

## 1. Member List of the Study Team

Name	Title	Organization
Mr. Hidetomi OI	Team Leader	Japan International Cooperation Agency
Mr. Shinichiro SERIZAWA	Procurement Management	Japan International Cooperation System
Mr. Osamu HATTORI	Planning Management	Japan International Cooperation Agency
Mr. Kohei SATO	Team Leader(2nd)	Japan International Cooperation Agency
Mr. Jun YOSHIMIZU	Deputy Team Leader(3rd)	Japan International Cooperation Agency
Mr. Naoyuki MINAMI	Chief Consultant	Yachiyo Engineering Co., Ltd.
Mr. Tetsuo YATSU	Natural Condition Survey / Social Environment	Yachiyo Engineering Co., Ltd.
Mr. Hisayuki YAMAMOTO	Architectural Plan / Design 1	Yachiyo Engineering Co., Ltd.
Mr. Shigeo TAKASHIMA	Architectural Plan / Design 2	PACET Co., Ltd
Mr. Tokio SUZUNO	Construction and Procurement Plan / Cost Estimation	Yachiyo Engineering Co., Ltd.
Mr. Yosuke TSURUOKA	Study Coordination	Yachiyo Engineering Co., Ltd.

## 2. Schedule of Survey

### <First Survey>

No.	Date	Day	Official	Consultant: Group A			Consultant: Group B			Stay at
				Chief Consultant	Natural Condition Survey / Social Environment	Study Coordination	Architectural Plan / Design 1	Architectural Plan / Design 2	Construction & Procurement Plan/ Cost Estimate	
				Mr. Naoyuki Minami	Mr. Tetsuo Yatsu	Mr. Yosuke Tsuruoka	Mr. Hisayuki Yamamoto	Mr. Shigeki Takashima	Mr. Tokio Suzuno	
1	1-Feb	Sun	Trip[Tokyo (11:00) TG641→Bangkok (15:30) / (17:55) TG305 → Yangon(18:40)]	Trip[Tokyo(10:55)JL717→Bangkok(16:00) / (17:55) TG305 →Yangon(18:40)]						
2	2-Feb	Mon	Courtesy call and meeting at JICA, Courtesy call to EOJ ,MSWRR/MOE							Yangon
3	3-Feb	Tue	Joint Meeting on Inception Report to the related agency (MSWEER,MOE)							Yangon
4	4-Feb	Wed	Courtesy call to UNDP,UNICEF,UNHCR,UN-Habitat Preparation of minutes	AM/PM: Meeting with local company for survey. PM : Equipment of Survey						Yangon
5	5-Feb	Thu	Trip by helicopter (Yangon 08:00 → Labutta 9:00) , Survey of candidate schools in Labutta							Labutta
6	6-Feb	Fri	Trip to LabuttaTownship, Meeting with LabuttaTownship(permission)/Courtesy call to UNICEF, UNHCR, UNOCHA, MIMU							Labutta
7	7-Feb	Sat	Survey (by boat) : Candidate School at Labutta, Trip by helicopter (Labutta16:00 → Yangon 17:00)							A: Yangon B: Labutta
8	8-Feb	Sun	Date analysis Preparation of minutes							A: Yangon B: Labutta
9	9-Feb	Mon	Meeting for minutes with Rehabilitation and Reconstruction Sub-Committee	Collecting estimate Preparation of application for contract		Survey of candidate school at LabuttaTownship (by boat)			A: Yangon B: Labutta	
10	10-Feb	Tue	AM: Signing for M/D PM: Signing for M/D. Report of conclusion/EOJICA Myanmar office) Internal meeting. Official return (Yangon(19:40) TG306 → Bangkok(21:20 / 23:50) TG642 →Tokyo			Survey of candidate school at LabuttaTownship (by boat)			A: Yangon B: Labutta	
11	11-Feb	Wed	Arrival Tokyo(08:10)	Trip to BogaleTownship by car Explanation of survey at Township		Survey of candidate school at LabuttaTownship (by boat)			A: Bogale B: Labutta	
12	12-Feb	Thu		Survey of candidate school at Bogale Township (by boat)		Survey of candidate school at LabuttaTownship (by boat)			A: Bogale B: Labutta	
13	13-Feb	Fri		Survey of candidate school at Bogale Township (by boat)		Survey of candidate school at LabuttaTownship (by boat)			A: Bogale B: Labutta	
14	14-Feb	Sat		Survey of candidate school at Bogale Township (by boat)		Survey of candidate school at LabuttaTownship (by boat)			A: Bogale B: Labutta	
15	15-Feb	Sun		Survey of candidate school at Bogale Township (by boat)		Survey of candidate school at LabuttaTownship (by boat)			A: Bogale B: Labutta	
16	16-Feb	Mon		Survey of candidate school at Bogale Township (by boat)		Survey of candidate school at LabuttaTownship (by boat)			A: Bogale B: Labutta	
17	17-Feb	Tue		Trip to Yangon by car (Bogale08:00 → Yangon13:00) Date analysis Internal meeting		Survey of candidate school at LabuttaTownship (by boat)			Yangon	
18	18-Feb	Wed		Report and discussion on survey with MSWRR/MOE		Survey of candidate school at LabuttaTownship (by boat)			Yangon	
19	19-Feb	Thu		Trip to Naypyitaw by car(Minami/Yatsu) Meeting with NATALA Trip to Yangon by car		Survey of candidate school at LabuttaTownship (by boat)			Yangon	
20	20-Feb	Fri		Contract with local company Courtesy call to Department of Metrology and Hydrology Collect date of meteorology Collect date at MIMU office		Survey of candidate school at LabuttaTownship (by boat)			Yangon	
21	21-Feb	Sat		Meeting with local consultant		Survey of candidate school at LabuttaTownship (by boat)			Yangon	
22	22-Feb	Sun		Date analysis/Internal meeting		Trip to Yangon by car(Labutta08:00 → Yangon15:00) Date analysis			Yangon	
23	23-Feb	Mon		Meeting with MSWRR and MOE						Yangon
24	24-Feb	Tue		Meeting with MSWRR		Collect estimate of machinery	Inspection of construction site Inspection of plant(roof)		Yangon Yatsu (Labutta)	
25	25-Feb	Wed		Preparation of technical note / progress report Confirmation of progress of survey		Collect estimate of machinery	Inspection of construction site Inspection of plant(brick)		Yangon Yatsu (Labutta)	
26	26-Feb	Thu		Preparation of technical note / progress report Confirmation of progress of survey		Collect estimate of machinery	Inspection of construction site Meeting with transporting company		Yangon Yatsu (Labutta)	
27	27-Feb	Fri		Meeting with MSWRR and MOE						Yangon
28	28-Feb	Sat		Internal meeting Preparation of progress report/Analysis marketing survey						Yangon
29	1-Mar	Sun		Preparation of progress report						Yangon
30	2-Mar	Mon		Preparation of progress report/Analysis marketing survey						Yangon
31	3-Mar	Tue		Preparation of progress report/Analysis marketing survey						Yangon
32	4-Mar	Wed		Meeting with MSWRR for technical report/progress report.						Yangon
33	5-Mar	Thu		AM : Approval of MSWRR/MOE to technical note/progress report PM : Report to EOJ/JICA Myanmar office						Yangon
34	6-Mar	Fri		Arrangement Return [Yangon 19:40 TG304 → Bangkok 21:20 ]						in the Aircraft
35	7-Mar	Sat		Bangkok (08:15) →Arrival Tokyo(16:10)						

<Second Survey>

No.	Date	Day	Official		Consultant	
			Team Leader	Planning Management	Chief Consultant	Architectural Plan / Design 1
			Kohei Sato	Osamu Hattori	Mr. Naoyuki Minami	Mr. Hisayuki Yamamoto
1	21-Apr	Tue		Trip [Tokyo→Yangon]		
2	22-Apr	Wed	Courtesy call and meeting at JICA, Courtesy call to EOJ, Meeting on Draft Final Report with MSWERR / DBE-1			
3	23-Apr	Thu	Discussion on the minutes			
4	24-Apr	Fri	JICA Meeting			
5	25-Apr	Sat		Trip [Yangon→Bangkok→	Meeting with local consultants	
6	26-Apr	Sun		→Narita	Meeting with local consultants	
7	27-Apr	Mon	Signing of Minutes (MSWERR)		Site survey (Htaw Paing, Bogale), Signing of Minutes (MSWERR)	
8	28-Apr	Tue			Meeting with local consultants	
9	29-Apr	Wed			Agreement for preparation of material for tender documents	
10	30-Apr	Thu	Signing of Minutes (DBE-1), JICA Meeting, Report to EOJ	JICA Meeting	Signing of Minutes (DBE-1), JICA Meeting, Report to EOJ	
11	1-May	Fri			<Labor Day> Trip [Yangon→Bangkok→ ]	
12	2-May	Sat			→Tokyo	

## <Third Survey>

No.	Date	Day	Official	Chief Consultant	Architectural Plan / Design 1	Natural Condition Survey / Social Environment	Stay at
				Mr. Naoyuki Minami	Mr. Hisayuki Yamamoto	Mr. Tetsuo Yatsu	
1	21-Jun	Sun		Trip[Tokyo→Bangkok → Yangon]			Yangon
2	22-Jun	Mon		Courtesy call and meeting at JICA, Checking detail design and draft tender documents			Yangon
3	23-Jun	Tue		Meeting with MSWERR / MOE, Checking detail design and draft tender documents			Yangon
4	24-Jun	Wed		Preparation of draft tender documents			Yangon
5	25-Jun	Thu		Preparation of draft tender documents			Yangon
6	26-Jun	Fri		Preparation of draft tender documents			Yangon
7	27-Jun	Sat		Preparation of draft tender documents			Yangon
8	28-Jun	Sun		Preparation of draft tender documents			Yangon
9	29-Jun	Mon	Courtesy call and meeting at JICA, EOJ, Discussion with MSWERR / MoE				Yangon
10	30-Jun	Tue	Discussion with MSWERR / MoE		Meeting on draft tender documents		Yangon
11	1-Jul	Wed	Discussion with MSWERR / MoE		Meeting on draft tender documents		Yangon
12	2-Jul	Thu	AM: Signing for M/D PM: Meeting and reporting at EOJ and JICA Myanmar office Trip [Yangon → Bangkok → ]				Aircraft
13	3-Jul	Fri	→ Narita arriving				

### 3. LIST OF PARTIES CONCERNED IN THE RECIPIENT COUNTRY

#### Organization and Name

#### Job Title

#### **Ministry of Social Welfare, Relief and Resettlement**

Maj. Gen. Maung Maung Swe	Minister
Mr. Myint Tun	Director General (Fire Service Department)
Mr. Than Oo	Director General (Relief and Resettlement Department)
Mr. Soe Kyi	Director General (Department of Social Welfare)
Mr. Aung Tun Khaine	Deputy Director General (Department of Social Welfare)
Mr. Myo Nyunt	Deputy Director General
Mr. Suin Aye	Director (Ministry Office)
Mr. Myint Thein	Director (Department of Social Welfare) International Relations
Mr. Tin Win	Deputy Director (Department of Social Welfare)
Mr. Win Shwe	Deputy Director
Ms. Rupar Mya	Assistant Director (Department of Social Welfare)
Ms. Htwa Tin	Assistant Director
Mr. Win thu	Assistant Director (Department of Social Welfare)
Mr. Mint Soe	Staff Officer (Relief and Resettlement Department)

#### **Ministry of Education**

Brig. Gen. Kyaw Thu	Director General (Department of Basic Education No.1)
Ms. Than Than Myint	Director (Department of Basic Education No.1)
Ms. Thin Thayin	Deputy Director (Department of Basic Education No.1)
Ms. Thi Thi Htoo	D.S.O (Department of Basic Education No.1)
Mr. Khin Aung	Assistant Director (Department of Basic Education No.1)

#### **Ministry of Transportation**

Mis. Khin Cho Cho Shein	Assistant Director (Department of Meteorology & Hydrology)
Ms. Nyein Nyein Naing	Forecaster (Department of Meteorology & Hydrology)

#### **UNDP**

Mr. Toshihiro Tanaka	Country Director
Mr. Dillipkvnak Bhangh	National Coordinator
Ms. Shanny Cambell	Consultant

#### **UN-HABITAT**

Mr. David Evans	Acting Head of Agency
Mr. Khaing Khaing Shwe	National Coordinator
Ms. Oddy Angela	IM Coordinator
Mr. Muhanmad Imran Khan	GIS/Information Management Coordinator

#### **UNICEF**

Mr. Khin Maung Luin	Senior Structural Engineer
Mr. Joseph Oenarto	Architect
Mr. Ramesh Shrestha	Country Representative
Prof. Kunii Osamu	Chief Health & Nutrition Section
Ms. Kyu Kyu Tan	Administer Assistant (Labutta)
Mr. Zew Htoo	Staff (Labutta)
Mr. Dhen Neing Oo	Staff (Labutta)
Mr. Thein Than Tun	Field Officer (Bogale)
Mr. Kyaw Win Oo	Logistic Officer (Bogale)
Mr. Whi in Htet	Boat Coordinator (Bogale)

**UNHCR**

Mr. Mya Then Tun Asst Field Officer (Labutta)

**UNOCHA**

Mr. Matthew Serventy Field Coordination Officer  
Mr. Moe Win Aung Field Coordination Assistance (Labutta)  
Ms. Khay Maw San Field Coordination Assistance (Labutta)

**WFP**

Mr. Jean-Francois Lafont Chief Air Transport Officer  
Ms. Nyein Nyein Naing Forecaster

**Myanmar Information Management Unit**

Ms. Eva Vognilt Manager  
Ms. Tara Somn Data Assistance  
Ms. Hnin Nander Htun Liaison Associate  
Mr. Kyaw Naing Win GIS Analyst

**Myanmar Engineering Society**

Mr. Han Zaw President  
Mr. Kyaw San Win Vice-President  
Mr. Ko Ko Gyi Director

**Labutta Township Peace and Development Council**

Mr. Myint Oo Chairman of TPDC

**Bogale Township Peace and Development Council**

Mr. Soe Thein Chairman of TPDC

**Ayeyarwady Division Education Office**

Mr. Myo Swe Ayeyarwady Division Education Officer

**Labutta Township Education Office**

Mr. Win Maung Labutta Township Education Officer

**Bogale Township Education Office**

Mr. Soe Lwin Bogale Township Education Officer  
Mr. Kyi Thin Asst. Bogale Township Education Officer  
Mr. Hla Mying Asst. Bogale Township Education Officer  
Mr. Htay Htay Asst. Bogale Township Education Officer  
Mr. Myint Soe Previous Bogale Township Education Officer

**Embassy of Japan in Myanmar**

Mr. Mitsuji Suzuka Counselor  
Mr. Hisanori Yoshimura Second Secretary

**JICA Myanmar Office**

Mr. Hideo Miyamoto Chief representative  
Mr. Kohei Sato Deputy Resident Representative  
Mr. Junichi Hirano Representative  
Mr. Kyaw Lwin Oo Program Officer  
Ms. Mi Mi Cho Program Assistant

**4 Minutes of Discussion**

[4. Minutes of Discussion]

Minutes of Discussions  
on the Preparatory (Outline Design) Study  
on the Program for Construction of Primary School cum Cyclone Shelters  
in the Area affected by Cyclone Nargis  
in the Union of Myanmar

Based on the results of the Preparatory (Needs Assessment) Study, the Government of Japan decided to conduct a Preparatory (Outline Design) Study on the Program for Construction of Primary School cum Cyclone Shelters in the Area affected by Cyclone Nargis (hereinafter referred to as "the Program") in the Union of Myanmar (hereinafter referred to as "Myanmar") and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent to Myanmar the Outline Design Study Team (hereinafter referred to as "the Team") headed by Mr. Hidetomi OI, Senior Advisor, JICA, and is scheduled to stay in the country from 1 February to 10 February 2009 together with the consultant team which will stay in Myanmar until 6 March 2009 for further study.

The Team held discussions with the officials concerned of the Government of Myanmar and conducted a field survey in the area affected by Cyclone Nargis.

In the course of the discussions and field survey, both parties confirmed on the main items described on the attached sheets. The Team will proceed to further works and prepare the Outline Design Study Report.

10 February 2009, Yangon

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Mr. Hidetomi OI  
Leader  
Preparatory (Outline Design) Study Team  
Japan International Cooperation Agency



U Aung Tun Khaing  
Deputy Director General  
Department of Social Welfare  
Ministry of Social Welfare, Relief and  
Resettlement  
The Union of Myanmar  
On behalf of Chairman of the Rehabilitation  
and Reconstruction Sub-committee

U Kyaw Thu  
Director General  
Department of Basic Education No. (1)  
Ministry of Education  
The Union of Myanmar



## ATTACHED DOCUMENT

### **1. Objective of the Program**

To reduce future risks caused by cyclones and create safe learning space in the Program Sites

### **2. Responsible, Implementing and Coordinating Organization**

- 2-1 Rehabilitation and Reconstruction Sub-committee is responsible for implementation of the Program and accordingly the signature on Grant Agreement (G/A) and Agent Agreement will be made by a representative authorized by the chairman of Rehabilitation and Reconstruction Sub-committee. Member list of Sub-committee is described in ANNEX 1.
- 2-2 For the proper and smooth implementation of the Program, Consultative Committee and Working Group will be established. Implementation Structure is shown in ANNEX 2.

Members of Consultative Committee are the representatives of the following organizations.

- 1) Rehabilitation and Reconstruction Sub-committee (Ministry of Social Welfare, Relief and Resettlement)
- 2) Ministry of Education
- 3) Embassy of Japan
- 4) JICA Myanmar Office
- 5) The Procurement Agent

Members of Working Group are the representatives of the following organizations.

- 1) Rehabilitation and Reconstruction Sub-committee (Ministry of Social Welfare, Relief and Resettlement)
- 2) Ministry of Education
- 3) JICA Myanmar Office
- 4) The Procurement Agent

### **3. Program Site(s)**

#### 3-1 Program Sites

The Program Sites are cyclone affected area of Labutta Township and Bogale Township in Ayeyarwady Division.

#### 3-2 Construction Sites of Primary Schools

Myanmar Side submitted the revised candidate school list (ANNEX 3) to JICA. JICA will select target schools based on survey of the consultant team from those and will inform to Myanmar Side through JICA Myanmar Office in March 2009.

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#### **4. Items requested by Myanmar side**

Myanmar side requested the reconstruction of schools with basic facilities (Classroom, Teacher's room, Toilet) and equipment (Desk, Chair, Water Supply equipment).

JICA will assess the appropriateness of the request and report the findings to the Government of Japan.

#### **5. Japan's Aid Scheme**

- 5-1 Myanmar side understands the Japan's Grant Aid Scheme for Disaster Prevention and Reconstruction described in ANNEX 4.

#### **6. Schedule of the Study**

- 6-1 The consultant team will proceed to further studies in Myanmar until 6 March 2009.  
6-2 JICA will prepare the Draft Final Report in English and dispatch a team in order to explain its contents around the 4<sup>th</sup> week of April 2009.  
6-3 JICA will prepare the Draft Tender Documents of the Program and dispatch a consultant team in order to explain its contents around the 4<sup>th</sup> week of June 2009.  
6-4 JICA will complete the Outline Design Study Report and Draft Tender Document by the middle of July 2009.

#### **7. Other Relevant Matters**

- 7-1 Ministry of Social Welfare, Relief and Resettlement, the focal Ministry for Rehabilitation and Reconstruction, will facilitate the procedures of the Program with Rehabilitation and Reconstruction Sub-committee in keeping close contact with JICA Study Team.  
7-2 Ministry of Education will provide JICA study Team with necessary information on the reconstruction of schools. After completion of the Program, the Ministry will be responsible for operation and maintenance of schools.  
7-3 Ministry of Social Welfare, Relief and Resettlement shall take necessary measures on the exemption or bear of taxes, duties and customs of the goods to be used and procured for the Program.  
7-4 Timeframe of the Program

Myanmar side requested to complete construction works as early as possible by accelerating every procedures and shortening construction period as much as possible in accordance with the policy of the Government.

The team explained that bilateral aid programs require critical steps such as Cabinet Approval, Exchange of Notes, Grant Agreement, Agent Agreement etc., however the procedures of Grant Aid for Disaster Prevention and Reconstruction applied to this Program is simpler and quicker than other aid schemes because of the nature of the assistance. It should also be considered that any structure constructed by Japanese assistance should be strong enough exactly following the design and under strict quality control.

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The team promised that the timeframe mentioned in the Inception Report will be examined based on the findings of the consultant team and will be informed to Myanmar side toward the end of February 2009.

Both sides agreed to keep close relationship each other and accelerate procedures to be taken by each side as fast as possible for early completion of the Program.

ANNEX 1: Member list of Rehabilitation and Reconstruction Sub-Committee

ANNEX 2: Implementation Structure

ANNEX 3: Candidate School List for Construction

ANNEX 4-1: Japan's Grant Aid Scheme for Disaster Prevention and Reconstruction

ANNEX 4-2: Flow of Funds for implementation under GADPR

ANNEX 5: Major Undertakings to be taken by Each Government

ANNEX 6: Tentative Implementation Schedule



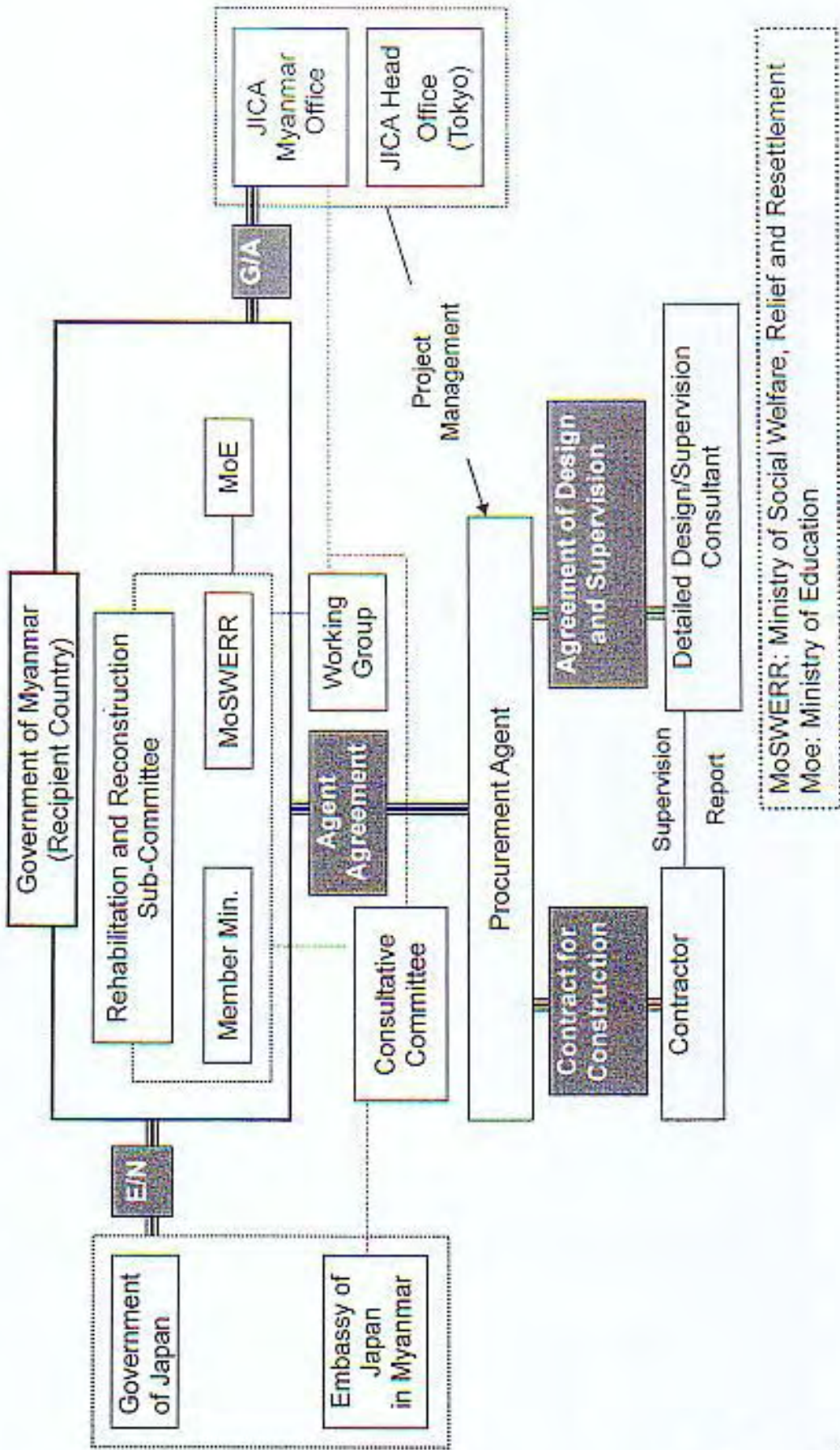
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## Member list of Rehabilitation and Reconstruction Sub-Committee

No.	Occupation/Organization	
1	Minister Ministry of Social Welfare Relief and Resettlement	Chairman
2	Dy. Minister Ministry of Construction	Member
3	Dy. Minister Ministry of Finance and Revenue	Member
4	Dy. Minister Min. of Agriculture and Irrigation	Member
5	Dy. Minister Min. of Home Affairs	Member
6	Dy Minister Min. of Health	Member
7	Dy. Minister Min. of Industry No. (1)	Member
8	Minister Min. for Progress of Border Areas and National Races and Development Affairs	Member
9	Director General National Archive Department	Member
10	Director General General Administration Department	Member
11	Representative Myanmar Engineering Society	Member
12	Dy. Minister Ministry of Social Welfare Relief and Resettlement	Secretary
13	Director General Relief and Resettlement Department	Joint Secretary

Implementation Structure



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## Candidate School List for Construction

Sr. No	Township	School/Village Name	Village Tract	Remark
1	Labutta	BEPS- Daunk Chaung	Da Ni Seik	Gov. Plan in 08-09
2	Labutta	BEPS- Shwe Gone	Da Ni Seik	
3	Labutta	PPS- Hlwa Zar	Hlwa Zar	
4	Labutta	PPS- Zin Pyune Gone	Hlwa Zar	
5	Labutta	PPS- Kwa Kwa Lay	Hlwa Zar	
6	Labutta	BEPS- Kyar Chaung	Kone Gyi	
7	Labutta	BEPS- Nat Thet	Kone Gyi	
8	Labutta	BEPS- Tha Pyay Chaing	Kone Gyi	
9	Labutta	BEPS- Aung Tha Pyay	Kyun Chaung	
10	Labutta	BEPS- Wah Taw Gone	Pyin Ah Lan	Gov. Plan in 09-10
11	Labutta	PPS - Chan Thar Gone	Pyin Ah Lan	
12	Labutta	BEPS- Ma Khan Pon	Pyin Ah Lan	
13	Labutta	PPS - Mi Kyaung Ai	Sa Lu Seik	
14	Labutta	PPS- Thin Gan Lay	Sin Chae Yar	
15	Labutta	BEPS- Ye Kyaw Wa	Tel Pin Kine	
16	Labutta	BEPS- Chaung Gyi	Tha Byu Gone	
17	Labutta	BEPS- Tha Pyu Gone	Tha Byu Gone	
18	Bogale	BEPS-Sat Kyun	Kyein Chaung Gyi	
19	Bogale	BEPS-La Mu Oat Ka Lay	Kyein Chaung Gyi	
20	Bogale	BEPS- Pan Phu	Kyein Chaung Gyi	
21	Bogale	BPS-Kyun Thar Yar	Kyun Thar Yar	
22	Bogale	BEPS-Kyet Taujng Chaung	(Kyun Nyo Gyi) Kyun Hteik	
23	Bogale	BEPS-Ywar Thar Yar	(Kyun Nyo Gyi) Kyun Hteik	
24	Bogale	BEPS-La Tar Chaung	(Kyun Nyo Gyi) Kyun Hteik	World Vision Plan
25	Bogale	BEPS-Poe laung Ywar Ma	Ma Gu	
26	Bogale	BEPS-Mthar Yar Kone	Ma Gu	
27	Bogale	BEPS-Ma Gu (1) Kyawt	Ma Gu	World Vision Plan
28	Bogale	BEPS-Ka Tha Hmyin	Daunt Gyi	
29	Bogale	BEPS-Ah Lan Oke	Set San	
30	Bogale	BEPS-Thu Kha Wa Di	Set San	
31	Bogale	BEPS-Ti Tant	Set San	
32	Bogale	BEPS-Ah Si Gyi	Set San	

## Japan's Grant Aid Scheme for Disaster Prevention and Reconstruction

The Grant Aid scheme provides a recipient country with non-reimbursable funds to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) under principles in accordance with the relevant laws and regulations of Japan. Grant Aid for Disaster Prevention and Reconstruction is one of the several types of the scheme designed to assist disaster affected countries in disaster prevention and / or disaster reconstruction. The Grant Aid is not supplied through the donation of materials as such.

The scheme is divided into categories as follows;

- Grant Aid for Prevention (Project Type)
- Grant Aid for Prevention (Program Type)
- Grant Aid for Reconstruction (Project type)
- Grant Aid for Reconstruction (Program type)

### 1. Procedures of Grant Aid for Disaster Prevention and Reconstruction (Program Type)

Japan's Grant Aid for Disaster Prevention and Reconstruction (Program Type) is executed through the following procedures.

- |                      |  |
|----------------------|--|
| Application          | (Request made by a recipient country)                          |
| Study                | (Outline Design Study conducted by JICA)                       |
| Appraisal & Approval | (Appraisal by the Government of Japan and Approval by Cabinet) |
| Determination of     | (The Notes exchanged between the Governments of Japan and      |
| Implementation       | the recipient country)   |
|                      | (Grant Agreement between JICA and recipient country)           |

Firstly, the application or request for a Grant Aid project submitted by the Recipient is examined by the Government of Japan (the Ministry of Foreign Affairs) to determine whether or not it is eligible for Grant Aid. If the request is deemed appropriate, the Government of Japan assigns JICA (Japan International Cooperation Agency) to conduct a study on the request. The request can be received at diplomatic mission of Japan when necessary.

Secondly, JICA conducts the Preparatory (Outline Design) Study, using Japanese consulting firms.

Thirdly, the Government of Japan appraises the project to see whether or not it is suitable for Japan's Grant Aide Scheme, based on the Preparatory (Outline Design) Study conducted by JICA, and the results are then submitted to the Cabinet for approval.

Fourthly, the project, once approved by the Cabinet, becomes official with the Exchange of Notes (E/N) signed by the Governments of Japan and the Recipient. And the Grant for the project will be made available after the Grant Agreement (G/A) between JICA and Recipient is concluded.

Finally, for the prompt and proper implementation of the project, procurement agent will be introduced for facility construction projects. Under the contract with the recipient country, procurement agent will conduct to prepare tender, contract and so forth, on behalf of the recipient country.

## 2. Preparatory (Outline Design) Study

### 1) Contents of the Study

The aim of the Preparatory (Outline Design) Study ("the Study"), conducted by JICA on a requested project ("the Project"), is to provide a basic document necessary for the appraisal of the Project by the Government of Japan. The contents of the Study are as follows:

- (1) Confirmation of the background, objectives, and benefits of the Project and also institutional capacity of agencies and communities concerned of the recipient country necessary for the Project's implementation.
- (2) Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from a technical, social and economic point of view;
- (3) Confirmation of items agreed upon by both parties concerning the basic concept of the Project.
- (4) Preparation of an outline design of the Project.
- (5) Estimation of cost for the Project.

The contents of the original request are not necessarily approved in their initial form as the contents of the Grant Aid project. The Outline Design of the Project is confirmed considering the guidelines of Japan's Grant Aid scheme.

The Government of Japan requests the Government of the Recipient to take whatever measures are necessary to ensure its self-reliance in the implementation of the Project. Such measures must be guaranteed even through they may fall outside of the jurisdiction of the organization in the recipient country actually implementing the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the Recipient through the Minutes of Discussions.

### 2) Selection of Consultants

For smooth implementation of the Study, JICA uses (a) registered consulting firm(s). JICA selects (a) firm(s) based on proposals submitted by interested firms. The firm(s) selected carry(ies) out a Preparatory (Outline Design) Study and write(s) a report, based upon terms of reference set by JICA.

The consulting firm(s) used for the Study may be recommended by JICA to the recipient country to also work on the Project's implementation after the Exchange of Notes and the Grant Agreement, in order to maintain technical consistency.

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### 3. Japan's Grant Aid for Disaster Prevention and Reconstruction Scheme

(1) Exchange of Notes (E/N)

Japan's Grant Aid for Disaster Prevention and Reconstruction is extended in accordance with the Notes exchanged by the two Governments concerned, in which the objectives of the project, period of execution, conditions and amount of the Grant Aid, etc., are confirmed.

(2) Grant Agreement (G/A)

The Grant for the Project will be made available after the Grant Agreement between JICA and the Government of recipient country is concluded, in which procedural details of the Project are confirmed.

(3) Contract with Procurement Agent

The recipient country will conclude an Agent Agreement with the Designated Procurement Agent in order to secure smooth implementation of the Project.

(4) "The period of the Grant Aid for Disaster Prevention and Reconstruction (Program Type)" means the one fiscal year, which Cabinet approves, the Project for. Within the fiscal year, all procedures such as exchange of Notes, concluding the Grant Agreement with JICA and concluding an Agent Agreement with procurement agent must be completed. However, in case of delays due to unforeseen factors such as natural disaster, the period of the Grant Aid can be further extended for a maximum of one fiscal year at most by mutual agreement between the two Governments.

(5) Under the Grant Aid for Disaster Prevention and Reconstruction, in principle, products and services including transport or those can be purchased from all countries and areas.

(6) Necessity of "Approval"

The Government of recipient country or its designated authority will conclude contracts denominated in Japanese yen with procurement agent. Those contracts shall be approved by JICA. This "Approval" is deemed necessary to secure accountability to Japanese taxpayers.

(7) Undertakings required to the Government of the recipient country

In the implementation of the Grant Aid Project, the recipient country is required to undertake such necessary measures as the following:

- a) To use the Grant and its accrued interest for purchasing products and services within a period of twelve months after the date of execution of the Grant,
- b) To ensure prompt excursion for unloading, customs clearance at the port of disembarkation and internal transportation of the products purchased under the Grant Aid,

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- c) To exempt from customs duties, internal taxes and other fiscal levies which will be imposed in the recipient country with respect to the supply of the products and services under the Verified Contracts,
- d) To use the Grant and its accrued interest properly and efficiency for disaster prevention and reconstruction.
- e) To accord Japanese or other nationals, whose services may be required in connection with the supply of the products and services under the Verified contracts, such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work,
- f) To present to the Government of Japan a report prepared in written form acceptable to the Government of Japan on the transaction on the Account together with copies of contracts, vouchers and other documents concerning the relevant transactions without delay when the Grant and its accrued interest are completely drawn or when the period for the use of the Grant and its accrued interest expires or upon request by the Government of Japan,
- g) To secure land necessary for the sites of the Project and to clear, level and reclaim the land prior to commencement of the construction and
- h) To clear the sites and provide facilities for the distribution of electricity, water supply and drainage and other incidental facilities in and around the sites when they are deemed necessary for the Project as a result of the Study.

(8) "Proper Use"

The recipient country is required to maintain and use the facilities constructed and equipment purchased under the Grant Aid properly and effectively and to assign staff necessary for this operation and maintenance as well as to bear all the expenses other than those covered by the Grant Aid.

(9) "Re-export"

The products purchased under the Grant Aid should not be re-exported from the recipient country.

(10) Banking Arrangements (B/A)

The Government of the recipient country or its designated authority should open an account in the name of the Government of the recipient country in a bank in Japan (hereinafter referred to as "the Bank"). The Government of Japan will execute the Grant Aid by making payment in Japanese yen to cover the obligations incurred by the Government of the recipient country or its designated authority under the verified contracts.

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(11) Blanket Disbursement Authorization (BDA)

By issuing the "Blanket Disbursement Authorization (BDA)" by the Government of the recipient country to the Bank, the Government of the recipient country designates a procurement agent as the representative authorized to act in the name of the recipient country concerning all transfers of the Grant to an account in the name of the procurement agent.

(12) Payment

The procurement agent shall make payment requests for transferring of the Grant to cover expenses necessary for the procurement of products and services.

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## Role of JICA and Procurement Agent for the Project

In order to ensure the smooth and successful implementation of the project after the Government of Japan decides to implement the Project and the Exchange of Notes (hereinafter referred to as "the E/N") for the Project and Grant Agreement (hereinafter referred to as "the G/A") are signed, the role and arrangements of JICA and Procurement Agent will be as follows. The demarcation of both organizations is shown in the chart attached.

### 1. Role of JICA:

JICA carries out the following works for supporting and expediting proper implementation of the Project under the E/N and the G/A;

- (1) Conducting Preparatory (Outline Design) Study to give an outline design, to estimate approximate cost of the Project to be implemented under the E/N and the G/A, to draft tender document and to propose construction plans for the Project to be implemented under the E/N and the G/A.
- (2) Participating as an advisor to the Donor and the Recipient in the Consultative Committee and other related meetings, to report the progress of the Preparatory (Outline Design) Study and to support and expedite the implementation of the Project under the E/N and the G/A.
- (3) Dispatching delegations to project sites to observe the situation and to give necessary advice to Procurement Agent.
- (4) Joining the final inspection to be implemented by Procurement Agent and to give necessary advice to Procurement Agent.

### 2. Role of Procurement Agent:

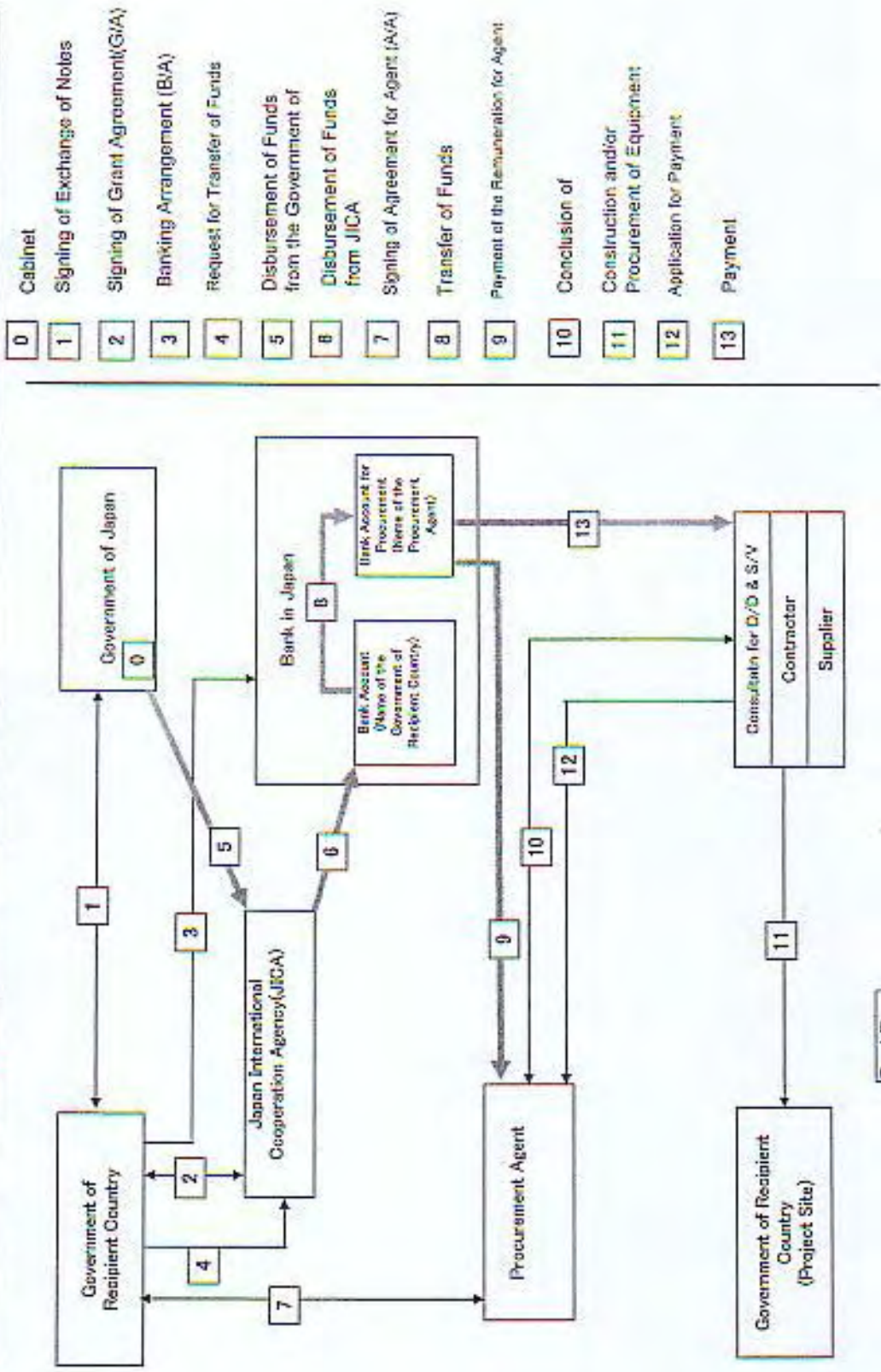
Procurement Agent carries out the following works besides the scope of Agent's service for the implementation of the project under the E/N and the G/A

- (1) Examining the approximate calculation of the cost of the Project, draft of tender document for the Project, and other relevant documents and information drafted by JICA and furnished by the recipient country, for the proper execution of the procurement procedures for the Project under the E/N and the G/A.
- (2) Forwarding the results of tender evaluation to JICA for its information.
- (3) Consulting with JICA when necessary in the course of the Project implementation.

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**Flow of Funds for implementation under GADPR**



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## 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	N/A	
5	To construct roads		
1)	Within the site	N/A	
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	N/A	
c.	The main circuit breaker and transformer	N/A	
2)	Water Supply		
a.	The city water distribution main to the site		•
b.	The supply system within the site ( receiving and/or elevated tanks )	N/A	
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)	Furniture and Equipment		
a.	General furniture		•
b.	Project equipment	•	
8	To bear the payment commissions to the Japanese bank for banking Services based upon the B/A (1/10% of total project cost (E/N amount))		•
9	To ensure unloading and customs clearance at 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	N/A	•
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 bear or exempt custom 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 contracts		•
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		•

B/A: Banking Arrangement

N/A: Not Applicable

Schedule of the Study Including the Tentative Implementation Schedule

	2009												2010												2011							
	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	
Outline Design Study	[Bar chart: 2009-07-01 to 2009-07-15]																															
Field Survey/Study in Myanmar	[Bar chart: 2009-07-15 to 2009-07-30]																															
Inception Report	[Bar chart: 2009-07-30 to 2009-08-10]																															
Progress Report	[Bar chart: 2009-08-10 to 2009-08-25]																															
Draft Final Report	[Bar chart: 2009-08-25 to 2009-09-10]																															
Final Report (draft), Draft Tender Documents (T/D)	[Bar chart: 2009-09-10 to 2009-09-25]																															
Final Report	[Bar chart: 2009-09-25 to 2009-10-10]																															
Approval of Cabinet of Japan	[Bar chart: 2009-10-10 to 2009-10-25]																															
Exchange of Notes (E/N) Grant Agreement (G/A)	[Bar chart: 2009-10-25 to 2009-11-10]																															
Agent Agreement	[Bar chart: 2009-11-10 to 2009-11-25]																															
(Construction Work)																																
Preparation of Tender Documents	[Bar chart: 2009-11-25 to 2009-12-10]																															
Prequalification	[Bar chart: 2009-12-10 to 2009-12-25]																															
Tendering	[Bar chart: 2009-12-25 to 2010-01-10]																															
Tender Evaluation	[Bar chart: 2010-01-10 to 2010-01-25]																															
Issue of Award	[Bar chart: 2010-01-25 to 2010-02-10]																															
Preparation of bond, insurance etc.	[Bar chart: 2010-02-10 to 2010-02-25]																															
Contract for construction works	[Bar chart: 2010-02-25 to 2010-03-10]																															
Construction Works	[Bar chart: 2010-03-10 to 2010-03-25]																															
Inspection / Touch-up	[Bar chart: 2010-03-25 to 2010-04-10]																															
Handing-over	[Bar chart: 2010-04-10 to 2010-04-25]																															

Rainy season: May - October

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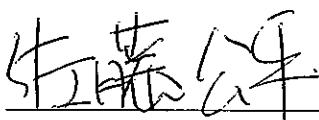
Minutes of Discussions  
on the Preparatory (Outline Design) Study  
on the Project for Construction of Primary School-cum-Cyclone Shelter  
in the Area Affected by Cyclone "Nargis"  
in the Union of Myanmar  
(EXPLANATION ON DRAFT FINAL REPORT)

In April 2009, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Draft Report Explanation Team on the the Project for Construction of Primary School-cum-Cyclone Shelter in the Area Affected by Cyclone "Nargis" (hereinafter referred to as "the Project") in the Union of Myanmar (hereinafter referred to as "Myanmar"), and through discussion, field survey, and the results of technical explanation of the study in Japan, JICA prepared a draft final report of the study.

In order to explain and to consult with Myanmar side on the components of the draft final report, JICA sent the Draft Final Report Explanation Team (hereinafter to as "the Team") to Myanmar, which is headed by Mr. Kohei SATO, Senior Representative of JICA Myanmar Office, from 21 April to 1 May 2009.

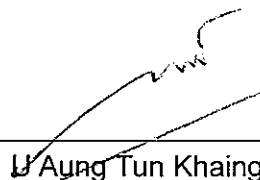
As a result of discussions, both parties confirmed the main items described in the attached sheet.

27 April 2009, Yangon



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Mr. Kohei SATO  
Leader  
Draft Final Report Explanation Team  
Japan International Cooperation Agency



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U Aung Tun Khaing  
Deputy Director General  
Department of Social Welfare  
Ministry of Social Welfare, Relief and  
Resettlement  
The Union of Myanmar  
On behalf of Chairman of the Rehabilitation  
and Reconstruction Sub-committee



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U Kyaw Thu  
Director General  
Department of Basic Education No. (1)  
Ministry of Education  
The Union of Myanmar





## ATTACHED DOCUMENT

### 1. Component of the Draft Final Report

Myanmar side agreed and accepted, in principle, the components of the draft final report explained by the Team.

### 2. Japan's Grant Aid Scheme

Myanmar side understood the Japan's Grant Aid Scheme and the necessary measures to be taken by the Government of Myanmar as explained by the Team and described in ANNEX 4 and ANNEX 5 of the Minutes of Discussions signed by both parties on 10 February 2009.

### 3. Schedule of the Study

JICA will complete the final report in accordance with the confirmed items and send it to the Government of Myanmar by August 2009.

### 4. Other Relevant Matters

#### 4-1 Project Title

Both sides agreed that the Project Title is changed to "The Project for Construction of Primary School-cum-Cyclone Shelter in the Area Affected by Cyclone "Nargis".

#### 4-2 Project Sites

Myanmar side strongly requested the Team to reconstruct the primary school at Htaw Paing Village in Set San Village Tract in Bogale Township. The Team explained that it is difficult to reconstruct "Htaw Paing School" additionally because of the limitation of the Budget for the Project.

Both sides agreed to select "Htaw Paing School" instead of "Ah Si Gyi School" in Set San Village Tract in Bogale Township as the candidate site.

Both sides agreed the final candidate sites list as shown in ANNEX 1. And when the budget exceeds the limit as a result of the tender, both sides agreed that there is a possibility not to construct the school(s) of the lower priority.

#### 4-3 Project Components

Both sides agreed the components of the Project as shown in ANNEX 2.

#### 4-4 Role of Implementing Agency of the Government of Myanmar

In order to ensure the smooth and successful implementation of the Project, both sides confirmed the role of Implementing Agency of the Government of Myanmar as shown in ANNEX 3.

#### 4-5 Role of Department of Basic Education No.(1) of the Government of Myanmar

Department of Basic Education No.(1) agreed to allocate necessary budget and essential number of teacher(s) for the proper operation and maintenance of facilities covered by the Project.

#### 4-6 Confidentiality of the Project Cost Estimation

The Team explained the cost estimation of the Project as shown in ANNEX 5. Both sides agreed that the Project Cost Estimation should never be duplicated or released to any other parties before signing of all contracts for the Project. Myanmar side understood that the Project Cost Estimation attached as ANNEX 5 is not final and subject to change.

#### 4-7 Confidentiality of the Contents of the Draft Report

Both sides agreed that contents of the draft report would be kept confidential, be dealt with carefully and will not be disclosed to any third parties.

ANNEX 1: Candidate Site List

ANNEX 2: Component of the Project

ANNEX 3: Role of Implementing Agency of the Government of Myanmar

ANNEX 4: Tentative Implementation Schedule

ANNEX 5: Summary of the Estimated Project Cost

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## Candidate Site List

Priority	Sl. No	Township	School/Village Name	Village Tract	Students	Classrooms	Capacity of evacuee	Population in the service area
1	13	Labutta	Mi Kyaung Ai	Sa Lu Seik	300	8	1,873	1,520
2	11		Chan Thar Gone	Pyin Ah Lan	256	6	1,627	1,175
3	3		Hlwa Zar	Hlwa Zar	215	5	1,627	1,436
4	17		Tha Pyu Gone	Tha Byu Gone	154	4	1,053	1,088
5	14		Thin Gan Lay	Sin Chae Yar	142	4	1,053	947
6	12		Ma Khan Pon	Pyin Ah Lan	133	3	1,053	586
7	4		Zin Pyune Gone	Hlwa Zar	116	3	1,053	1,300
8	2		Shwe Gone	Da Ni Seik	105	3	1,053	633
9	5		Kwa Kwa Lay	Hlwa Zar	96	2	1,053	530
10	15		Ye Kyaw Wa	Tel Pin Kine	91	2	1,053	623
11	16		Chaug Gyi	Tha Byu Gone	70	2	1,053	506
12	6		Kyar Chaung	Kone Gyi	50	2	1,053	301
13	8		Tha Pyay Chaing	Kone Gyi	19	2	1,053	420
Sub-Total					1,747	46	15,657	11,065
14	28	Bogale	Ka Tha Hmyin	Daunt Gyi	494	12	2,571	4,117
15	33		Htaw Paing (Shwe Pyi Aye)	Set San	269	7	1,627	1,380
16	31		Ti Tant	Set San	157	4	1,053	766
17	22		Kyet Taujng Chaung	Kyun Hteik	74	2	1,053	554
18	18		Sat Kyun	Kyein Chaung Gyi	71	2	1,053	610
19	26		Thar Yar Kone	Ma Gu	65	2	1,053	536
20	20		Pan Phu	Kyein Chaung Gyi	55	2	1,053	624
Sub-Total					1,185	31	9,463	8,587
Total					2,932	77	25,120	19,652

\*The school(s) of the lower priority may not be constructed depending on the tender result.

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**Component of the Project**

- Construction of primary school-cum-cyclone shelter
  - Classroom
  - Teacher's room
  - Toilet
  - Rain water supply
  
- Procurement of desks and chairs for students and teachers

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**Role of Implementing Agency of the Government of Myanmar**

- (1) To ensure tentative implementation schedule as per attachment for ANNEX 4
- (2) To ensure internal procedure and formal approval of the Project (ex.; approval of school design, permission for construction) by the Government of Myanmar
- (3) To ensure tax exemption and customs clearance of the construction materials
- (4) To ensure the payment for bank arrangement (1/20% of total project cost (E/N amount))
- (5) To give necessary support to the Procurement Agent at tendering stage of the Project
- (6) To give necessary support to the Procurement Agent and the Consultant to ensure proper supervisory work at construction stage of the Project at sites (ex.; VISA, Travel Permit).
- (7) To ensure smooth handing over of the Primary School-cum-cyclone shelter to respective school management organization

*Handwritten initials/signature*

TENTATIVE IMPLEMENTATION SCHEDULE

	2009												2010												2011		
	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	
Outline Design Study	█																										
Field Survey/Study in Myanmar	█		█																								
Inception Report	▲																										
Progress Report		▲																									
Draft Final Report			▲																								
Final Report (draft), Draft Tender Documents (T/D)				▲																							
Final Report						▲																					
Approval of Cabinet of Japan			█																								
Exchange of Notes (E/N) Grant Agreement (G/A)				▲																							
Agent Agreement						▲																					
(Construction Work)																											
Preparation of Tender Documents							█																				
Prequalification							█																				
Tendering							█																				
Tender Evaluation								█																			
Issue of Award									▲																		
Preparation of bond, insurance etc.										█																	
Contract for construction works											▲																
Construction Works																											
Inspection / Touch-up																											
Handing-over																											

Rainy season: June - October

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■ Summary of the Estimated Project Cost

Items	Amount (Million JP¥)	Remarks
Construction Fee		
Direct cost	379.6	
Administration fee and profit	15.0	
Sub-Total	394.6	
In-direct cost		
Agent fee	64.3	including layer's Fee
Consultant fee	122.0	
Sub-Total	186.3	
Total	580.9	

■ Summary of the Cost of the recipient side

Description	Cost (thousand JP¥)	Remark
Preparation and securing of the site	-	No monetary cost
Taxes	-	Not applicable
Payment for Banking arrangement	300	
Total	300	

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**Minutes of Discussions**  
**on the Preparatory(Outline Design) Study**  
**on the Project for Construction of Primary School -cum- Cyclone Shelter**  
**in the Area Affected by Cyclone "Nargis"**  
**in the Union of Myanmar**

(Explanation on the Final Report and the Technical Reference for Tender Documents)

In June 2009, the Japan International Cooperation Agency (JICA) dispatched Outline Design Study Team on the Project for Construction of Primary School -cum- Cyclone Shelter in the Area Affected by cyclone "Nargis" (hereinafter referred to as "the Project") in the Union of Myanmar (hereinafter referred to as "Myanmar"), and through discussion, JICA prepared the final report of the Project and the technical reference for tender documents.

In order to explain and to consult Myanmar on the components of the final report and the technical reference for tender documents, JICA sent the Team for Explanation on the Final Report and the Technical Reference for Tender Documents (hereinafter referred to as "the Team"), which was headed by Mr. Jun Yoshimizu, who was delegated by the leader of the Team (Mr. Satoru Mimura, Director of Disaster Management Division 1, Global Environment Department) from June 21 to July 2, 2009.

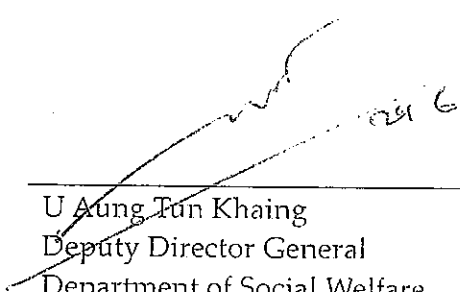
As a result of discussions, both sides have confirmed the main items described in the attached document:

June 29, 2009, Yangon

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Jun YOSHIMIZU  
Sub Leader  
Outline Design Study Team  
Japan International Cooperation Agency  
(JICA)



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U Aung Tun Khaing  
Deputy Director General  
Department of Social Welfare  
Ministry of Social Welfare, Relief and  
Resettlement  
The Union of Myanmar  
On behalf of Chairman of the Rehabilitation  
and Reconstruction Sub-committee



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U Kyaw Thu  
Director General  
Department of Basic Education No.(1)  
Ministry of Education  
The Union of Myanmar



## Attached Document

### 1. Components of the final report

Myanmar side agreed and accepted in principle the components of the final report explained by the Team.

### 2. Contents of the technical reference for tender documents of the facilities

Myanmar side agreed and accepted in principle the contents of the technical reference for tender documents for the facilities provided by the Team. The list of the technical reference of tender documents is shown in Annex 1.

Further, Myanmar side understood that the final tender documents for facilities, the furniture and equipment will be provided by JICS during implementation stage of the Project.

### 3. Japan's Grant Aid Scheme

Myanmar side understood the Japan's Grant Aid Scheme and the necessary measures to be taken by the Government of Myanmar as explained by the Team and described in ANNEX 4 and ANNEX 5 of the Minutes of Discussions signed by both parties on 10 February 2009.

### 4. Tentative time schedule of the Project

Myanmar side understood the tentative time schedule of implementation stage of the Project including schedule of the Exchange of Notes (E/N) and Grant Agreement (G/A) as shown in Annex 2. Myanmar side also understood the time schedule is subject to change, depending on the date of the E/N and G/A.

### 5. Agent Agreement(A/A)

Myanmar side also understood the necessity of the conclusion of the A/A as soon as possible after the signature of the E/N and G/A for the smooth implementation of the Project.

### 6. Others

On 25 June 2009, Foreign Economic Relations Department under the Ministry of National Planning and Economic Development informed to Department of Social Welfare the change of title to "School-Cum-Cyclone Shelter" instead of "Primary School-Cum-Cyclone Shelter" and the possibility to replace some high schools in the construction of project. Detailed information will be informed to Japanese side after the consultation with Foreign Economic Relations Department.

Receiving this information on this June 29, 2009, however, the JICA Study Team expressed that this change would not be accepted.

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Annex 1. List of the Technical Reference for Tender Documents

1. Design Drawings
2. Bill of Quantities (BOQ)
3. General/Particular Specifications
4. Tender and Contract Forms

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## Annex 2. Tentative time schedule of the Project

### TENTATIVE IMPLEMENTATION SCHEDULE

	2009												2010												2011					
	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3				
Outline Design Study	[Bar chart from month 2 to 7]																													
Field Survey/Study in Myanmar	[Bar chart from month 2 to 7]																													
Inception Report	▲																													
Progress Report		▲																												
Draft Final Report			▲																											
Final Report (draft), Draft Tender Documents (T/D)						▲																								
Final Report							▲																							
			[New Year Holidays]																											
Approval of Cabinet of Japan					▲																									
Exchange of Notes (E/N)						▲																								
Grant Agreement (G/A)						▲																								
Agent Agreement							▲																							
(Construction Work)																														
Preparation of Tender Documents								[Bar chart from month 7 to 9]																						
Prequalification								[Bar chart from month 7 to 9]																						
Tendering								[Bar chart from month 7 to 9]																						
Tender Evaluation									[Bar chart from month 9 to 11]																					
Issue of Award																														
Preparation of bond, insurance etc.																														
Contract for construction works																														
Construction Works																														
Inspection / Touch-up																														
Handing-over																														

Rainy season: June - October

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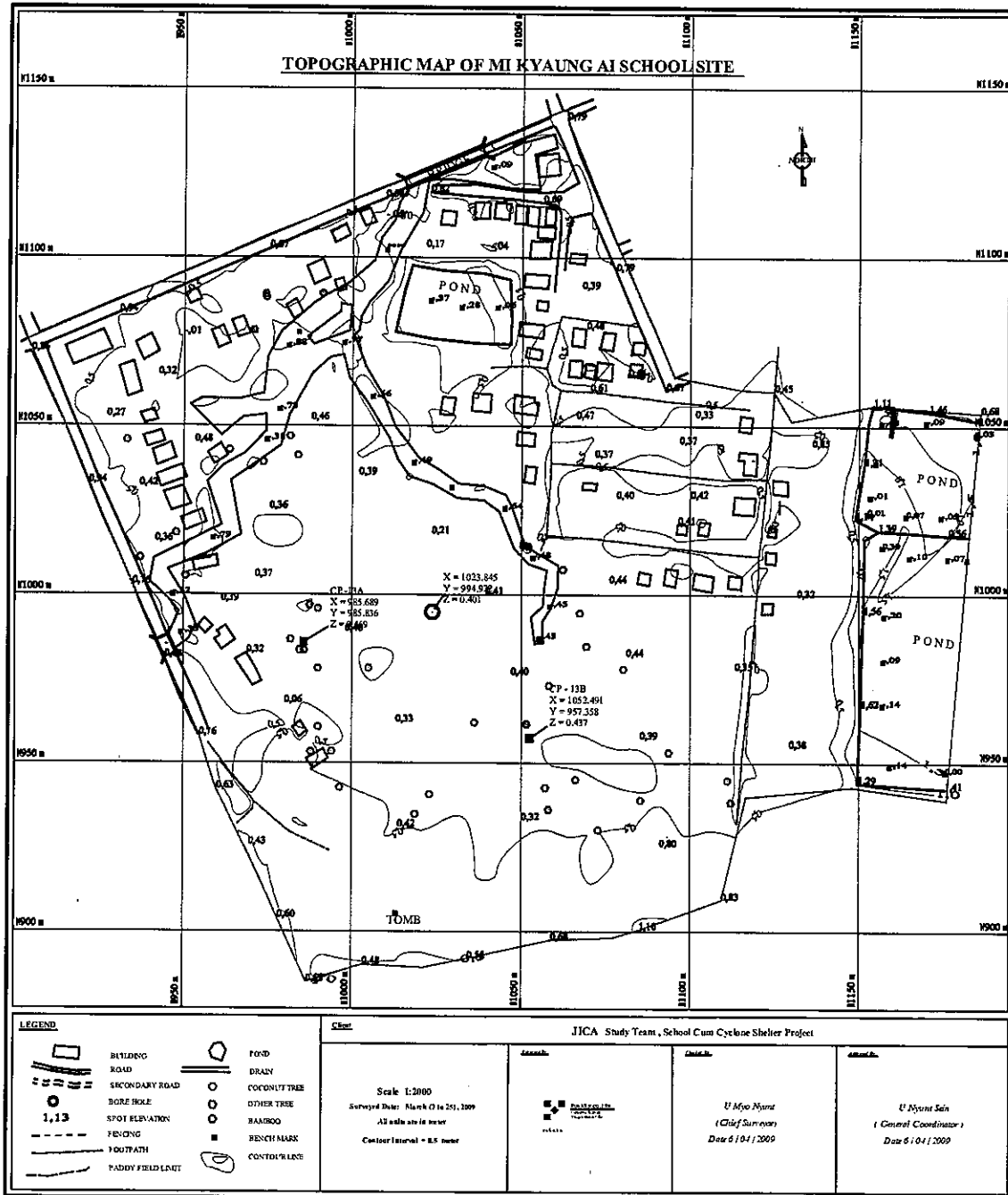
## 5. LIST OF ACQUIRED REFERENCE MATERIALS AND DATA

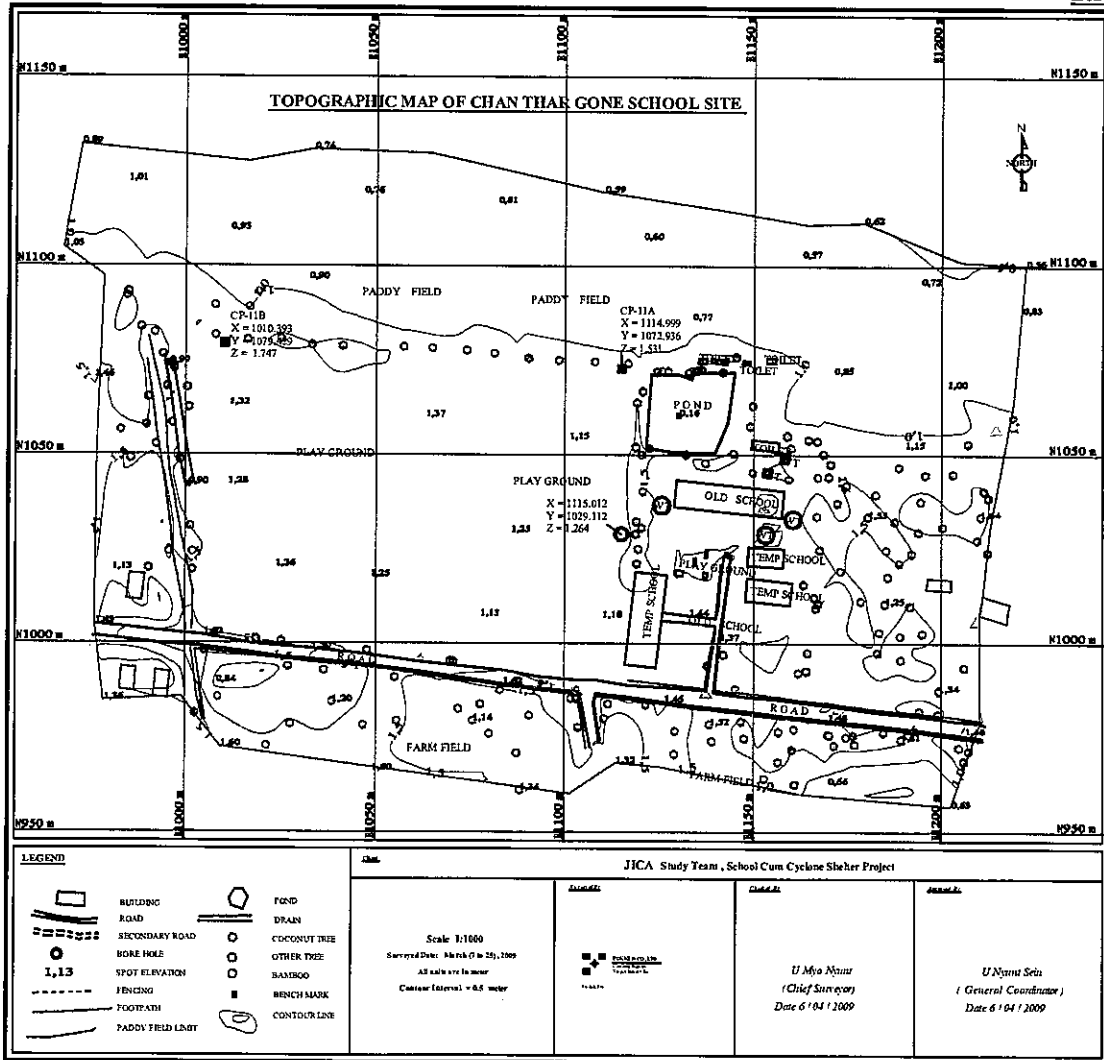
No.	Name	Form Book/Video/Map/ Photograph etc.	Original/Copy	Issue Organization	Issue Year
1	Integrated Community Base Early Recovery Program WASH Program proposal to Government of Japan (January 2009 to December 2009)	Book	Copy	UNDP	2009
2	Community Water Supply and Sanitation Recovery Project Project Document	Book	Copy	UN-HABITAT	2009
3	Improvement of water, sanitation and hygiene and prevention of water-related diseases in cyclone affected areas	Book	Copy	UNICEF	2009
4	2 Storey RCC Building Primary School	Book (Plan)	Copy	METTA Development Foundation	-
5	Labutta Education	Book	Copy	UNOCHA	2008
6	Labutta Population	Book	Copy	UNOCHA	2008
7	Child Friendly schools for Myanmar	Book (Plan)	Copy	UNICEF	2008
8	Proposed Cyclone Shelter	Book (Plan)	Copy	Ministry of Science and Technology	2008
9	Map of Labutta and Bogale	Map	Copy	Myanmar Information Management Unit	2009
10	Structure Guideline	Book	Original	Myanmar Engineering Society	2003
11	Inspector Guideline	Book	Original	Myanmar Engineering Society	2007
12	Sanitary Guideline	Book	Original	Myanmar Engineering Society	2005

No.	Name	Form Book/Video/Map/ Photograph etc.	Original/Copy	Issue Organization	Issue Year
13	Mechanical Guideline	Book	Original	Myanmar Engineering Society	2005
14	Mechanical Quick Guide	Book	Original	Myanmar Engineering Society	2007
15	Temporary Electrical Instrument	Book	Original	Myanmar Engineering Society	2008
16	Testing of Electrical Wiring Installation	Book	Original	Myanmar Engineering Society	2008
17	Earthquake Tips	Book	Original	Myanmar Engineering Society	2007
18	Monthly reporting Meteorological (2) Stations and Earthquake Data	Book	Original	Ministry of Transport Department of Meteorology and Hydrology	2008
19	Post-Nargis Recovery and Preparedness Plan	Book	Original	Myanmar Information Management Unit	2008
20	Post-Nargis Periodic Review 1	Book	Original	Myanmar Information Management Unit	2008
21	A set of "Who What Where (3W)	Book (Plan)	Copy	Myanmar Information Management Unit	2009
22	Programme for Reconstruction of Cyclone Nargis Affected Areas and Implementation Plans for Preparedness and Protection from Future Natural Disasters	Book	Copy	Union of Myanmar The National Natural Disaster Preparedness Central Committee	2008
23	Standard of the desk and chair for student	Book (Plan)	Copy	Ministry of Education	-

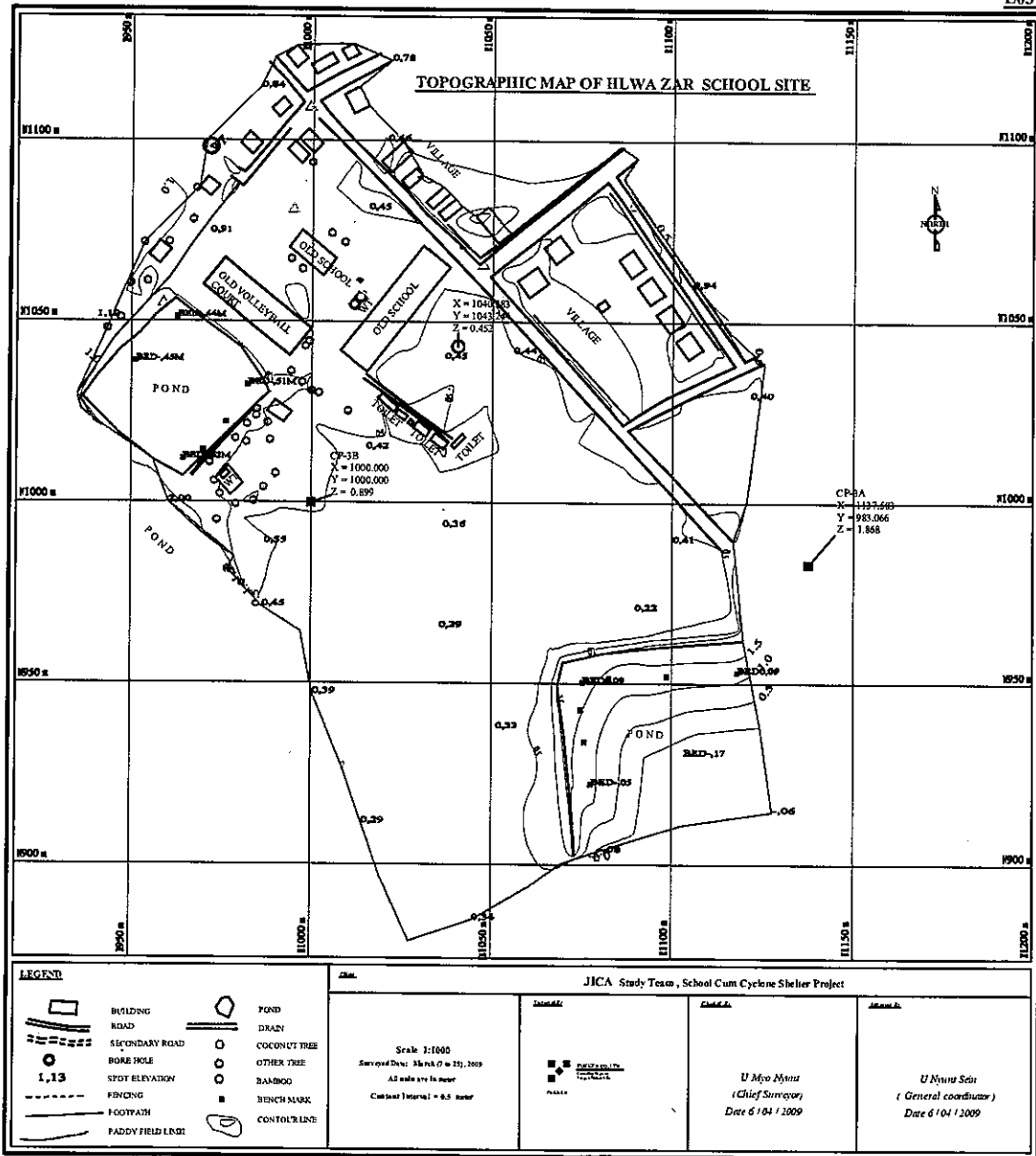
## 6. Topographic Map

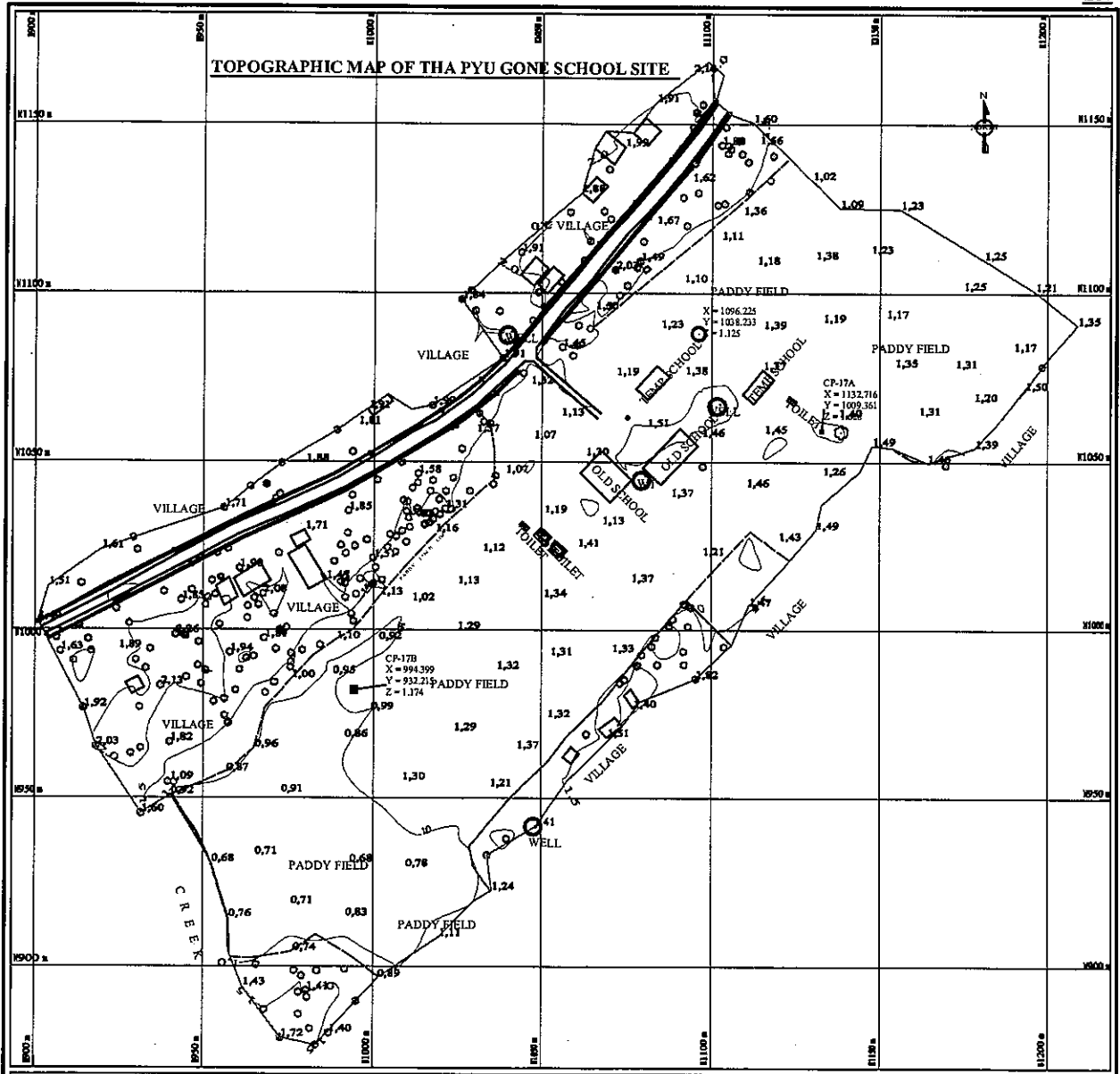
[6. Topographic map]



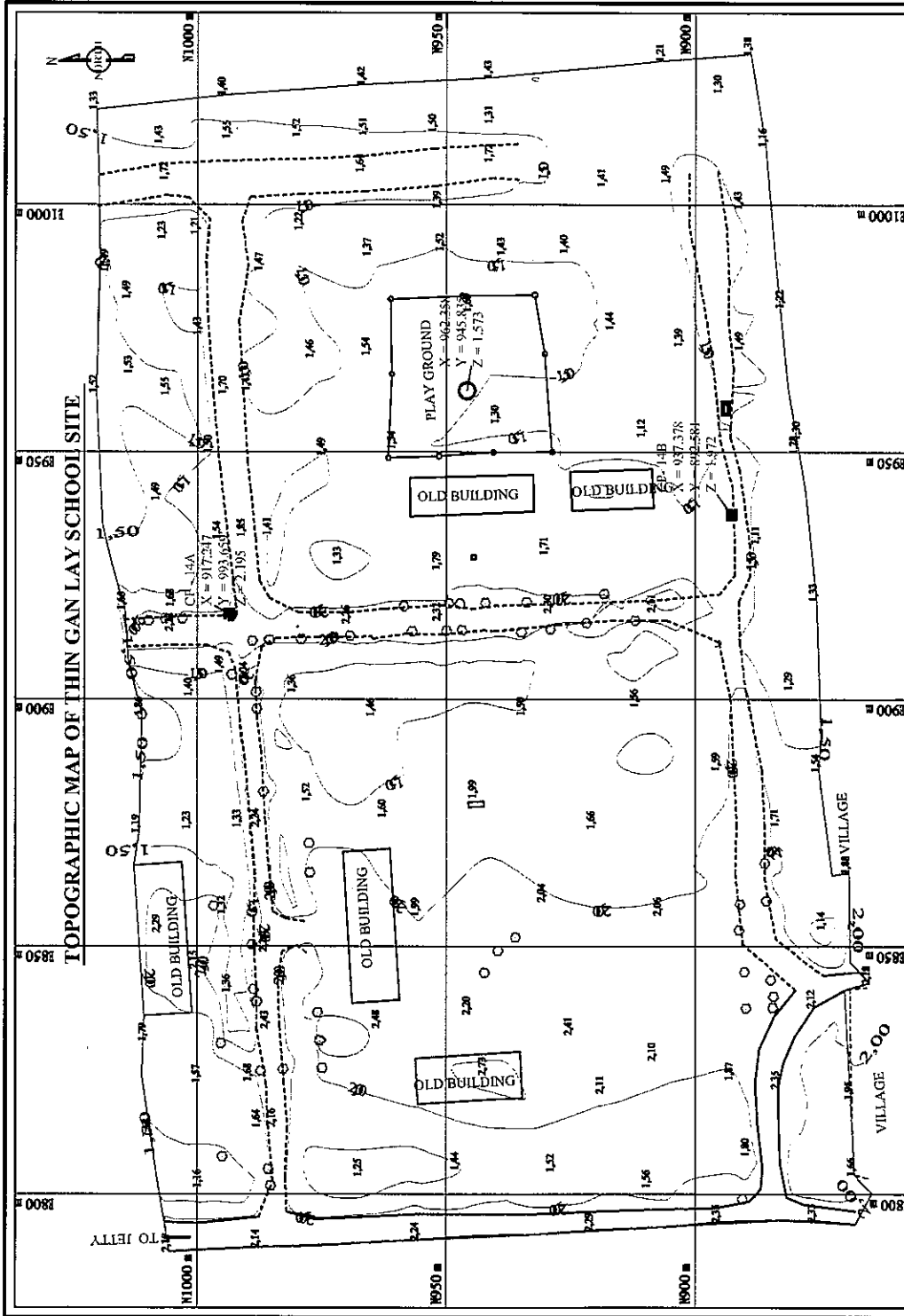




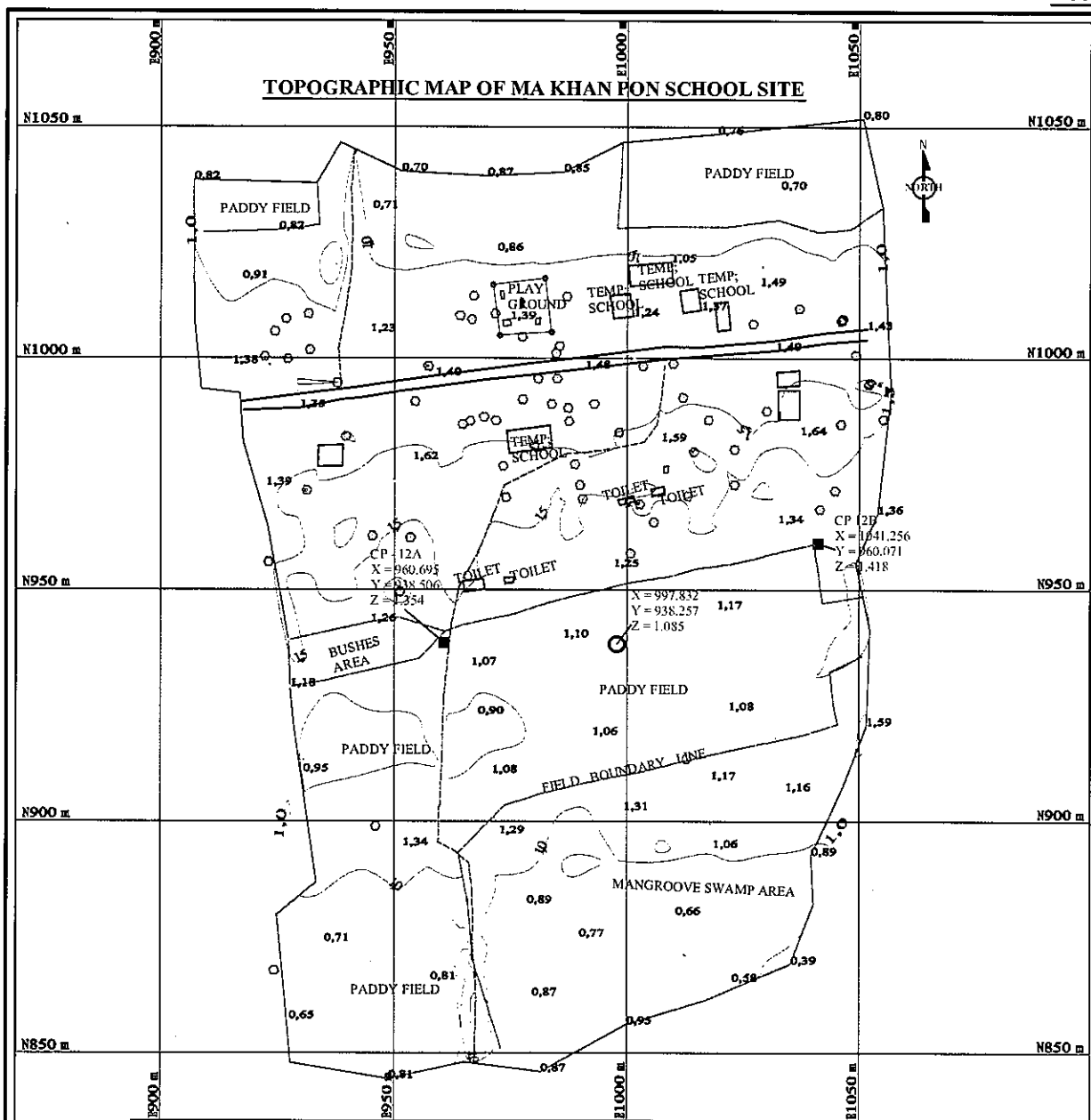




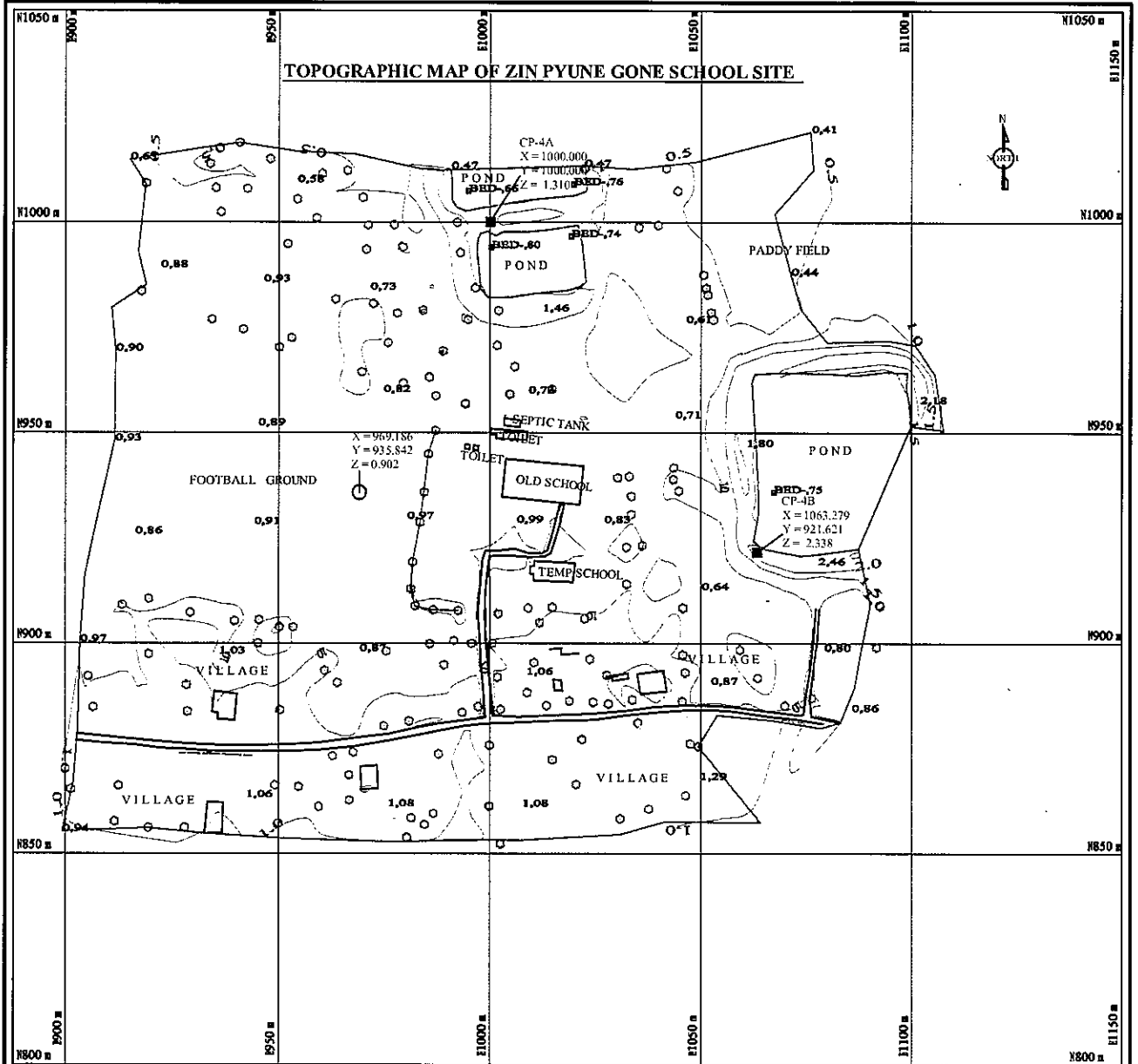
<p><b>LEGEND</b></p> <ul style="list-style-type: none"> <li> BUILDING</li> <li> ROAD</li> <li> SECONDARY ROAD</li> <li> BORE HOLE</li> <li> SPOT ELEVATION</li> <li> FENCING</li> <li> FOOTPATH</li> <li> PADDY FIELD DOT</li> <li> POND</li> <li> DRAIN</li> <li> COCONUT TREE</li> <li> OTHER TREE</li> <li> BAMBOO</li> <li> BENCHMARK</li> <li> CONTOURLINE</li> </ul>		<p>JICA Study Team, School Cum Cyclone Shelter Project</p>		
<p>Scale 1:2000                  Surveyed Date: March 17 to 25, 2009                  All units are in meter                  Contour Interval: 0.5 meter</p>		<p><b>DATE</b></p> <p>11/2009</p>	<p><b>NAME</b></p> <p>U Myo Ngun                  (Chief Surveyor)                  Date: 6/04/2009</p>	<p><b>NAME</b></p> <p>U Myant Sein                  (General Coordinator)                  Date: 6/04/2009</p>



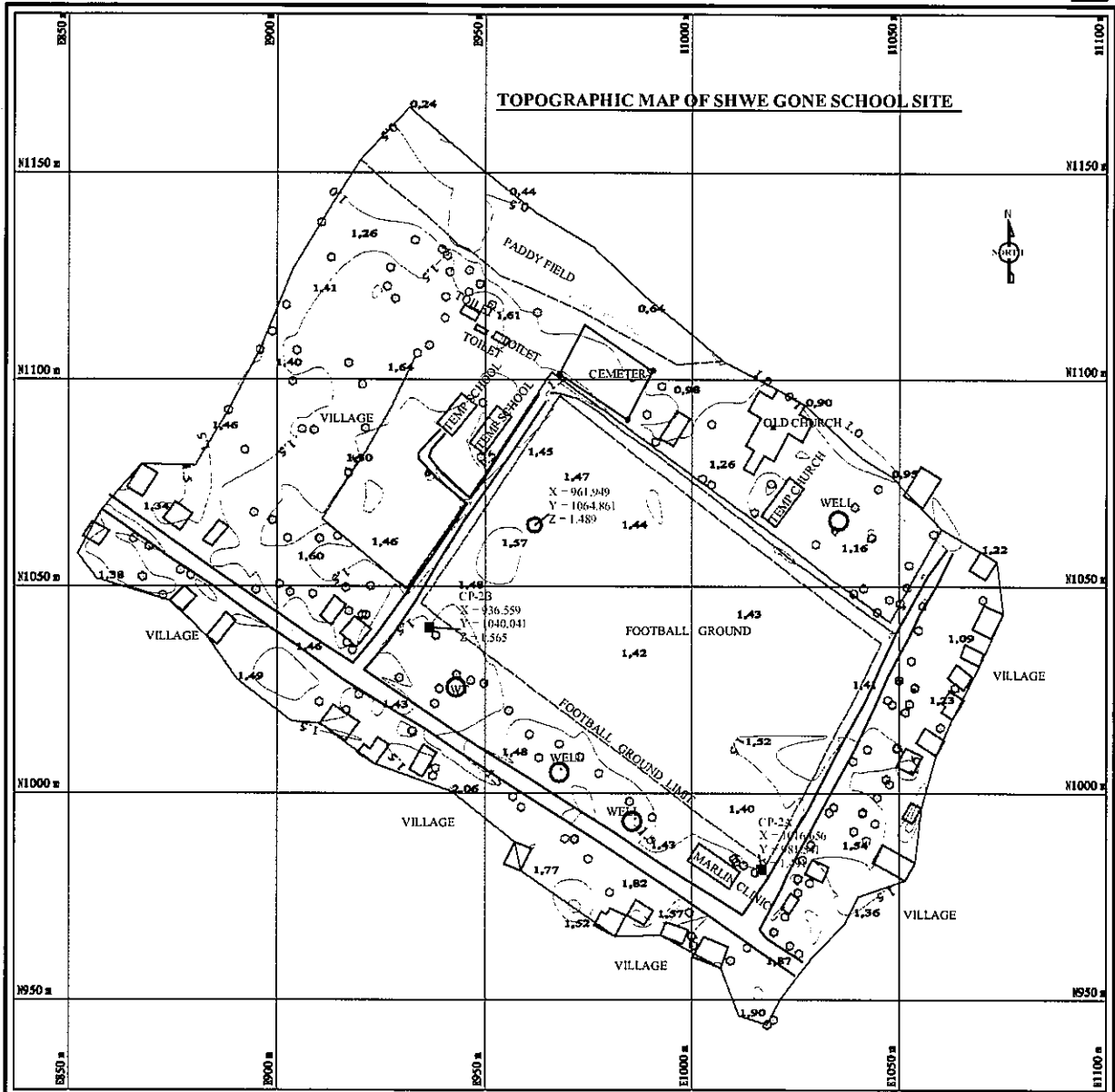
<p><b>LEGEND</b></p> <ul style="list-style-type: none"> <li> BUILDING</li> <li> ROAD</li> <li> SECONDARY ROAD</li> <li> BORE HOLE</li> <li> SPOT ELEVATION</li> <li> FENCING</li> <li> FOOTPATH</li> <li> PADDY FIELD LIMIT</li> <li> POND</li> <li> DRAIN</li> <li> COCONUT TREE</li> <li> OTHER TREE</li> <li> BAMBOO</li> <li> BENCHMARK</li> <li> CONTOUR LINE</li> </ul>		<p>Scale 1:1000                  Surveyed Date: March 1 to 25, 2009                  All units are in meter                  Contour Interval = 0.5 meter</p>	<p><b>ESRI</b>                  Environmental Systems Research Institute                  3801 Central Expressway                  Redlands, CA 92370-0001                  USA                  © 2009 ESRI</p>	<p><b>JICA Study Team - School Cum Cyclone Shelter Project</b></p>	<p><i>U Nyal Sain</i>                  (General Coordinator)                  Date 6 / 04 / 2009</p>
<p><b>TOPOGRAPHIC MAP OF THIN GAN LAY SCHOOL SITE</b></p>		<p><b>Scale 1:1000</b>                  Surveyed Date: March 1 to 25, 2009                  All units are in meter                  Contour Interval = 0.5 meter</p>	<p><b>ESRI</b>                  Environmental Systems Research Institute                  3801 Central Expressway                  Redlands, CA 92370-0001                  USA                  © 2009 ESRI</p>	<p><b>JICA Study Team - School Cum Cyclone Shelter Project</b></p>	<p><i>U Nyal Sain</i>                  (General Coordinator)                  Date 6 / 04 / 2009</p>
<p><b>TOPOGRAPHIC MAP OF THIN GAN LAY SCHOOL SITE</b></p>		<p><b>Scale 1:1000</b>                  Surveyed Date: March 1 to 25, 2009                  All units are in meter                  Contour Interval = 0.5 meter</p>	<p><b>ESRI</b>                  Environmental Systems Research Institute                  3801 Central Expressway                  Redlands, CA 92370-0001                  USA                  © 2009 ESRI</p>	<p><b>JICA Study Team - School Cum Cyclone Shelter Project</b></p>	<p><i>U Nyal Sain</i>                  (General Coordinator)                  Date 6 / 04 / 2009</p>



LEGEND		Client: JICA Study Team, School Cum Cyclone Shelter Project			
	BUILDING		POND		
	ROAD		DRAIN		
	SECONDARY ROAD		COCONUT TREE		
	BORE HOLE		OTHER TREE		
	SPOT ELEVATION		BAMBOO		
	FENCING		BENCHMARK		
	FOOTPATH		CONTOUR LINE		
	PADDY FIELD LIMIT				
		<p>Scale 1:1000</p> <p>Surveyed Date: March (7 to 26), 2009</p> <p>All units are in meter</p> <p>Contour Interval = 0.5 meter</p>			
			<p><i>U Myo Nyunt</i> (Chief Surveyor) Date 6 / 04 / 2009</p>		<p><i>U Nyunt Sein</i> (General Coordinator) Date 6 / 04 / 2009</p>



LEGEND		JICA Study Team, School Cum Cyclone Shelter Project			
	BUILDING		POND		
	ROAD		DRAIN		
	SECONDARY ROAD		COCONUT TREE		
	SPOT ELEVATION		OTHER TREE		
	FENCING		BAMBOO		
	FOOTPATH		BENCHMARK		
	PADDY FIELD LIMIT		CONTOUR LINE		
		<p>Scale 1:1000                      Surveyed Date: March (7 to 25), 2009                      All units are in meter                      Contour Interval = 0.5 meter</p>			
		<p><i>U Myo Nyunt</i>                      (Chief Surveyor)                      Date 6 / 04 / 2009</p>		<p><i>U Nyima Sein</i>                      (General Coordinator)                      Date 6 / 04 / 2009</p>	

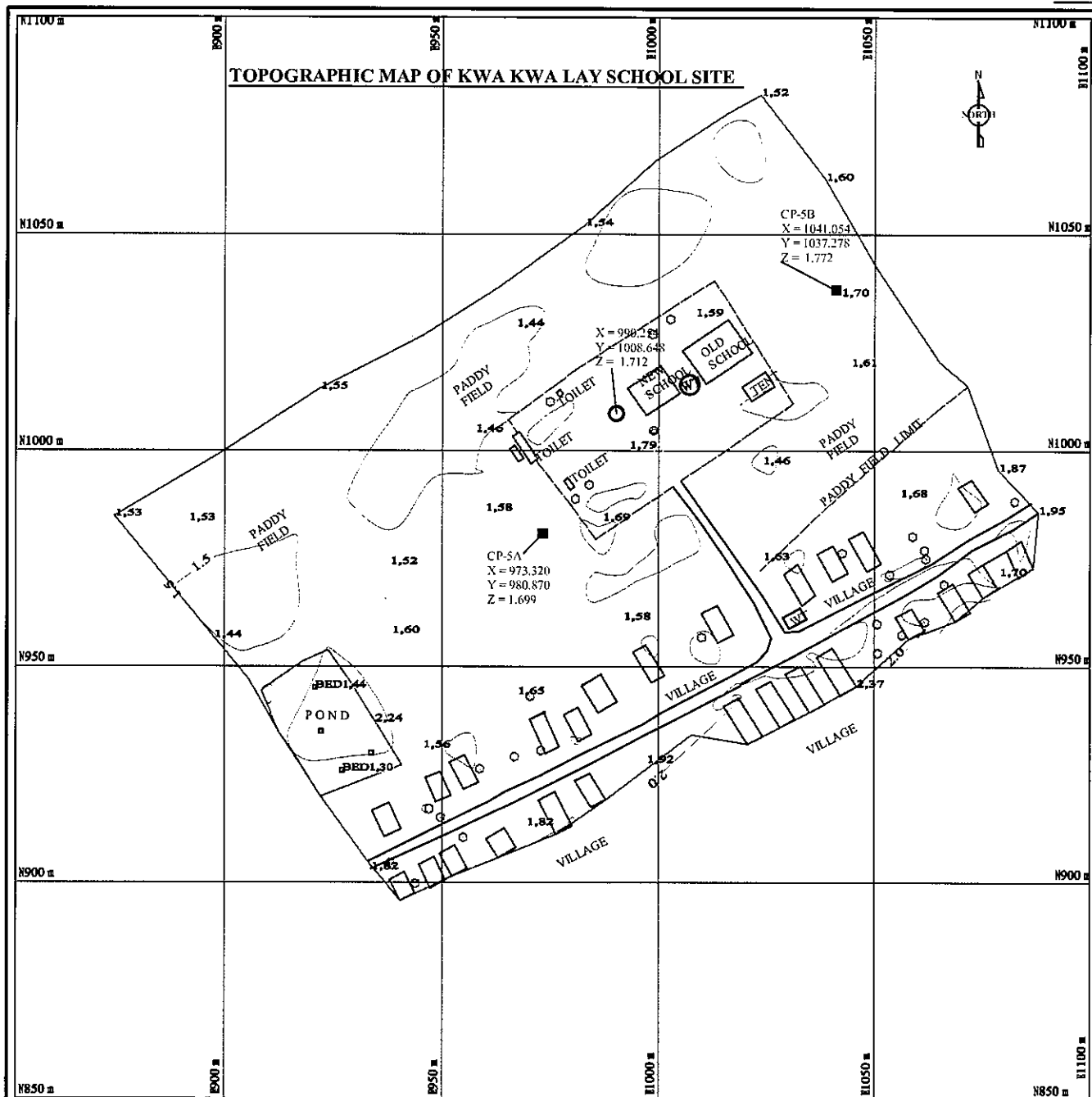


**LEGEND**

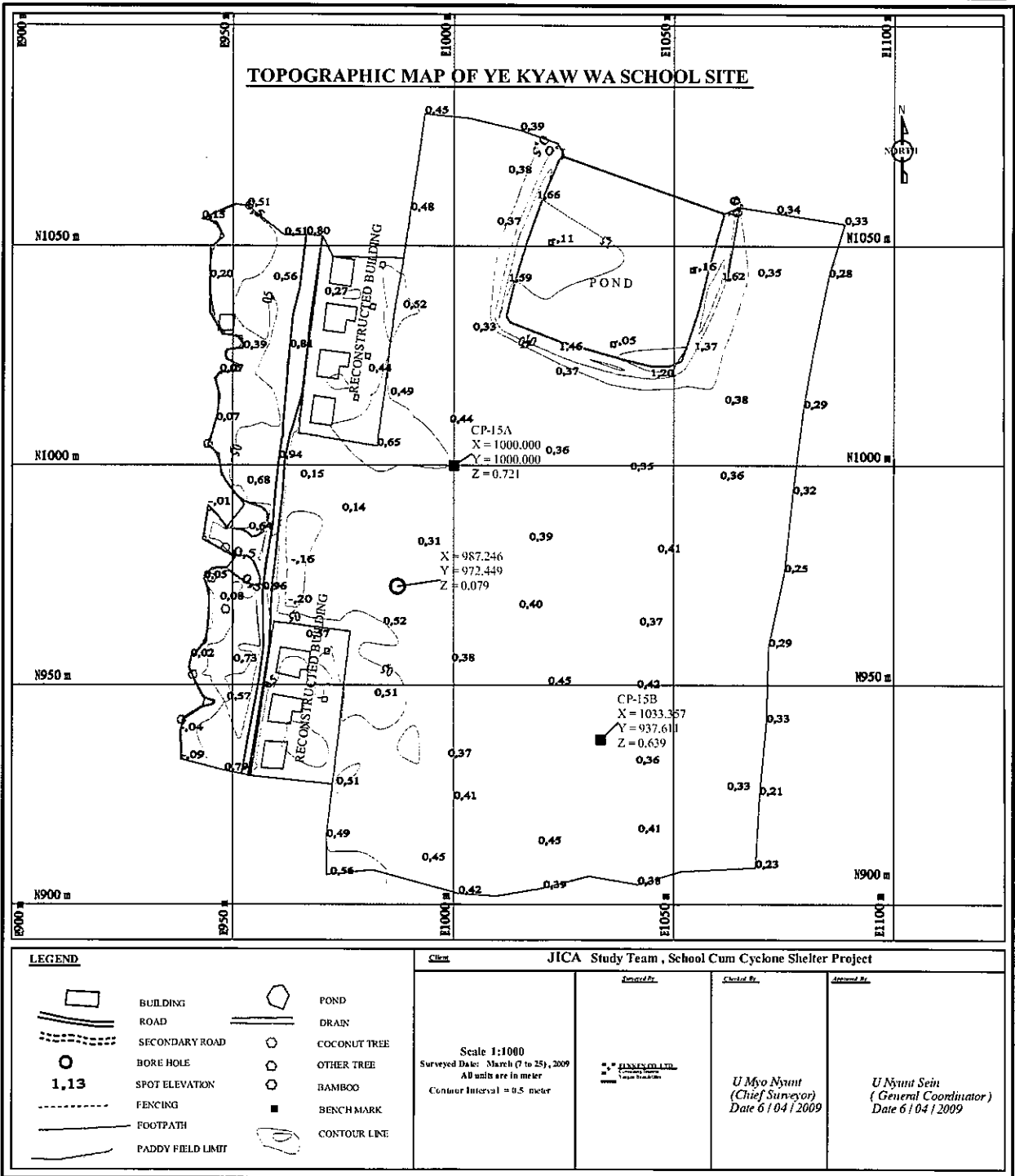
	BUILDING		POND
	ROAD		DRAIN
	SECONDARY ROAD		COCONUT TREE
	BORE HOLE		OTHER TREE
	SPOT ELEVATION		BAMBOO
	FENCING		BENCHMARK
	FOOTPATH		CONTOUR LINE
	PADDY FIELD LIMIT		

**JICA Study Team, School Cum Cyclone Shelter Project**

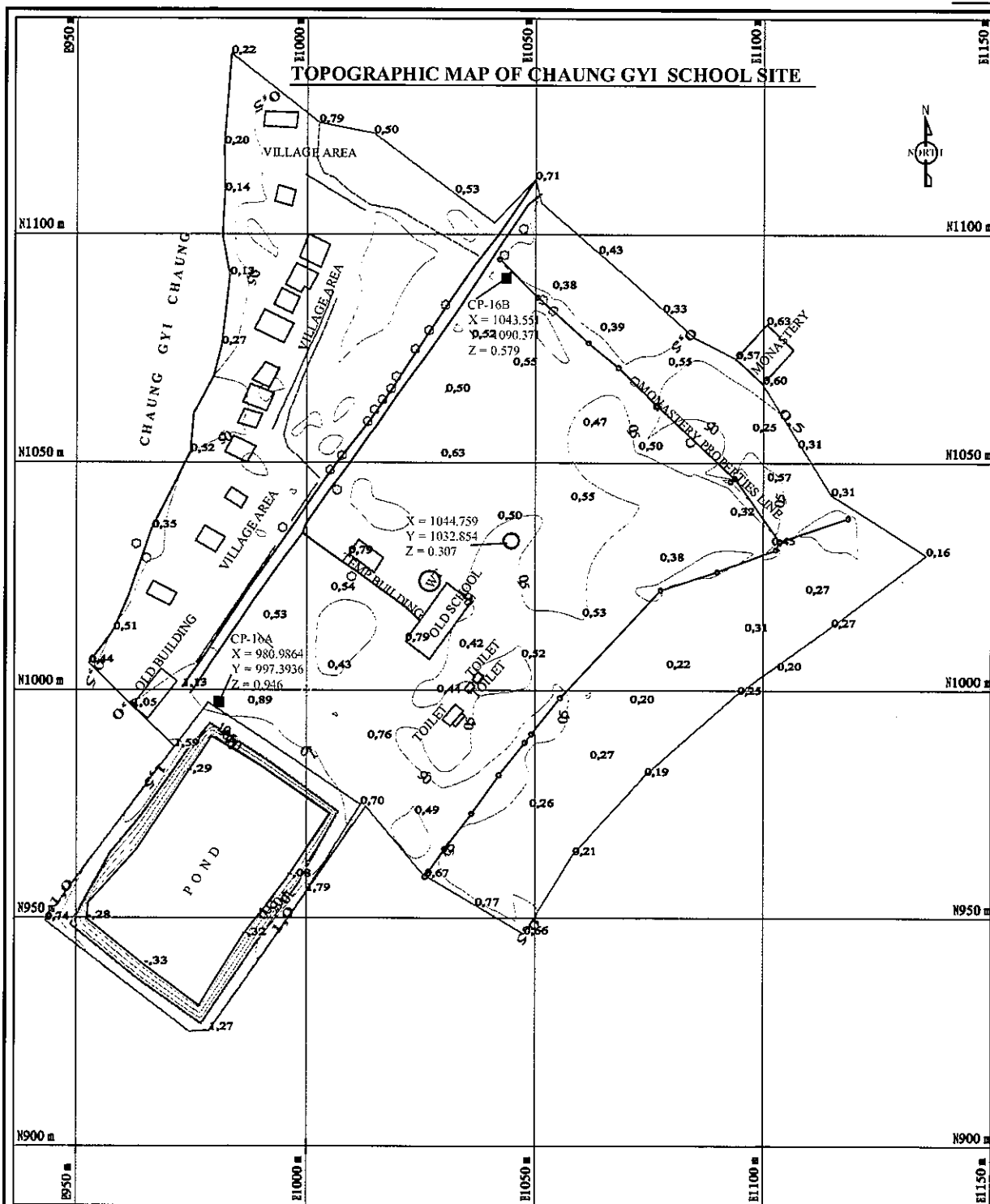
<p>Scale 1:1000                  Surveyed Date: March (7 to 25), 2009                  All units are in meter                  Contour Interval = 0.25 m</p>	<p><b>SHANGHAI</b>                  Surveying &amp; Mapping Institute</p>	<p><i>U Myo Nyunt</i>                  (Chief Surveyor)                  Date 6/04/2009</p>	<p><i>U Nyunt Sein</i>                  (General Coordinator)                  Date 6/04/2009</p>
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LEGEND		JICA Study Team, School Cum Cyclone Shelter Project			
	BUILDING		POND	<b>Chief:</b>	
	ROAD		DRAIN	<b>Checked By:</b>	
	SECONDARY ROAD		COCONUT TREE	<b>Checked By:</b>	
	BORE HOLE		OTHER TREE	<b>Checked By:</b>	
	SPOT ELEVATION		BAMBOO	<b>Checked By:</b>	
	FENCING		BENCHMARK	<b>Checked By:</b>	
	FOOTPATH		CONTOUR LINE	<b>Checked By:</b>	
	PADDY FIELD LIMIT			<b>Checked By:</b>	
		<p>Scale 1:1000            Surveyed Date: March (7 to 25), 2009            All units are in meter            Contour Interval = 0.5 meter</p>			
		<p><b>FINSENCHALI</b>            Surveying Department            Yangon, Myanmar</p>			
				<p><i>U Myo Nyun</i>            (Chief Surveyor)            Date 6 / 04 / 2009</p>	
				<p><i>U Nyunt San</i>            (General Coordinator)            Date 6 / 04 / 2009</p>	





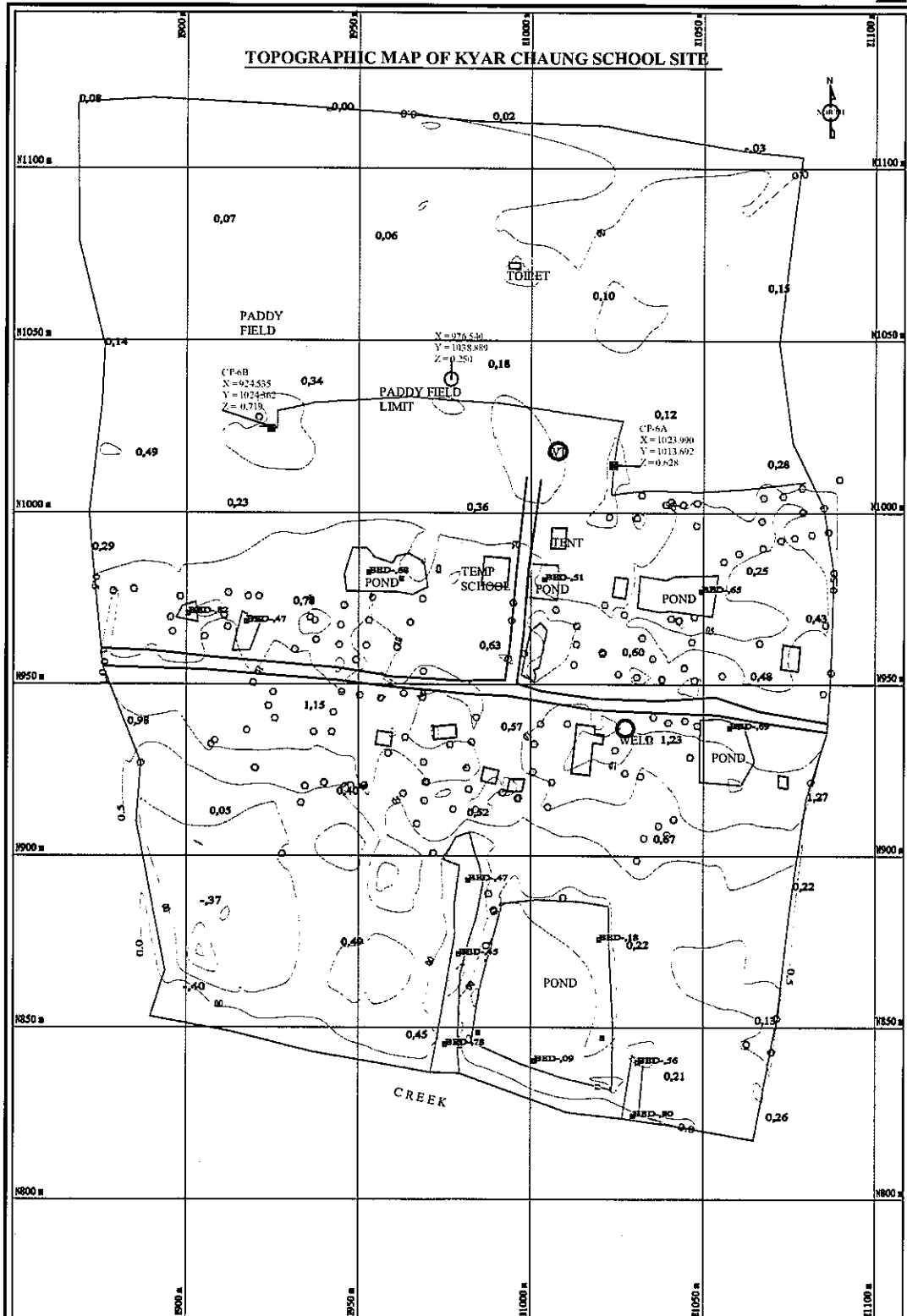


**LEGEND**

	BUILDING		POND
	ROAD		DRAIN
	SECONDARY ROAD		COCONUT TREE
	BORE HOLE		OTHER TREE
	SPOT ELEVATION		BAMBOO
	FENCING		BENCH MARK
	FOOTPATH		CONTOUR LINE
	PADDY FIELD LIMIT		

**JICA Study Team, School Cum Cyclone Shelter Project**

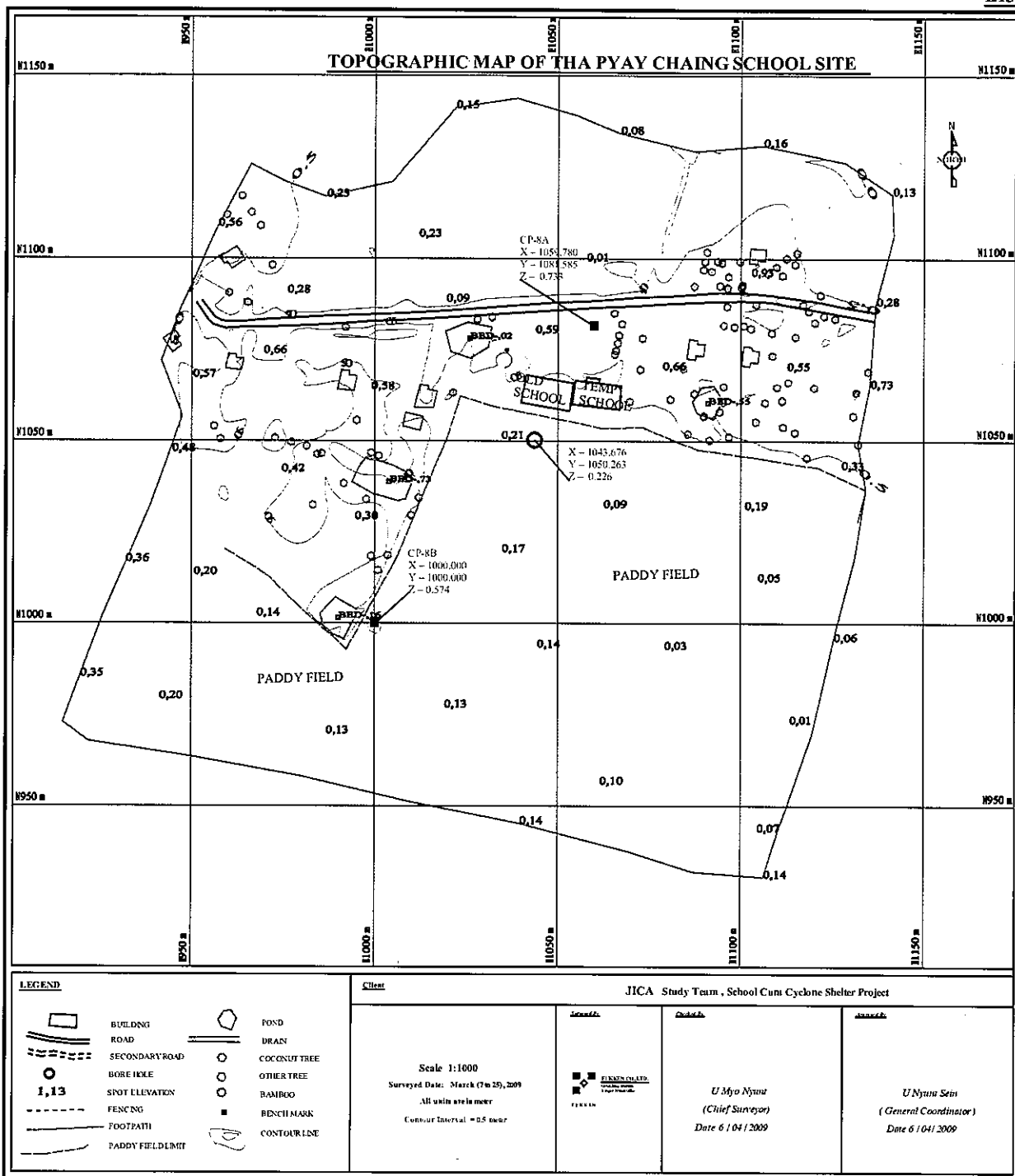
<p>Scale 1:1000</p> <p>Surveyed Date: March (7 to 25), 2009</p> <p>All units are in meter</p> <p>Contour Interval = 0.5 meter</p>	<p>FUKKEN CO., LTD.</p> <p>Company Name</p> <p>Value Registration</p> <p>FUKKEN</p>	<p>Surveyed By:</p>	<p>Checked By:</p>	<p>Approved By:</p>
		<p><i>U Myo Nyunt</i></p> <p>(Chief Surveyor)</p> <p>Date 6 / 04 / 2009</p>	<p><i>U Nyunt Sein</i></p> <p>(General Coordinator)</p> <p>Date 6 / 04 / 2009</p>	

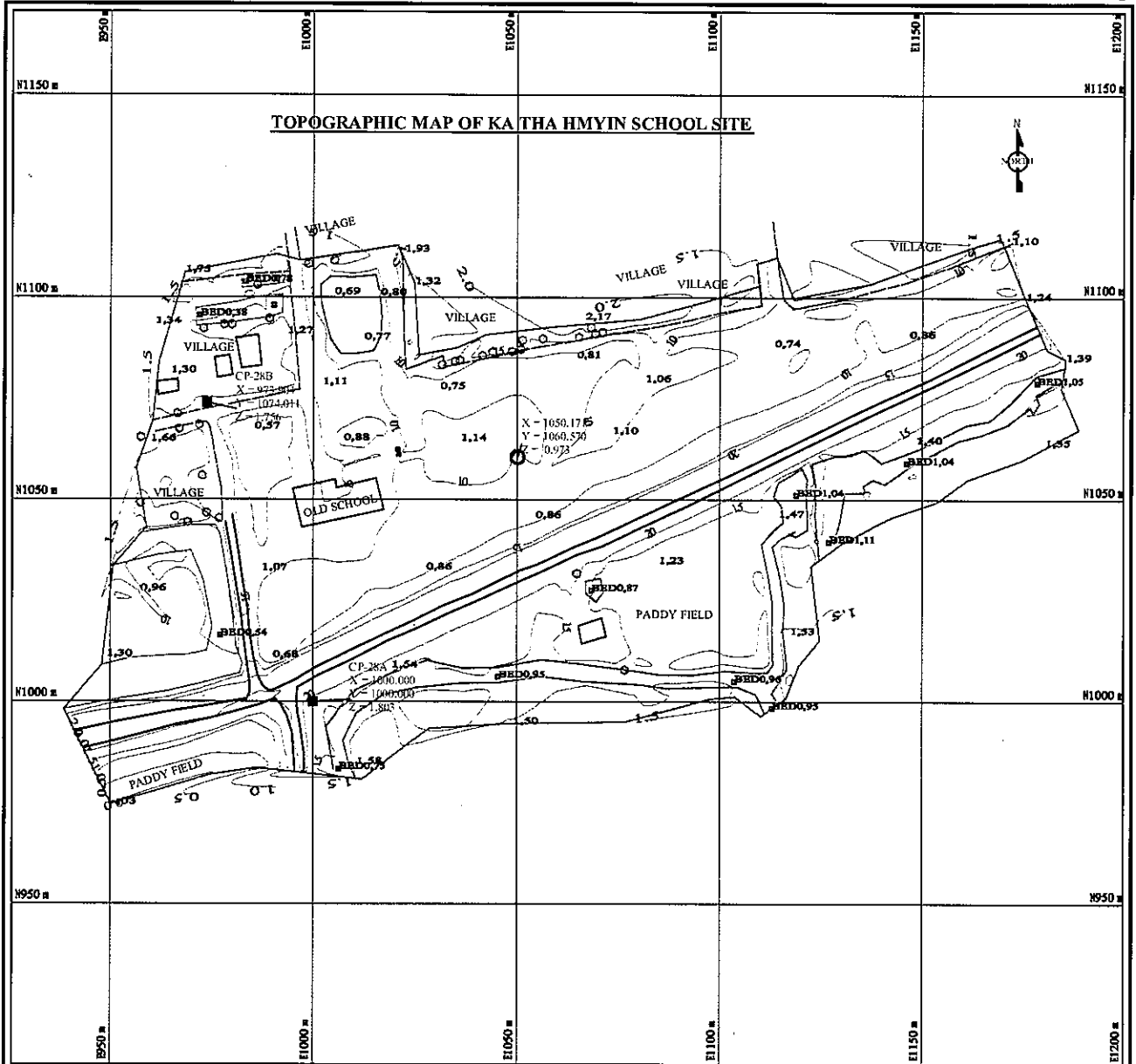


**LEGEND**

	BUILDING		POND
	ROAD		DRAIN
	SECONDARY ROAD		COCONUT TREE
	BORE HOLE		OTHER TREE
	SPOT ELEVATION		BAMBOO
	FENCING		BENCH MARK
	FOOTPATH		CONTOUR LINE
	PADDY FIELD LIMIT		

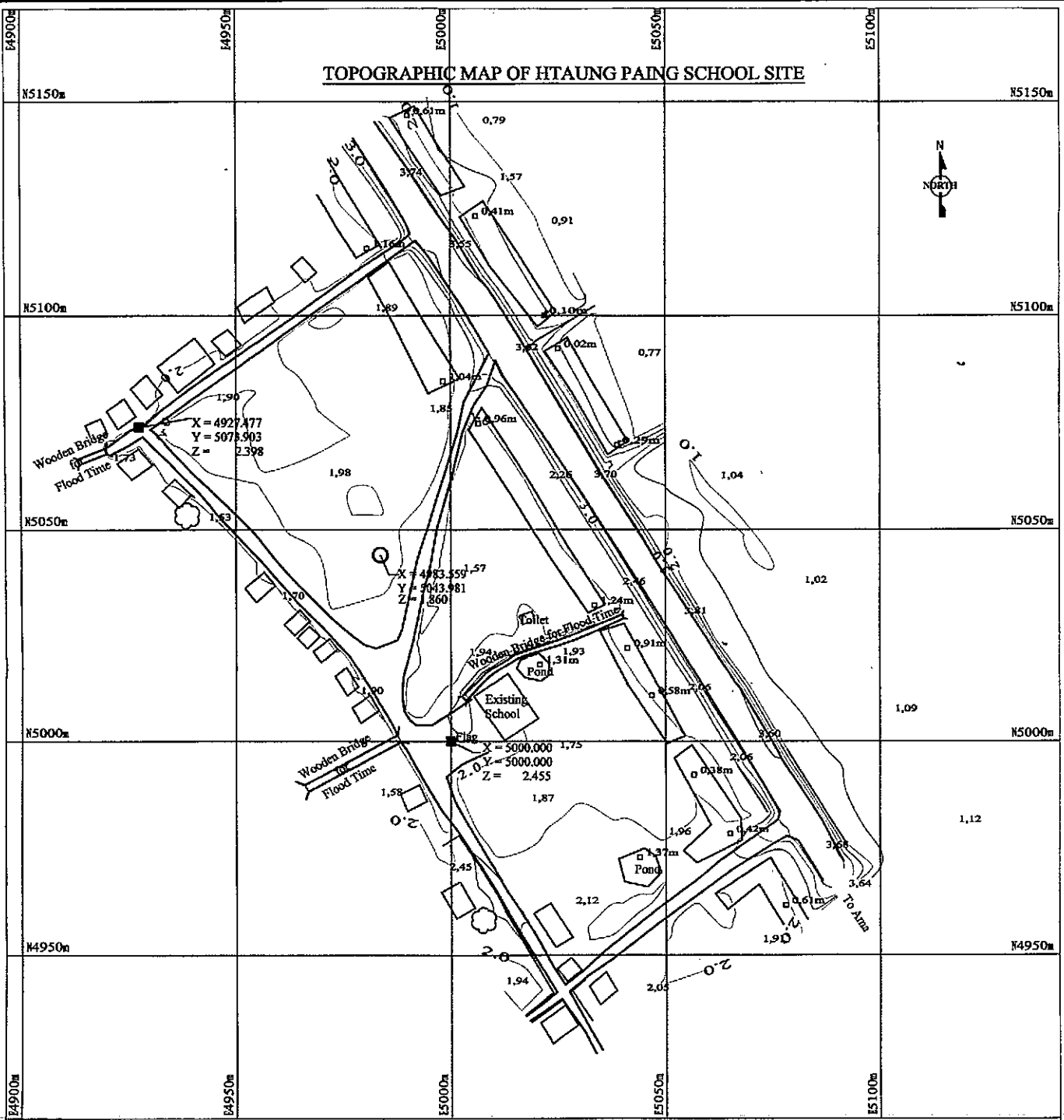
Client			
JICA Study Team, School Cum Cyclone Shelter Project			
Scale 1:2000 Surveyed Date: March 07 to 25, 2009 All units are in meter Contour Interval - 0.5 meter		U Nyan U Nyan (Chief Surveyor) Date 6/04/2009	U Nyan U Nyan (General Coordinator) Date 6/04/2009



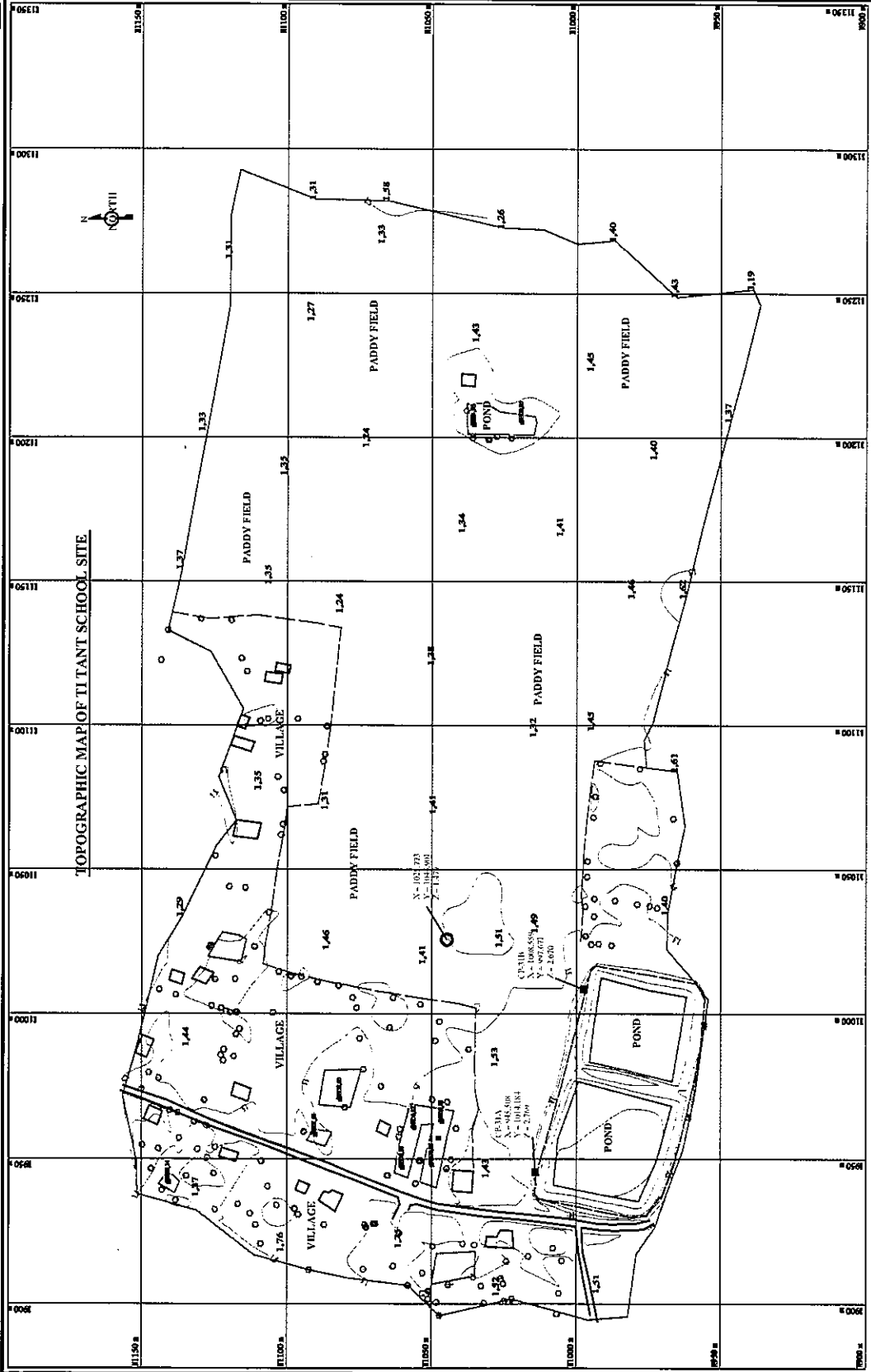


LEGEND		JICA Study Team, School Cum Cyclone Shelter Project		
	BUILDING		POND	Scale 1:1000 Surveyed Date: March (7 to 25), 2009 All units are in meter Contour Interval = 0.5 meter
	ROAD		DRAIN	
	SECONDARY ROAD		COCONUT TREE	
	BORE HOLE		OTHER TREE	
	SPOT ELEVATION		BAMBOO	U Myo Nyunt (Chief Surveyor) Date 6 / 04 / 2009
	FENCING		BENCH MARK	
	FOOTPATH		CONTOUR LINE	U Nyunt Sein (General Coordinator) Date 6 / 04 / 2009
	PADDY FIELD LIMIT			

# TOPOGRAPHIC MAP OF HTAUNG PAING SCHOOL SITE

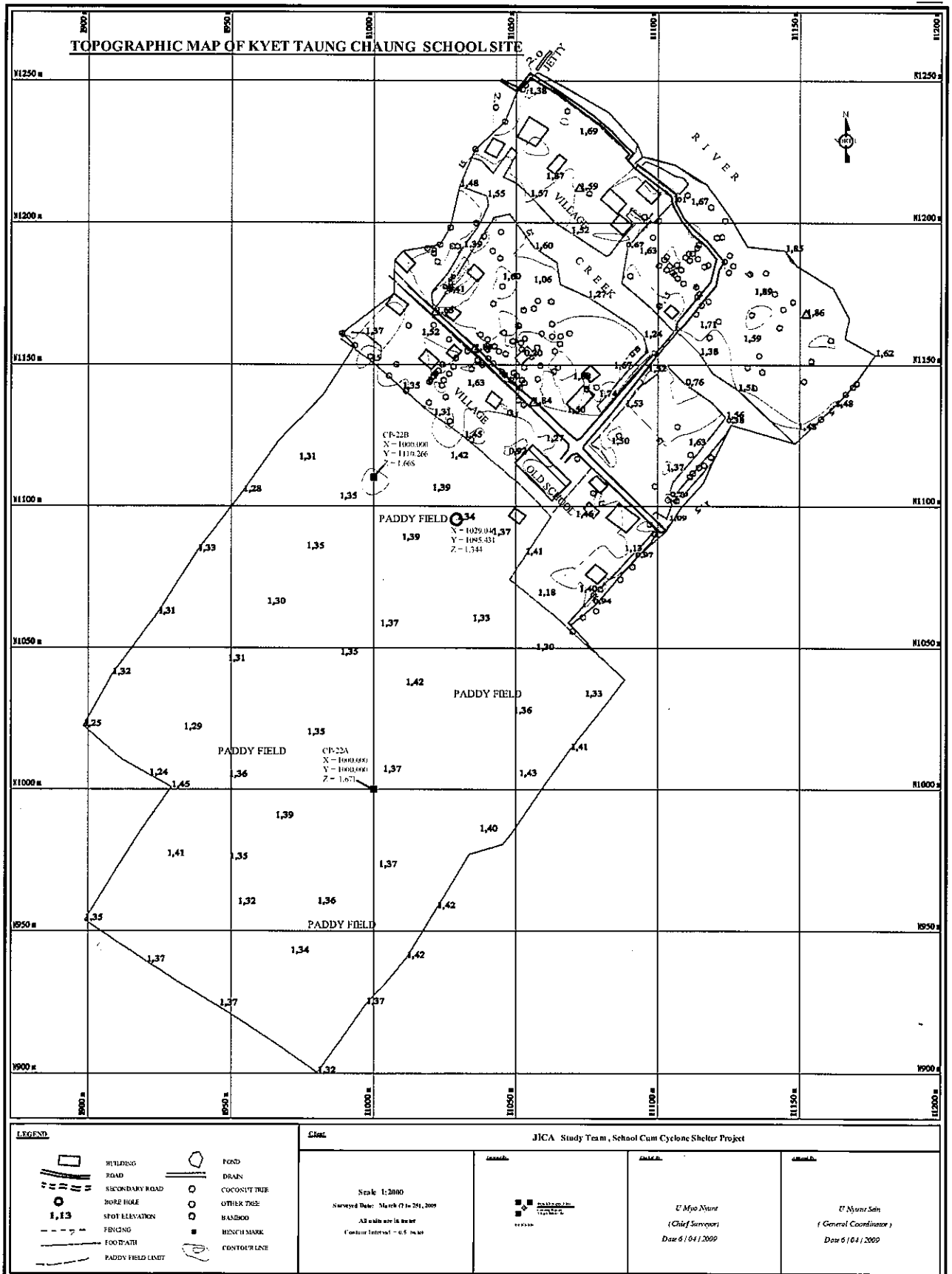


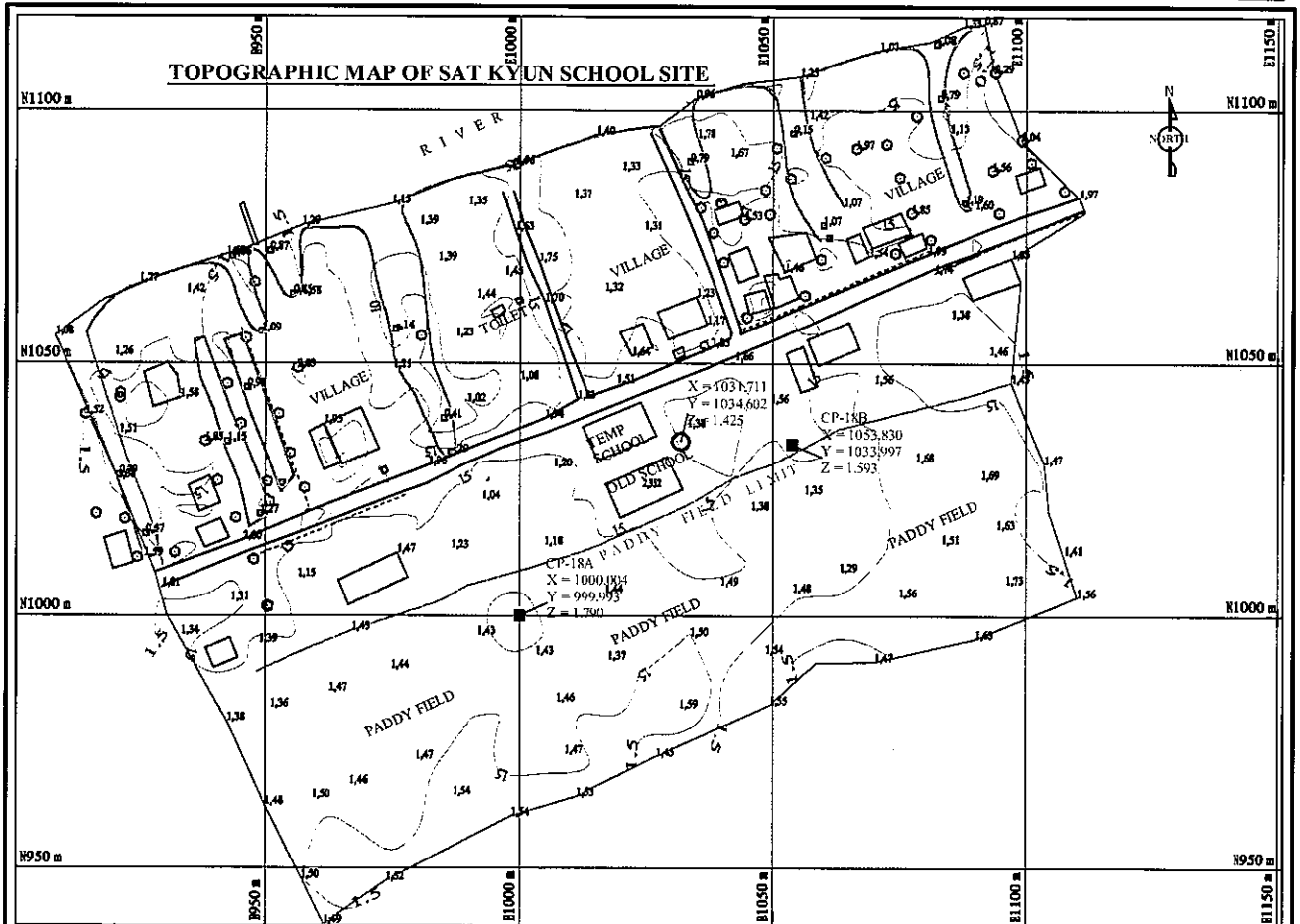
LEGEND		JICA Study Team, School Cam Cyclone Shelter Project			
	BUILDING		POND		
	ROAD		DRAIN		
	SECONDARY ROAD		COCONUT TREE		
	BORR HOLE		OTHER TREE		
	SPOT ELEVATION		HAMBOO		
	FENCING		BENCH MARK		
	FOOTPATH		CONTOUR LINE		
	PADDY FIELD LIMIT				
		Scale 1:1000 Surveyed Date: May (2 to 5), 2009 All units are in meter Contour Interval = 0.5 meter			
		Surveyed By: 		Checked By: 	
		U Myo Nyuni (Chief Surveyor) Date 5 / 05 / 2009		U Nyuni Sein (General Coordinator) Date 5 / 05 / 2009	



TOPOGRAPHIC MAP OF TIAN TANT SCHOOL SITE

<p>LEGEND</p> <ul style="list-style-type: none"> <li>BUILDING</li> <li>ROAD</li> <li>SECONDARY ROAD</li> <li>REFERENCE</li> <li>NOT ELEVATION</li> <li>TRAIL</li> <li>POD PATH</li> <li>PAVED TRAIL</li> <li>POND</li> <li>DRAIN</li> <li>EXHAUST PIPE</li> <li>OTHER TREE</li> <li>SHRUB</li> <li>RESERVOIR</li> <li>POST</li> <li>POSTHOLE</li> </ul>	<p>Scale 1:2000          Survey Date: March 21, 2009          All data in the map          (unless stated otherwise)</p>		<p>DAVID MAIER          (Chief Surveyor)          Date: 01/2009</p>	<p>E. WARD SEN          (General Coordinator)          Date: 01/2009</p>
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**LEGEND**

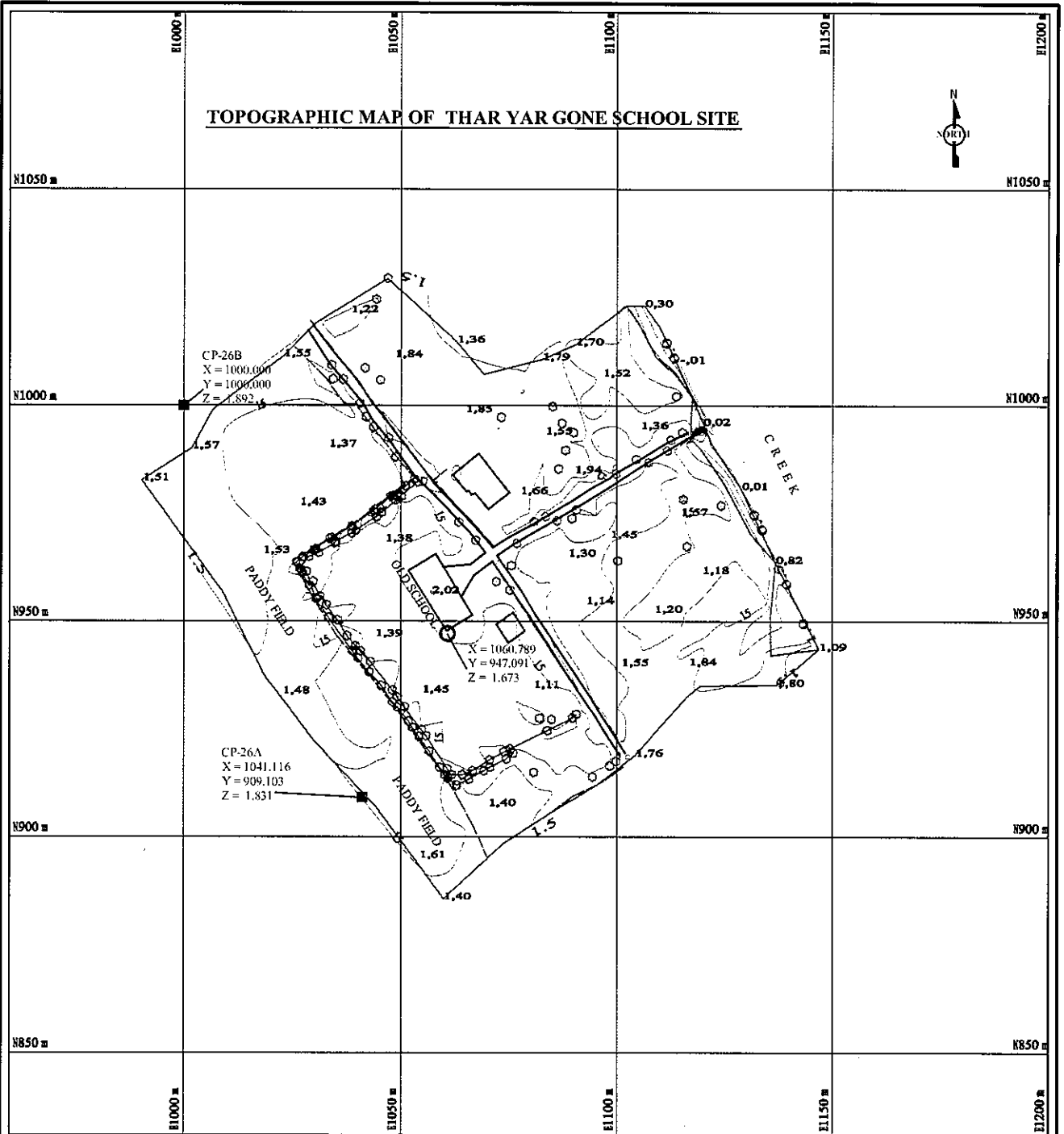
- |  |                   |  |              |
|--|-------------------|--|--------------|
|  | BUILDING          |  | POND         |
|  | ROAD              |  | DRAIN        |
|  | SECONDARY ROAD    |  | COCONUT TREE |
|  | BORE HOLE         |  | OTHER TREE   |
|  | SPOT ELEVATION    |  | BAMBOO       |
|  | FENCING           |  | BENCHMARK    |
|  | FOOTPATH          |  | CONTOUR LINE |
|  | PADDY FIELD LIMIT |  |              |

Client: JICA Study Team , School Cum Cyclone Shelter Project

<p>Scale 1:1000                  Surveyed Date: March (7 to 25), 2009                  All units are in meter                  Contour Interval = 0.5 meter</p>		<p><i>U Myo Nyunt</i>                  (Chief Surveyor)                  Date 6 / 04 / 2009</p>	<p><i>U Nyunt Sein</i>                  (General Coordinator)                  Date 6 / 04 / 2009</p>
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**TOPOGRAPHIC MAP OF THAR YAR GONE SCHOOL SITE**

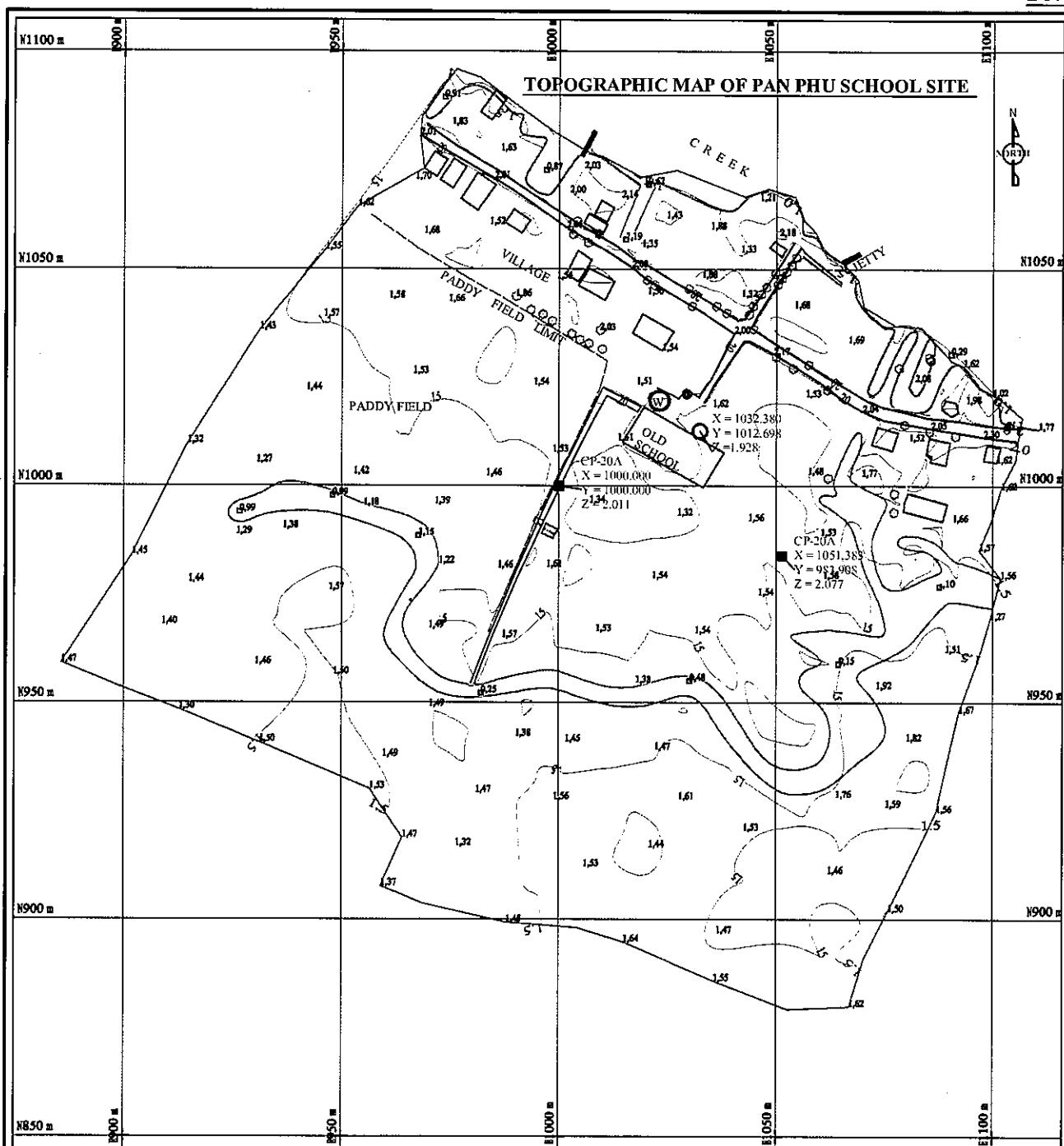


**LEGEND**

	BUILDING		POND
	ROAD		DRAIN
	SECONDARY ROAD		COCONUT TREE
	BORE HOLE		OTHER TREE
	SPOT ELEVATION		BAMBOO
	FENCING		BENCHMARK
	FOOTPATH		CONTOUR LINE
	PADDY FIELD LIMIT		

**JICA Study Team, School Cum Cyclone Shelter Project**

<p><b>Client</b></p> <p style="text-align: center;">Scale 1:1000</p> <p>Surveyed Date: March (7 to 25), 2009</p> <p>All units are in meter</p> <p>Contour Interval = 0.5 meter</p>	<p>HISKEN CO., LTD. CORPORATION VIETNAM</p>	<p><b>Chief Sr.</b></p> <p style="text-align: center;"><i>U Myo Nyuu</i> (Chief Surveyor) Date 6 / 04 / 2009</p>	<p><b>General Sr.</b></p> <p style="text-align: center;"><i>U Nyuu Sein</i> (General Coordinator) Date 6 / 04 / 2009</p>
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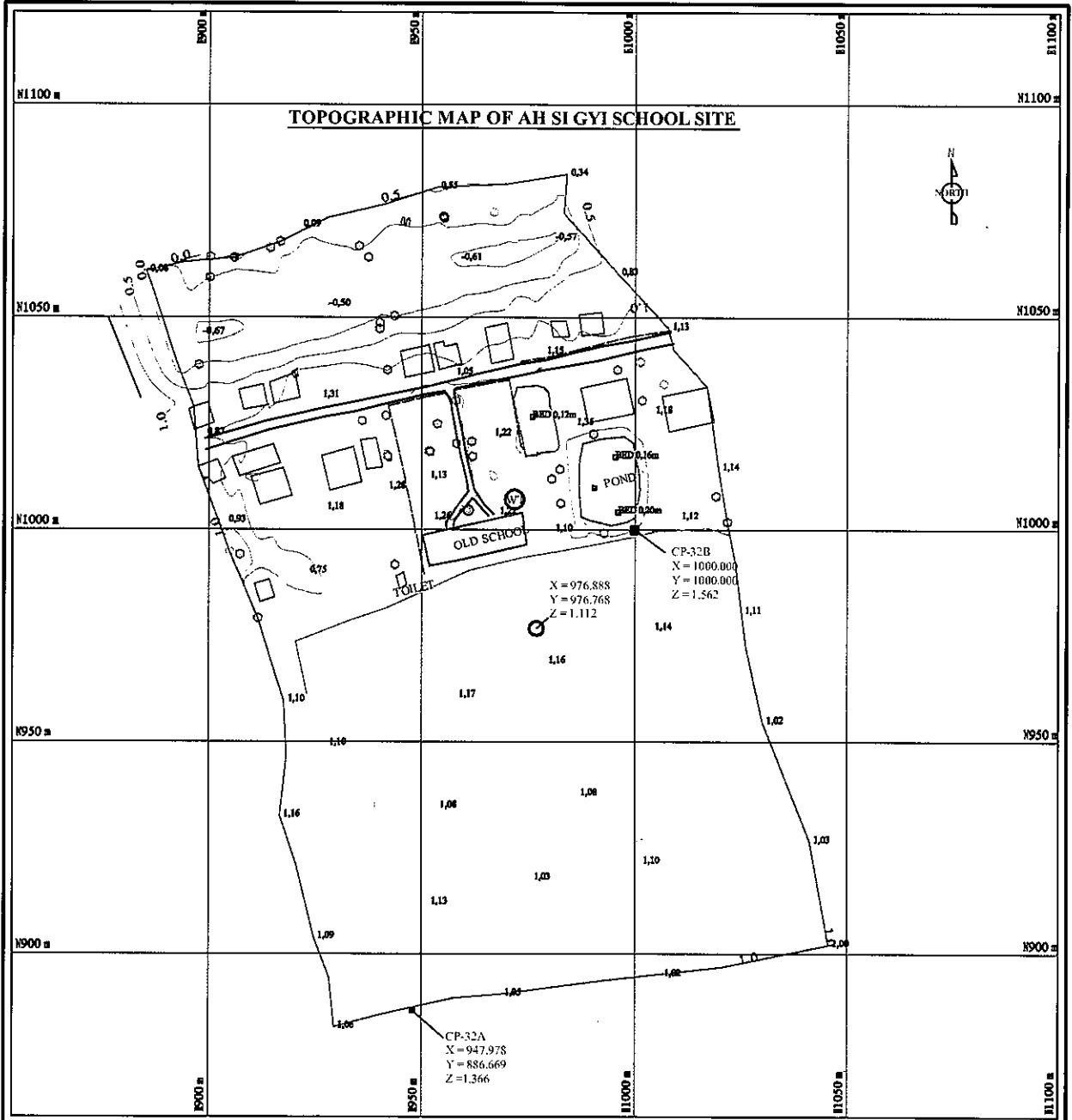


**LEGEND**

	BUILDING		POND
	ROAD		DRAIN
	SECONDARY ROAD		COCONUT TREE
	BORE HOLE		OTHER TREE
	SPOT ELEVATION		BAMBOO
	FENCING		BENCH MARK
	FOOTPATH		CONTOUR LINE
	PADDY FIELD LIMIT		

**JICA Study Team, School Cum Cyclone Shelter Project**

<p>Scale 1:1000 Surveyed Date: March (7 to 25), 2009 All units are in meter Contour Interval = 0.5 meter</p>	 <b>HENSEN CO. LTD.</b> General Survey 100/100/100 HANNOI	<p><i>U Myo Nyunt</i> (Chief Surveyor) Date 6 / 04 / 2009</p>	<p><i>U Nyunt Sein</i> (General Coordinator) Date 6 / 04 / 2009</p>
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**LEGEND**

	BUILDING		POND
	ROAD		DRAIN
	SECONDARY ROAD		COCONUT TREE
	BORE HOLE		OTHER TREE
	SPOT ELEVATION		BAMBOO
	FENCING		BENCHMARK
	FOOTPATH		CONTOUR LINE
	PADDY FIELD LIMIT		

**JICA Study Team , School Cum Cyclone Shelter Project**

<p style="text-align: center;">Scale 1:1000</p> <p>Surveyed Date: March (7 to 25), 2009 All units are in meter Contour Interval = 0.5 meter</p>		<p><i>U Myo Nyunt</i> (Chief Surveyor) Date 6 / 04 / 2009</p>	<p><i>U Nyunt Sein</i> (General Coordinator) Date 6 / 04 / 2009</p>
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