Explanation of Draft Final Report of the study presentation by FD/JICA Study Team
11:00-11:50	Discussion on the Draft Final Report - Management of Reserved Forest - Implementation procedure
11:50-12:00	Scheduling and Closing

ANNEX 2: Agenda

2.2 Second Meeting, 28 January 2005

**The Study on Integrated Mangrove Management through Community Participation
Steering Committee Meeting between the Forest Department and JICA Study Team**

Agenda (Draft)

JICA Study Team
28 January 2005

Objective:

Discussion on implementation of the optional plan of the IMMP phase I based on the Integrated Mangrove Management Plan, Draft Final Report.

Venue: Conference Room, Director General Office, Forest Department

Date: 28 January 2005

Time: 10:00 – 11:45

Schedule:

Time	Subject
10:00-10:10	Opening
10:10-10:30	Explanation about the optional plan of the IMMP Phase I
10:30-11:30	Discussion and confirmation of the contents of the optional plan of the IMMP phase I, the Draft Final Report - Organization and Staffing of the CF Task Force, Forest Department - Budgeting of the CF Task Force for implementation of the optional plan of the IMMP phase I
11:30-12:00	Scheduling and Closing

ANNEX 3: Target and Cost of Option Plan of the IMMP Phase I

3.1 Institutional Development of CF Task Force of the Option Plan of the IMMP Phase I

FD will formulate the CF task force for development of system for CF management and support by FD itself. The system is composed of following subjects, 1) management system of CF activity, 2) budgeting system including the budget resource development, 3) rules and regulation of CF, 4) duty and responsibility (terms of reference) of the CF task force. The CF task force implies upgrade to CF Mangrove Division for implementation of the IMMP phase II in accordance with achievements of the system developed during the implementation stage of the option plan of the IMMP phase I.

3.2 Target Area and Development of Model CF User Group of the Option Plan of the IMMP Phase I

Target area of the option plan of the IMMP phase I set as four reserved forest of Kyakankwinpauk, Pyinalan, Kadonkani and Pyindaye which are same as the IMMP phase I. The CF activities of the model CF user group focuses on 1) CF buffer plantation, 2) CF river side plantation, 3) CF paddy woodlot, 4) CF village, 5) CF plantation/NFIO. Remaining planned CF prototypes on the IMMP such as 1) CF water reservoir, 2) CF agroforestry, 3) CF aqua-agroforestry, 4) CF compost woodlot and 5) CF FD camp plantation those are highly related to production activities will be implemented for demonstration at four FD CF extension centers and nurseries at each reserved forest. Minimum input such as seed and rhizome for seed production, stock and scion seedling for seedling production for starting production activity are planned in the option plan. Following number of the model CF user groups will be developed at the four reserved forest where urgent mangrove rehabilitation is necessary to serve as the core for extension of the CF activities.

Planned Number of Model CF User Groups (Option Plan of the IMMP Phase I)

Reserved Forest	1 year	2	3	4	5	Total
Kyakankwinpauk	0	1	1	1	2	5
Pyinalan	0	2	1	1	1	5
Kadonkani	0	1	2	1	1	5
Pyindaye	0	1	1	2	1	5
Total	0	5	5	5	5	20

3.3 Action Research Plantation Target Area and Cost of the Option Plan of the IMMP Phase I

Target area of the action research plantation of the option plan are set at river and coast side areas of the forest compartments of the IMMP phase I at four reserved forests of Kyakankwinpauk, Pyinalan, Kadonkani and Pyindaye. The area is of the highest priority required for urgent rehabilitation of mangrove vegetation not only for local supply, but also conservation of environmental conditions and disaster prevention such as land erosions or tsunami. Target area of the option plan is 1,495 ha which is equivalent to 20 % of IMMP phase I target area.

Target Area of Action Research Plantation

Unit: ha

Reserved Forest	Land Use Type (Closed Mangrove)	Option Plan	IMMP			
			Total	Phase I	Phase II	Phase III
Kyakankwinpauk	Core	165	1,376	824	57	495
	Buffer/Multi/SM/OPEN/Other	117	6,703	586	2,340	3,778
Pyinalan	Core	307	2,693	1,537	391	765
	Buffer/Multi/SM/OPEN/Other	352	8,048	1,758	2,348	3,941
Kadonkani	Core	27	6,196	134	969	5,093
	Buffer/Multi/SM/OPEN/Other	170	8,556	850	1,622	6,084
Pyindaye	Core	44	5,705	218	199	5,289
	Buffer/Multi/SM/OPEN/Other	313	21,643	1,564	5,364	14,715
Total		1,495	60,920	7,472	13,289	40,159

3.4 Cost and Its Distribution of the Option Plan of the IMMP Phase I

Cost and its distribution of the option plan of the IMMP phase I is set as FD and external assistance contribute 221 and 3,950 million kyats respectively.

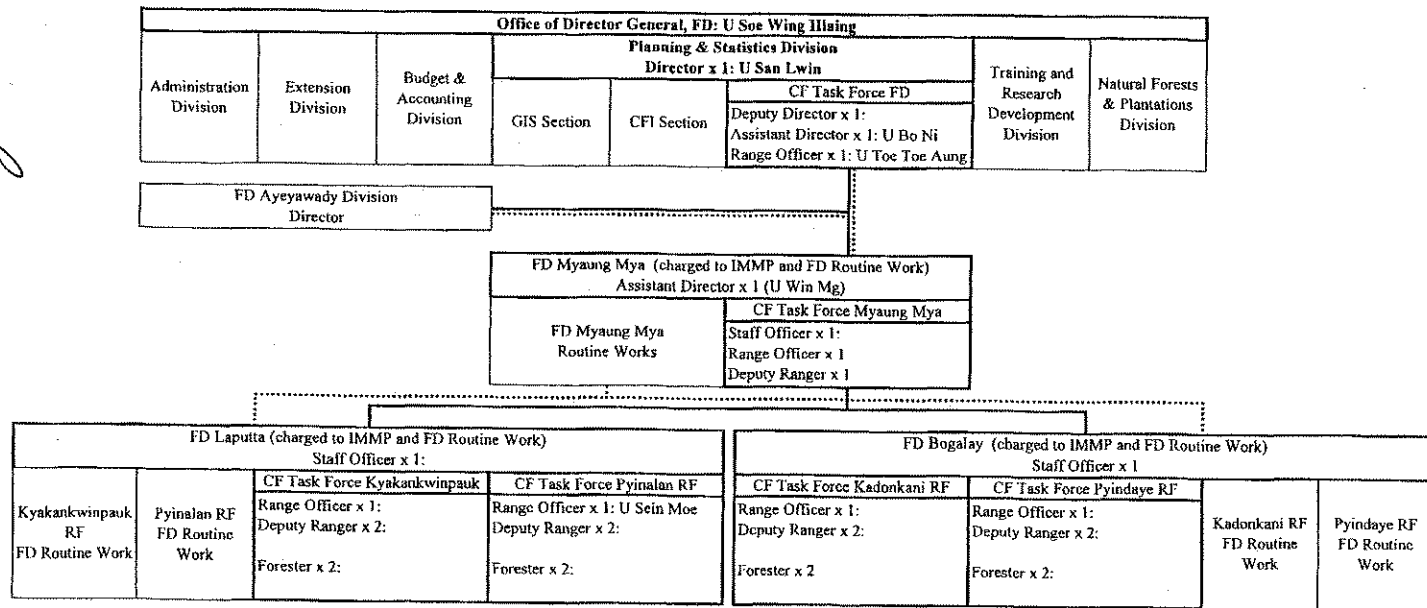
Cost and Distribution of the Option Plan of the IMMP Phase I

Unit: 1000 kyats, exchange rate Yen/US\$: 108.47, :Kyat/US\$: 920

Item	Budget Sharing	Total	1	2	3	4	5
1.0 Preparatory Work Setting the Project Implementation Organization							
1.1 Setting the Project Implementation Organization							
1.2 Confirmation of the Actual Plans of the FD							
1.3 Preparation of IMMP Annual Action Plan							
1.4 Budgeting							
2.0 Development Model CF User Group							
2.1 Preparatory Stage: Development Core/Model CF User Group	External Support	25,788	0	16,768	2,120	6,900	0
2.2 Planning Stage: Development of the Core/Model CF User Group							
2.3 Implementation Stage: Development of the Core/Model CF User Group	CF Task Force	17,368	0	4,392	4,392	4,392	4,392
2.4 Management of the Core/Model CF User Group							
2.5 Extension of the Core/Model CF User Group	External Support	4,266	0	1,380	1,380	799	316
3.0 Capacity Development of FD for CF Management and Support							
3.1 Institutional Development of FD for CF Management and Support							
3.2 Construction and Rehabilitation of FD Mangrove CF Extension Center and Nursery	External Support	169,734	141,251	12,301	8,621	1,841	5,722
3.3 Demonstration of CF production activity (CF water meadow, CF agroforestry, CF aqua-agroforestry and CF FD labor camp plantation)							
3.4 CF Management and Support							
4.0 Establishment of Integrated Forestry Technology in the Ayeyawady							
4.1 Survey, Planning, Mapping and Mangrove Forestry Manual	External Support	27,830	13,380	0	4,250	0	10,200
4.2 Production and Diversification of Plantation Species							
4.3 Action Research Plantation (1st Year plantation)	External Support	211,627	0	52,905	52,905	52,909	52,909
4.4 Action Research Plantation (2nd-5 years)	CF Task Force	33,936	0	13,489	13,489	13,489	13,489
4.5 Integration of Mangrove Technology through Monitoring							
5.0 Integration of the Project Impact							
5.1 Annual Meeting of the CF Activity	External Support	10,690	2,486	2,486	2,486	1,989	1,243
5.2 CF Joint Training of the FD	External Support	7,639	1,430	1,430	1,430	1,364	815
5.3 Annual meeting for the mangrove rehabilitation	External Support	8,914	2,087	2,087	2,087	1,670	1,044
6.0 CF Task Force (salary and allowance)							
6.1 Salary	CF Task Force	47,748	9,550	9,550	9,550	9,550	9,550
6.2 Allowance	CF Task Force	34,931	0	0	0	28,821	46,114
7.0 CF Task Force (allowance)	External Support	215,778	37,642	37,643	37,643	28,821	11,529
8.0 Operation and Maintenance Cost (5% of 2.3, 3.2, 4.4, 6.1, 6.2)	CF Task Force	26,825	1,924	6,494	7,794	6,736	3,677
9.0 Technical Assistance	External Support	2,804,290	542,467	664,763	664,763	327,638	424,640
CF Task Force Total		236,822	11,474	31,925	35,225	51,988	71,273
External Support Total		3,930,264	821,990	893,833	905,738	661,559	435,568
Grand Total		4,171,097	833,463	927,758	940,962	714,547	512,841

Annex 4

FD Implementation Organization of the IMMP Option Plan and CF Task Force



- Note 1: FD currently engages in formulation of the organization and scheduled to complete by the end of February 2005.
- Note 2: Thick line describes CF Task Force organization and operation line charged for implementation of IMMP and the broken line depicts FD routine operation line.
- Note 3: FD Myaung Mya, FD Laputta and FD Bogalay offices charged to FD routine work and implementation of the IMMP.
- Note 4: CF Task Force FD, Myaung Mya, Laputta and Bogalay charged sole implementation of the IMMP.

[Handwritten initials]

IMMP CF Task Force Organization