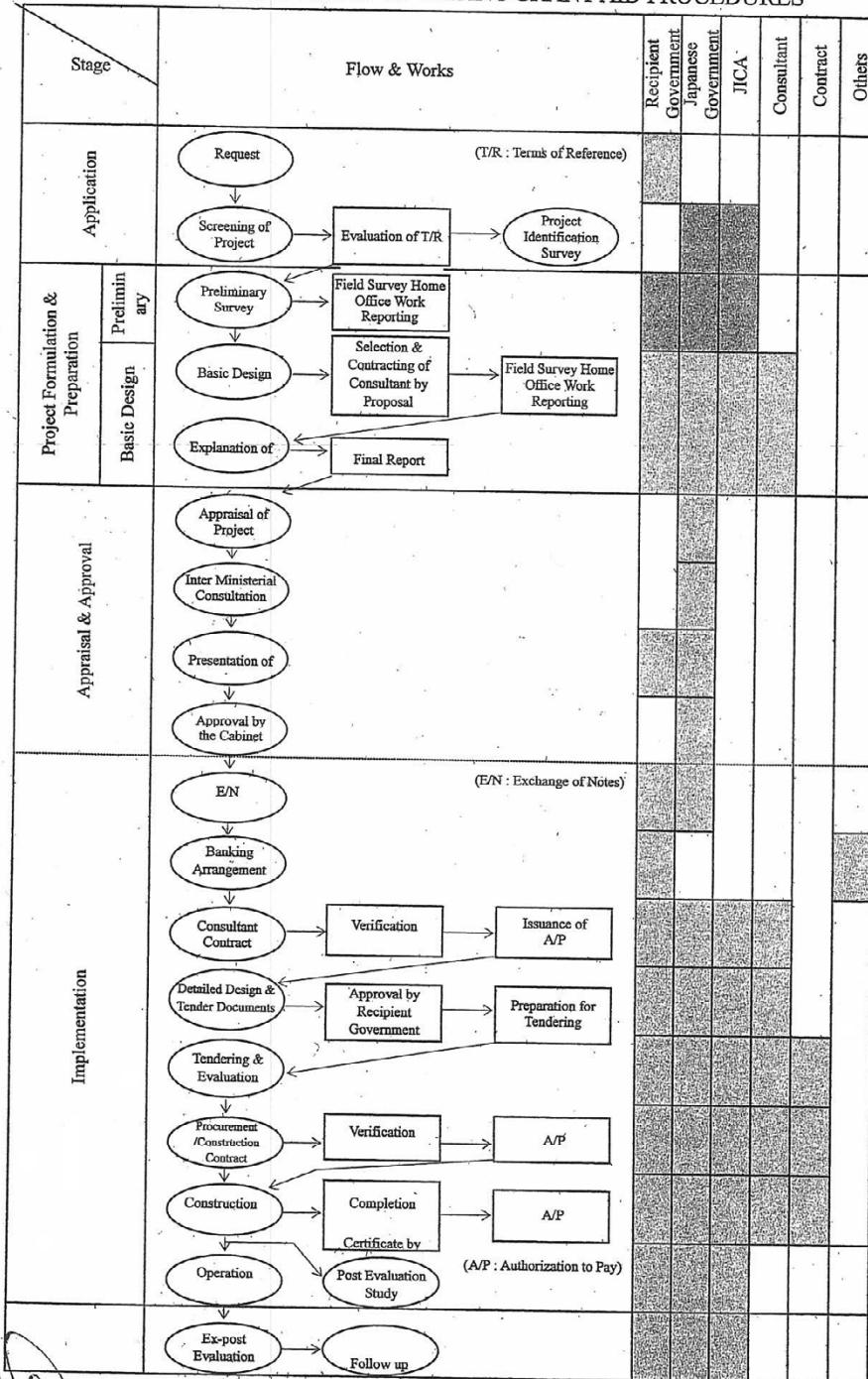
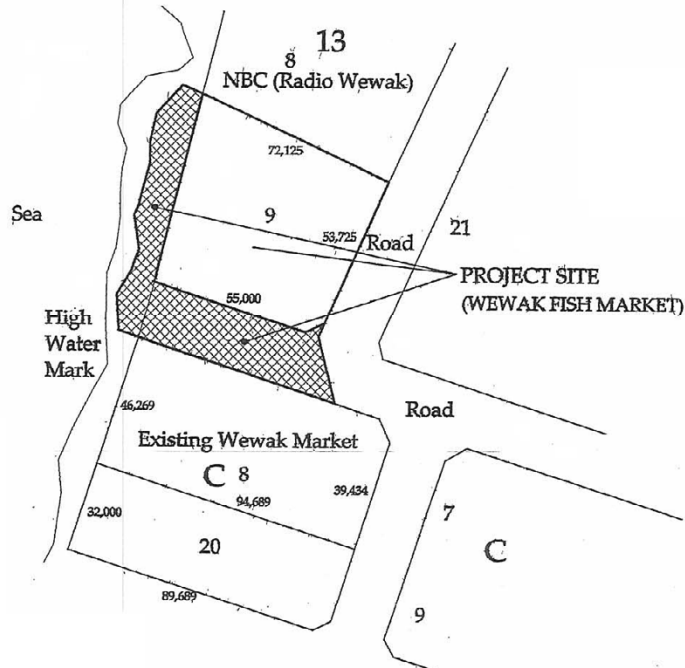


FLOW CHART OF JAPAN'S GRANT AID PROCEDURES

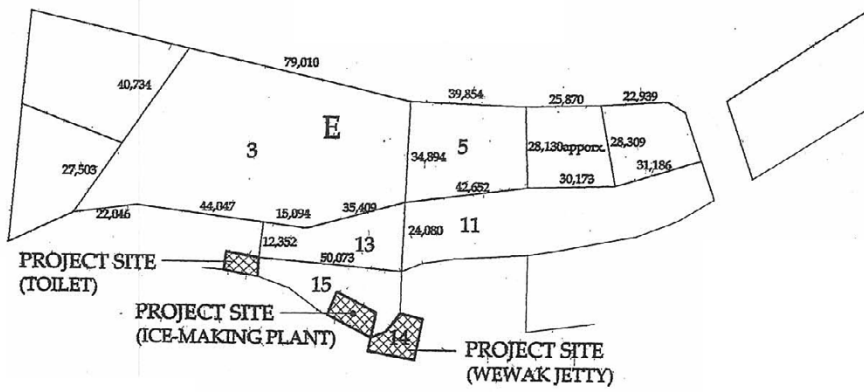


Major Undertakings to be taken by Each Government

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



WEWAK FISH MARKET SITE SCALE: 1/2,000



WEWAK JETTY SITE SCALE: 1/2,000

(2) Explanation on Draft Basic Design

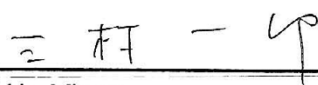
MINUTES OF DISCUSSIONS
ON
THE BASIC DESIGN STUDY
ON
THE PROJECT FOR CONSTRUCTION OF WEWAK FISH MARKET AND JETTY
IN
THE INDEPENDENT STATE OF PAPUA NEW GUINEA
(EXPLANATION ON DRAFT REPORT)

In October, 2007, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Basic Design Study Team on the Project for Construction of Wewak Fish Market and Jetty (hereinafter referred to as "the Project") to the Independent State of Papua New Guinea (hereinafter referred to as "PNG"), and through discussion, field survey and technical examination of the results in Japan, JICA prepared a draft report of the study.


In order to explain and to consult the PNG on the components of the draft report, JICA sent to PNG the Draft Report Explanation Team (hereinafter referred to as " the Team "), which is headed by Mr. Ichiro Mimura, Rural Development Team, Grant Aid Department, JICA, from 28th February, 2007 to 5th March, 2008.

As a result of discussions, both parties confirmed the main items described on the attached sheets.

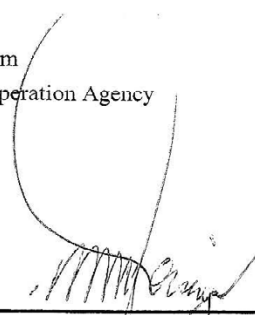
Port Moresby, 4th March, 2008



Mr. Ichiro Mimura
Leader
Basic Design Study Team
Japan International Cooperation Agency
(JICA)



Mr. Mosilayola Kwayaila
Director - Aid Policy & Coordination
Directorate
Department of National Planning and
Monitoring
Papua New Guinea



Mr. Sylvester Pokajam
Acting Managing Director
National Fisheries Authority
Papua New Guinea

ATTACHMENT

1. Components of the Draft Report

The Government of PNG agreed and accepted in principle the components of the draft report explained by the Team.

2. Japan's Grant Aid scheme

PNG side understands the Japan's Grant Aid Scheme and the necessary measures to be taken by the Government of PNG as explained by the Team and described in Annex- IV of the Minutes of Discussions signed by both parties on 31st October, 2007.

3. Schedule of the Study

JICA will complete the final report in accordance with the confirmed item and send it to the Government of PNG by July, 2008.

4. Confidentiality of the Project

4-1 Detailed specifications of the Facilities

Both sides confirmed that all information related to the Project including detailed specifications of the facilities, equipment and other technical information shall not be released to any outside party before the signing of all the Contract(s) for the Project.

4-2 Confidentiality of the Project Cost Estimation

The Team explained the cost estimation of the Project as described in Annex-I. Both sides agreed that the Project Cost Estimation should never be duplicated or released to any outside parties before signing of all the Contract(s) for the Project. PNG side understood that the Project Cost Estimation attached as Annex-I is not final and is subject to change.

5. Other relevant issues

5-1 Project Title

Both sides confirmed that the Project Title should be changed from "The Project for Construction of Wewak Fish Market and Jetty " to "The Project for Construction of Wewak Market and Jetty".

5-2 State Lease and other land related issue

5.2.1 Wewak Market: The PNG side shall take all necessary procedures in order to utilize the land. B

5.2.2 Wewak Jetty: The PNG side shall acquire the State Lease of the Allotment E-14 and necessary right of usage of the sea area for the Jetty construction by 18th April, 2008.

5.2.3 Ice Making Building: The PNG side shall acquire the State Lease of the Allotment E-

15 and take all necessary procedures in order to utilize E-13 by 18th April, 2008.

5.2.4 PNG National Land Board: The PNG side agreed to hold the PNG National Land Board by 20th March, 2008 and inform the JICA PNG Office of the result of the Board by 28th March, 2008.

The PNG side shall send the copies of the States Leases of the Project sites and other necessary documents related to the Wewak Jetty and the Ice Making Building to the JICA PNG Office by 18th April, 2008.

If any land issue including land compensation arises among interested parties, the PNG side shall solve immediately and take their consents for the Project and report it to the JICA PNG Office.

5-3 Environmental and Social Considerations

The PNG side shall complete necessary procedures by 31st March, 2008 according to the PNG law and report it to the JICA PNG Office by 31st March, 2008.

5-4 Construction permission

The PNG side shall complete necessary arrangements to obtain the construction permission prior to the Tender for the Project.

5-5 Removal of obstacles

The PNG side agreed to clear the sites and remove following items by its own expenses by the designated period.

5.5.1 Wewak Market: existing facilities (prior to the Tender for the Project.)

5.5.2 Wewak Jetty: existing jetty, slipway and other obstacles (before 15th April, 2008)

After removal of the existing jetty, the PNG side shall take necessary protection against beach erosion around the approaching area of the Wewak Jetty and shoreline facing to the relevant basin.

Due to unforeseen reasons, when the MV Avisat and/or the FV Tsumc Maru's wreckage are likely to interfere with the construction work of the New Wewak Jetty or likely to damage the constructed New Wewak Jetty, the PNG side shall remove those ships again by its own expenses.

5-6 Unexploded ordnance

The PNG side shall sweep unexploded ordnance on the Project area and secure the safety of the implementation of the Project.

5-7 Temporary provision of alternative market places for the vendors

The PNG side shall take all responsibilities and continue to take necessary actions for provision of alternative market places for the vendors who are affected in vending activities during the Project construction period as follows;

-Public announcement with public-address system in the existing market

-Public notice

-Provincial radio programme

-Provision of alternative market places such as Dagua, Kreer, Kreer compound, air strip markets, etc

Annex I Project Cost Estimation

Appendices 5 : Soft Component Plan

Soft Component Plan for the Project for Construction of the Wewak Market and Jetty

1. Background of the Soft Component program

(1) Background of the project

East Sepik Province, whose population is approximately 350,000, is located at the northern area of New Guinea Island. About half the people in the province are mainly engaged in the primary industry such as agriculture and fisheries. Farmers and fishers living in rural areas have no choice but to sell their products in Wewak, the capital of the province, to earn cash income. Therefore, many farmers and fishers carry agricultural and fisheries products from their villages to Wewak by truck and boat. The Wewak Market is the largest market in Wewak. Thus farmers and fishers from remote villages, would like to utilize the market as retailers to sell their products.

However, the existing market was built in the 1980s. All the buildings of the market have been seriously damaged. Even though 800 to 900 retailers and more customers come to the market every day, it has only about 150 retail places in the indoor areas. Consequently, most retailers have to sell their products on the earthen floor at the outdoor areas. That overflow of retailers may cause a hygienic problem in the market. In addition, local fishers cannot get enough ice blocks to preserve and sell fresh fish in the market.

Under the situation mentioned above, the PNG national government planned “the Project for Construction of Wewak Fish Market and Jetty” that includes construction of a new market, rehabilitation of an existing jetty, and establishment of an ice making facility, to improve the convenience of the market and jetty and revitalize local economic activities, and requested grant aid to the Japanese government for this project.

(2) Request for a Soft Component program

In addition to the facilities construction and rehabilitation mentioned above, the PNG side requested a Soft Component program to improve the management condition of new market facilities in the discussion of the Basic Design Study. Especially, the market faces several serious issues for proper market management, for instance, improvement of market fee collection and accounting, and establishment of garbage collection and disposal.

(3) Issues of the Wewak Market

1) Collection and Accounting of Market Place Fees

Table 1 shows the number of retailers counted at the Wewak Market from October to November 2007 during the Basic Design Study. Table 2 is a part of the accounting record of the market revenue in the same period. The current payment for renting a market place (market place fee) is K 1/day per person. At present, some market officers regularly walk around the market to collect market place fees from retailers, whom they can find on their own. In the morning peak hour, about 800 to 900 retailers are in and around the market. However, the market officers can collect only an amount of 422 persons' fees a day on average. That indicates that only about half of retailers pay their market place fees.

Table 1: Number of Retailers in the Wewak Market (Oct. to Nov. 2007)

Date		Time of Counting	Weather	Number of Retailers (persons)			
				Fresh Fish	Smoke Fish	Other Commodities	Total
Oct. 19	Fri	8:00	Rainy	3	70	862	935
		13:00	Clear	0	45	656	701
Oct. 20	Sat	8:00	Rainy	51	135	1,070	1,256
Oct. 23	Tue	9:00	Clear	14	88	914	1,016
		15:00	Clear	1	22	480	503
Oct. 24	Wed	8:00	Clear	6	71	1,076	1,153
		14:00	Clear	0	46	848	894
Oct. 25	Thu	8:00	Clear	1	45	1,023	1,069
		15:00	Clear	0	10	510	520
Oct. 26	Fri	8:00	Clear	5	53	808	866
		14:00	Clear	0	11	431	442
Oct. 27	Sat	8:00	Clear	11	38	925	974
		14:00	Clear	0	16	631	647
Oct. 30	Tue	8:00	Clear	5	53	809	867
		13:00	Clear	0	13	421	434
Oct. 31	Wed	8:00	Cloudy	2	53	821	876
		14:00	Cloudy	0	17	322	339
Nov. 1	Thu	8:00	Clear	0	81	851	932
		14:00	Clear	0	37	624	661
Nov. 2	Fri	8:00	Clear	4	40	712	756
Nov. 3	Sat	7:00	Clear	13	51	683	747
Nov. 6	Tue	8:00	Clear	4	105	853	962

(Source: Result of the Basic Design Study)

Table 2: Revenue Record of Market Place Fee in the Wewak Market

Date of fee collection	Amount of collected fees	Average amount per day
Oct. 5 (Sat)	K 500	K 500/day
Oct. 9 (Tue), 10 (Wed)	K 610	K 305/day
Oct. 11 (Thu), 12 (Fri)	K 714	K 357/day
Oct. 16 (Tue), 17 (Wed)	K 1,070	K 535/day
Oct. 18 (Thu), 19 (Fri)	K 950	K 450/day
Oct. 20 (Sat)	K 388	K 388/day
Average amount of collected fees in whole period		K 422.5/day

Note: No revenue record of Oct.13 (Sat) exists.

(Source: Account record in Wewak Township Committee)

Furthermore, money collected as market place fee is often lost in the counting process. In fact, the basic design study revealed that a former market master embezzled a part of collected money. Currently, the counting process of market place fee is not controlled by plural officers, and it is very difficult to confirm the accurate amount of market place fee collected from retailers in the market.

That situation causes a loss of collected money.

In addition, the market place fee of the market is regarded as one of the revenue sources for the Wewak Town Commission, and all the market place fee collected in the market is directly deposited in the back account of the town commission. For that reason, there is no accounting book to record the exact revenue and expenditure of the market. Some retailers complain that actual use of collected money is not clear to the public.

2) Collection and disposal of garbage in the Market

The Wewak Market produces garbage to fill about three to four two-ton trucks every day. The garbage produced in the market is mainly biodegradable materials, such as vegetable rubbish, coconut husk, betel-nut branch and husk. However, the garbage contains incombustible materials such as plastic bags and glass bottles. The Wewak Town Commission collects all garbage in the market, transports it by rental trucks, and dumps it at a reclaimed site in a suburb of Wewak. However, the town commission does not have sufficient operational cost and personnel for regular garbage collection, and market staff members are often forced to stop collecting garbage in the market. Much garbage is left scattered in and around the market.

While the town commission stops the garbage collection service, the market staff members temporarily pile collected garbage in open space beside the market. Those garbage piles may cause hygienic problems to the market. Moreover, the town commission often burns those garbage piles with mixture of biodegradable and incombustible materials beside the market. That garbage burning may be discharging toxic substance like dioxin to the surrounding environment.

3) Other issues

Except retailers selling smoked fish and ornament goods, most retailers usually choose their favorite places in the market as they arrive at the market. As a result, most commodities are disorderly sold all over the market places. Some retailers voluntarily take up the same area when they deal with the same commodity. In addition, retail places in the market are often changed without notice. Therefore, customers always spend a long time in the market looking for the types of commodities they want. That disorder of retail places seems to be one of the reasons for regular congestion in the market.

At the request of PNG administrative offices and retailers, the new market will be planned with consideration to customers' movement and retail block arrangement for a variety of commodities.

The Wewak Town Commission must utilize the newly-constructed market facilities effectively and efficiently. However, the Commission does not have sufficient capacity to improve the market operation by itself, because few officers and staff members in the Commission are capable of running the market. Thus technical advice and assistance for market management are dispensable to operate new facilities of the market smoothly and properly.

2. Project purpose of the Soft Component program

The project purpose of this Soft Component program is that '*the maintenance and operation structure for the new Wewak Market is smoothly established*'. Based on honest opinions of retailers who always utilize the market, the program will help formulate a basic rule of market operation and

utilization, including the rationalization of collection and accounting of market place fees, establishment of proper garbage collection and disposal procedures, and arrangement of retail blocks in the market.

3. Outputs of the Soft Component program

In order to achieve the project propose of the Soft Component program, the following three outputs are set.

Output 1: *The methods of collection and accounting for market place fees are improved.*

Currently, some market staff members walk randomly in the market to collect market place fees from retailers. However, the current way of fee collection depends on intuitions of market staff members, and it is difficult to cover all retailers in all the market places to collect place fees. Sometimes the amount of collected money is not recorded, because of lack of monitoring of the accounting process in the market.

Hence, the following measures are suggested to address the accounting problems of the market above.

- Implementation of a money collection system in which each market officer takes charge of certain retail blocks so that the officers together cover all the blocks;
- Daily counting of the number of retailers in the market;
- Confirmation of the amount of collected money by several officers; and
- Introduction of accounting books and regular audits.

Those measures are expected to educate market staff members on proper accounting operation, and utilize collected money to maintain the market facilities and environment.

Output 2: *The procedure of garbage collection and disposal of the market is properly arranged.*

Garbage collection and disposal in the market are very important for hygienic management. However, measures for garbage disposal tend to be postponed because garbage disposal is time-consuming and expensive. At present, the Wewak Town Commission plans to introduce garbage trucks in 2008, and improve the garbage collection system in Wewak town including the market. According to the Commission's plan, it is necessary to review the garbage disposal procedures in the market.

To promote the improvement of garbage collection in the market smoothly, a check sheet will be prepared to confirm the whole procedures of garbage collection and disposal with the town commission. By the utilization of the check sheet, the garbage collection and disposal condition in the market is expected to improve.

Output 3: *The basic management rules of the market are regulated.*

To operate the market properly, it is important to clarify the basic rules of market management. In formulating the management rules of the market, the program will help arrange the structure of market management and the sharing of responsibilities, create an opportunity to exchange views with retailers, and introduce a regular audit to market accounting. By these activities, the market is expected to be operated sustainably.

4. Objective indicators of the outputs

To evaluate the achievement of each output mentioned above, the indicators described below are set. Necessary information and data related to indicators will be collected by a consultant and local counterparts in order to confirm the efficiency and effectiveness of the program.

As indicators for the output 1 *'The methods of collection and accounting for market place fees are improved'*, the following indicators are introduced.

Indicator 1-1: The percentage of collection of market place fees is increased.

Means of verification: Confirmation of the number of tickets sold to retailers in the trial collection

Indicator 1-2: The collected market place fees are properly recorded in the accounting book.

Means of verification: Record of the accounting book in the trial collection

The indicator 1-1 evaluates whether the percentage of money collection from retailers will be improved, after the proper method of money collection is considered. Therefore, the program will carry out the trial collection of market place fees in the considered method, and confirm the result of money collection in the trial. The indicator 1-2 evaluates whether the amount of collected money is properly recorded. It is also estimated by the result of the trial collection.

As indicators for the output 2 *'The procedure of garbage collection and disposal of the market is properly arranged'*, the following indicators are introduced.

Indicator 2-1: The check sheet of garbage collection in the market is prepared.

Means of verification: Confirmation of formulation of a draft job check sheet

Indicator 2-2: Garbage in the market is collected every day.

Means of verification: Confirmation of garbage collection activities

The indicator 2-1 evaluates whether the check sheet is made with actual procedures of garbage collection by discussion with market staff members. It is estimated by the formulation condition of the check sheet. The indicator 2-2 evaluates whether a garbage collection trial is carried out properly in the existing market by the introduction of the check sheet.

As indicators for the output 3 *'The basic management rule of the market is regulated'*, the following indicators are introduced.

Indicator 3-1: Proper basic rules of market management are formulated.

Means of verification: Confirmation of the completion of draft basic market management rules

Indicator 3-2: The officers of the Wewak Town Commission understand the basic management rules of the market.

Means of verification: Evaluation of degree of understanding of the market management rules in the officers of the town commission.

The indicator 3-1 evaluates whether the basic rules of market management are actually formed through the discussion with stakeholders. The indicator 3-2 evaluates whether the officers can understand the contents of the basic management rules of the market properly. To estimate the

degree of understanding of the basic management rules, a short test is prepared on the basis of several cases of violation of the management rules, and executed to the town commission officers in charge of market operation.

5. Activities and Inputs

(1) Activities

The necessary activities to achieve each output are indicated below. The consultant and the local counterpart will conduct all activities jointly as a team.

To achieve the output 1 '*The methods of collection and accounting for market place fees are improved*', the following activities need to be carried out.

Activity 1-1: *Survey the current condition of collection and accounting of market place fees.*

The consultant will have interviews and discussions with market master and staff members in the market to reveal various problems of money collection and counting and actual reasons which cause the problems. Moreover, the consultant will check how accountants manage the accounting matters in the market, and clarifies accounting problems of the market with local accountants.

Activity 1-2: *Consider the proper methods of collection and counting of market place fees.*

The consultant will consider the practical measures to prevent the loss of collected money and unfair acts of market staff members. He will suggest how market staff members systematically collect market place fees from all retailers by the sharing of retail areas of the market in the staff members, and how the staff members regularly counts the number of retailers in the market. Additionally, he will also suggest the market staff members to count their collected money at least twice under the eyes of plural staff members.

Activity 1-3: *Improve accounting books to manage the market place fees properly.*

Since there are no independent accounting books and files in the market, the consultant will consider how to utilize an accounting book for the market, how to file receipts and accounting documents, and how to manage a bank account for the market. In addition, the consultant will suggest how to introduce regular accounting audits by a third party.

Activity 1-4: *Conduct the considered methods of money collection and counting experimentally.*

According to the method of money collection and counting in the market, considered by Activities 1-1 to 1-3, the market staff members will carry out trial collection and counting of market place fee in the existing market in one to two days. The consultant will advise how to manage the whole process of money collection and counting in the market.

In addition, he will evaluate the outcomes and process of the trial collection and counting with the Wewak Town Commission, and identify advantages, weaknesses, and improved points of the adopted method. Based on the evaluation result, the consultant will review the adopted method of money collection and counting in the market.

To achieve the output 2 '*The procedure of garbage collection and disposal of the market is properly arranged*', the following activities need to be carried out.

Activity 2-1: *Confirm the actual situation of garbage collection and disposal in the market.*

By the interview and field survey, the consultant will confirm whether the Wewak Town Commission actually introduces garbage trucks and incinerators as planned, whether market staff members collect garbage every day in the market, whether collected garbage is properly dumped and treated, and whether the sorting of garbage is conducted.

Activity 2-2: *Clarify the procedure of garbage collection and disposal.*

The consultant will clarify a proper procedure of garbage disposal with officers of the Wewak Town Commission, and formulate a check sheet for monitoring necessary activities and process of garbage collection in the market. Moreover, the consultant will discuss possibilities to take measures such as penalty for improper garbage disposal in the market, signboard for promotion of proper garbage management, and voluntary garbage collection by retailers.

Activity 2-3: *Advise the regular garbage collection and disposal.*

The consultant will try to arrange the procedures of garbage disposal in the existing market by using the check sheet on garbage collection and disposal formed by Activity 2-2. In addition, the consultant will discuss the utility of the check sheet with market staff members to identify what to be improved in garbage disposal.

To achieve the output 3 *'The basic management rules of the market are regulated'*, the following activities need to be carried out.

Activity 3-1: *Make the first draft of basic management rules of the market.*

Based on the result of the Basic Design Study, the consultant will consider a proper management style of the market, and make a first draft of market management rules prior to his field work at the project site. The consultant will also contact the East Sepik Provincial Government and the Wewak Town Commission to discuss the first draft in advance.

Activity 3-2: *Analyze the problems of market management in the town commission.*

The Wewak Town Commission has understood what problems occurred in management of the market. However, it has yet to logically analyze concrete reasons that those problems often occurred. Currently, the town commission can take only stopgap measures against those problems in the market. The consultant will hold a one- or two-day workshop for the officers of the Wewak Town Commission to analyze the problems of market management in the Project Cycle Management (PCM) method.

Activity 3-3: *Discuss the market management with retailers.*

The consultant will meet representatives of retailers to discuss market management and identify problems in it with regard to primary market users. The consultant will also suggest how to establish a retailers association to contribute to the improvement of market management.

Activity 3-4: *Formulate the draft of basic management rules of the market.*

Based on the information and lessons obtained by Activities 1, 2, and 3-1 to 3-3, the consultant will prepare the draft of basic management rules of the Market. This draft will be discussed in the Wewak Town Commission and the East Sepik Provincial Government to finalize its contents.

(2) Input Plan

1) Input plan of Japanese side

The main input of the Japanese side is the dispatch of a Japanese consultant to advise the market management and operation. His working period is to be 1.5 MM, counting the assignments in Japan and PNG. During his field work in PNG, the consultant needs to rent a car, because there is no other means of transportation.

Since the Soft Component program aims to plan the market management rules, no large equipment piece needs to be introduced for its activities. Instead, the consultant purchases and brings workshop items such as large-size paper and paper cards, and handy counters and number tags. These items will be used for field work at the project site.

- Consultant (market management planning), 1.5 MM in total
- Cost of car rental (with driver)
- Workshop items (large-size paper, Post-It, markers, etc.)
- Handy counter, number tags (for trial collection of market place fee, etc.)

2) Input plan of recipient side

During the field work in Wewak, two or three officers of the Wewak Town Commission always accompany the Japanese consultant as local counterparts. The local counterparts take charge of translation of local languages as necessary, although the consultant can work in fields in English. Additionally, some officers of the East Sepik Provincial Government also participate in the discussion of market management and operation.

The main objective of the Soft Component program is to smoothly start the market management system in the market while the new market facilities will be transferred to the PNG side. Therefore, the PNG side does not need to prepare any equipment by additional financial allocation for the program. To make the sign boards for the market management rules and the new tickets of market place fees, the Wewak Town Commission will allocate the necessary cost of material purchase.

- Officers in the Wewak Town Commission
- Officers in the East Sepik Provincial Government
- Other necessary stationary goods, tools, and materials

6. Provision of implementation resources

As market management is closely related to market facility design, a consultant who has not only knowledge of market management but also the principles of market facility design is necessary for the program. In addition, understanding of actual operation of the local market and the distribution of agricultural and fisheries products are also important. It would also be better if he had knowledge and experience of fisheries distribution and marketing, because the market works as the retail of fisheries products.

However, it is very difficult to find local personnel who can advise the market management and operation in a comprehensive manner with experience of fisheries development and fisheries product distribution. In East Sepik Province to which Wewak belongs, there is no local consultant who can advise the market management and operation in the fisheries sector.

To fulfill these personnel requirements, it is appropriate to dispatch a Japanese consultant engaged in the Basic Design Study. The Japanese consultant will work with local counterparts to realize effective assistance in accordance with the original concept of market operation planned by the Basic Design Study.

7. Implementation process

The program activities will start at the time of preparing the market management system in the Wewak Market, before the facility construction of the market is completed. The draft detailed activity schedule is shown in Attachment.

Activities	In Japan		In PNG					In Japan
	1 st Week	2 nd Week	3 rd Week	4 th Week	5 th Week	6 th Week	7 th Week	8 th Week
Formulate a first draft of market management rules	■	■						
Confirm a program principle with JICA PNG office and NFA			■					
Survey a current situation of market operation, accounting and garbage collection			■					
Interview retailers to collect their views				■				
Hold a participatory workshop for problem analysis of market management				■				
Consider proper methods and activities for market management				■				
Consider and advise effective methods of money collection and counting				■	■			
Execute trial collection and counting on the considered methods					■	■		
Consider and advise proper procedures of garbage collection and disposal						■		
Formulate a final draft of market management rule							■	
Report the program outputs to JICA PNG office and NFA							■	
Formulate a final activity report								■

8. Output products

- Final activity report
- Draft of basic management rules of the Wewak Market
- Memorandum of workshop and discussion

9. Responsibility of implementation organization in the recipient country

1) Possibility of sustainable implementation

The East Sepik Provincial Government has already allocated the necessary cost of project implementation for management of the market in the budgetary plan since the fiscal year 2008.

Likewise, the PNG side has already taken institutional and financial measures regarding market management at present. Therefore, the Soft Component program is anticipated to promote the establishment of proper operational system of the market, and manage the operational activities effectively and sustainably in the market.

Furthermore, managing to deal with the activities advised by the Soft Component program sustainably, the market staff members of the Wewak Town Commission have to improve their awareness of market management and operation. However, in the current situation, market staff members are often discouraged to work in the market, because of the difficulty in collecting sufficient money from retailers and the delay of salary delivery and garbage collection. If the Soft Component program contributes to the improvement of salary and labor condition of the market staff members, it is expected to revitalize the organization of market operation in the market.

2) Factors obstructing the sustainable implementation

The irregular personnel change of the market seems to have a negative impact on the sustainable implementation of market operation. Actually, the delay of salary delivery forces market staff members to stop attending to the market. Thus that situation may prevent market staff members from conducting their activities on the advice of the Soft Component program. To avoid that situation in the market in the future, the East Sepik Provincial Government and the Wewak Town Commission should maintain a stable employment condition for market staff members to prevent their resignation.

Attachment: Tentative Plan of Activities and Schedule

1) Preparatory activities in Japan (8 days, 0.27 MM)

Preparation of a first draft of market management rules reflecting the actual situation of the market and Consideration of detailed contents and items of technical advice in the field work

2) Field activities in PNG (34 days, 1.13 MM): 1.0 MM (30 days) are allocated for the field.

Day		Tentative activities	Working place
1	Thu	Move: Narita =>	
2	Fri	Arrival in Port Moresby, Preliminary meeting at JICA and NFA	Port Moresby
3	Sat	Move: Port Moresby => Wewak	Wewak
4	Sun	Preparation of materials and documents	Wewak
5	Mon	Preliminary meetings with East Sepik Provincial Government and Wewak Town Commission	Wewak
6	Tue	Survey of market management and operation	Wewak
7	Wed	Survey of accounting management of the market	Wewak
8	Thu	Survey of garbage collection and disposal at the market	Wewak
9	Fri	Interview with retailers of the market	Wewak
10	Sat	Preparation of material/document	Wewak
11	Sun	Preparation of workshop	Wewak
12	Mon	Workshop of problem analysis of market management	Wewak
13	Tue	Group discussion with retailers' representatives	Wewak
14	Wed	Discussion of basic management rules of the market	Wewak
15	Thu	Discussion of methods of money collection and counting	Wewak
16	Fri	Consideration of methods of accounting and audit	Wewak
17	Sat	Preparation of materials and documents	Wewak
18	Sun	Preparation of the trial of money collection and counting	Wewak
19	Mon	Meeting of the trial of money collection and counting	Wewak
20	Tue	Trial of money collection and counting in the existing market	Wewak
21	Wed	Trial of money collection and counting in the existing market	Wewak
22	Thu	Review of outcomes of trial collection and counting	Wewak
23	Fri	Advice on garbage collection and disposal	Wewak
24	Sat	Advice on garbage collection and disposal	Wewak
25	Sun	Preparation of materials and documents	Wewak
26	Mon	Discussion of a final draft of market management rules	Wewak
27	Tue	Review of a final draft of market management rules	Wewak
28	Wed	Review of a final draft of market management rules	Wewak
29	Thu	Finalization of a draft of market management rules	Wewak
30	Fri	Final meetings with East Sepik Provincial Government and Wewak Town Commission	Wewak
31	Sat	Move: Wewak => Port Moresby	Port Moresby
32	Sun	Making of an activity report	Port Moresby
33	Mon	Activity report to JICA and NFA	Port Moresby
34	Tue	Move: Port Moresby => Narita	

3) Reporting activities in Japan (3 days, 0.1 MM)

Formulation of a final activity report and Activity report to the JICA headquarters

Appendices 6 : References

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