

Appendix 3
Minutes of Project Implementation Committee (PIC) meeting

Minutes of the Project Implementation Committee (PIC) Meeting
held on 16th May 2007 (Wednesday)

Budget for 2007 JFY Rs. 1,04,103

O&M of the project	23,286,000	39%
- Salary & Wages	11,123,000	48%
- O&M Office equipment	3,658,000	16%
- Consumables	3,934,000	17%
- Travel & transportation/communication	1,135,000	5%
- Printing of Manual and others	274,000	1%
- Rent & Hire	1,753,000	8%
- Maintenance of Project Office & Program facilities/utilitie	819,000	4%
- Local training	590,000	3%
Construction	33,021,000	56%
Meetings & Seminars	144,000	1%
Local consultancy (Web, Video & others)	2,584,000	4%
Total	59,035,000	100%

He also presented the following to the house for confirmation and other follow up actions.

Issue / Confirmation

- 1) Activities in Mathai West
- 2) Construction materials
- 3) CMR: Shift to Alternative-1
- 4) NWS & DB: Santhipuram
- 5) JCC meeting in June 2007
- 6) JICA's assistance for Vavuniya Campus: <scholarship> & Future
- 7) Joint activities at field / periodic Session with SDO & other Officers

The Institutional Development Specialist Mr. C.R.J. Croos said that all scheduled programme under community action plan for the year 2007 will be carried out in all 10 focal villages. He also said that the formation of group activities will help to find the local resources and promote social cohesiveness and could have a better understanding to sustain a good relationship with relevant Government front-line officers to implement community development projects in future.

The Project Engineer Mr. K. Sivasubramaniyam while presenting the construction and infrastructure development for the fiscal year 2007 outlined the works that are to be carried out during the fiscal year 2007.

SCHEDULE FOR CMR IN FY 2007

No.	CMR	Village	CBO	Contract Amount (Rs.) (A) (1,400)
1	Office Renovation	Site Office	WRDS	138,000.00
2	Village Road	Ganeshapuram	WRDS	1,577,000.00
			RDS	1,774,000.00
3	Culvert (Small)	Pali Anu	RDS	1,679,000.00
			WRDS	1,051,000.00
		Sewa Village	FO	628,000.00
		Ganeshapuram	FO	1,366,000.00
		Pali Anu	FO	1,224,000.00

Date : 16.05.2007

Time : 03.00 p.m.

Venue : Govt. Agent's Conference Hall, Kacheri, Mannar

List of Participants attached.

The above meeting commenced with the opening remarks of the Govt. Agent. The Govt. Agent tendered his apology to the participants for advancing the date of the meeting from 18th to 16th at a very short notice as he has to attend another urgent meeting on that date. He expressed his satisfaction for the works done for the last 03 years by MANRECAP with all constraints and difficulties faced due to various restrictions and challenges. He also said that this meeting being the 1st meeting of 4th and final year of MANRECAP/JICA projects, every efforts and cooperation has to be extended by all relevant departments and organizations to make this project a success.

After the self introduction of all participants, the adoption of the minutes of the previous meeting held on 15.02.2007 was proposed and seconded by Mr. S.U. Chandrakumaran, Chief Accountant and Mr. K. Sivasubramaniyam, Project Engineer respectively and accepted.

The Project Coordinator Mr. A.A. Edward informed the house that all works scheduled for the 2005/06 fiscal year was completed except the Pali Anu diversion weir construction which is suspended due to the restrictions imposed for the transport of construction materials to the un-cleared area. At this juncture, the Project Engineer NEIAP Mr. S.S. Ramakrishnan requested some details about the compensation paid to the contractor and how the contract was terminated? Mr. Sano the Consultant on infrastructure development said that the compensation decided by the committee appointed by the Govt. Agent under his Chairmanship was paid to the contractor and the contract was mutually terminated. Prof. Nandakumaran while mentioning about the total cost of the project asked whether the amount of 210 mn. is in rupees or yen and if so the rate of conversion is changed according to the fluctuating rates or determined as at the rate prevailed in the year 2004. Mr. Sano while replying said that the 2004 rate is maintained and the deviated rate does not have much difference between rupees and yen.

The Chief Advisor MANRECAP/JICA project while explaining the plan of activities for the fiscal year 2007 explained the budget for the year 2007 on the screen by a power point presentation

He also expressed his view on a suggestion made at the JCC meeting in Colombo for financial assistance to some deserving students who are not in a position to pay the course fee of Rs. 20,000.00 while registering their names. He suggested to establish a scholarship system to encourage the participation of the students which would create enthusiasm and competition. He also suggested an option for part payment of course fee through an assurance from their organization where they can follow the course with 50% initial payment and the balance with an assurance from their recognized organization to pay at the commencement of the second year.

While concluding he requested the Resident Representative of JICA Sri Lanka to explore the possibilities of assisting the University for post Graduate students welfare and also to establish a study on cow dung fuel production.

The representative from National Water Supply & Drainage Board Vavuniya office while explaining the water supply project at Santhipuram said that procurement of materials are completed and they have been brought to the site. The laying of pipes and other relevant technical activities has to be planned through community contract because the registered contractors from the south are not willing to tender due to the prevailing situation in the north. The Govt. Agent said that this project is dragging on from 2004 even though the required funds are available under SIRUP-I project with NWS & DB. He suggested Mr. Ramachandran the

NWS & DB representative to discuss the present situation and how the MANRECAP project could contribute to this scheme to make this project a success. Both the NWS & DB Vavuniya Office and MANRECAP agreed to meet together to prepare a scheduled plan with community participation.

The Govt. Agent while concluding extended his sincere thanks for all those participated and said that the MANRECAP has really empowered the community to express their needs and their rights without fear or shy which was found within them at the initial stage of the commencement of this project. Now, they have developed much confidence and courage to demand their requirements. This trend he said was noticed by him very recently when he met the focal village communities.

The meeting concluded at 04.30 p.m.

V. Visvalingam
Govt. Agent
Kacheheri
Mannar

4	Community Supply	Water	Ganeshapuram	WRDS	1,725,000.00
			Pali Anu	WRDS	1,414,000.00
				RDS	828,000.00
5	Marketing Facilities		Sedhuvinayagarkulam	RDS	256,000.00
			Vellankulam (Pali Anu)	WRDS	391,000.00
			Vellankulam	WRDS	
			(Ganeshapuram)	WRDS	1,761,000.00
6	Teacher's Quarters		Vellankulam	WRDS	
			(Seva Village)		
7	Multi Purpose Hall		Kurai	RDS	591,000.00
				FO	1,948,000.00
8	Community Hall		Kurai	RDS	1,904,000.00
			Sedhuvinayagarkulam	WRDS	1,665,000.00
				FO	1,154,000.00
			Pali Anu temporary weir	FO	653,000.00
9	Small Scale Irrigation		Puthukkaman	FO	1,887,000.00
				FO	1,917,000.00
			Sedhuvinayagarkulam	RDS	1,777,000.00
				WRDS	712,000.00

He also stressed that the most of CMR works planned for the year 2007 need cement and iron bars which is a prohibited item to transport via exit/entry point Uyilankulam. However, request has been made to Governor (North) on the advise of the Senior Advisor of the Presidential Secretariat and awaiting for approval. He also said that in the event the transport of cement and reinforcement are not allowed there are some alternative actions have been planned with some available resources in the vicinity. The suggestion made by the Project Engineer NEIAP to explore the possibility of using pre-cast columns and beams for construction works was taken up for discussion and decided to consider this technique where ever possible.

The Agriculturist Mr. V. Vijithan while presenting the Socio Economic Activities pertaining to Agriculture for the year 2007 said that the following activities on livelihood development will be implemented.

1. Poultry Management
2. Inland Fishery development
3. Tree planting
4. OFC & Vegetable cultivation
5. Development of plant nursery
6. Demonstration plots on OFC & Paddy
7. Agricultural training
8. Production of compost pits.

Prof. Nandakumar Head of Business Studies of the Vavuniya Campus of the University of Jaffna who attended this meeting on a special invitation explained the Diploma course on Community Participatory Development which the MANRECAP project sponsored to establish at Vavuniya Campus. He said that the applications were called through newspaper advertisement, the total application received 120 and 105 applications were listed as eligible. The proposed number of participants of this course is limited to 50. Since the eligible applicants were 105 it was decided to hold an examination to select on merit. One paper on general knowledge and another on general community knowledge both papers are set for 90 minutes with one paper for 45 minutes duration. But, only 53 applicants attended the examination and a decision is taken to register the 53 applicants to the course. It is also proposed to commence the 1st semester from June 2007.

**Appendix 3
Minutes of Project Implementation Committee (PIC) meeting**

**Minutes of the Project Implementation Committee (PIC) Meeting
held on 5th June 2007 (Tuesday)**

Date : 05.06.2007
Time : 02.30 p.m.
Venue : Govt. Agent's Conference Hall, Kacheheri, Mianmar

List of Participants attached.

The Govt. Agent in his opening remarks said that the activities of the MANRECAP project in the cleared area is progressing according to the scheduled programme of work for the fiscal year 2007/08. The activities are retarded in the un-cleared area due to the severe shortage of cement and reinforcements. However, he said that actions are being pursued with proper channel to get the necessary permission from Ministry of Defence for the transport of cement and reinforcements.

After the self introduction of the participants, the minutes of meeting held on 16.05.2007 was adopted as proposed by Mr. Jegannathan Deputy Director, Agriculture and seconded by Mr. K. Sivasubramaniam the Project Engineer, MANRECAP.

2. Chief Advisor:

The Chief Advisor MANRECAP/JICA project presented the financial progress up to the end of April 2007.

Financial Progress			
2007 April 5 th – April 31 st (01 month) Rs. 1.0-81.103			
Particulars	Budget	Progress	
O&M of the project	23,286,000	39%	1,321,000 6%
- Salary & Wages	11,123,000	48%	875,000 8%
- O&M Office equipment	3,658,000	16%	178,000 5%
- Consumables	3,934,000	17%	148,000 4%
- Travel & transportation/communication	1,135,000	5%	26,000 2%
- Printing of Manual and others	274,000	1%	0 0%
- Rent & Hire	1,753,000	8%	28,390 2%
- Maintenance of Project Office & Program facilities/utility	819,000	4%	32,000 4%
- Training	590,000	3%	34,000 6%
Construction	33,021,000	56%	6,537,000 20%
Meetings & Seminars	144,000	1%	0 0%
Local consultancy (Web, Video & others)	2,584,000	4%	994,000 38%
Total	59,035,000	100%	8,852,000 15%

He also said that he was advised by the former Secretary to the Ministry of Nation Building & Estate Infrastructure Development Mr. M.S. Jayasinghe to hold on for sometimes till the present situation becomes conducive for such request.

ATTENDANCE REGISTER

Sl. No.	Name	Designation	Signature	Date
1	Govt. Agent	Project Engineer	[Signature]	05.06.2007
2	Mr. Jegannathan	Deputy Director, Agriculture	[Signature]	05.06.2007
3	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
4	Mr. K. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
5	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
6	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
7	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
8	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
9	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
10	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
11	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
12	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
13	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
14	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
15	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
16	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
17	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
18	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
19	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007
20	Mr. Sivasubramaniam	Project Engineer	[Signature]	05.06.2007

Income Generation Activities

Village	No. of Group	Activities (June)
Santhipuram	16	<ul style="list-style-type: none"> • Food packing / Process • Cooperative Purchasing
Puthukkamam	06	<ul style="list-style-type: none"> • Compost Making • Food process (milk, jam, etc..)
Vaddupithammadhu	05	<ul style="list-style-type: none"> • Compost making • Food Process
Theethavadi Manthankulam	02	<ul style="list-style-type: none"> • Palmyra Vinegar
Samayapuram	(June)	

5. Handing Over Rehabilitated / Constructed Infrastructures:

The Chief Advisor and Institutional Development Specialist while explaining the handing over procedures said that all rehabilitated/ constructed infrastructures will be handed over to the relevant authorities with community based organizations involvement and participation.

HOPE - 1

Handing over the Project in Equitably

**Handing Over Procedures
Of
Rehabilitated / Constructed
Infrastructures**

MANRECAP/JICA 2007 May

Type of Handover

Type A: Road, COOP Outlet, Teacher's Quarters, Irrigation

Type B: Multi-purpose hall, Community hall, Pre-school

Type C: Community Water Supply Scheme

3. Project Engineer:

The Project Engineer while presenting the progress up to the end of April 2007 listed out the activities, location budget and financial and physical progress.

Assistance of JICA				
Activity	Location	Budget (Rs.)	Financial Progress	Physical Progress
Internal village road	MW Pali Aru	2,730,000.00	40%	60%
	MW Ganesapuram	3,351,000.00	40%	60%
	MW Sewa Village	628,000.00	40%	100%
Culvert (small)	MW Ganesapuram	1,366,000.00	40%	10%
	MW Pali Aru	1,224,000.00	40%	10%
Community Water Supply	MW Ganesapuram	1,725,000.00	nil	nil
	MW Pali Aru	2,242,000.00	nil	nil
	MW Seethuvinayagar kullam	1,999,000.00	40%	5%
Marketing facilities	MW Vellankulam	647,000.00	40%	5%
	MW Vellankulam	1,761,000.00	nil	nil
Teacher's Quarters	MW Kurai	591,000.00	40%	5%
	MW Kurai	3,852,000.00	nil	nil
	MW Seethuvinayagar kullam	2,819,000.00	nil	nil
Small scale Irrigation	MN Puthukkamam	1,887,000.00	nil	nil
	MW Seethuvinayagar kullam	4,406,000.00	40%	10%
- Temporary weir	MW Pali Aru	653,000.00	nil	nil
Office Renovation	MW Seethuvinayagar kullam	138,000.00	nil	nil
Total		32,019,000.00		

Assistance of MNB & EID				
Activity	Location	Budget (Rs.)	Financial Progress	Physical Progress
Internal village road	MN Samayapuram	1,480,000.00	nil	30%
	MW Ganesapuram	967,354.15	nil	75%
Drug Store	MW Vellankulam	597,000.00	nil	nil
Community Water Supply	MW Ganesapuram	1,900,000.00	nil	nil
Total		4,944,354.15		

**4. Institutional Development Specialist:
Income Generation Activities:**

While explaining the income generation activities the Institutional Development Specialist listed out the following activities are undertaken with the formation of small groups.

**Appendix 3
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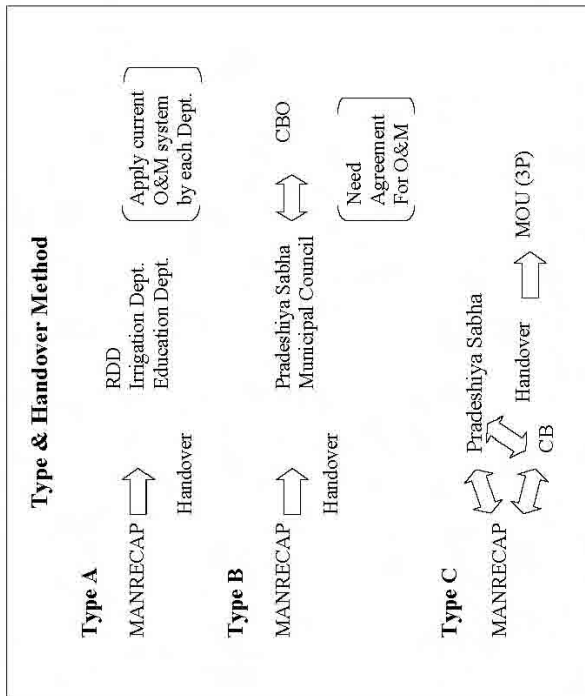
for the extension of the period of this project. He also mentioned that even LTTE is highly appreciative of the approach and implementation procedures with the incorporation of the community participation in all activities. Further, the NGO who are working in the LTTE area have been advised to follow the concept of MANRECAP project and to incorporate in their project activities.

The Project Coordinator MANRECAP extended a warm and sincere felicitation to the Govt. Agent for his valuable contribution for the last three years for the implementation of MANRECAP/JICA project in Mannar district. The success and progress of this project is due to his diverse service commitment to the people of Mannar and the irrevocable encouragement and advice extended by him to the MANRECAP both the Japanese and the local staff. Though, he retires from public service and his dedication to the people of this district. Will become a reality in the near future. He also with MANRECAP/JICA staff wished him a long life and prosperity.

The Govt. Agent also thanked the MANRECAP staff for their dedication, devotion and sacrifices made to achieve success. He also thanked the JICA for affording an opportunity for the local staff to develop their skills on community development. He also assured that his successor will give all cooperation and support for its success.

The meeting concluded at 04.00 p.m.

V. Visvalingam
Govt. Agent
Kacheheri, Mannar



6. Confirmation:

The Project Coordinator requested the house to confirm the following activities that are to be taken up for this fiscal year and the alternative actions in the event when situation becomes better than now for the implementation of the project in accordance with the scheduled work plan.

- Confirmation**
- 1) Construction materials for MW
 - 2) CMR: Shift to Alternative-1 or 0 at end of June / July
 - 3) NWS & DB: Santhipuram
 - 4) JCC meeting in June 2007
 - 5) JICA'S Assistance for Vavuniya Campus: <scholarship> & Future
 - 6) Bench Mark Survey
 - 7) Members of Handover of Infrastructures

The Govt. Agent while concluding the meeting requested JICA to extend this project in the district for another 02 years concentrating in the cleared areas may be villages in the Nanattan D.S. division specially the coastal villages to develop the empowerment concept to the fishing community and on his part as Govt. Agent hope to request JICA and Ministry of NB & EID

**Minutes of the Project Implementation Committee (PIC) Meeting
held on 16th July 2007 (Monday)**

Date : 16.07.2007
Time : 03.00 p.m.
Venue : Govt. Agent's Conference Hall, Kachcheri, Mannar

Attendance list of the Participants attached.

The above meeting was held on 16.07.2007 at the Govt. Agent's Conference hall Chaired by Mr. A. Nicholaspillai, Govt. Agent, Mannar.

The Govt. Agent, while welcoming the participants said that he intends to limit the duration of the meeting for 45 minutes to save the time and to ensure the fulltime participation of all members without excusing themselves to go away from the meeting half way. Though, it is a request for your cooperation, however the important issues and problems will be taken up for discussion and decisions will be arrived at. He also advised to avoid interruptions and comments while discussing matter related to the subject for discussion.

After the self introduction of the participants, the Govt. Agent requested the forum to go through the previous minutes of the meeting and to comment on any amendments, if not to propose and second the adoption. Mr. A. Pathmathan PD/DRRS proposed the adoption seconded by Mr. Rajaratnam DPD/NECOR.

The Chief Advisor presented the general information and activities of the project. He highlighted the problem of transporting cement and steel bars for construction works in the un-cleared area and this restrictions has compelled to drop some construction works scheduled for the year 2007. This situation has again created a problem to re-schedule the CMR in accordance with the available resources in the focal villages. He also said that at the meeting convened by the Senior Advisor to H.E. the President on 4th July 2007, the Hon. Governor North has agreed to explore the Possibilities of taking up the requirement of cement & steel bar with the Ministry of Defence and S.F.H.Q. Vanni.

At this juncture, the Government said that he too was present at the meeting and the discussion was very cordial and he is also of the view that sometimes there will be some relaxation to carry some small amount to complete the incomplete structures.

The Chief Advisor while presenting the Financial Progress up to end of June (1st quarter of the Japanese fiscal year) said that we have achieved only 23% progress.

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P. I. C. meeting 05.06.2007
අමතීය නාම ලේඛනය
ATTENDANCE REGISTER

ආකර්මය No	නම Name	විස්තරය Designation	ආරම්භ Hour of Departure	අවසන් Hour of Arrival	අත්සන Signature	ආරම්භ Hour of Departure	අවසන් Hour of Arrival
1	ආගමන Name						
2	ආගමන Name	ආගමන Designation					
3	A.A. Edurath	Chief Advisor					
4	A. Pathmathan	Project Co-ordinator					
5	K. Rajaratnam	P.D. DRS					
6	C.P.S. Chies	P.E. MANRECAP					
7	V.N.S. Manan	MANRECAP					
8	A. Stanley D. M.D.	D.S. Manan					
9	M. ZITHA Mathan	DDA (Gen) Manan					
10	S. Allee	S.M.C.K. Manan					
11	S. Sanirath	P.O. B. S. Manan					
12	T.G. Mathan	Sewa Lanka Foundation					
13	J. S. S. Mathan	S.W. U.C. Manan					
14	Rajaratnam	A.D. (NORTH) Manan					
15	M. S. M. Mathan	DDP, Manan					
16	M. S. M. Mathan	JICA Vanniyar Program Co-ordinator					
17	M. S. M. Mathan	SA - Manan					
18	M. S. M. Mathan	P.C. MANRECAP					
19	M. S. M. Mathan	EA MANRECAP					
20	M. S. M. Mathan	EA MANRECAP					

Appendix 3
Minutes of Project Implementation Committee (PIC) meeting

Institutional Development:

The Institutional Development Specialist while presenting the progress made up to 1st quarter of the Japanese fiscal year said that review on Community Action Plan is an on going activity and more attention is being taken to form small groups to incorporate group leaders in the Community Based Organization committees to ensure the representation from all sections of the community. The system of forming groups is adopted in keeping with the Gama Nagma policy introduced by His Excellency the President.

Infrastructure Development:

The Project Engineer while presenting the progress said that the delay in progress is due to the requirement of cement and steel bars and due to this some of the construction programmes have been stopped. The original designs of the culvert construction has been re-designed and the agreements also re-drafted accordingly. He also presented the new material card required for the re-scheduled programme of work.

Financial Progress 2007 April 5 th – June 30 th (03 months)		
Unit: Rs.		
Particulars	Budget	Progress (up to 30 June)
O&M of the project	23,286,000	4,667,000 20%
- Salary & Wages	11,123,000	2,399,000 22%
- O&M Office equipment	3,658,000	659,000 18%
- Consumables items (office & each activities)	3,934,000	740,000 19%
- Travel & transportation/communication	1,135,000	225,000 20%
- Rent & Hire	1,753,000	243,000 14%
- Maintenance of Project facilities/utilities	819,000	236,000 29%
- Training	590,000	157,000 27%
Construction	33,021,000	8,943,000 27%
Meetings & Seminars	144,000	4,000 3%
Local consultancy (Web, Video & others)	2,584,000	10,000 0%
Total	59,035,000	13,624,000 23%

Rs. 1.0 = Yen 1.103

Under JICA assistance the financial and physical progress.

Assistance of JICA						
Activity	Location	Budget (Rs.)	Financial Progress	Physical Progress		
Internal village road	MW Pali Aru	2,730,000.00	40%	90%		
	MW Ganeshapuram	3,351,000.00	59%	90%		
	MW Sewa Village	628,000.00	89%	100%		
Culvert (small)	MW Ganeshapuram	1,366,000.00	40%	75%		
	MW Pali Aru	1,224,000.00	40%	75%		
Community Water Supply	MW Ganeshapuram	1,725,000.00	0%	0%		
	MW Pali Aru	2,242,000.00	0%	0%		
	MW Seethuviniyayagar kulam	1,999,000.00	40%	25%		
Marketing facilities	MW Vellankulam	647,000.00	40%	5%		
	MW Vellankulam	1,761,000.00	0%	0%		
	MW Kurai	591,000.00	40%	40%		
Teacher's Quarters	MW Kurai	3,852,000.00	0%	0%		
	MW Seethuviniyayagar kulam	2,819,000.00	0%	0%		
Small scale Irrigation	MN Puthukkannam	1,887,000.00	40%	10%		
	MW Seethuviniyayagar kulam	4,406,000.00	49%	80%		
Temporary weir	MW Pali Aru	653,000.00	0%	5%		
	MW Seethuviniyayagar kulam	138,000.00	0%	0%		
Office Renovation						
Total		32,019,000.00				

The estimates for the works under counterpart fund are sanctioned and the works connected are to be implemented under CMR by the respective CBOO in the focal villages. A schedule of work and progress is given below.

Description	Teacher's Quarters	Community Water Supply			Irrigation tank	Culvert	Mark et facility	Total
		Seethu	Paliaru	Ganasha				
1 Cement (50kg.)	Kurai	85	184	197	180	40	50	75
2 16 mm Tor steel bar:20 ft.	-	50	55	55	-	-	-	-
3 12 mm Tor steel bar: 20 ft.	-	21	102	102	-	-	-	-
4 10 mm Tor steel bar: 20 ft.	-	219	339	339	29	-	-	-
5 6mm Mild steel bar: 20 ft.	-	52	32	32	-	-	-	-

He also proposed to supply eggs for sale to the Kachcheri Welfare Society and the eggs will be supplied on every Mondays and Thursdays depending on the requirement of the members.

Consensus / Approvals:

The Project Coordinator presented the following for the approval of the house.

1. Re-schedule of CMR : Due to the restriction on cement & reinforcement, the project needs to be re-scheduled with the available resources.
2. Recruitment of 02 staff : One Draughtsman and one Facilitator for Agricultural activities resigned proposed 02 in place of them.
3. Assignment of Japanese Experts: It was agreed in the R.D. (Record of Discussion) between JICA and the Ministry of Assisting Vanni Rehabilitation.
4. Committee on handing over procedure: A committee with the relevant departments and organization will be formed and a methodology will be adopted.
5. Diploma Course Vavuniya Campus: A two years diploma course of community development and management has been organized and the inauguration ceremony is fixed on 25th July 2007.
6. Bench Mark Survey: To assess the progress made up to 3 years of implementation of the Project.
7. Counterpart fund: Received Rs. 5 mn. as CPF from M/NB & EID estimates sanctioned and work commenced.
8. Pre-cast production unit: The project is funded by UNDP with RDF as implementing Agency. The unit will commence immediately at Pallankoddi, Nannaitan MPCs premises where the BAJ rental shop was functioning.

After clarification on certain matters the house unanimously approved the consensus submitted for approval.

The Govt. Agent while concluding the meeting said that though the duration is announced as 45 minutes, the meeting went on more than 02 hours, but it is fruitful and deserving as we all were able to discuss very useful and important issues. He also extended his sincere thanks for all participants and their worthy contribution to share their experiences to each other.

The meeting concluded at 05.40 p.m.

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A. Nicholaspillai
Govt. Agent
Kachcheri
Mannar.

Assistance of MNB & EID			
Activity	Location	Budget (Rs.)	Physical Progress
Internal village road	MN Samayapuram	1,480,000.00	20%
Internal village road No. 1	MW Ganeshapuram	967,354.15	0%
Drug Store	MW Vellanikulam	597,000.00	0%
Community Water Supply	MW Ganeshapuram	1,900,000.00	0%
Total		4,944,354.15	

Main issues faced in construction works were discussed:

- Cement & reinforcements - Deadline will be fixed after receiving the reply from Ministry of Defence and S.F.H.Q. (Vanni)
- Mechanical Pilling device- Permission requested through Hon. Governor (North) to the Ministry of Defence and S.F.H.Q. (Vanni)
- Production of Pre-cast construction materials – UNDP and RDF agreed to implement the project with the available equipments handed over by BAJ to the Govt. Agent. The Govt. Agent in reply to this request said that a decision will be taken on 20.07.2007 at the meeting convened on this subject.
- Santhipuram village drinking water supply – Mr. SANO the Infrastructure Development Specialist of MANREC/JICA said that the laying of pipes works will be contracted to the RDS/WRDS of Santhipuram with National Water Supply & Drainage Board officers supervision. He also said that the necessary steps to commence the work has been taken up and awaiting the approval from DGM/ NWS & DB North East.
- Handing over of Rehabilitated infrastructure to the relevant departments and organizations- Action has been taken to discuss on the modalities on 24th July with the relevant officers of the departments and organizations to reach a consensus.

Agriculture Development:

The Agriculturist while presenting on the progress made during the first quarter of this Japanese fiscal year April-June 2007 said that attention was focused on the production of compost. The compost pits are arranged individually and in group basis. The supply of month old local variety chicks from January 2006 is an on going activity.

The present progress of egg production in Mianthai west.

Present progress of Egg production in MW

No.	Village	Date of issue	Production No/month	Consumption No/month	Sales No/month	Price Rs/Egg	Total Rs.
1	Sewa Village	'06 Jan	1,000	550	450	6.00	6,000
		'06 Jan	1,425	552	873	6.00	8,550
2	Ganeshapuram	'06 Feb	1,274	776	498	7.00	8,918
		'06 Jun	1,850	700	1,150	6.00	11,100
3	Pall aru	'06 Jan	1,014	720	294	6.00	6,084
		'06 Feb	182	124	58	6.00	1,092
		'06 Jun	324	150	175	6.00	1,944
4	Seethu	'06 Aug	600	458	142	6.00	3,600
		'06 Aug	342	252	90	6.00	2,052
5	Kurrai	'06 Aug	306	212	94	6.00	1,836
Total			8,317	4,494	3,824	-	51,176

**Appendix 3
Minutes of Project Implementation Committee (PIC) meeting**

**Minutes of the Project Implementation Committee (PIC) Meeting
held on 17th August 2007 (Wednesday)**

Date : 17.08.2007
Time : 02.30 p.m.
Venue : Govt. Agent's Conference Hall, Kachcheri, Mannar

Attendance list of the Participants attached.

The PIC meeting in respect of August was held at the Govt. Agent's Conference hall Chaired by Mr. A. Nicholaspillai Govt. Agent, Mannar.

The Govt. Agent, while addressing the participants welcomed Ms. Miki INAOKA, Assistant Resident Representative of JICA Sri Lanka Office and Major. Sisirakunara, SLA, Civil Affairs Officer attached to Thallady Army Camp. He said that the objective of this meeting is to share the experiences with each other to find out whether the desired impact via this project is being achieved. He also requested the forum for amendments if there are any on the minutes of the previous meeting, if not to adopt it. As there are no changes, the adoption of the minutes was proposed by Mr. Nishanthan Programme Officer UNDP and seconded by Mr. R. Kulasingam, Provincial Irrigation Engineer.

The Govt. Agent said that the presence of Assistant Resident Representative of JICA from Colombo and the Civil Affairs Officer of the SLA, Thallady has given an opportunity to explain the real ground situation prevailing in both cleared and un-cleared areas in Mannar district. Also the problems encountered by MANRECAP and various other organizations for the transportation of building materials to the un-cleared area. This situation has made to suspend many construction works taken up for the year 2007 by the funding and implementing agencies.

Chief Advisor MANRECAP/JICA:

While presenting the general information on annual schedule and financial progress said that the time has come to decide whether to stop all the construction works or to find some alternative methods of construction due to the shortage of building materials in Mannar west.

- General Information 1/2**
- 1) Permission not yet received to transport cement & reinforcement into Mannar west
 - 2) Received permissions for manual piling device and others
 - 3) Employed 01 facilitator (Agri)
 - 4) Professor HOSAKA assigned from 15th to 19th August 2007

MANRECAP/JICA
ATTENDANCE REGISTER

No	Name	Designation	Signature	Remarks
1	Chief Advisor	MANRECAP/JICA	[Signature]	
2	Project Consultant	MANRECAP/JICA	[Signature]	
3	Chief Engineer	MANRECAP/JICA	[Signature]	
4	Chief Engineer	MANRECAP/JICA	[Signature]	
5	Chief Engineer	MANRECAP/JICA	[Signature]	
6	Chief Engineer	MANRECAP/JICA	[Signature]	
7	Chief Engineer	MANRECAP/JICA	[Signature]	
8	Chief Engineer	MANRECAP/JICA	[Signature]	
9	Chief Engineer	MANRECAP/JICA	[Signature]	
10	Chief Engineer	MANRECAP/JICA	[Signature]	
11	Chief Engineer	MANRECAP/JICA	[Signature]	
12	Chief Engineer	MANRECAP/JICA	[Signature]	
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17	Chief Engineer	MANRECAP/JICA	[Signature]	
18	Chief Engineer	MANRECAP/JICA	[Signature]	
19	Chief Engineer	MANRECAP/JICA	[Signature]	
20	Chief Engineer	MANRECAP/JICA	[Signature]	

Project : Mammur District Rehabilitation and Reconstruction through Community Approach Project (MANRECAP)			
Project Period : March 2004-March 2008 (4 years)			
Budget for JFY 2007 (Apr 2007-Feb 2008): Rs. 59 Million			
Output 1.			
Community Action Plan (CAP) is formulated with a participatory method			
Activity	Location	Budget	Physical Progress
1-1. CAP review workshops	All 10 focal villages	134,000	30%

Progress on Construction and other Technical Activities:

The Project Engineer while presenting the progress on construction activities said that some of the constructions are suspended due to the shortage of construction materials and the limited time span to complete before mid October. He, further said that he has re-designed some of the construction works that are almost nearing completion with reduced quantity of cement requirements in order to complete to ensure the benefits languished by the community.

At this juncture, the Govt. Agent intervened and requested the forum to find a solution to obtain approval from S.F.H.Q. (Vanni) Vavuniya. The Project Coordinator said that they have had so many discussions with the Hon. Governor North, Senior Consultant to H.E. President, Senior Advisor of the M/ NB & EID on this issue and finally an approval, though granted by M.O.D. is still not being responded by the S.F. Commander (Vanni). He also said that a request letter has been addressed to S.F. Commander (Vanni) by the Chief Advisor to meet him personally to explain the real ground situation and the bare minimum requirement of cement to complete the on going construction works.

Description	New Material Card				Culvert		Total
	Community Water Supply		Irrigation Tank		Pall Aru	Ganasha	
Location	Seethu	Ganasha	Seethu				
Cement (50 kg.)	100	48	103		113	142	554
3"x3"x1/4" Angle Iron Bars	17	34	34				85
1.5"x1.5"x1/4" Angle Iron Bars	6	12	12				30
PVC Tank (5000 L) O.H	1	2	3				5
PVC Tank (2000 L) Sump	1	1	1				3
Epoxy Paint (kg.)	7	14	14				35

General Information 2/2

- Held discussion with representatives of relevant departments and formed committee for in-corporating CBOs/ Communities when handing over to maintain sustainability
- Inauguration of new Diploma Course in Vavuniya Campus on 03 August 2007 and the Diploma course commenced on 18th August 2007.
- Bench Mark survey will be implemented in Mantthai west in August 2007

Financial Progress				Unit: Rs.
2007 April 5 th - July 31 st (04 months)				
Particulars	Budget	Progress (up to 20 June)		
O&M of the project	23,286,000	6,191,000	27%	
- Salary & Wages	11,123,000	3,118,000	28%	
- O&M of Office equipment	3,658,000	941,000	26%	
- Consumables items (office & each activities)	3,934,000	1,016,000	26%	
- Travel & transportation/communication	1,135,000	370,000	33%	
- Rent & Hire	1,753,000	424,000	24%	
- Maintenance of Project facilities/utilities	819,000	153,000	19%	
- Printing of training manual and others	274,000	8,000	3%	
- Training	590,000	161,000	27%	
Construction	33,021,000	12,613,000	38%	
Meetings & Seminars	144,000	4,000	3%	
Local consultancy (Web, Video & others)	2,584,000	0	0%	
Total	59,035,000	18,808,000	32%	

Rs. 1.0 = Yen 1.10

Institutional Development:

The Institutional Development Specialist while presenting the progress said that after the Community Action Plan (CAP) review workshop, the community is now encouraged to focus on Income Generation Activities utilizing the local resources available in their villages. The village community at Vaddupithammadhu and Samayapuram have already commenced compost making to reduce the use of inorganic fertilizer. They are also in readiness to identify and undertake to implement common activities in their villages. The knowledge and experiences gained through works implemented under CMR has provided enough capability on construction and Financial Management to engage them in any development works in their respective villages and in their suburban areas.

**Appendix 3
Minutes of Project Implementation Committee (PIC) meeting**

Agriculture Development and Progress:

The Agriculturist of MANREC/PJICA project while presenting the progress said that small groups have been formed in Puthukkamam, Vaddupithanmadhi, Samayapuram and Thethavadi Maruthankulam to encourage compost making, food process (milk, jam, etc.). He further said that 1500 one month old chicks were issued under back yard poultry programme in the un-cleared area and now this amount has gone up to 2500 with the natural hatching method normally adopted by the community with the help of the layer hen. The total production of eggs up to August is 8,317 out of which 4494 were taken for consumption and the balance 3824 eggs were sold in the local market for Rs. 6/= per egg. Also arrangements have been made to let 15,000 fingerlings in the Kurai tank during the latter part of September 2007.

He also said that nearly 10,000 kg. of compost is expected for sale during the 1st week of October and arrangements have been made to give due publicity on the availability of compost.

He also said that group-wise activities have been activated by arranging country birds eggs and hand pounded rice flour produced by focal village community is being sold at a very reasonable price via Kacheheri welfare society to the members. The Govt. Agent while endorsing the egg and rice flour supply said that it should be a continuous supply without any interruption in between.

Ms. Miki INAOKA the Asst. Resident Representative of JICA Sri Lanka office while addressing the participants said that an evaluation team comprising high officials from Tokyo, Japan along with the Ministry officials will be conducting a final evaluation of the project as the JICA has its obligation to report to the Government of Japan on the success of this project as this being an outright grant from the people of Japan to the affected community in the North East of Sri Lanka. She also appealed to the Govt. Agent and Civil Affairs Officer of the SLA to explore the possibilities to obtain the required construction materials for the completion of all half built structures and other on going construction works.

The Govt. Agent while concluding the meeting thanked the Asst. Resident Representative for her presence all the way from Colombo to attend the Progress Review Meeting. He also extended the same to the Civil Affairs Officer of the SLA for his presence and said that the Civil Affairs Officer will have a better understanding and the reality of the ground situation as the MANREC/PJICA staff have very clearly explained through the Power Point presentation with facts and figures of the requirement of construction materials which they have applied for approval. The Govt. Agent also thanked all the participants for their presence and valuable contribution and suggestions.

The meeting concluded at 04.30 p.m.

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A. Nicholaspillai
Govt. Agent
Kacheheri
Mannar.

Alternative Requirement for Seethuvinayagarikulam	
• Cement for footing & pump house	= 35 bags
• Cement for const. well	= 65 bags
• Total no. of cement	= 100 bags
• Angle Iron bars (3"x3")	= 17 nos.
• Angle Iron bars (1 1/2"x 1 1/2")	= 6 nos.
• 5000 L. Plastic tank	= 01 no.
• Ground sump	= 01 no.

Alternative Requirement for Pali Aru-Ganeshapuram	
• Cement for footing & pump house	= 48 bags
• Angle Iron bars (3"x3")	= 34 nos.
• Angle Iron bars (1 1/2"x 1 1/2")	= 12 nos.
• 5000 L. Plastic tank	= 02 no.
• Ground sump	= 01 no.

The Civil Affairs Officers of the SLA while commenting on this issue said that final approval for the transportation of restricted materials to the un-cleared area has to be decided by the Vanni Head Quarters. He also assumed that if Vanni Head Quarters ask for his opinion, he will give the real ground situation and the problems faced by MANREC/PJICA to complete all ongoing half completed structures as shown in the Power Point presentation. The Govt. Agent while thanking the Civil Affairs Officer said that the construction works that are on going should be given priority otherwise the real benefits expected by this affected focal community for the last 03 years will become a dream for them.

The Project Engineer while continuing his presentation said that Santhipuram Drinking Water Supply project is progressing very well with the combined efforts and support rendered by the Area Officer and other officers of NWS & DB. They have given practical training for 05 youths from Santhipuram on the technicality of laying pipes fitting joints and levels etc. The RDS Santhipuram who was awarded with the trenching and laying of pipes under CMR (Community Contract) has shown tremendous progress.

The Govt. Agent said that supply of drinking water to Santhipuram village was a long felt need and this community was agitating for drinking water from the time they were resettled and as the Govt. Agent of this district he wish to extend his thanks to MANREC/PJICA organization for initiating and implementing this project to fulfill the aspirations of this affected community.

MANURECAP / JICA
PIC Meeting - 17-08-2007
ದತ್ತಾತ್ರೇಯ ಶಾಸ್ತ್ರಿ

ATTENDANCE REGISTER

(18) ದತ್ತಾತ್ರೇಯ ಶಾಸ್ತ್ರಿ
Director (I)
(011 & E.14)

Sl. No.	Name	Sl. No.	Name	Sl. No.	Name	Sl. No.	Name
Sl. No.	Name	Sl. No.	Name	Sl. No.	Name	Sl. No.	Name
Sl. No.	Name	Sl. No.	Name	Sl. No.	Name	Sl. No.	Name
1	Mr. T. Suresh	1	Chief Admin. Manager/JICA	1		1	
2	Mr. A.A. Reddy	2	Project Coord.	2		2	
3	Mr. S. Srinivasan	3	Project Engineer	3		3	
4	Mr. J. Jyoti	4	Asst. Supt. Office	4		4	
5	Mr. S. S. Rao	5	MANURE - IDU	5		5	
6	Mr. S. Prasad	6	National Water Supply	6		6	
7	Mr. V. A. Srinivas	7	UNDP - Programme	7		7	
8	Mr. S. Srinivas	8	UNDP - Programme	8		8	
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