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付属資料 1 主要面談者

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Mr. Mihai DUMITRU

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Mr.Ion ALEXANDRU (Organic Vegetable Agricultural Cooperative 2002)
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**MINUTES OF MEETINGS
BETWEEN
THE JAPANESE PROJECT PREPARATORY STUDY TEAM AND
THE AUTHORITIES CONCERNED OF
THE GOVERNMENT OF THE ROMANIA
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE IMPROVEMENT OF FARM MANAGEMENT BY
DEVELOPING AGRICULTURAL COOPERATIVES**

The Japanese Project Preparatory Study Team (hereinafter referred to as “the Team”), organized by Japan International Cooperation Agency (hereinafter referred to as “JICA”) and headed by Mr. Hitoshi SATO, visited the Romania from May 22nd, 2005 to June 10th, 2005 for the purpose of formulating a technical cooperation project, Improvement of Farm Management by Developing Agricultural Cooperatives (hereinafter referred to as “the Project”), in response to the cooperation request of the Government of Romania(hereinafter referred to as “GOR”) toward the Government of Japan (hereinafter referred to as “GOJ”).


During its stay in Romania, the Team exchanged views and ideas with the authorities concerned in GOR through a series of meetings and field surveys in relation to the Project.

As a result of the study, both parties have reached common understandings concerning the matters in the documents attached hereto. This minute reflects discussions and initial consensus between the authorities concerned in GOR and the Team.

Bucharest, June 9th 2005

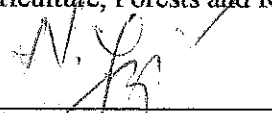


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Ministry of Agriculture, Forests and Rural Development

ATTACHED DOCUMENTS

I. Background of the Project

In Romania, Agriculture is the major industry accounting for 13% of GDP and approximately 36% of the population engaged in it. National Development Program "Agricultural and Rural Development Plan 2000-2006" is aiming to improve the income imbalance between urban area and rural area through improvement of production technique and constricting system of agricultural market and improvement in use efficiency of farmland.

After the revolution in 1989, the Production Agricultural Cooperative (CAP) has been disorganized and privatization of farmland ownership was promoted. As the result, it created over 4 million of small landowner farmers holding 2.3 ha farmland in average. However many farmers have lost the measure to access the agricultural market and their life has been getting worse.

To address these issues, GOR requested GOJ a technical cooperation, JICA has dispatched long-term expert and short-term experts to National Agency for Agricultural Consulting (hereinafter referred to as "ANCA") to improve farm management through developing agricultural cooperative system by conducting seminar and technical training since 2001 to 2004. And Country-focused training course on "Organization and Business of Agricultural Cooperative" has conducted from 2002 to 2004 attended from Ministry of Agriculture, Forest and Rural Development (hereinafter referred to as "MAFR") and ANCA and County Office for Agriculture Consulting (hereinafter referred to as "OJCA"). According to this cooperation, the foundation for promotion of agricultural cooperative in Romania was established.

GOR has enacted Agricultural Cooperative Law on January 22nd, 2005, supporting to establish agricultural cooperative operated democratically and GOR requested GOJ a technical cooperation project to improve farm management through developing agricultural cooperative and capacity building of instructors to strengthen activities of agricultural cooperative.

II. Outcome of the Study

The Team has undertaken the following activities: i) a participatory planning workshop by means of the Project Cycle Management (hereinafter referred to as "PCM") method to identify problems and issues pertaining to agricultural cooperative system, ii) field surveys, iii) a series of discussion meetings on the Project framework.

A one-day PCM workshop was conducted on June 1st, 2005, with 30 participants from the MAFR, ANCA, OJCA, and representatives of farmers groups. Present condition of each organization is shown in Annex I. In order to identify problems and issues of farmers, Problem Analysis and Objective Analysis were conducted. Participants actively joined the discussion, and the workshop was completed successfully.

Based on the results of the PCM workshop (See AnnexII), the Team formulated a

tentative framework of the Project, Project Design Matrix (hereinafter referred to as “PDM”) (See Annex III). In addition, the Team conducted an ex-ante evaluation in terms of the five evaluation criteria, relevance, effectiveness; efficiency, impact, and sustainability to justify the implementation of the Project with the Romanian side as a Joint Evaluation Team (See the member list in Annex IV). The joint preparatory study team conducted the aforementioned evaluation of the Project together.

Furthermore, both MAFR and JICA clarified measures to be taken by both sides for effective implementation of the Project.

III. Project Strategy

The Project aims at increasing the income level of small and medium-scale farmers through formation of agricultural cooperatives in the pilot counties. The following 6 strategies are to be employed in order to achieve the objective:

1. To implement the Project within the policy framework of GOR

“Strategy of Agriculture and Rural Development 2003-07” is the formal document designating strategies and plans for agriculture and rural development, which was made by the former regime but still effective, according to the actual Government Program. It proposed strengthening of agricultural cooperatives, in the chapter 1.2.2, for the joint marketing of agricultural products as one of key priorities to prepare for accession to the EU. It noted necessity of legislation on agricultural cooperatives.

The 9 objectives called “Strategic Objectives” are the basic strategy of the MAFR at present. They are; 1. completion of land property reform, 2. family farms stimulation, 3. marketing support, 4. processing unit support, 5. national plan for rural development, 6. forests conservation, 7. food safety, 8. institutional reform, 9. efficient budgetary allocation. Their main target is agricultural producers, and that will help small and medium scale farmers, who are potential members of agricultural cooperatives. Especially, “1.”, “2.” and “3.” will be considerable support for farmers. “1.” is targeting concentration of farmlands for efficient production. “2.” proposes financial resources access to small scale farmers. And “3.” will improve market system including supports for producers groups.

On the other hand, Romania is preparing to join EU on 2007, and “National Plan for Agriculture and Rural Development (2000 - 2006)” is the most important document, which designates the concrete plan and requirement for EU’s support in agriculture and rural development during pre-accession period (the support is called Special Accession Program for Agriculture and Rural Development; SAPARD). It defines 11 major means for agricultural and rural development, called “Measure”s. Among them, Measure 3.2, “Setting up producers groups” provides various

financial supports for farmers group's setting up. The documents of Measure 3.2 is being examined at EU headquarter, and it will start in September or October this year.

2. To implement the Project in accordance with the Aid Policy of GOJ

The Japanese ODA (Official Development Assistance) Task Force for Romania emphasizes two agenda, 1) environment conservation and 2) industrial promotion, and cooperation to agricultural sector is placed in the agendum 2). Since the proposed project contributes to improvement of agricultural sector, the Project is consistent with the policy of the government of Japan. The Embassy of Japan in Romania also strongly supports the Project, as it contributes to bilateral relationship between 2 countries.

3. To integrate approaches for youths' involvement into the Project

In Romania, aging of farmers is one of the big problems. Youths tend to go to cities to look for better conditions of employment in industry and commercial businesses and old farmers keep traditional ways of cultivation in the rural area. Such a situation would not activate Romanian agriculture, which is required to gain competitiveness against EU countries. Therefore to address the issue, involvement of bright youths will be taken care of.

4. To encourage the awareness of responsibility of the Romanian side to ensure the sustainability of the Project

In order to ensure the sustainability of the Project after the JICA's cooperation is completed, the Project clarifies the roles of respective organizations and stakeholders related to agricultural cooperative development, and their directions. Specifically, the contribution of inputs (human resources, training programs, and others) of the Romanian side shall be increased as much as possible for further development for agricultural cooperatives gradually in the latter part of the Project period, and an action plan of agricultural cooperative development after the end of the Project will be prepared within a realistic project scale and scope, in order to multiply the experience of establishing pilot cooperative in other counties.

5. To develop human resources

JICA has supported ANCA and OJCA for the last 4 years to develop agricultural cooperatives mainly in human resource development through domestic and abroad trainings. Although the main theme of the Project is to develop model agricultural cooperatives, human resource development should be still one of the major pillars of the Project for dissemination and multiplication of the project outcome to other candidate cooperatives and counties.

6. To formulate model agricultural cooperatives

There is a deep-rooted disbelief of farmers to agricultural cooperatives due to the past

experience. The communist regime, which collapsed in 1989, seized all the properties of farmers including farmlands, machines and so on. The damage of that barbarism still remains as millions of trials for land property problem as well as the mentality noted above, so that farmers are very hesitant to formulate agricultural cooperatives. Therefore, it is very important not only to explain the effectiveness and importance of agricultural cooperatives, but also to show a model of agricultural cooperative as a valid business model, which has a possibility to improve their living standard in the long run.

IV. Tentative Framework of the Project

The both parties have agreed on the following Tentative Framework of the Project. However, it will be modified when necessary and finalized over discussions prior to the official signing of the document titled Record of Discussions (hereinafter referred to as "R/D"). And the detailed content of the tentative framework of the Project is shown in the Annex III and Annex V.

1. Project Title

Improvement of Farm Management by Developing Agricultural Cooperatives

2. Project Purpose

Agricultural activities are rationalized through establishment of model-type agricultural cooperatives in project area.

3. Target Groups and Target Area

3-1 The Target Groups of the Project, defined as ultimate beneficiaries of the Project, are as follows..

- (1) Instructors of ANCA
- (2) Instructors of OJCA
- (3) Initiators of pilot agricultural cooperatives
- (4) Farmers of counties that implement pilot agricultural cooperatives

3-2 The Target Area of the Project are 5 counties of Romania (See the Annex VI). And the main Project site will be the ANCA in Bucharest city, and sub project site is each OJCA in SATU MARE, ARAD, ILFOV, PRAHOVA, and IASI counties. On the way of the project implementation, if necessity arises to change present pilot agricultural cooperatives or add another pilot agricultural cooperative from pilot and other counties, it will be decided by agreement between Romanian and Japanese sides.

(1) Selection criteria of the pilot agricultural cooperative

Selection of the pilot agricultural cooperative was based on the following criteria;

- 1) On the basis from the former cooperation between JICA and pilot counties
- 2) Good willingness and full participation of cooperative members.
- 3) High potential and capability for the conducting the establishment and management as agricultural cooperative.
- 4) Procedure of registration agricultural cooperatives is well prepared.
- 5) Good financial condition.

(2) Roles of the pilot agricultural cooperative

The pilot agricultural cooperatives established in the project will conduct the technical training for instructor of ANCA and OJCA and farmers, and demonstrate to the farmers the efficiency of the cooperative system in agriculture.

4. Duration

The duration of the Project will be 3 years from the arrival date of the first JICA Expert for the Project.

5. Administration of the Project

(1) Implementing Organization

1) Executing agencies

ANCA will bear the responsibility for the implementation of the Project. Activities stated in the PDM will be undertaken by the project team.

2) Collaborating organizations

The Project will collaborate with the following organizations:

- a. SAPARD Agency
- b. Research and development institutions
- c. Universities

(2) Joint Coordinating Committee

The Joint Coordinating Committee (hereinafter referred to as "JCC") will be established before the signing of the R/D, and be held at least once every six months or whenever necessity arises. Members and their main roles are shown in the Annex VII.

(3) Managerial and Technical Meeting

Managerial and Technical Meeting will be held whenever necessity arises for smooth implementation of the Project. The members will include counterpart of ANCA and

Executive director of OJCA implementing pilot agricultural cooperative, and JICA Expert(s).

(4) Project Monitoring and Evaluation

Progress reports are made every 6 months by the Project and submitted to MAFR and JICA for appropriate monitoring of the Project. Annual reports are made every year by the Project and submitted to and agreed by JCC. Mid-term and final evaluation of the Project will be conducted by JICA and Romania authorities concerned in the middle of the Project duration and 6 months before the cooperation period is over in order to examine the level of achievement and to recommend the direction of the Project for the rest of the Project period.

V. Justification of the Project

1. Relevance

Since the Project accords with both the policies of Romanian and Japanese governments, and the beneficiaries' needs, the Project is evaluated highly relevant.

1.1 Policy aspect

As for the accordance with Romanian and Japanese policy, it has been confirmed that the Project is quite relevant, as concluded in "Chapter III, 1. and 2."

The Project can use other schemes provided by other donors, such as SAPARD, small-scale farmers' loan of the World Bank and IFAD (International Fund for Agricultural Development), and market stations constructed by GTZ (German Technical Cooperation).

From the legislative point of view, the Agricultural Cooperative Law (566/2004), enacted January 2005, gives legal status to agricultural cooperatives, and secures various businesses and 4 types of government supports (5 years (after foundation of cooperative) exemption of farmland tax and 20 % of corporation tax, prior supply of domestic and international agricultural support, import tax exemption). It provides a firm foundation for agricultural cooperatives.

As an implementing agency, ANCA is expected to play a more and more important role to strengthen the agricultural cooperative sector. Its mandate is to provide trainings, legislative and technical information, and technical assistance related to agriculture and rural development, through OJCA's. Based on the Law 77/2005, ANCA is implementing institutional reform and it has created 1 compartment in charge of structuring professional associations. This compartment will be involved in the project implementation.

1.2 Needs of beneficiaries

After the revolution in 1989, nationally owned farm lands have been returned to the former owners. As a result, 4 million people received their lands but average land holding has been fragmented up to 2.3 ha. Under such a circumstance, peasant farmers have difficulties to increase their income without grouping merit. Even at present, many farmers groups exist, but most of them

are fragile in institutional and financial management. They demand visible examples for the merits of agricultural cooperative.

Staffs of ANCA and OJCA are service providers to farmers, but at the same time, they are beneficiaries of the Project. What was found through the study was that they recognized the importance of agricultural cooperative development and they had learned various knowledge to support farmers through the past cooperation. The demand for further training to practice their experience in the field is high. Therefore the proposed project would be a great help for their future activities.

2. Effectiveness

The project purpose and each output will be achieved and, all outputs are considered necessary for fulfillment of the project purpose. Therefore, the high effectiveness is anticipated.

Outputs consist of 1. human resources development, 2. formation of model cooperative, and 3. establishment of service providing system to farmers. At present, it is expected that all the Outputs will be achieved and important assumptions will be satisfied.

“1.” will be achieved manly through trainings and educational material development, which are extension of the past cooperation. ANCA and OJCA successfully implemented the training during the past cooperation and this experience will be useful for the achievement of this Output.

“2.” will be achieved through actual works for agricultural cooperative development such as plan making. This Output would require intensive guidance and close monitoring of the pilot cooperatives because the activities as agricultural cooperatives are new experiment for the members of pilot cooperatives. But the willingness and financial status of pilot cooperatives are parts of the selection criteria, therefore pilot cooperatives have high potential to be model cooperatives.

“3.” will be achieved mainly through technical and institutional information supply. The survey of farmers’ needs at the initial stage of the Project will increase the possibility of the achievement of this Output.

The Project Purpose will be achieved through the accomplishment of 3 Outputs explained above, because Output 1 will provide necessary human resource, then Output 2 will produce model cooperatives which will be good examples to be disseminated, and Output 3 will clarify necessary information for sustainable management of agricultural cooperatives and other agricultural activities.

There are 3 important assumptions at the level of Output, respectively climate condition, ANCA’s management change, and products price. There are no specific factors which are expected to worsen those conditions, although close monitoring should be maintained.

3. Efficiency

Efficiency of the Project is evaluated as high due to the following analyses.

Since the Project is planned to facilitate self-helping of cooperative members and to utilize Romanian governmental support systems as much as possible, quantity of inputs is controlled in economical level but it is expected enough to achieve Outputs. Although instructors' training in Japan is more expensive than the one in Europe, effectiveness of training in Japan was clarified through questionnaire survey and interviews to Counterpart.

The Project is based on the past cooperation of JICA that implemented seminars, trainings, material development, pilot cooperatives selection and so on. The project concept is therefore familiar to ANCA and OJCA hence the associated knowledge and experience will enhance efficiency in project implementation.

Steadiness of job description of trained personnel, which is raised as an important assumption at the level of activity, will not be worsened drastically as a prospect, although the Project should constantly request ANCA and OJCA to recruit experienced personnel according to the human resources policy of ANCA.

4. Impact

It is anticipated that there will be positive impacts and possible negative impacts would be minimized through appropriate monitoring, so that the overall impact of the Project is expected high.

The Overall Goal can be achieved during or after the project period, when the project's outcome is maintained. The activities of agricultural cooperative are expected to decrease production cost through group purchasing in a short period, and to increase products sales profit through group marketing in a long period. They will directly contribute to income increase of members in agricultural cooperatives. Trainings to OJCA staff and initiators of agricultural cooperatives, different from pilot cooperatives, have a considerable possibility to extend agricultural cooperative development in their areas and groups. In order to achieve those, ANCA's coordination with those stakeholders will be important.

Although it is needless to say that transparency and democracy are necessary for the operation and management of agricultural cooperatives, those factors should be emphasized thoroughly in series of trainings to eliminate the negative feeling of farmers and to prevent inequity among members. Most members of agricultural associations seem aged men and there are few female and youth members. That may bring a rigid organization and youths should play an important role for more competitive and modernized agriculture, so that efforts to involve them will be effective to maintain vital activities of their groups.

The possibility of policy change in Romanian agricultural sector is low, as discussed in "5.1". Therefore the important assumption at the project purpose level will be satisfied.

5. Sustainability

Policy and institutional sustainability is considered high, while financial sustainability of

ANCA for agricultural cooperative development is still unclear. As a whole, it is evaluated that sustainability is fairly satisfactory.

5.1 Policy aspect

As it was mentioned, Romania will join EU in 2007, if it satisfies qualification to be surveyed at the end of 2005. It is expected that the agricultural policy will not be changed drastically within a short period, even after it joins EU, because the present policy was made with consent from EU and there would be no significant change in Romanian condition as an agricultural country and a newcomer to EU. Therefore the policy to support agricultural cooperative development will be also kept.

The enactment of "Agricultural Cooperative Law" in January 2005 gave a legal status to agricultural cooperatives and that will contribute to establishment and expansion of agricultural cooperative activities.

5.2 Institutional aspect

Since model cooperatives should be coherent organization through teaching and training activities, including assistance in finding financial support, it is expected that institutional sustainability of model cooperatives will be fostered by the end of the Project. The Project is also planned to train staffs of ANCA and OJCA as an instructor of cooperative development, and initiators of cooperatives as management groups, so supporting system to cooperatives will be also established. But it is important to secure participation of women and youth members for sustainability and diversity of a group.

As for the ownership of ANCA, it created a compartment (Compartment for Professional Associations Structuring), as a part of institutional reform. The compartment is a core office for agricultural cooperative development covering all over the nation. That is the commitment of ANCA and it enhances sustainability of agricultural cooperative development.

5.3 Financial aspect

Although the new compartment has been created in ANCA to develop farmers group activities, amount of budget allocation is not clear at the time of the preliminary study. It is expected that ANCA will secure enough budget to shoulder Romanian share of implementation cost and will increase the amount before the end of the Project.

But fortunately, credit schemes of the Romanian government, EU, World Bank and IFAD are very useful to economically fragile farmers, when they can use those schemes after various conditions are arranged properly. That will widely contribute to financial sustainability of agricultural cooperative management.

VI. Measures to be taken by the Both Government

1. Measures to be taken by Romania Side

- (1) Provision of buildings and facilities necessary for the implementation of the Project
- (2) Assignment of necessary number of full-time local counterparts with relevant background for each field of Japanese long and short-term expert(s)
- (3) Allocation of budget necessary for the implementation of the Project

2. Measures to be taken by Japanese Side

(1) Dispatch of Expert(s)

JICA will start recruitment of expert(s) for the Project upon receipt of advanced A1-Forms that are requested to submit to JICA Romania Office by the middle of March 2006.

1) Japanese long-term expert

One long-term expert will be dispatched.

2) Japanese short-term expert(s)

Short-term expert(s) will be dispatched when necessity arises within the framework of the Project.

(2) Acceptance of Counterpart Training

Acceptance for training in Japan shall be arranged during the cooperation period.

(3) Provision of Machinery and Equipment

Necessary machinery, equipment and other materials for the implementation of the Project would be provided within the allocated budget. The contents and specification of the equipment to be provided each year will be discussed, in principle, every year by Japanese expert(s) and Romanian counterparts based on the annual plan within the allocated budget of the Japanese fiscal year.

VII. Issues to Be Further Discussed

Following are the issues that need to be followed-up by both sides:

1. Japanese side requested the Romanian side to make an effort to allocate the budget in order to implement the Project effectively and continuously.
2. Japanese side requested Romanian side to hold the JCC by June 30th, 2005 in order to facilitate to understand and to share the framework and schedule of implementation of the Project. And the result and issues of the discussion on JCC shall be reported to JICA Romania Office by documents within 2 weeks after JCC.
3. The final content of R/D should be settled and officially signed as soon as possible after the signing of this minute.

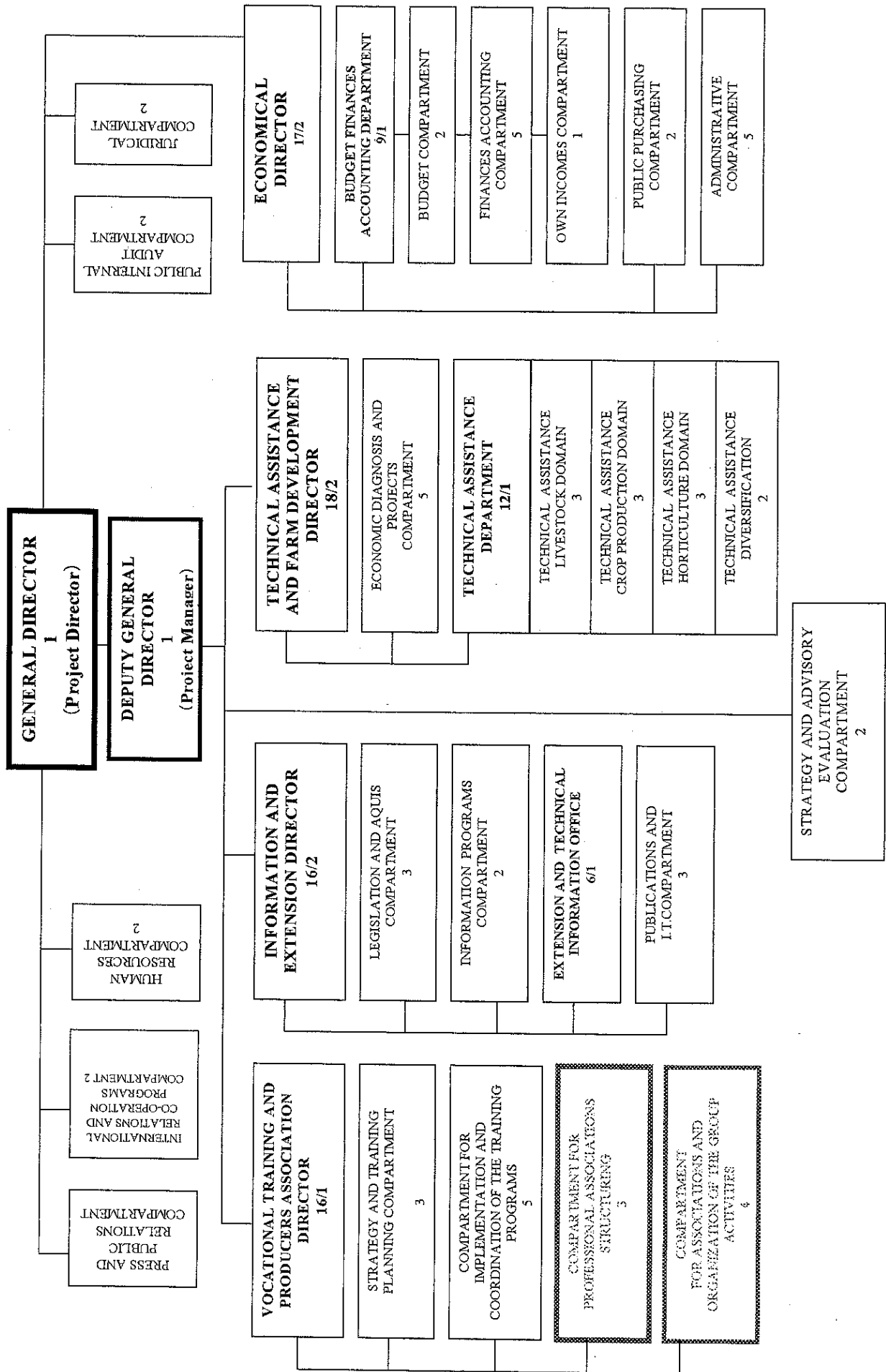
VIII. Other Remarks

Following are the other remarks agreed by both sides:

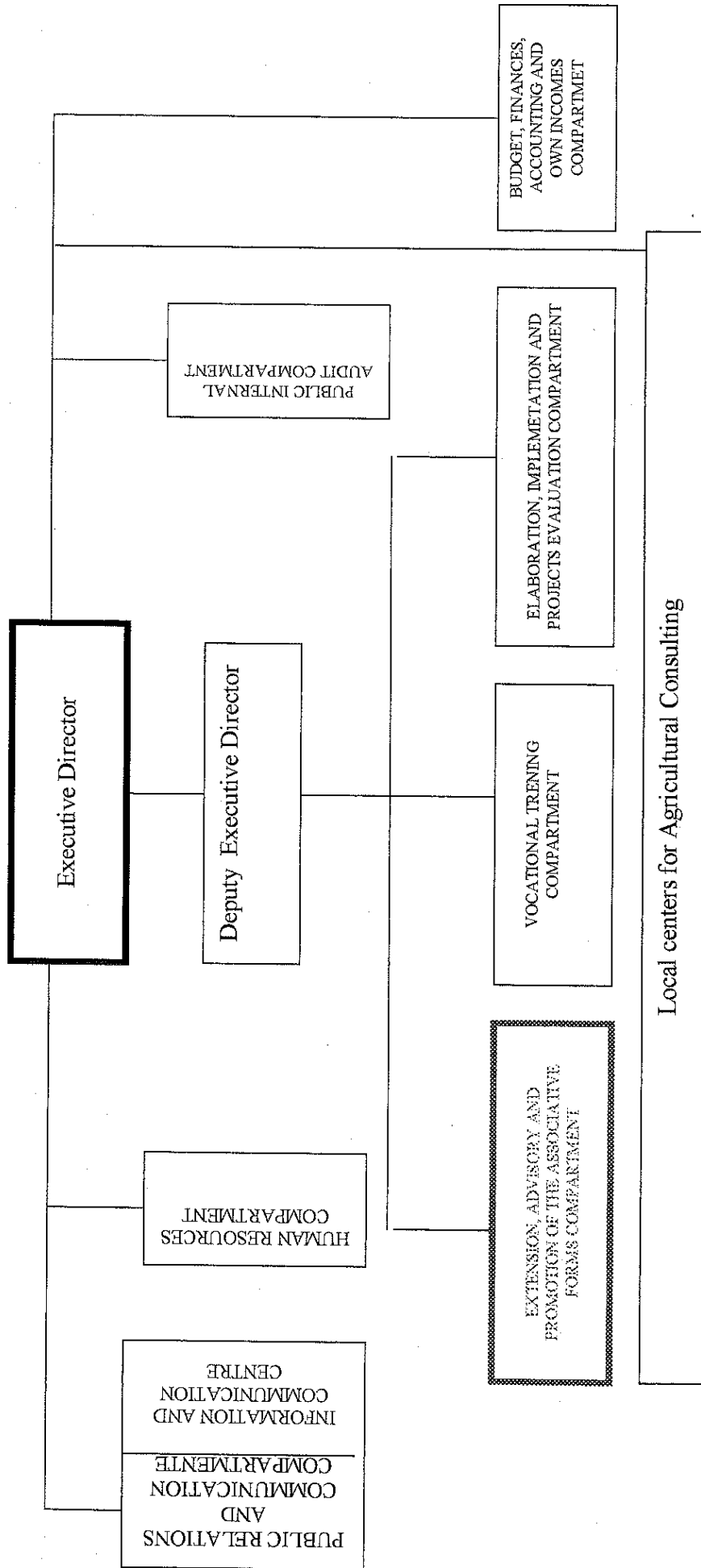
1. Both parties agreed that local cost on activities should be covered as Annex XII.
2. Both parties are requested to notify significant changes of organization or personnel concerned with the Project implementation to each other immediately whenever such changes arise.

- Annex I** Organization Chart of ANCA and OJCA
- Annex II** Results of PCM Workshop
- Annex III** Tentative Project Design Matrix (PDM)
- Annex IV** Member List of Joint Evaluation Team for Preparatory Study
- Annex V** Framework of Technical Assistance
- Annex VI** Project Site Map and Present Condition of Candidate Pilot Agricultural Cooperatives
- Annex VII** Member List of Candidate for Joint Coordination Committee (JCC)
- Annex VIII** Tentative Plan of Operation (TPO)
- Annex IX** Tentative Detail of Plan of Operation (DPO)
- Annex X** Time Table to the Commencement of the Project
- Annex XI** Record of Discussion (R/D)(Draft)
- Annex XII** Local Cost Sharing for Activities

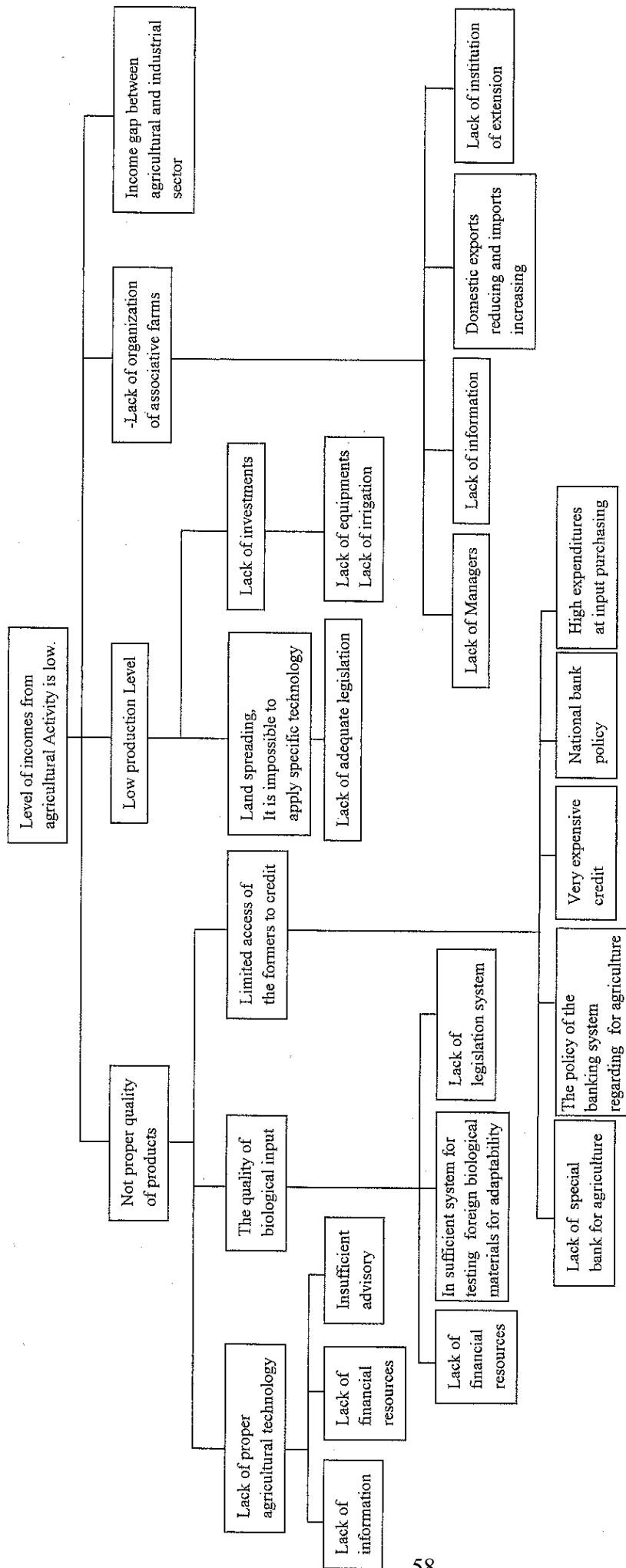
Annex I Organization Chart of National Agency for Agricultural Consulting (ANCA)



Annex I Organization Chart of County offices for Agricultural consulting (O.J.C.A)



Annex II Results of PCM Work Shop <Problem Analysis>



Annex II Attendance list of PCM Workshop

Romanian Side

- 1 LĂCĂTUȘU GHEORGHE - ANCA(Moderator of Workshop)
- 2 CHIRU GEORGETA - ANCA
- 3 STAICU MARA - ANCA
- 4 DOCIU IONEL - ANCA
- 5 RĂȘCANU MARIA - ANCA
- 6 PORUMB SIANA - ANCA
- 7 ZAHARESCU DORIN - MAFR
- 8 BEIU FLORIN - MAFR
- 9 APOSTOL ION - MAFR
- 10 GHEORGHE PREDILĂ - UNPAR
- 11 MIHAI LUNGU - MUNTENIA Agricultural cooperative
- 12 APOSTOLOIU ADRIAN - AGROECOLOGICA Agricultural cooperative
- 13 ALEXANDRU ADRIAN - AGROECOLOGICA Agricultural cooperative
- 14 PORUMB ALEXANDRU - Farmer
- 15 COSTEA ALEXANDRU - Farmer
- 16 MIRCEA VOLF - OJCA IAȘI
- 17 CÂNEPĂ VIRGINIA - OJCA GALAȚI
- 18 BANU AUREL - OJCA PRAHOVA
- 19 BUDESCU DUMITRU - OJCA ILFOV
- 20 CIOVICĂ ION - OJCA MEHEDINȚI
- 21 ANGHEL GHEORGHE - OJCA ALBA
- 22 BIRTA MIRCEA - OJCA ARAD
- 23 BELA SCHOLTZ - OJCA SATU MARE
- 24 ADELINA POPESCU - Farmer's Association ILOR
- 25 ȘTEFAN POENARU - Farmer's Association ILOR

Japanese Side

- 26 FUMIO MIYAGAWA - JICA Romania Office
- 27 HITOSHI SATO -Japanese Preparatory Study Team
- 28 HIROSHI TERUNUMA -Japanese Preparatory Study Team
- 29 AREFU ARAKI -Japanese Preparatory Study Team
- 30 TSUNEO KUWAHARA -Japanese Preparatory Study Team
- 31 YOSUKE YAMAMATO - JOCV
- 32 KOSUKE SAWADA -JOCV

Abbreviation:

ANCA : National Agency for Agricultural Consulting

MAFR: Ministry of Agriculture, Forests and Rural Development

UNPAR: National Union of agricultural Producer in Romania

JICA: Japan International Cooperation Agency

JOCV : Japan Overseas Cooperation Volunteers

Annex III Tentative Project Design Matrix

Project Title: Improvement of farm management by developing agricultural cooperative

Target Area: Satu Mare, Arad, Ilfov, Prahova and Iasi counties

Target Group: Members of Pilot Agricultural cooperatives, farmers around them, and ANCA & OJCA Staff

Duration: 2005 - 2008 (3 years)

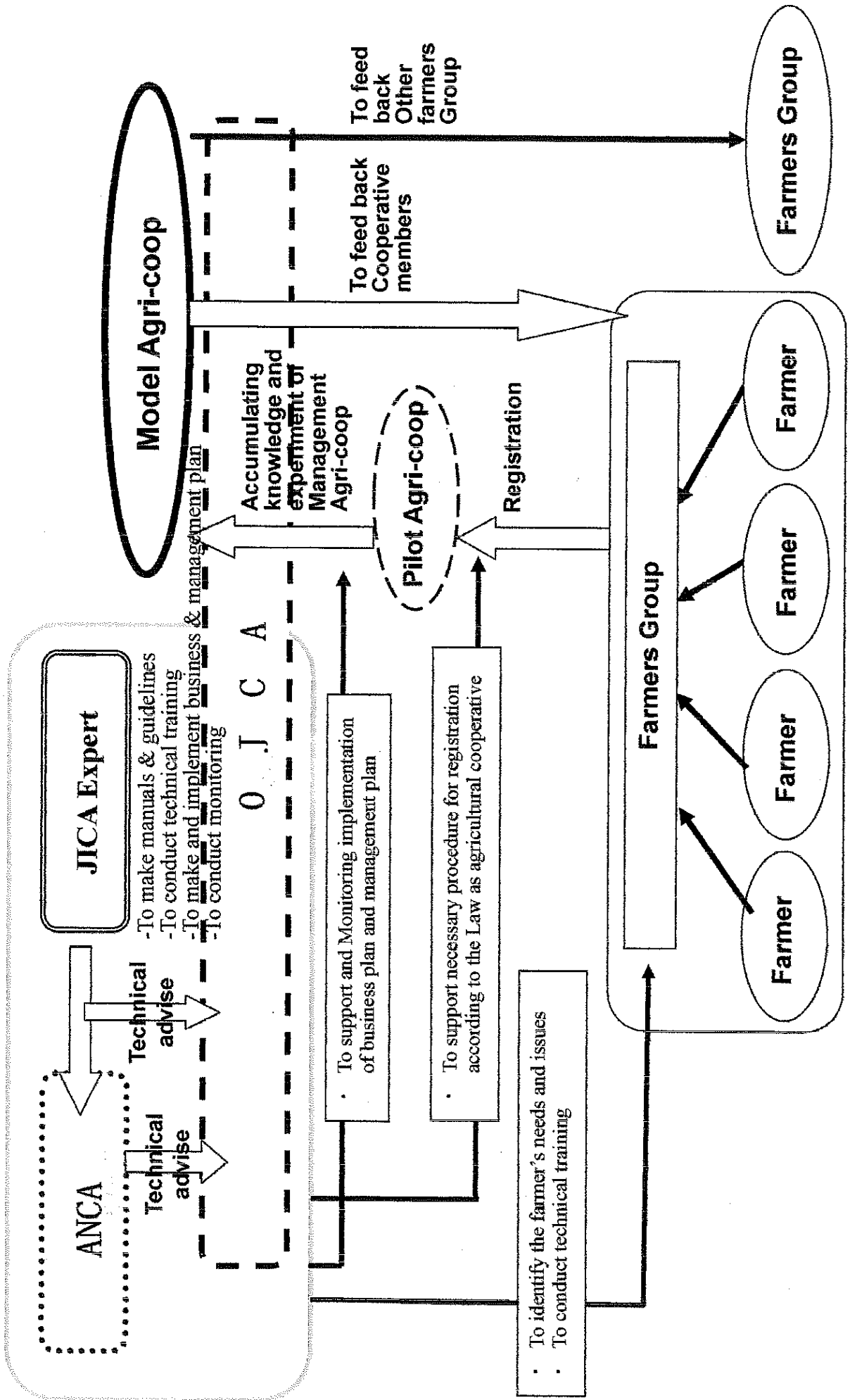
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Narrative Summary	Verifiable Indicators	Means of Verification	Important Assumption
<p>Overall Goal Agricultural income of farmers belonging to model type agricultural cooperatives increases through appropriate services.</p>	<ul style="list-style-type: none"> - Business profit of model agricultural cooperatives - Income of cooperatives members 	<ul style="list-style-type: none"> - ANCA's data, reports - Questionnaire at general meeting after the crop season 	
<p>Project Purpose Agricultural activities are rationalized through establishment of model type agricultural cooperatives in project area.</p>	<ul style="list-style-type: none"> - Marketing and purchasing price through agricultural cooperatives - Working hours for marketing, purchasing and production 	<ul style="list-style-type: none"> - ANCA's data, reports - Annual reports 	<p>There will be no drastic change on Romanian agricultural policy.</p>
<p>Output 1. The personnel for the establishment and management of agricultural cooperatives are improved in their capacity. 2. The policy and rules for the establishment and management of agricultural cooperatives are made. 3. The services of agricultural cooperatives is established.</p>	<ul style="list-style-type: none"> - Satisfactory level of technical training /seminar - Financial statement (balance sheet, plan for appropriation of surplus fund) - By-laws, policy and rules - Number of members who utilize agricultural cooperatives services - Type of services provided to members 	<ul style="list-style-type: none"> - Questionnaire - Annual reports - Annual reports - Questionnaire at general meeting 	<ul style="list-style-type: none"> - Weather in pilot counties will not do damage on agricultural production. - ANCA's budget, policy and management for agricultural cooperatives development will be maintained. - Price of agricultural produce will not go down drastically.
<p>Activities 1-1. To select ANCA's and OJCA's instructors and agricultural cooperatives initiators, who are in charge of development of agricultural cooperatives 1-2. To make manuals and guideline for various types of agricultural cooperatives 1-3. To conduct technical training to ANCA's and OJCA's instructors and agricultural cooperatives initiators 1-4. To conduct technical training to member farmers of pilot agricultural cooperatives 2-1. To design agricultural cooperatives profile by initiators of agricultural cooperatives 2-2. To support necessary procedure for registration according to the Law as agricultural cooperatives 2-3. To make business plan and management plan for agricultural cooperatives 3-1. To make an inventory of service needs for farmers and cooperatives 3-2. To support implementation of business plan and management plan 3-3. To provide information of market channel, suppliers of input and services 3-4. To conduct monitoring agricultural cooperatives</p>	<p>Input</p> <p>Japanese Side</p> <ul style="list-style-type: none"> 1. Expert <ul style="list-style-type: none"> 1.1 Long-term Expert 1.2 Short-term Expert (according to demands) <ul style="list-style-type: none"> (1) Joint Marketing and Purchasing (2) Financial management of agricultural cooperatives (3) Others 2. Equipment <ul style="list-style-type: none"> 2-1 Audio visual equipment for technical training (PC x5, Projector x5) 2-2 Others 3. Counterpart Training when necessity arises 4. Dispatch of Study Team 5. Local Cost <ul style="list-style-type: none"> 5-1 Office supply (consumer goods, etc.) 5-2 Training & seminar expenses 5-3 Others 	<p>Romanian Side</p> <ul style="list-style-type: none"> 1. Counterpart <ul style="list-style-type: none"> Counterparts for long term expert and each short term expert 2. Office for Japanese Experts 3. Operational Cost <ul style="list-style-type: none"> 3.1 Training & seminar expenses in rural area 3.2 Travel allowances for counterparts 	<p>Counterparts, who are trained through Japanese cooperation, will not be transferred often.</p>
			<p>Precondition People concerned will not oppose the project.</p>

Annex IV Member List of Joint Evaluation Team for Preparatory Study

Name	Institution	Duty
ROMANIAN PARTY		
Mr. Ionel Trifan DOCIU	Compartment for Professional Associations Structuring, ANCA	Counselor
Ms. Monica Mara SATICU	Technical Assistance Department, ANCA	Counselor
Mr. Beiu FLORIN	Policy Formation and Implementation Monitoring Department, MAFR	Counselor
Ms. Gorgeta CHIRU	Compartment for Associations and Organization of the Group Activities, ANCA	Counselor
JAPANESE PARTY		
Mr. SATO Hitoshi (Leader)	Arid and Semi-Arid Farming Area Team I, Group, Rural Development Department, JICA	Team Director
Mr. TERUNUMA Hiroshi (Agricultural Cooperative)	Development Department, The Institute for the Development of Agricultural Cooperation in Asia	Manager
Mr. ARAKI Arefu (Cooperation Planning)	Arid and Semi-Arid Farming Area Team I, Group III, Rural Development Department, JICA	Program Officer
Mr. KUWAHARA Tuneo (Project Effect Analysis)	Engineering Division, Overseas Project Department, Nippon Giken Inc.	Design Engineer

ANNEX VII Framework of Technical Assistance

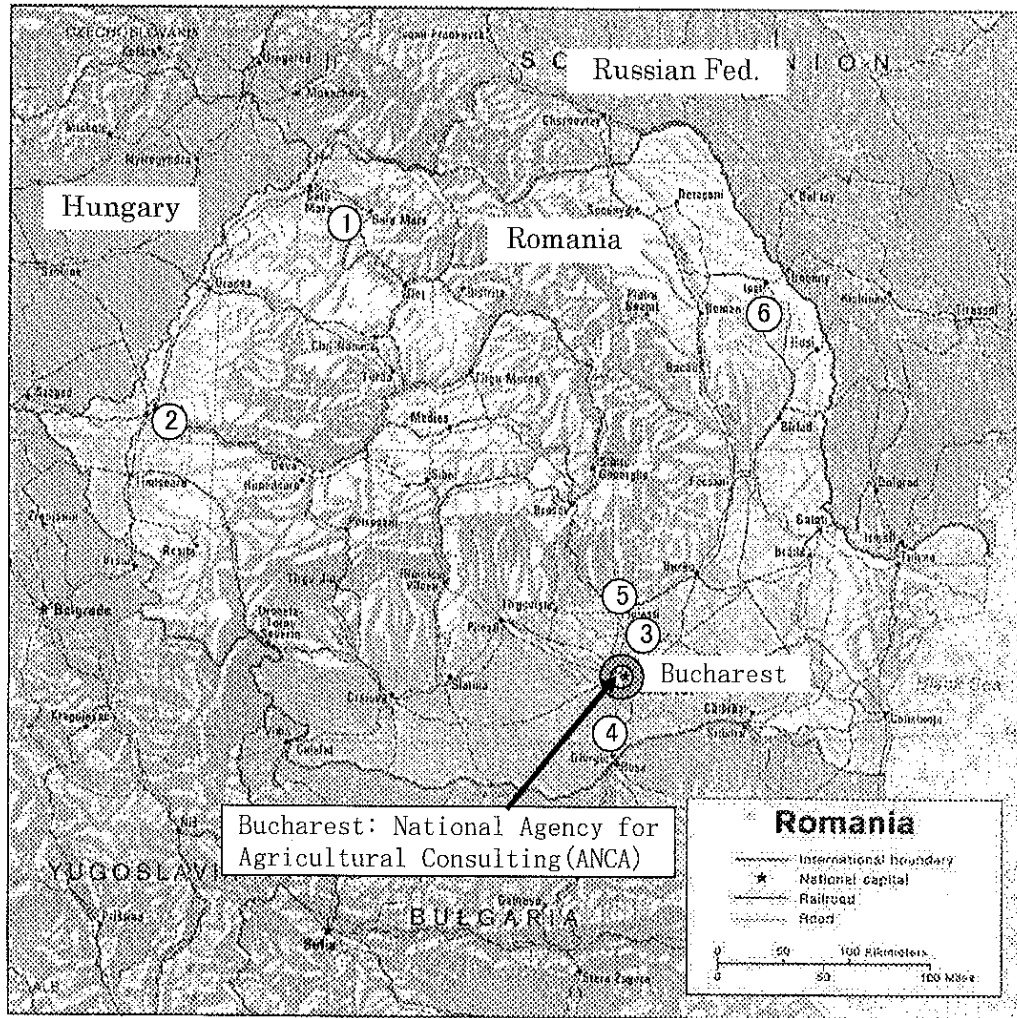


Annex VI Project Site Map and Present Condition of Candidate Pilot Agricultural Cooperatives

Present Condition of Candidate Pilot Agricultural Cooperative

No	County	Association Name	Business Type	Number of Members	Capital (US \$)	Area(ha)
1	SATU MARE	S.A. Agrofiien Foieni	Cereal	772 (household)	77,800	1,540
2	ARAD	S.A. Agro-Profit Pecica	Cereal	191	303,000	816
3	ILFOV	AMAP	Cereal	5	1,150	1600(over)
4	ILFOV	Organic Vegetable Agricultural Cooperative 2002	Vegetable	150	n/a	70
5	PRAHOVA	S.A.20 Mai	Cereal	612	303,000	1,050
6	IASI	S.A. Moldova	Cereal	3100	60,600	3,400

Project Site Map



Annex VII Member List of Candidate for Joint Coordination Committee (JCC)

The Joint Coordinating Committee (JCC) composed of those members as listed in below will meet whenever the necessity arises.

1. To formulate an annual plan of an action in accordance with this framework and the Record of Discussions which will be concluded between the Governments of the Romania and Japan.
2. To review overall progress of the technical cooperation program in accordance with this framework and the Record of Discussions.
3. To review those measures taken by the Government of Japan:
 - 1) Dispatch of Japanese experts
 - 2) Acceptance of Romanian counterpart personnel in Japan training
 - 3) Provision of machinery and equipment
4. To review measures taken by the Government of Romania:
 - 1) Allocation of necessary budget (including local cost expenditure)
 - 2) Allocation of necessary counterpart personnel
 - 3) Utilization of machinery and equipment provided by the Government of Japan
5. To give recommendations to both the Governments of the Romania and Japan on the following:
 - a. Budgetary matters
 - b. Recruitment and appointment of the Romanian counterpart personnel
 - c. Selection and effective utilization of machinery and equipment
 - d. Dispatch of Japanese experts,
 - e. Acceptance of the Romanian counterpart personnel in Japan for training, andOther matters, whenever the necessity arises.
6. Composition
 - (1) Chairperson:

State Secretary of MAFR

(2) Members

1) Romanian Side:

- General Director of ANCA (Project Director)
- Deputy General Director of ANCA (Project Manager)
- Director General of Rural Development Department of MAFR
- Director General of SAPARD Agency
- Executive Director of OJCA (SATU MARE, ARAD, ILFOV, PRAHOVA, IASI)

2) Japanese side:

- Long-term Expert
- Other Japanese experts and personnel concerned dispatched by JICA
- Resident Representative and/or Deputy Representative, JICA Romania Office

Notes:

1. Officials of the Embassy of Japan in Romania may attend the JCC meetings as observers, as and when required.
2. Persons who are nominated by the chairperson may attend the JCC meetings as observers, as and when required.

Abbreviation:

- MAFA: Ministry of Agriculture, Forest and Rural Development
ANCA: National Agency for Agricultural Consulting
OJCA: County Office for Agricultural Consulting
JICA: Japan International Cooperation Agency

Annex VIII Tentative Plan of Operation (TPO)

Outputs and Activities	Schedule of implementation					Responsible position in charge		Collaborative organizations
	1st Year (2005)				4th Year (2008)	C/P	JICA Expert	
	2nd Year (2006)	3rd Year (2007)	2M	3M				
Output 1. The personnel for the establishment and management of agricultural cooperative are improved in their capacity.								
1-1. To select ANCA's and OJCA's instructors and agricultural cooperative initiators, who are in charge of development of agricultural cooperative	2M						Counselor (ANCA, Compartment of association and organization of the group activity)	Long-term Expert
1-2. To make manuals and guideline for various types of agricultural cooperative	3M	2M					Counselor (ANCA, Compartment of association and organization of the group activity, OJCA)	Long-term Expert
1-3. To conduct technical training to ANCA's and OJCA's instructors and agricultural cooperative initiators		2M	2M				Counselor (ANCA, Compartment of association and organization of the group activity)	Long-term Expert
1-4. To conduct technical training to member farmers of pilot agricultural cooperatives		2M	2M		2M		Counselor (ANCA, Compartment of association and organization of the group activity), Executive Director (OJCA)	Long-term Expert
Output 2. The policy and rules for the establishment and management of agricultural cooperative are made.								
2-1. To design agricultural cooperative profile by initiators of agricultural cooperative	3M						Counselor (ANCA, Compartment of association and organization of the group activity, OJCA)	Long-term Expert
2-2. To support necessary procedure for registration according to the Law as agricultural cooperative	3M						Counselor (ANCA, Compartment of association and organization of the group activity)	Long-term Expert
2-3. To make business plan and management plan for agricultural cooperative		2M	2M		2M		Counselor (ANCA, Compartment of association and organization of the group activity), Executive Director (OJCA)	Long-term Expert
Output 3. The services of agricultural cooperative is established.								
3-1. To make an inventory of service needs for farmers and cooperatives		2M					Executive Director (OJCA)	Long-term Expert
3-2. To support implementation of business plan and management plan			all through				Counselor (ANCA, Compartment of association and organization of the group activity), Executive Director (OJCA)	Long-term Expert
3-3. To provide information of market channel, suppliers of input and services			all through				Counselor (ANCA, Compartment of association and organization of the group activity)	Long-term Expert
3-4. To conduct monitoring agricultural cooperative			all through				Counselor (ANCA, Compartment of association and organization of the group activity), Executive Director (OJCA)	Long-term Expert

Description of Output and Activities

<p>Output 1. The personnel who are engaged in community development are improved in their capacity through implementing and managing pilot project.</p> <p>Output 2. The livelihood of target area is improved through implementing pilot project (ex. rehabilitation of basic infrastructures).</p>	
1. Preparation phase	
	1) To conduct the base line survey for collecting data and information of local resources concerned community development and returnee.
	2) To build network with various communities and organizations based on the survey.
	3) To conduct the participatory workshop to clarify inhabitant problem and needs in target area.
	4) To select the target communities and pilot project based on result of the workshop
2. implementations phase	
	1) To select local resources which are in charge implement pilot project
	2) To design implementation strategy with the local resources.
	4) To organize the association to support the implementation of the pilot project.
	5) To conduct technical training to improve capacity of local resources concerned the implementation of the pilot project.
	6) To conduct technical training or workshop to improve agricultural knowledge and techniques of inhabitant.
3 evaluation and monitoring phase	
	1) To conduct monitoring and evaluation to confirm progress of implementation of pilot project
	2) To feed back the lesson and lean from monitoring and evaluation for designing other implementation pilot project.

Annex IX Tentative Detail Plan of Operation (DPO)

Detailed description of Activities and outcomes

Output 1. The personnel for the establishment and management of agricultural cooperatives are improved in their capacity.		
1-1 To select ANCA's and OJCA's instructors and agricultural cooperatives initiators, who are in charge of development of agricultural cooperatives		
	1) To select ANCA's and OJCA's instructors	Based on the new internal structure of ANCA and OJCA, persons in charge of agricultural cooperatives development shall be selected from mainly instructors who received training in Japan and instructors training in Romania.
	2) To select initiators	Initiators are to be selected by visit to candidate pilot agricultural cooperatives by expert and ANCA's and OJCA's instructors selected in above based on their own motivation and willingness to establish agricultural cooperatives.
1-2 To make manuals and guideline for various types of agricultural cooperatives		
	1) To examine and revise existing manuals	Based on the design of curriculum for technical training, the existing manuals shall be revised.
1-3 To conduct technical training to ANCA's and OJCA's instructors and agricultural cooperatives initiators		
	1) To define curriculum for technical training (target, duration, contents) and prepare training materials	In consultation with JICA expert, ANCA and OJCA selected staff, contents of training shall be decided and program will be made in response to the needs of technical training arose from OJCA and pilot agricultural cooperatives.
	2) To conduct the technical training	Technical training shall be conducted at counties which are implemented pilot Agricultural cooperatives in collaboration with JICA expert, ANCA and OJCA selected staff.
	3) To evaluate technical training and instructors by trainees (after the training) and To feed back the result of evaluation.	Questionnaires shall be conducted and evaluation meeting shall be held at the end of the technical training and result shall be fed back to the technical training and project activities by JICA expert, ANCA and OJCA selected staff.
1-4 To conduct technical training to member farmers of pilot agricultural cooperatives		
	1) To define curriculum for technical training (target, duration, contents) and prepare training materials	In consultation with JICA expert, ANCA and OJCA selected staff, contents of training shall be decided and program will be made in response to the needs of technical training arose from OJCA and pilot agricultural cooperatives.
	2) To conduct the technical training	Technical training shall be conducted at counties which are implemented pilot Agricultural cooperatives in collaboration with JICA expert, ANCA and OJCA selected staff.
	3) To evaluate technical training and instructors by trainees (after the training) and To feed back the result of evaluation.	Questionnaires shall be conducted and evaluation meeting shall be held at the end of the technical training and result shall be fed back to the technical training and project activities by JICA expert, ANCA and OJCA selected staff.

Output 2. The policy and rules for the establishment and management of agricultural cooperatives are made.		
2-1 To design agricultural cooperatives profile by initiators of agricultural cooperatives		
	1) To identify field problems which farmers are facing on each pilot agricultural cooperatives.	JICA expert and C/P of ANCA and OJCA shall analyze the problems of the field and needs for establishment of agricultural cooperatives together with initiators.
	2) To identify business opportunity of pilot agricultural cooperatives and selection of business.	JICA expert and C/P of ANCA and OJCA discuss with initiators to decide business activities.
	3) To make a long-term vision of agricultural cooperatives.	JICA expert and C/P of ANCA and OJCA discuss with initiators concerning long-term vision.
2-2 To support necessary procedure for registration according to the Law as agricultural cooperatives		
	1) To make by-law of agricultural cooperatives	JICA expert and C/P of ANCA and OJCA shall examine the by-law prepared by pilot agricultural cooperatives and it shall be modified if necessary.
	2) To prepare necessary documents for registration.	JICA expert and C/P of ANCA and OJCA shall examine the preparation of all documents and initial share capital formation necessary for registration.
	3) To support holding general meeting for establishment of agricultural cooperatives.	JICA expert and C/P of ANCA and OJCA shall support holding general meeting in pilot agricultural cooperatives and preparation documents to be submitted.
2-3 To make business plan and management plan for agricultural cooperatives		
	1) To make business plan.	JICA expert and C/P of ANCA and OJCA support pilot agricultural cooperatives to make detail business plan for selected business.
	2) To make management plan.	JICA expert and C/P of ANCA and OJCA support pilot agricultural cooperatives to make financial plan, personnel plan and facility plan of pilot agricultural cooperatives.

Output 3. The services of agricultural cooperatives is established.		
3-1 To make an inventory of service needs for farmers and cooperatives		
	1) To make regulations for services by agricultural cooperatives	Regulations for joint marketing, joint purchasing and other services shall be made in consultation with JICA expert and C/P of ANCA and OJCA and to be adopted by general meeting.
	2) To decide commission rate for services	Adequate commission rate for each services shall be made in consultation with JICA expert and C/P of ANCA and OJCA and to be adopted by general meeting.
3-2 To support implementation of business plan and management plan		
	1) To support management plan	On the way of implementation of management plan, when problem arises, JICA expert and C/P of ANCA and OJCA shall have consultation for solving the problem.
	2) To support business plan	JICA expert and C/P of ANCA and OJCA shall have consultation for better business activities.
3-3 To provide information of market channel, suppliers of input and services		
	1) To identify information needs of pilot agricultural cooperatives.	OJCA shall ask needs for information to pilot agricultural cooperatives.
	2) To collect and select the information	OJCA together with ANCA shall collect necessary information on buyers and suppliers of inputs.
	3) To distribute the information	OJCA together with ANCA shall supply useful information to pilot agricultural cooperatives
3-4 To conduct monitoring agricultural cooperatives		
	1) To monitor business plan and management plan.	JICA expert and C/P of ANCA and OJCA shall check the result of activities of agricultural cooperatives of year and provide advice for the next year's activities
	2) To prepare documents for general meeting as a result of activities of the year.	JICA expert and C/P of ANCA and OJCA shall check necessary preparation of documents for general meeting such as financial statement, plan for appropriation of surplus and business report.
	3) To prepare plan for next year and general meeting.	JICA expert and C/P of ANCA and OJCA shall help preparation of financial plan, business plan and business report of agricultural cooperatives to submit the general meeting.

Annex X Time Table to the Commencement of the Project

2005	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
Preparatory Study	22- 11							
Procedures for implantation project								
Submission of Advanced AI-Form (application form) for Experts		*						
Comment to the draft R/D by Romanian Side			*					
Establishing JCC				*				
Finalizing & Signing R/D				*				
Submission of AI-Form for Experts				*				
Recruitment of expert(s)								
Commencement of Project (dispatching the expert)						(expected)		

★ Romanian side

■ Japanese side

RECORD OF DISCUSSIONS
BETWEEN JAPANESE IMPLEMENTATION STUDY TEAM AND
AUTHORITIES CONCERNED OF
THE GOVERNMENT OF THE ROMANIA ON
JAPANESE TECHNICAL COOPERATION FOR
THE IMPROVEMENT OF FARM MANAGEMENT BY
DEVELOPING AGRICULTURAL COOPERATIVE

The Japan International Cooperation Agency (hereinafter referred to as "JICA") through its Resident Representative of Romanian Office, exchanged views and had a series of discussions with the Romanian authorities concerned with respect to desirable measures to be taken by JICA and Romanian Government for the successful implementation of Improvement of farm management through developing agricultural cooperative. .

As a result of the discussions, the JICA and the Romanian authorities concerned agreed on the matters referred to in the document attached hereto.

Bucharest, ***** , 2005

Mr. Hitoshi SATO
Leader
Project Preparatory Study Team
Japan International Cooperation Agency

Mr. Flaviu Nicolae LAZIN
State Secretary
Ministry of Agriculture, Forests and Rural
Development

Mr. Fumio MIYAGAWA
Resident Representative
Romania Office
Japan International Cooperation Agency

Mr. Viorel MORARESCU
General Director of National Agency for
Agricultural Consulting

Mr. Sorin CHELMU
General Secretary
Ministry of Agriculture, Forests and Rural
Development

ATTACHED DOCUMENT

I. COOPERATION BETWEEN BOTH GOVERNMENTS

The Government of the Romania will implement the Project for Improvement of Farm Management by Agricultural Cooperative (hereinafter referred to as " the Project ") formulated in Annex I in cooperation with the Government of Japan.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan, the Government of Japan will take, at its own expense, the following measures through the Japan International Cooperation Agency (hereinafter referred to as "JICA") according to the normal procedures of its technical cooperation scheme.

1. DISPATCH OF JAPANESE EXPERTS

The Government of Japan will provide the services of the Japanese experts listed in Annex II.

2. PROVISION OF MACHINERY AND EQUIPMENT

The Government of Japan will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project within the budgetary allocation. The Equipment will become the property of The Government of the Romania

3. TRAINING OF ROMANIAN PERSONNEL IN JAPAN

The Government of Japan will receive Romanian personnel connected with the Project for technical training in Japan.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE ROMANIA

1. The Government of the Romania will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through the full and active involvement in the Project by all related authorities, beneficiary groups.
2. The Government of the Romania will ensure that the technologies and knowledge acquired by Romanian nationals as a result of the Japanese technical cooperation will contribute to the economic and social development of the Romania.
3. The Government of the Romania will grant, in the Romania privileges, exemptions and benefits to the Japanese experts referred to in II-1 above and their families.
4. The Government of the Romania will take measures necessary to receive and use the Equipment provided through JICA under II-2 above and equipment, machinery and materials carried in by the Japanese experts referred to in II-1 above.
5. The Government of the Romania will take necessary measures to ensure that the knowledge and experience acquired by Romanian personnel from technical training in Japan will be

utilized effectively in the implementation of the Project.

6. The Government of the Romania will provide the services of the Romanian counterpart personnel and administrative personnel listed in Annex IV.
7. The Government of the Romania will provide the rooms and facilities listed in Annex V.
8. In accordance with the laws and regulations in force in the Romania, the Government of the Romania will take necessary measures to supply or replace at its own expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under II-2 above.
9. In accordance with the laws and regulations in force in the Romania, the Government of the Romania will take necessary measures to meet the operating expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The General Director of the National Agency for Agricultural Consulting (hereinafter referred to as "ANCA"), Ministry of Agriculture, Forests and Rural Development (hereinafter referred to as "MAFR"), as the Project Director, will bear responsibility for supervising the implementation and administration of the Project.
2. The Deputy General Director of the ANCA, MAFR as Project Manager, will bear responsibility for the managerial and technical matters of the Project.
3. Counselor of the ANCA, as Deputy Project Manager, will bear direct responsibility for the managerial and technical matters of the Project in consultation with the Project Manager.
4. The Japanese long-term expert will provide necessary recommendations and advice to the Project Director, the Project Manager and the Deputy Project Manager on any matters pertaining to the implementation of the Project.
5. The Japanese Short-term expert will provide necessary technical support to the Japanese long-term expert and provide necessary technical guidance and advice to the Romanian counterpart personnel on technical matters pertaining to the implementation of the project.
6. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.
7. The organization chart of the Project is shown in Annex VII.

V. JOINT EVALUATION

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

VI. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Romania undertakes to bear claims, if any arise, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Romania, except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

There will be mutual consultation between the two Governments on any major issues arising from, or in connection with, this Attached Document.

VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting public support for the Project, the Government of the Romania will take appropriate measures to make the Project widely known to the nation.

IX. TERM OF COOPERATION

The duration of the technical cooperation of the Project will be 3 years from the arrival date of the first JICA Expert for the Project.

ANNEX I	MASTER PLAN
ANNEX II	LIST OF JAPANESE EXPERTS
ANNEX III	LIST OF MACHINERY AND EQUIPMENT
ANNEX IV	LIST OF ROMANIAN COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX V	LIST OF LAND, BUILDINGS AND FACILITIES
ANNEX VI	JOINT COORDINATING COMMITTEE
ANNEX VII	FRAMEWORK OF TECHNICAL ASSISTANCE

1. OVERALL GOAL

Agricultural income of farmers belonging to model type agricultural cooperatives increases through appropriate services.

2. PROJECT PURPOSE

Agricultural activities are rationalized through establishment of model type agricultural cooperatives in project area.

3. OUTPUT OF THE PROJECT

- 1) The personnel for the establishment and management of agricultural cooperative are improved in their capacity.
- 2) The policy and rules for the establishment and management of agricultural cooperative are made.
- 3) The services of agricultural cooperative is established.

4. ACTIVITIES OF THE PROJECT

- 1-1) To select ANCA's and OJCA's instructors and agricultural cooperative initiators, who are in charge of development of agricultural cooperative
- 1-2) To make manuals and guideline for various types of agricultural cooperative
- 1-3) To conduct technical training to ANCA's and OJCA's instructors and agricultural cooperative initiators
- 1-4) To conduct technical training to member farmers of pilot agricultural cooperatives
- 2-1) To design agricultural cooperative profile by initiators of agricultural cooperative
- 2-2) To support necessary procedure for registration according to the Law as agricultural cooperative
- 2-3) To make business plan and management plan for agricultural cooperative
- 3-1) To make an inventory of service needs for farmers and cooperatives
- 3-2) To support implementation of business plan and management plan
- 3-3) To conduct monitoring agricultural cooperative
- 3-4) To provide information of market channel, suppliers of input and services

ANNEX II

LIST OF JAPANESE EXPERTS

1. Long-term Experts

- (1) Agricultural Cooperative Management

2. Short-term Expert(s)

- (1) Joint Marketing and Purchasing
- (2) Financial management of agricultural cooperative
- (3) Other short-term experts may be dispatched when necessity arises.

Note :

The number and terms of assignment of short-term expert will be decided through mutual consultation considering the progress of the project

LIST OF MACHINERY AND EQUIPMENT

1. Equipment, machinery, instruments, tools and materials necessary for the technology transfer of the Project.
 - (1) Audio visual equipment for technical training (PC ×4, Projector ×4)
 - (2) Other equipment and materials necessary for the implementation of the Project

Note : The contents and specification of the equipment to be provided each year will be discussed, in principle, every year by Japanese experts and Romanian counterparts based on the annual plan within the allocated budget of the Japanese fiscal year.

ANNEX IV

LIST OF ROMANIAN COUNTERPART PERSONNEL AND ADMINISTRATIVE PERSONNEL

1. Project Director

General Director of ANCA

2. Project Manager

Deputy General Director of ANCA

3. Deputy Project Manager

Responsible of the Compartment for Professional Associations Structuring

4. Counterpart Personnel

Appropriate (*) counterpart personnel for Japanese expert will be assigned to the ANCA and OJCA

(1) The counterpart personnel in ANCA will be involved in daily project activities with Japanese experts.

(2) The counterpart personnel will participate in the project in terms of :

2-1) Support and consultation to the Japanese experts;

2-2) Supervision of OJCA staff in the SATU MARE, ARAD, ILFOV, PRAHOVA and IASI office; and

2-3) Dissemination of project information.

* Including capability to communicate in English

5. Administrative Personnel

(1) Secretaries / Typists

(2) Clerks

(3) Drivers

6. Other Personnel mutually agreed on as necessary

ANNEX V

LIST OF LAND, BUILDINGS AND FACILITIES

1. The project offices will be prepared in ANCA office, Bucharest.
(1) The project sight offices will be prepared in OJCA office(SATU MARE, ARAD, ILFOV, PRAHOVA, IASI) implemented pilot agricultural cooperative.
2. The necessary facilities for training of instructors and farmers will be prepared.
3. A meeting space will be prepared within the ANCA office
4. Other rooms and facilities necessary for the implementation of the Project will be provided, if necessary.

JOINT COORDINATING COMMITTEE

The Joint Coordinating Committee (JCC) composed of those members as listed in below will meet at least six month a year and whenever the necessity arises.

1. To formulate an annual plan of an action in accordance with this framework and the Record of Discussions which will be concluded between the Governments of the Romania and Japan.
2. To review overall progress of the technical cooperation program in accordance with this framework and the Record of Discussions.
3. To review those measures taken by the Government of Japan:
 - 1) Dispatch of Japanese experts
 - 2) Acceptance of Romanian counterpart personnel in Japan training
 - 3) Provision of machinery and equipment
4. To review measures taken by the Government of Romania:
 - 1) Allocation of necessary budget (including local cost expenditure)
 - 2) Allocation of necessary counterpart personnel
 - 3) Utilization of machinery and equipment provided by the Government of Japan
5. To give recommendations to both the Governments of the Romania and Japan on the following:
 - a. Budgetary matters
 - b. Recruitment and appointment of the Romanian counterpart personnel
 - c. Selection and effective utilization of machinery and equipment
 - d. Dispatch of Japanese experts,
 - e. Acceptance of the Romanian counterpart personnel in Japan for training, andOther matters, whenever the necessity arises.

6. Composition

(1) Chairperson:

Sate Secretary of MAFR

(2) Members

1) Romanian Side:

- General Director of ANCA (Project Director)
- Deputy General Director of ANCA (Project Manager)
- Director General of Rural Development Department of MAFR
- Director General of SAPARD Agency
- Execute Director of OJCA (SATU MARE, ARAD, ILFOV, PRAHOVA, IASI)

2) Japanese side:

- Long-term Expert
- Other Japanese experts and personnel concerned dispatched by JICA
- Resident Representative and/or Deputy Representative, JICA Romania Office

Notes:

1. Officials of the Embassy of Japan in Romania may attend the JCC meetings as observers, as and when required.
2. Persons who are nominated by the chairperson may attend the JCC meetings as observers, as and when required.

Abbreviation:

MAFA: Ministry of Agriculture, Forest and Rural Development

ANCA: National Agency for Agricultural Consulting

OJCA: County Office for Agricultural Consulting

JICA: Japan International Cooperation Agency

Annex XII Local Cost Sharing for Activities

No	Item	Romania	Japan
1	paper	o	
2	toner	o	
3	local call	o	
4	international call		o
5	copy machine	o	
6	printer	o	
7	electricity	o	
8	accommodation for C/P	o*1	
9	accommodation for participants (OJCA)	o*1	
10	accommodation for participants (farmers)		o*2
11	accommodation for J/E		o
12	transportation for C/P	o*1	
13	transportation for participants (OJCA)	o*1	
14	transportation for participants (farmers)		o*3
15	transportation for J/E		o
16	meeting room	o	
17	daily allowance of C/P	o	
18	daily allowance of participants (OJCA)	o	
19	daily allowance of participants (farmers)		o
20	daily allowance of J/E		o
21	text books		o
22	cost for interpreter		o*4
23	Local transportation	o	
24	office for long-term expert	o	

*1: These expense shall be covered by Romanian side in principle.

*2: 1 Million Lei*3nights*20pax.*1time/year=60 Million Lei

It is available only for the training conducted outside their county.

*3: 500,000 Lei*20pax.*1time/year=10 Million Lei

It is available only for the training conducted outside their county.

*4: Translation and interpretation for daily work will be made by ANCA.

*5: It was emphasized that If both sides or either sides face the difficulties to allocate the budget, both sides will make efforts to settle

Time Table to the Commencement of the Project

2005	Dec.	Jan.	Feb.	Mar.	Apr.	May
Preparatory Study (5/22 ~ 6/11)						
Signing M/M		★				
Procedures for implantation project						
Submission of Advanced A1-Form (application form) for Experts		★				
Comment to the draft R/D by Romanian Side			★			
Establishing JCC			★			
Finalizing & Signing R/D			★			
Submission of A1-Form for Experts				★		
Recruitment of expert(s)						
Commencement of Project (dispatching the expert)						
						(expected)

★ Romanian side

■ Japanese side