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ANEXO - 1

ALCANCE DE LOS TRABAJOS

I INTRODUCTION

In response to the request of the Government of the Republic of Cuba (hereinafter referred to as "GRC"), the Government of Japan (hereinafter referred to as "GOJ") has decided to conduct THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT FOR RICE CULTIVATION IN THE CENTRAL AREA IN THE REPUBLIC OF CUBA (hereinafter referred to as "the Study") 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 programs of the GOJ, will undertake the Study in close cooperation with GRC authorities concerned.

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 a master plan for the improvement of sustainable rice production (popular rice) including verification study, and
2. To carry out technology transfer to the Cuban counterpart through on-the-job training in the course of the Study.

III STUDY AREA

The Study would cover the central area in the Republic of Cuba. The location map is attached as ANNEX I.

IV SCOPE OF THE STUDY

1. Phase I: Basic Study

- 1.1 Collection and analysis of existing data and information related to the Study
- 1.2 Field survey.

Natural condition, social economy, farmers organization, soil and land use, crop diversification, farming, agricultural infrastructures, water resources, operation and maintenance of irrigation and drainage systems and rural road, market, extension system for farmers, environment, etc.

2. Phase II: Tentative Master Plan and Preparation for Verification Study

- 2.1 Review and analysis of existing agriculture development plans and projects
- 2.2 Identification of potential resources related to rice production such as land, water and so on
- 2.3 Conduct of Initial Environmental Examination (IEE)
- 2.4 Formulation of Tentative Master Plan
- 2.5 Preparation for Verification Study

To formulate the Verification Study Plan based on the Phase I and Phase II study result.

3. Phase III: Final Master Plan and Implementation of Verification Study

- 3.1 Implementation of Verification Study
- 3.2 Completion of the Master Plan

V STUDY SCHEDULE

The Study will be carried out in accordance with the attached tentative schedule. (See ANNEX II)

SCOPE OF WORK

FOR

THE STUDY

ON

SUSTAINABLE TECHNICAL DEVELOPMENT

FOR

RICE CULTIVATION IN THE CENTRAL AREA

IN THE REPUBLIC OF CUBA

AGREED UPON BETWEEN

THE MINISTRY OF AGRICULTURE

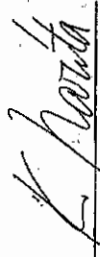
AND

THE JAPAN INTERNATIONAL COOPERATION AGENCY

Havana, 25<sup>th</sup> February, 2003



Mr. Ramon Ripoll Diaz  
Vice Minister,  
Ministry of Foreign Investment and  
Economic Collaboration



Mr. Kiichi NARITA  
Leader of Preparatory Study Team  
Japan International Cooperation  
Agency



Mr. Gustavo Rodriguez Rollero  
Vice Minister  
Ministry of Agriculture



## VI REPORTS

JICA shall prepare and submit the following reports to GRC:

- 1 Inception Report  
Ten (10) copies in English and fifty (50) copies in Spanish at the commencement of the fieldwork of Phase I.
- 2 Progress Report (1)  
Ten (10) copies in English and fifty (50) copies in Spanish at the end of the fieldwork of Phase I.
- 3 Interim Report (1)  
Ten (10) copies in English and fifty (50) copies in Spanish, at the commencement of the fieldwork of Phase II.
- 4 Progress Report (2)  
Ten (10) copies in English and fifty (50) copies in Spanish at the end of the fieldwork of Phase II.
- 5 Interim Report (2)  
Ten (10) copies in English and fifty (50) copies in Spanish at the commencement of the First fieldwork of Phase III.
- 6 Progress Report (3)  
Ten (10) copies in English and fifty (50) copies in Spanish at the end of the First fieldwork of Phase III.
- 7 Interim Report (3)  
Ten (10) copies in English and fifty (50) copies in Spanish at the commencement of the Second fieldwork of Phase III.
- 8 Progress Report (4)  
Ten (10) copies in English and fifty (50) copies in Spanish at the end of the Second fieldwork of Phase III.
- 9 Draft Final Report  
Ten (10) copies in English and fifty (50) copies in Spanish after the office work in Japan. GRC will provide JICA with its comments on the Draft Final Report within one (1) month after the receipt of the Draft Final Report.
- 10 Final Report  
Twenty (20) copies in English and one hundred (100) copies in Spanish within two (2) months after the receipt of Cuban comments on the Draft Final Report.

## VII UNDERTAKINGS OF GRC

- 1 To facilitate smooth conduct of the Study, GRC shall take necessary measures:
  - 1.1 To permit the members of the Japanese Study Team (hereinafter referred to as "the Team") to enter, leave and sojourn in GRC for the duration of their assignment therein and exempt them from foreign registration requirements and consular fees according to the Cuban regulation;
  - 1.2 To exempt the members of the Team from taxes, duties and any other charges on equipment, machinery and other materials brought into and out of the Republic of Cuba for the implementation of the Study;
  - 1.3 To exempt the members of the Team from any kind of income tax and charges imposed on them in connection with any emoluments or allowances paid to the members of the Team for their services in connection with the implementation of the Study; and
  - 1.4 To provide necessary facilities to the Team for the remittance as well as utilization of the funds introduced into the Republic of Cuba from Japan in connection with the implementation of the Study.

2 GRC shall bear claims arising due to damages that don't mean any criminal liability, if any arises, against the members of the Team resulting 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 Team. Examples of claims that GRC will bear are listed in ANNEX III. In the case of another kind of claims not included in ANNEX III, both sides will define each responsibility case by case.

3. The Ministry of Agriculture (hereinafter referred to as "MOA") shall act as the counterpart agency to the Team. MOA shall be representative of counterpart agencies and act as coordinating body in relation with other governmental and non-governmental organizations concerned for the smooth implementation of the Study.

4. MOA shall, at their own expense, provide the Team with the following in cooperation with other organizations concerned,

- 4.1 Security-related information on as well as measures to ensure the safety of the Team;
- 4.2 Information on as well as support in obtaining medical service;
- 4.3 Available data and information related to the Study;
- 4.4 Counterpart personnel;
- 4.5 Suitable office space with necessary equipment and furniture in Havana and another city in the Study Area; and
- 4.6 Credentials or identification cards.

## VIII CONSULTATION

JICA and MOA shall consult with each other in respect to any matter that may arise from, or in connection with the Study.

V.A.

(Remarks)

ICR : Inception Report

P/(1) : Progress Report(1)

I/(1) : Interim Report(1)

P/(2) : Progress Report(2)

I/(2) : Interim Report(2)

P/(3) : Progress Report(3)

I/(3) : Interim Report(3)

P/(4) : Progress Report(4)

D/R : Draft Final Report

F/R : Final Report

Month	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
Work in Cuba																										
Work in Japan																										
Phase 1																										
Phase 2																										
Phase 3																										
Reports																										

TENTATIVE WORK SCHEDULE

9

ANNEX II

V.A.



STUDY AREA

ANNEX I

ANNEX III

Examples of the claims that GRC will bear.

1. Claims against any works or study conducted in the course of the Study (noise, vibration, etc.)
2. Claims to the contract concerning the Study (non-fulfillment of any contract, etc.)
3. Claims due to damage caused to C/P personnel and /or third person during the fulfillment of the study work (e.g. falling down into the hole made by the study work, etc.)
4. Damage to the public and /or private facilities during study work (e.g. underground pipe and structure, electrical and telephone lines, etc.)

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*K.A.*

ANEXO – 2

MINUTOS DE REUNION  
(ESTUDIO PREPARATORIO)

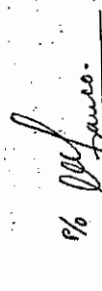
MINUTES OF MEETINGS

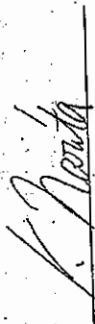
FOR  
THE STUDY  
ON  
SUSTAINABLE TECHNICAL DEVELOPMENT


FOR  
RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN  
THE MINISTRY OF AGRICULTURE  
AND

THE JAPAN INTERNATIONAL COOPERATION AGENCY

Havana, 25<sup>th</sup> February, 2003

  
Mr. Ranton Ripoll Diaz  
Vice Minister,  
Ministry of Foreign Investment and  
Economic Collaboration

  
Mr. Kiitchi NARITA  
Leader of Preparatory Study Team  
Japan International Cooperation Agency

  
Mr. Gustavo Rodriguez Rollero  
Vice Minister,  
Ministry of Agriculture

In response to a request from the Government of the Republic of Cuba, the Preparatory Study Team (hereinafter referred to as "the Team") headed by Mr. Kiitchi Narita was sent to the Republic of Cuba by the Japan International Cooperation Agency (hereinafter referred to as "JICA") from February 18th to February 26th 2003.

The Team held a series of discussions in relation to THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT FOR RICE CULTIVATION IN THE CENTRAL AREA IN THE REPUBLIC OF CUBA (hereinafter referred to as "the Study") with representatives of the Ministry of Agriculture (hereinafter referred to as "MOA") and the representative of the Ministry of Foreign Investment and Economic Collaboration.

The list of participants in the series of meetings is attached as ANNEX I. The following were agreed upon by both the Cuban and the Japanese sides in relation to the Study.

- 1. Popular rice  
Both sides confirmed that the popular rice means the rice which is produced voluntarily by independent farmers and cooperatives, and can be sold freely in the market.
- 2. Priority municipalities  
MOA indicated the priority municipalities in the Study Area as shown in ANNEX II. The Team promised to convey these municipalities to JICA headquarters.

3. Verification study  
The Team explained the concept of the Verification study and its examples to the Cuban side. The Cuban side understood about the Verification study and requested to implement it in the following activities;

- (1) To construct some small scale irrigation facilities,
- (2) To enhance research system including the provision of equipment,
- (3) To enhance extension system,
- (4) To enhance post-harvest technology with small machines and equipment.

The Team promised to convey the request of the Cuban side to JICA headquarters. The Cuban side understood that the concrete study items of the Verification study would be decided with discussions between the Japanese side and the Cuban side based on the results of Phase I and II within the limited JICA budget.

4. Steering committee  
For smooth and effective implementation of the Study in terms of technical and administrative aspects, it was mutually agreed that a committee, which shall be comprised of various organizations concerned with the Study, shall be established at the national and provincial levels. Committee meetings will be held when the Japanese Study Team explains the reports and/or as necessary. The committee would be comprised of the representatives of the organizations as listed in ANNEX III.

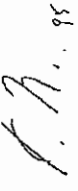
5. Counterpart organization and counterpart personnel  
The Team confirmed that MOA shall act as the counterpart agency to the Japanese Study Team. In implementing the Study, MOA will nominate the counterpart personnel to the Japanese Study Team as soon as possible.

The Team requested that one of the office space for the Japanese Study Team would be provided in MOA headquarters in Havana city. MOA proposed to provide that office in the Rice Research Institute in Havana province.

6. Equipment and facilities for the Study  
MOA requested the following items;

Two (2) vehicles, One(1) microbus, Two(2) facsimiles, Two(2) copy machines, Two(2) desktop







computers.

The Team promised to convey this request to JICA headquarters.

#### 7. Training of counterpart personnel

MOA requested that counterpart personnel was allowed to take advantage of training in Japan in order to promote the effective technology transfer in the study period. The Team promised to convey this request to JICA headquarters.

#### 8. Interpreters, drivers and secretaries.

MOA agreed to provide for the Japanese Study Team,

- (1) Interpreters (English - Spanish),
- (2) Drivers who understand English, and
- (3) Secretaries who speak English well.

#### 9. Workshop

MOA requested that some workshops concerning the Study would be held by both the Cuban side and the Japanese Study Team. The Team promised to convey this request to JICA headquarters.

#### 10. Public release of study results

Both sides agreed that the results of the Study would be open to the public in order to achieve maximum use of the study results.

#### 11. Target year

The long term target year for the Master Plan is tentatively set as 2015, and the middle term target year is tentatively set as 2010.

#### 12. Contracting with third parties

Both sides agreed to make effort to collect data and information. However, since the scope of the survey is wide, there are possibilities of contracting with third parties in order to achieve effective implementation of the Study.

#### 13. Others

MOA requested that JICA would announce the Japanese Study Team's information (numbers, members' fields and so on) to the Cuban side as soon as possible. MOA also requested that the names of the Japanese Study Team members should be informed to the Cuban side at least two (2) months prior to their arrival to Cuba. The Team promised to convey this request to JICA headquarters.

## The list of participants

### 1. Cuban Side

1. Ruben Gomez Ruiz  
Vice Minister of MOA
2. Nelson Gonzalez Gonzalez  
President of GALA ARG
3. Juan Jose Leon Vega  
Director of IRD.
4. Ruben Alfonso Caraballo  
Director of RRI.
5. Luis Aleman Manzanarroll  
Head of the Group of Popular Rice.
6. Reynaldo Rey Garcia  
Director of IDRI.
7. Daniel Aranguren Echevarria  
Deputy President of APE.
8. Miguel Socorro Quesada  
Deputy Director of RRI
9. Dolores Meras Morejon  
Specialist of MFIEC
10. Serafin Fernandez Roche  
Specialist of IRD.
11. Pedro Gonzalez Baucells  
Specialist of IDRI
12. Enrique Suarez Crestelo  
Specialist of RRI.
13. Esther Ramirez Arcia  
Specialist of RRI.
14. Marcial A. Mendez Fernandez  
Specialist of IDRI.

### 2. Japanese Side

#### The Preparatory Study Team, JICA

1. Kikchi NARITA  
Leader  
Agricultural Research
2. Tsugufumi OGAWA  
Social Economy
3. Tomomi KOZAKI  
Study Planning
4. Shinji KAWABE  
Agricultural Development
5. Masahiro TAJIMA  
Interpreter
6. Fusako YAMAWAKI  
JICA Representative

#### Embassy of Japan

1. Toshiaki FURUYA

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ANNEX II

The list of Priority municipalities

- 1) Villa Clara province  
Santo Domingo  
Encrucijada
- 2) Cienfuegos province  
Aguada de Pasajeros  
Abreus
- 3) Sancti Spiritus province  
Yaguajay
- 4) Ciego de Avila province  
Chambas  
Bolivia
- 5) Camaguey province  
Florida  
Vertientes

ANEXO – 3

MINUTOS DE REUNION  
(INFORME INICIAL)

MINUTES OF MEETING  
ON  
INCEPTION REPORT  
FOR

THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN


JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

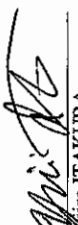
AND

MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)


Havana City,  
4 November, 2003

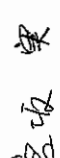
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María del Carmen Pérez Hernández  
Vice Minister  
Ministry of Agriculture  
(MINAG)

  
Yujiro ITAKURA  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

Witnessed by

  
Ramon R. Ippolito Diaz  
Vice Minister  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

  
Minoru MIYASAKA  
Deputy Director  
Agricultural Development  
Study Division  
Japan International Cooperation  
Agency (JICA)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yujiro ITAKURA, for the implementation of the Study. The Study Team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Inception Report and had explained the basic concepts, methodology and schedule of the Study in the presence of Cuban side. Annex shows the list of participants.

As a result of the explanations and exchange of opinions on the Inception Report, the Cuban side and Japanese side agreed upon the following points:

1. The Cuban side confirmed that the contents of the Inception Report were prepared based on the conditions set forth in the Scope of Work for the Study and agreed that the Study Team would proceed to the next stage of the Study in accordance with the methodology and schedule mentioned in the Inception Report.
2. Both sides confirmed that the objectives mentioned in the Scope of Works shall be applied for the implementation of the Study.
3. Both sides confirmed that 5 priority municipalities inside the 5 Provinces of the Study Area had been selected by Cuban side.

List of Priority Municipalities

Name of Province	Name of Priority Municipality
Camaguey	Verientes
Villa Clara	Santo Domingo
Ciego de Avila	Chambas
Cienfuegos	Agua de Pasajeros
Sancti Spiritus	Yaguajay

4. The Cuban side agreed to take responsibility to provide necessary reports, data and other information for the Study which Cuban government had, upon the request of the Study Team.

5. It is clarified that the technology transfer to the Cuban counterpart personnel will be undertaken in the form of the on-the-job-training (OJT) through out the course of





the Study as well as in workshop held as shown in the work schedule in the Inception Report and the technical seminar held after the submission of the Draft Final Report at the end of the third phase of the Study.

6. Both sides agreed that further reports in Spanish shall be reviewed and checked by Cuban side before submission.

7. The Cuban side will submit the comments and opinions on the Inception Report by 18<sup>th</sup> November and those comments and opinions shall be discussed and reflected for the implementation of the Study.

8. Japanese side recommended that the participants of the special training course of "Rice Cultivation of Small-scale Farming for Cuba" shall be involved in the counterpart personnel of the Study.

## ANNEX

### LIST OF PARTICIPANTS

Havana, 30 October, 2003

#### I STEERING COMMITTEE

1. Ministry of Agriculture
  - ✓ Jorge Heredia Diaz Vice Minister of Agriculture
  - ✓ Maria del Carmen Pérez Hernandez, Vice Minister of Agriculture
  - ✓ Juan José León Vega, Director of International Relations
- 1.1. Agroindustrial Rice Group(AIRG)
  - ✓ Nelson González Gonzalez, President of Agroindustrial Group.
  - ✓ Luis Alenán Manzanfórril, Vice President of Agroindustrial Group.
- 1.2. Rice Research Institute (IRRI).
  - ✓ Rubén Alfonso Caraballo, Director of Rice Research Institute.
  - ✓ Enrique Suárez Crestelo, Leader of Cuban counterpart
  - ✓ Dámaso Castillo Toro, Head of the Post Harvest Department
  - ✓ Miguel Socorro Quesada, Rice Specialist of RRI
- 1.3. International Relationship Division(DRI)
  - ✓ Serafín Fernández Roche, Specialist of the International Relation Department MINAG.
- 1.4. Soils Research Institute (SRI)
  - ✓ Olegario Muñoz Ugarte.
- 1.5. Agricultural Machinery Research Institute (AMRI)
  - ✓ Francisco González.
- 1.6. Irrigation and Drainage Research Institute (IDRI)
  - ✓ Marcial Méndez.
2. Ministry of Foreign Investment and Economic Collaboration(MFIEC)
  - ✓ Zoé Hernández Portales.
3. National Institute of Hydraulic Resources (NIHR)
  - ✓ Julián Herrera.
4. Ministry of Economy and Planning (MEP)
  - 4.1 Physical Planning Institute (PPI)
    - ✓ Carlos Alberto Alvarez
5. Ministry of Science, Technology and Environment (MSTE)
  - ✓ Consuelo Parra
6. Representative of provinces.
  - ✓ Martha Thompson Manning, President of the Steering Committee Cienfuegos Province.
  - ✓ Héctor Seiglitte Rebolívar, President of the Steering Committee Villa Clara Province.
  - ✓ Ariel Echemendia, Vice President of the Steering Committee Ciego de Avila Province.
7. Agricultural Projects Enterprise (APE)
  - ✓ Daniel Aranguren

#### II COUNTERPART

- ✓ Francisco Cruz Exposito, Counterpart of Rice Cultivation.
- ✓ Yudel García, Counterpart of Rice Cultivation.
- ✓ Maiquel Arrastia, Counterpart of Post Harvest.
- ✓ Igaibel Navarro, Counterpart of Agricultural Machinery.
- ✓ Emely Falcón, Secretary.

M.M.

M.M.

M.M.

**ANNEX**

**III JAPANESE SIDE**

- 1. Embassy of Japan.
  - ✓ Toshiaki FURUYA JICA Representative
- 2. The Japanese Team.
  - 2.1 Monitoring Team
    - ✓ Hikaru NIKI
    - ✓ Minoru MIYASAKA
  - 2.2 Study Team
    - ✓ Yujiro ITAKURA
    - ✓ Harunobu INOUE
    - ✓ Kazuhiro TSUCHIDA
    - ✓ Hideharu SUGAWARA

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**ANNEX**

**LIST OF PARTICIPANTS**

Villa Clara, 31 October, 2003.

**STEERING COMMITTEE**

- ✓ Héctor Seigie Reboilar. Vice Delegate of Agriculture. President of the Steering Committee.
- ✓ Fabiola Mendoza Zaldo. Representative of ENPA.
- ✓ Pablo Perdigón Quintana. Head of Popular Rice in the Province.
- ✓ Julio la Rosa. Head of Popular Rice in the Municipality of Santo Domingo
- ✓ Jorge Luis Rodríguez Alonso. Representative of ANAP
- ✓ Gipsy Riechi Luis. Representative of CITMA
- ✓ Nidia Rodríguez del Sol. Representative of Municipality Government of Santo Domingo
- ✓ Enrique Suárez Torres. Representative of Provincial Government
- ✓ Niodorberto San Gabino Merino. Delegate of MINVEC

**COUNTERPART**

- ✓ Braudilio Chaviano. Agronomist (Soil)
- ✓ Ángel Pérez de Alejo. Agronomist (Plant Protection)
- ✓ Lisandra Bermúdez Pérez. Agronomist (Plant Protection)
- ✓ Roberto de Paso Vega. Post Harvest
- ✓ Pedro A. Cruz Rodríguez. Rural Development
- ✓ Santiago R. López Yera. Agricultural Economist
- ✓ Magda Días Núñez. Specialist of Maps (ENPA)

**OTHERS**

- ✓ Yoennis Hidalgo. Minister of Agriculture. Villa Clara.
- ✓ Grisel Días. Minister of Agriculture. Villa Clara.

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## ANNEX

### LIST OF PARTICIPANTS

Cienfuegos, 1 November, 2003

#### STEERING COMMITTEE

- ✓ Martha Thompson Manning. Sub Delegate of Agriculture. President of the Steering Committee.
- ✓ Wilfredo Ruiz Cabanes. Representative of Irrigation and Drainage.
- ✓ Hazel Alvarez del Rey. Representative of Soils
- ✓ Alberto de la Teja Li. Representative of ENPA
- ✓ Berto Orquendo Pérez. Head of Popular Rice in the Province
- ✓ Humberto Sellen García. Head of Popular Rice in the Municipality of Aguada de Pasajeros
- ✓ Enrique Paret Selva. Representative of MES.
- ✓ Eloy A. Sarduy Alonso. Representative of INRH
- ✓ Leonardo Suri. Representative of IPF.
- ✓ Luis Ramos Montoto. Representative of MINVEC.
- ✓ Raquel Sosa. Representative of Provincial Government
- ✓ Jorge Luis Cepero. Representative of Municipality Government of Aguada de Pasajeros
- ✓ Cándida María Jiménez. Representative of MEP (Statistics)
- ✓ Gretel Mesa. Representative of MINAZ.

#### COUNTERPART

- ✓ Reinaldo Gómez Alonso. Agronomist
- ✓ Leonardo Rodríguez Mejías. Agronomist (Plant Protection)
- ✓ Yasmani Moya. Post Harvest
- ✓ Digna Sánchez Morales. Rural Development
- ✓ Cristóbal Veroua Morejón. Mechanization
- ✓ Mérida Cabo González. Agricultural Economist

#### OTHERS

- ✓ José Santamaría. Director of ENPA
- ✓ María Elena Alejo. Delegate of MINVEC; Cienfuegos.
- ✓ José Carlos Sardiñas. President of Government of Municipality of Aguada de Pasajeros
- ✓ Rolando Hernández Delegate of Agricultura of Municipality Aguada de Pasajeros
- ✓ Ezequiel Muñoz. Director of Agriculture Enterprise of Aguada de Pasajeros

*M. M.*  


*W*  


ANEXO – 4	MINUTOS DE REUNION (INFORME DE AVANCE 1)
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MINUTES OF MEETING  
ON  
PROGRESS REPORT (1)  
FOR


THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN

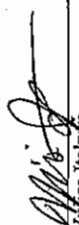
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

AND

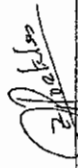
MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)


Havana City,  
22 June, 2004

  
María Julia Cardeñas Barrios  
Director, International Relationship  
Ministry of Agriculture  
(MINAG)

  
Yujiro Itakera  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

Witnessed by

  
Zoe Hernández Portales  
Office  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

  
Hirohisa Matsumoto  
Representative  
Japan International Cooperation  
Agency (JICA)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yujiro ITAKURA, and the Study was commenced in October 2003. Based on the results of Phase 1 Study, the Study Team has prepared the Progress Report (1) with collaboration of Cuban counterpart personals. At the end of Phase 1 Study, The Study team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Progress Report (1) and had explained the study progress such as the understanding of present conditions by Study Team and schedule of further Study to the presence of Cuban side in the steering committee held on 22 June, 2004.

As a result of the explanations and exchange of opinions on the Progress Report (1), the Cuban side and Japanese side agreed upon the following points:

1. The Cuban side will submit the comments and opinions on the Progress Report (1) within a one month through MINAG to Japanese side and those comments and opinions shall be continued to discuss and the results of discussions will be reflected for further implementation of the Study.
2. Both sides confirmed that the progress report (1) shows present conditions of rice production in Cuba and draft idea of development plan will be prepared in next stage based on the further detailed study and mutual discussions for both sides.
3. The Cuban side agreed to take responsibility to provide further necessary reports, data and supplemental information for the Study which MINAG had, upon the request of the Study Team. Equally, the Cuban side agreed to facilitate for the supplemental information that is possessed by other organizations



### Supervision Committee Meeting

Date: 22 / 6 / 04 Place: F House Finlay Institute.

Participants:

#	Names	Entity
1	Yujiro Inakura	Guider
2	Kazuhiro Tsuchida	Coordinator, Irrigation
3	Hiroshi Ikeda	Cultivation
4	Isamu Yamasaki	Post harvest
5	Hironori Homma	Machinery
6	June Tosnkawa	Rural Society
7	Hideharu Sugawara	Interpreter
8	Hirohisa Matsumoto	JICA
9	Maria Julia Cárdenas	Foreigner Affairs
10	Mercedes Carmona	IPF
11	Zoe Hernández	MINVEC
12	Eleazar Bota	ISV
13	Santiago Jovás	MES
14	Francisco González	IIMA
15	Daniel Aranguren	ENPA
16	Serafin Fernández	Foreigner Affairs
17	Olegario Muñiz	Soil Institute
18	Miguel Socorro	Rice Institute
19	Idalexis Rodríguez	GAIPA
20	Julián Herrera	CENHICA
21	Esther Ramírez	Rice Institute
22	Rubén Alfonso	Rice Institute Director
23	Enrique Suárez	Guider
24	Emely Falcón	Secretary
25	Girardo Rodríguez	Interpreter
26	Maikel O. Arrastría	Post harvest Counterpart
27	Francisco Cruz	Cultivation Counterpart
28	Aymara García	Irrigation Counterpart
29	Yudell García	Cultivation Counterpart
30	Idaibel Navarro	Machinery Counterpart
31	Magali Amador	Economy Counterpart

ANEXO – 5

MINUTOS DE REUNION  
(INFORME DE AVANCE 2)

MINUTES OF MEETING  
ON  
PROGRESS REPORT (2)  
FOR


THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN


JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

AND


MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)

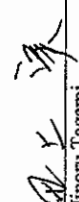
Havana City,  
23 September, 2004

  
Idalexis Rodríguez  
Vicepresidente de GAIPA  
Ministry of Agriculture  
(MINAG)

  
Yajiro ITAKURA  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

Witnessed by

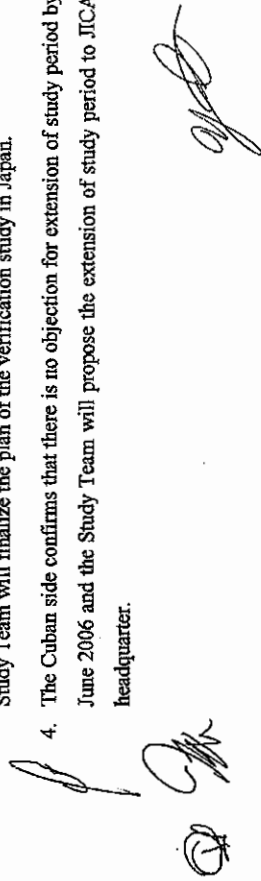
  
Rigoberto Enoa Navo  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

  
Minoru Tagami  
Expert  
Japan International Cooperation  
Agency (JICA)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Study was commenced in October 2003 and Phase 2 Study has been carried out from June to September 2004. Based on the results of Phase 2 Study, the Study Team has prepared the Progress Report (2) with collaboration of Cuban counterpart personals. At the end of Phase 2 Study, The Study team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Progress Report (2) and had explained the study progress such as the draft idea of development plan, preliminary plan for verification study and schedule of further Study to the presence of Cuban side in the steering committee held on 23 September, 2004.

As a result of the explanations and exchange of opinions on the Progress Report (2), the Cuban side and Japanese side agreed upon the following points:

1. The Cuban side will submit the comments and opinions on the Progress Report (2) within a one month through MINAG to Japanese side and those comments and opinions shall be discussed and the results of discussions will be reflected for further implementation of the Study.
2. Both sides confirmed that the progress report (2) shows draft idea of development plan and mutual discussions for both sides will be continued through the further stage.
3. The Cuban side agreed to check the contents of preliminary plan of verification study and will submit the comments within two weeks and, based on this discussion, Study Team will finalize the plan of the verification study in Japan.
4. The Cuban side confirms that there is no objection for extension of study period by June 2006 and the Study Team will propose the extension of study period to JICA headquarter.



ANEXO – 6	MINUTOS DE REUNION (INFORME INTERMEDIO 2)
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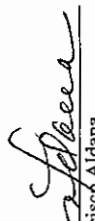
In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yutaka NOZAKI, and the Study was commenced in October 2003. Based on the results of Phase 2 Study, the Study Team has prepared the Interim Report (2) with collaboration of Cuban counterpart personals. At the beginning of Phase 3 Study, the Study team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Interim Report (2) and had explained the study progress such as draft idea of the development plan, implementation plan of the verification study and schedule of further Study to the presence of Cuban side in the series of the steering committee in Havana, held on 20 January 2005 and in Provinces.

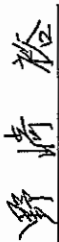
As a result of the explanations and exchange of opinions on the Interim Report (2), the Cuban side and Japanese side agreed upon the following points:

1. The contents of the Interim report (2) have been basically agreed by both sides. The Cuban side will submit the comments and opinions on the Interim Report (2) within a one month through MINAG to Japanese side. Those comments and opinions shall be continued to discuss and the results of discussions will be reflected for further implementation of the Study.
2. The implementation plan of the verification study including contents of the study, site selection, implementation schedule, role and burden of both side, etc, was explained in the Interim Report (2) and the both sides agreed to conduct the verification study based on the plan.
3. The revised schedule of the further study was explained by the Japanese side and the Cuban side agreed with the revision. The major point of the revision was to extend the study period by March 2006.
4. JICA established the New Guidelines for Environmental and Social Consideration on April 2004, which covers development study, preliminary studies for grant aid project, and technical cooperation project conducted by JICA. The Japanese side explained the outlines of the Guidelines and both sides agreed to apply the Guidelines to the Study as much as possible.


MINUTES OF MEETING  
ON  
INTERIM REPORT (2)  
FOR  
THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
AND  
MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)


Havana City,  
20 January, 2005

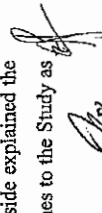
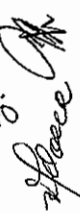
  
Francisco Aldana  
Vice-president of GAIPA  
Ministry of Agriculture  
(MINAG)

  
Yutaka NOZAKI  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

Witnessed by

  
José Hernández  
Expert  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

  
Minoru TAGAMI  
Expert  
Japan International Cooperation  
Agency (JICA)

## Steering Committee Meeting

Date: 20 / 01 / 2005

Place: Ministry of Agriculture building

No	Name	Responsibility	Institution
1	Yutaka Nozaki	Leader Study Team	Japan International Cooperation Agency (JICA)
2	Kazuhito Tsuchida	Coordinator	Japan International Cooperation Agency (JICA)
3	Hideharu Sugawara	interpreter	Japan International Cooperation Agency (JICA)
4	Santiago LLañes	Ministry of Agriculture	Vice-minister
5	Serafin Fernández Roche	Member	International Affairs Depart.
6	Francisco Aldana	Vice-president of Galpa	GAIPA
7	Enrique Suárez	Leader	IIArroz
8	Carlos A Alvarez	Member	IPF
9	Olegario Muñiz	Member	IIS
10	Francisco González	Member	IIMA
11	Rubén Alfonso	Director	IIArroz
12	Aymara García	Counterpart	IIRD
13	Francisco Cruz	Counterpart	IIArroz
14	Yudell García	Counterpart	IIArroz
15	Magalis Amador	Counterpart	IIArroz
16	Emely Falcón	Secretary	IIArroz
17	Laudelina Lugo	Guess	GAIPA
18	Roberto Cabello	Guess	GAIPA
19	Ricardo Polón	Guess	Experimental Station "Los Palacios" P. del Río

ANEXO - 7

MINUTOS DE REUNION  
(INFORME DE AVANCE 3)



MINUTES OF MEETING

ON

PROGRESS REPORT (3)

FOR

THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT

FOR RICE CULTIVATION IN THE CENTRAL AREA

IN THE REPUBLIC OF CUBA

AGREED UPON BETWEEN

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

AND


MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)

Havana City,

03 June, 2005

  
Santiago Yañez

Vice Minister  
Ministry of Agriculture  
(MINAG)


  
Yutaka NOZAKI

Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

  
Zoe Hernández

Officer  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

Witnessed by

  
Minoru TAGAMI

Expert  
Japan International Cooperation  
Agency (JICA)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yutaka NOZAKI, and the Study was commenced in October 2003. Based on the results of Phase 2 Study, the Study Team has prepared the Progress Report (3) with collaboration of Cuban counterpart personals. At the end of Work in Cuba, the Study team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Progress Report (3) and had explained modification of the former report corresponding to the comments from Cuban side, progress and interim monitoring results of the verification study, draft idea of the development plan, and schedule of further Study to the presence of Cuban side in the steering committee in Havana, held on 03 June 2005.

As a result of the explanations and exchange of opinions on the Progress Report (3), the Cuban side and Japanese side agreed upon the following points:

1. The contents of the Progress Report (3) have been basically agreed by both sides. The Cuban side will submit the comments and opinions on the Progress Report (3) within a one month through MINAG to Japanese side. Those comments and opinions shall be continued to discuss and the results of discussions will be reflected for further implementation of the Study.
2. Both sides confirmed that the comments and opinions to the former reports submitted by Cuban side are fully reflected in the description in the Progress Report (3).
3. Both sides agreed to hold the steering committee in the provincial level in July based on the Interim Report (3).
4. The Study Team requested MINAG an answer regarding the questionnaire survey for the next stage of their visit. MINAG promised to have an answer for the month of July, when the Study Team returns to Cuba.

ANEXO – 8

MINUTOS DE REUNION  
(INFORME INTERMEDIO 3)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yutaka NOZAKI, and the Study was commenced in October 2003. Based on the results of Phase 2 Study and the beginning half of Phase 3 Study, the Study Team has prepared the Interim Report (3) with collaboration of Cuban counterpart personals. At the beginning of 6th Work in Cuba, the Study team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Interim Report (3) and had explained the contents of the report.


As a result of the explanations and exchange of opinions on the Interim Report (3), the Cuban side and Japanese side agreed upon the following points:


1. The contents of the Interim report (3) have been basically agreed by both sides. The Cuban side will submit the comments and opinions on the Interim Report (3) within a one month through MINAG to Japanese side. Those comments and opinions shall be continued to discuss and the results of discussions will be reflected for further implementation of the Study.
2. The analysis and draft result of environmental and social considerations presented in the Report, which were concluded that the impacts for the execution of the development plan were predicted neither a negative environmental influence nor deterioration was foreseen and that there was not any impact that contradicts the environmental and social regulations of Cuba, were agreed between both sides.
3. The Cuban side expressed its interest for a continuous cooperation taking over the Study, and the Study Team promised to convey that request to the JICA headquarter.

MINUTES OF MEETING  
ON  
INTERIM REPORT (3)  
FOR  
THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN  
JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)


AND  
MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)

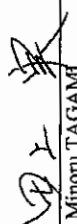
Havana City,  
03 August, 2005

  
Santiago Yáñez  
Vice Minister  
Ministry of Agriculture  
(MINAG)

  
Yutaka NOZAKI  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

Witnessed by

  
Zoe Hernández  
Officer  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

  
Minoru TAGAMI  
Expert  
Japan International Cooperation  
Agency (JICA)

ANEXO – 9

MINUTOS DE REUNION  
(INFORME DE AVANCE 4)


MINUTES OF MEETING  
ON  
PROGRESS REPORT (4)  
FOR


THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA  
IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
AND


MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)


Havana City,  
November 2, 2005

  
Francisco Aldana  
Vice president of GAIPA  
Ministry of Agriculture  
(MINAG)

  
Yutaka NOZAKI  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

Witnessed by

  
Zoe Hernandez  
Officer  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

  
Minoru TAGAMI  
Expert  
Japan International Cooperation  
Agency (JICA)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yutaka NOZAKI, and the Study was commenced in October 2003. Based on the results of Phase 3 Study, the Study Team has prepared the Progress Report (4) with collaboration of Cuban counterpart personals. At the end of Work in Cuba, the Study team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Progress Report (4) and had explained results of the verification study, draft idea of the development plan, and schedule of further Study to the presence of Cuban side in the steering committee in Havana, held on 02 November 2005.

As a result of the explanations and exchange of opinions on the Progress Report (4), the Cuban side and Japanese side agreed upon the following points:

1. The contents of the Progress Report (4) have been basically agreed by both sides. The Cuban side will submit the comments and opinions on the Progress Report (4) within a one month through MINAG to Japanese side. Those comments and opinions shall be continued to discuss and the results of discussions will be reflected for further implementation of the Study.
2. The analysis and draft result of environmental and social considerations presented in the Report which was modified based on comments of JICA and Cuban side, were agreed between both sides.
3. The Cuban side expressed its interest for a continuous cooperation taking over the Study, and the Study Team promised to convey that request to the JICA headquarter.

ANEXO – 10

MINUTOS DE REUNION  
(BORRADOR DEL INFORME FINAL)

MINUTES OF MEETING  
ON  
DRAFT FINAL REPORT  
FOR


THE STUDY ON SUSTAINABLE TECHNICAL DEVELOPMENT  
FOR RICE CULTIVATION IN THE CENTRAL AREA


IN THE REPUBLIC OF CUBA  
AGREED UPON BETWEEN


JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
AND

MINISTRY OF AGRICULTURE OF THE REPUBLIC OF CUBA (MINAG)

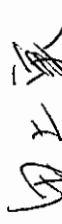
Havana City,  
February 2, 2006

  
Santiago Yañez  
Vice Minister  
Ministry of Agriculture  
(MINAG)

  
Yutaka NOZAKI  
Leader  
Study Team  
Japan International Cooperation  
Agency (JICA)

  
Zoé Hernández  
Officer  
Ministry of Foreign Investment  
and Economic Collaboration  
(MINVEC)

Witnessed by

  
Minoru TAGAMI  
Expert  
Japan International Cooperation  
Agency (JICA)

In accordance with the Scope of Work for the Study on Sustainable Technical Development for Rice Cultivation in the Central Area in the Republic of Cuba (hereinafter referred to as "the Study"), the Government of Japan, through Japan International Cooperation Agency (JICA), dispatched to the Republic of Cuba the Study Team, headed by Mr. Yutaka NOZAKI, and the Study was commenced in October 2003. Based on the results of the Study, the Study Team has prepared the Draft Final Report with collaboration of Cuban counterpart personals. At the final stage of the Study, the Study Team submitted officially fifty (50) copies in Spanish and ten (10) copies in English of the Draft Final Report and had explained the contents of the report in the series of the Steering Committee in Havana, held on 1 February 2006, and in Provinces on 26, 27 and 28 January 2006.

As a result of the explanations and exchange of opinions on the Draft Final Report, the Cuban side and Japanese side agreed upon the following points:

1. The contents of the Draft Final Report have been basically agreed by both sides. The Cuban side will submit the comments and opinions on the Draft Final Report before the date of February 20th through MINAG to Japanese side. Those comments and opinions shall be continued to discuss and the results of discussions will be reflected to the Final Report.
2. The Cuban side expressed its interest for a continuous cooperation taking over the Study, and the Study Team promised to convey that request to the JICA headquarter.
3. The Cuban side promised that it will use the equipment introduced in the Study, which are donated to the Cuban side at the end of the Study, effectively for continuing the Verification Study and related activities by the Cuban side.
4. Close communication between the two parties will be maintained regarding the preparation of the Final Report.
5. The Cuban side expressed its appreciation to JICA for the implementation of this technical cooperation and to Japanese experts for their high speciality and enthusiasm shown in the Study.