

MINISTRY OF AGRICULTURE AND IRRIGATION
MINISTRY OF LIVESTOCK AND FISHERIES
MINISTRY OF COOPERATIVES

**THE DEVELOPMENT STUDY
ON
SUSTAINABLE AGRICULTURAL
AND
RURAL DEVELOPMENT
FOR
POVERTY REDUCTION PROGRAMME
IN
THE CENTRAL DRY ZONE OF
THE UNION OF MYANMAR**

APPENDICES

AUGUST 2010

**JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)
SANYU CONSULTANTS INC., TOKYO, JAPAN**

CONTENTS

APPENDIX - 1. SCOPE OF WORK AND MINUTES OF MEETINGS

APPENDIX - 2. MEMBER OF COUNTERPART PERSONNEL AND STUDY TEAM

APPENDIX - 3. TOWNSHIP INVENTORY DATA

APPENDIX - 4. PROCEEDINGS OF WORKSHOP

APPENDIX - 5. NEWSLETTERS

APPENDIX 1

SCOPE OF WORK AND MINUTES OF MEETINGS

LIST OF MINUTES

SCOPE OF WORK (November 2005).....	1-1
MINUTES OF MEETING ON INCEPTION REPORT (May 2006)	1-8
MINUTES OF MEETING ON PROGRESS REPORT (1) (August 2006)	1-12
MEMORANDUM (December 2006).....	1-16
MINUTES OF THE MEETING ON PROGRESS REPORT (2) (December 2007).....	1-17
MINUTES OF THE MEETING ON INTERIM REPORT (2) (June 2008)	1-25
MINUTES OF THE MEETING ON PROGRESS REPORT (3) (November 2008)	1-32
MINUTES OF THE MEETING ON INTERIM REPORT (3) (March 2009)	1-39
MINUTES OF THE MEETING ON PROGRESS REPORT (4) (September 2009)	1-47
MINUTES OF THE MEETING ON INTERIM REPORT (4) (February 2010)	1-52
MINUTES OF THE MEETING ON DRAFT FINAL REPORT (June 2010)	1-59

SCOPE OF WORK

FOR

THE DEVELOPMENT STUDY ON
SUSTAINABLE AGRICULTURAL AND RURAL DEVELOPMENT FOR POVERTY REDUCTION
PROGRAMME IN THE CENTRAL DRY ZONE OF THE UNION OF MYANMAR

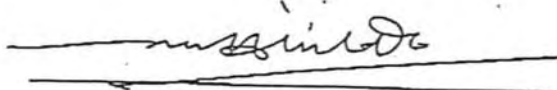
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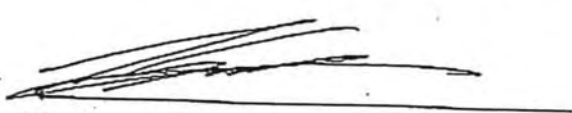
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THE MINISTRY OF LIVESTOCK AND FISHERIES AND
THE MINISTRY OF COOPERATIVES

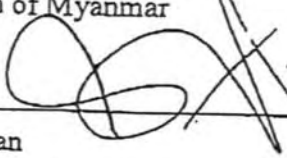
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JAPAN INTERNATIONAL COOPERATION AGENCY

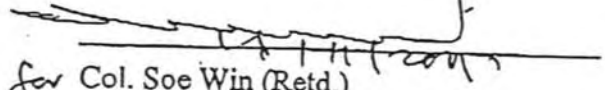
Yangon, 16th November 2005

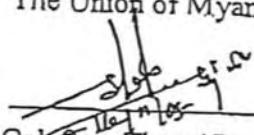

U Tin Htut Oo
Director General,
Department of Agricultural Planning
Ministry of Agriculture and Irrigation
The Union of Myanmar


Mr. Sasaki Takahiro
Resident Representative
Japan International Cooperation Agency
Myanmar Office


U Ohn Than
Managing Director
Myanma Agriculture Service
Ministry of Agriculture and Irrigation
The Union of Myanmar


U Maung Maung Nyunt
Director General
Livestock Breeding and Veterinary Department
Ministry of Livestock and Fisheries
The Union of Myanmar


for Col. Soe Win (Retd.)
Director General
Cooperative Department
Ministry of Cooperatives
The Union of Myanmar


Col. Sein Than (Retd.)
Director General
Cottage Industry Department
Ministry of Cooperatives
The Union of Myanmar

I. INTRODUCTION

In response to the official request of the Government of the Union of Myanmar (hereinafter referred to as "GOM"), the Government of Japan (hereinafter referred to as "GOJ") has decided to conduct the Development Study on Sustainable Agricultural and Rural Development for Poverty Reduction Programme in the Central Dry Zone of the Union of Myanmar (hereinafter referred to as "the Study") in accordance with the relevant laws and regulations in force in Japan.

Based on the decision of the GOJ, the Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation programmes of the GOJ, will jointly undertake the Study with the authorities concerned of the GOM.

The present document sets forth the Scope of Work with regard to the Study.

II. OBJECTIVES OF THE STUDY

The overall goal of the Study is to reduce poverty in the Central Dry Zone.

The objectives of the Study are:

1. To formulate Action Plan(s) for Agricultural Development, Non-Agricultural Income Generation, Livelihood Improvement and Supporting System of the Development Activities in the Central Dry Zone that focuses on the livelihood of the people.
2. To develop capacity of Myanmar counterpart personnel, extension officers and key farmers as well as the local communities concerned.

III. STUDY AREA

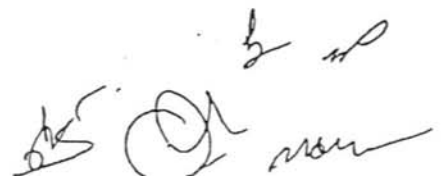
The Study shall cover the Central Dry Zone under the three Divisions of Mandalay, Sagaing and Magway. Pilot project(s) shall be implemented in model village(s) selected in these regions. A location map is attached as APPENDIX 1.

IV. SCOPE OF THE STUDY

In order to achieve the above-mentioned objectives, the Scope of Work for the Study shall cover the following two phases:

Phase 1:

1. To collect and analyze existing data and information and conduct field surveys including interviews



with relevant authorities as well as with local communities. These activities will be carried out in the above-mentioned Study area,

2. To review projects and programmes which have been implemented in the Central Dry Zone,
3. To compile present situation, development obstacle(s) and potential(s) of the Central Dry Zone,
4. To propose Development Components of the Central Dry Zone in the following four areas with potential issues:
 - 4-1. Agricultural Development (e.g., Agricultural Crops, Livestock, Water Utilization),
 - 4-2. Non- Agricultural Income Generation (e.g., Agricultural Product Processing, Handicrafts)
 - 4-3. Livelihood Improvement (e.g., Household Management),
 - 4-4. Supporting System of the Development Activities (e.g., Microfinance, Training, Community Empowerment).
5. To develop a set of criteria to categorize project area,
6. To prepare draft Action Plan that includes item 4,5 above and the implementation strategies.
7. To formulate the plan of pilot project(s) based on the draft Action Plan,
 - 7-1. To select priority Development Component(s),
 - 7-2. To set criteria for the selection of the model villages, and
 - 7-3. To select the model villages where pilot project(s) will be conducted.

Phase 2:

1. To implement pilot project(s) in model villages with following purposes:
 - 1-1. To verify the respective validity of the Development Components,
 - 1-2. To verify the implementation strategy of the pilot projects that is proposed in the draft Action Plan,
 - 1-3. To enhance capacities of Myanmar counterpart personnel, extension officers and key farmers as well as concerned communities,
2. To monitor and evaluate the pilot project(s),
3. To prepare Technical Handbook for the use in the Central Dry Zone,
4. To finalize the Action Plan(s) on the basis of findings of the pilot project(s).

V. SCHEDULE OF THE STUDY

The Study will be carried out in accordance with the tentative schedule attached as APPENDIX 2.

VI. REPORTS

JICA shall prepare and submit following reports to the GOM:

Inception Report: Twenty (20) copies in English

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Interim Report(s): Twenty (20) copies in English
 Progress Report(s): Twenty copies (20) in English
 Draft Final Report: Forty (40) copies in English at the end of the field work. The GOM will provide JICA with its comments on the Draft Final Report within one (1) month of the receipt of the Draft Final Report.
 Final Report: Forty (40) copies in English within two (2) months of the receipt of GOM's comments on the Draft Final Report.

VII. UNDERTAKINGS OF THE GOM

1. To facilitate the smooth conduct of the Study, the GOM shall take necessary measures:
 - (1) To permit the members of the Study Team to enter, leave and sojourn in the Union of Myanmar for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees;
 - (2) To exempt the members of the Study Team from taxes, duties and any other charges on equipment, machinery and other material brought into the Union of Myanmar for the implementation of the Study;
 - (3) To exempt the members of the Study Team from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to the members of the Study Team for their services in connection with the implementation of the Study; and
 - (4) To provide necessary facilities to the Study Team for the remittance as well as utilization of the funds introduced into the Union of Myanmar from Japan in connection with the implementation of the Study, in accordance with rule and regulation of the Union of Myanmar.
2. The GOM shall bear claims, if any arises, against the members of the Study Team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the Study Team.
3. The Ministry of Agriculture and Irrigation, the Ministry of Livestock and Fisheries and the Ministry of Cooperatives shall act as counterpart agencies to the Study Team with reference to the following Development Components. Each Ministry shall be involved mainly in the following activities.
 - (1) The Ministry of Agriculture and Irrigation: Agricultural Development,
 - (2) The Ministry of Livestock and Fisheries: Agricultural Development and

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- Non-Agricultural Income Generation,
- (3) The Ministry of Cooperatives: Non-Agricultural Income Generation and Livelihood Improvement,
 - (4) All the counterpart agencies: Supporting System of the Development Activities.

The Department of Agricultural Planning, the Ministry of Agriculture and Irrigation (hereinafter referred to as "DAP") at the national level and the Myanmar Agriculture Service, the Ministry of Agriculture and Irrigation (hereinafter referred to as "MAS") in the Study Area shall be responsible for coordinating the above mentioned Ministries and other necessary organizations for smooth implementation of the Study, on behalf of the GOM.

4. All the counterpart agencies shall, at its own expense, provide the Study Team with the following:
 - (1) Security-related information as well as measures to ensure the safety of the Japanese Study Team;
 - (2) Information as well as support in obtaining medical service;
 - (3) Available data (including maps and photographs) and information related to the Study;
 - (4) Counterpart personnel;
 - (5) Suitable office space with necessary equipment; and
 - (6) Credentials or identification cards. DAP and MAS are responsible for ensuring the provision.

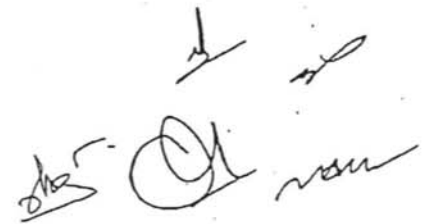
VIII. UNDERTAKING OF JICA

For the implementation of the Study, JICA shall take the following measures:

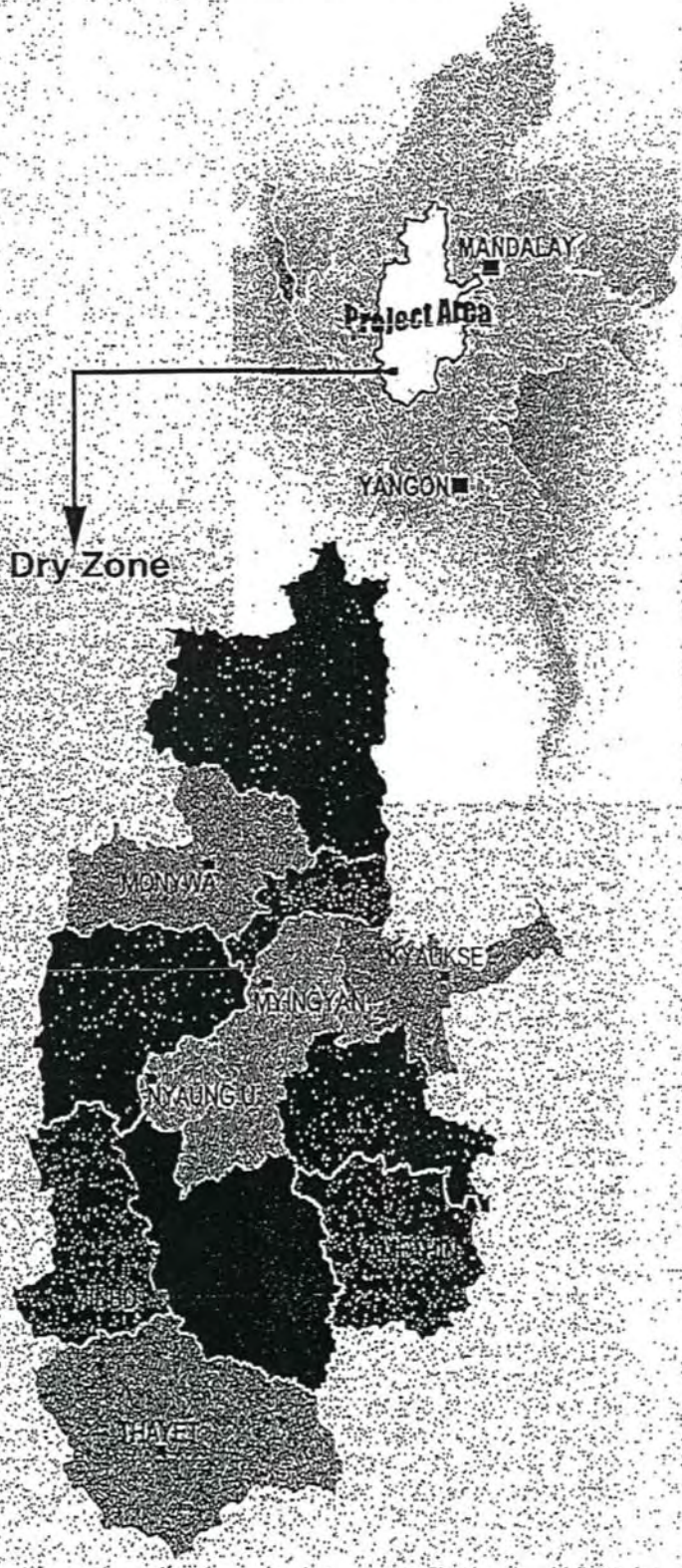
- (1) To dispatch, at its own expense, a Study Team to the Union of Myanmar, and
- (2) To pursue technology transfer to Myanmar counterpart personnel in the course of the Study.

IX. CONSULTATION

JICA and DAP shall maintain constant communication and consult with each other in respect of any matter that may arise from or in connection with the Study.



APPENDIX 1
Project Area



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APPENDIX 2 TENTATIVE STUDY SCHEDULE

MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47			
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WORK IN JAPAN	□										□										□										□																			
REPORT	△ ①	△ ②	△ ③	△ ④	△ ⑤	△ ⑥	△ ⑦	△ ⑧	△ ⑨	△ ⑩	△ ⑪	△ ⑫	△ ⑬	△ ⑭	△ ⑮	△ ⑯	△ ⑰	△ ⑱	△ ⑲	△ ⑳	△ ㉑	△ ㉒	△ ㉓	△ ㉔	△ ㉕	△ ㉖	△ ㉗	△ ㉘	△ ㉙	△ ㉚	△ ㉛	△ ㉜	△ ㉝	△ ㉞	△ ㉟	△ ㊱	△ ㊲	△ ㊳	△ ㊴	△ ㊵	△ ㊶	△ ㊷	△ ㊸	△ ㊹	△ ㊺	△ ㊻	△ ㊼	△ ㊽	△ ㊾	△ ㊿

- ① Inception Report
- ② Progress Report 1
- ③ Interim Report 1
- ④ Progress Report 2
- ⑤ Interim Report 2
- ⑥ Progress Report 3
- ⑦ Interim Report 3
- ⑧ Progress Report 4
- ⑨ Progress Report 5
- ⑩ Draft Final Report
- ⑪ Final Report

Other
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MINUTES OF MEETING

FOR

**THE DEVELOPMENT STUDY
ON SUSTAINABLE AGRICULTURE AND RURAL DEVELOPMENT FOR POVERTY
REDUCTION PROGRAMME IN THE CENTRAL DRY ZONE OF THE UNION OF
MYANMAR**

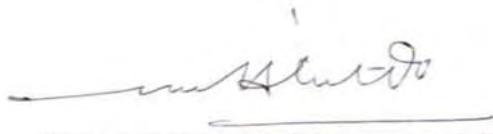
BETWEEN

**THE MINISTRY OF AGRICULTURE AND IRRIGATION,
THE MINISTRY OF LIVESTOCK AND FISHERIES AND
THE MINISTRY OF COOPERATIVES**

AND

JAPAN INTERNATIONAL COOPERATION AGENCY

Yangon, 22nd May 2006



U Tin Htut Oo
Chairman of Steering Committee
Director General
Department of Agricultural Planning
Ministry of Agriculture and Irrigation
The Union of Myanmar

Witness



Y U Ohn Than
Managing Director
Myanma Agriculture Service
Ministry of Agriculture and Irrigation
The Union of Myanmar



Mr. Hironori Takahashi
Leader
Study Team
Japan International Cooperation Agency
Japan

Witness



Mr. Kenichi Matsumoto
Monitoring Team
Japan International Cooperation Agency
Japan

Following the Scope of Work (hereinafter referred to as S/W) on "The Development Study on Sustainable Agriculture and Rural Development for Poverty Reduction Programme in the Central Dry Zone of the Union of Myanmar (hereinafter referred to as "the Study"), which has been agreed upon between the Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Government of the Union of Myanmar on 16 November 2005, JICA has sent the Study Team headed by Mr. Hironori Takahashi of Sanyu Consultants Inc. as well as the Monitoring Team to The Union of Myanmar.

The Study Team submitted 30 copies of the Inception Report (hereinafter referred to as "Ic/R") and presented its contents. A series of discussions was held between the Study Team and Ministry of Agriculture and Irrigation (hereinafter referred to as MOAI), Ministry of Livestock and Fisheries (hereinafter referred to as MLF) and Ministry of Cooperatives (hereinafter referred to as MOC) at the office of Myanma Agriculture Service (hereinafter referred to as MAS) in Yangon and relevant personnel in the project area from 15 May 2006 to 22 May 2006.

After visiting the study area, the Study Team attended the Steering Committee Meeting chaired by U Tin Htut Oo, Director General, Department of Agricultural Planning, Ministry of Agriculture and Irrigation on 22 May 2006. The list of the Steering Committee Member is shown in Attachment-1. The following is the major outcome of the meeting.

- 1) The Steering Committee accepted the contents of the Ic/R in principle. Necessary correction, amendment or additions will be discussed between the both sides and the results will be reflected in the following project reports.
- 2) The Steering Committee presented a list of counterpart personnel to work together with the Study Team at the central level. The List of Counterpart Personnel is shown in Attachment-2. The Study Team requested full-time management and monitoring of the study, specifically the pilot projects by counterpart personnel during their absence.
- 3) The Steering Committee confirmed that office spaces are going to be prepared by 22 May 2006 in Yangon, Mandalay and Monywa.
- 4) The Study Team requested Myanmar side to assure smooth operation of the consultants of the local consultant firm, which will be employed by the Study Team for the survey on Collection and Analysis of Existing Data Survey, Survey on Preceding Successful Projects and Rural Socio-economic Survey and Analysis of Village Development Potential. Myanmar side requested the Study Team to coordinate closely with the national project team and related counterpart agencies in this respect.
- 5) The Project Implementation Committee(s) (hereinafter referred to as PIC) is going to be established by the end of May 2006 according to the Minutes of Meeting signed on 10 March 2005. The PIC shall present a list of counterpart personnel to work together with the Study Team at the field level.

List of the Steering Committee MemberChairman

1. U Tin Htut Oo Director General, Department of Agricultural Planning,
Ministry of Agriculture and Irrigation.

Co-Chairman

2. U Ohn Than Managing Director, Myanmar Agriculture Service,
Ministry of Agriculture and Irrigation

Member

3. Dr. Toe Aung Director General, Department of Agricultural Research
Ministry of Agriculture and Irrigation
4. Dr. Pyay Tin Managing Director, Myanmar Cotton & Sericulture Enterprise
Ministry of Agriculture and Irrigation
5. U Win Maw Director General, Agriculture Mechanization Department,
Ministry of Agriculture and Irrigation
6. U Win Kyi Director General, Settlement and Land Records Department,
Ministry of Agriculture and Irrigation (absent)
7. U Khin Zaw Deputy Director General, Irrigation Department,
Ministry of Agriculture and Irrigation (OBO U Kyaw San Win, DG)
8. U Hla Myint Maung Deputy Director General, Water Resources Utilization Department,
Ministry of Agriculture and Irrigation (OBO U Win Shwe, DG)
9. Daw Khin Nan Myint Assistant General Manager, Myanmar Agriculture Development Bank
Ministry of Agriculture and Irrigation (OBO U Tin Lwan, MD)
10. Dr. Myat Kyaw Director, Livestock Breeding and Veterinary Department
Ministry of Livestock and Fisheries (OBO U Maung Maung Nyunt, DG)
11. Daw Tin Swe Aye Director, Cottage Industries Department, Ministry of Cooperatives
(OBO U Sein Than, DG)
12. U Kyaw Thein Director, Cooperative Department, Ministry of Cooperatives
(OBO U Soe Win, DG)

Secretary

13. U Hla Myo General Manager (Extension), Myanmar Agriculture Service,
Ministry of Agriculture and Irrigation

Joint Secretary

14. U Tint Lwin Manager (National Project Director), Myanmar Agriculture Service,
Ministry of Agriculture and Irrigation

JICA

15. Mr. Hironori Takahashi Leader of JICA Study Team
16. Mr. Kenichi Matsumoto Leader of Monitoring Team
17. Mr. Masaru Yamada Project Formulation Adviser
(OBO Ms. Michiko Umezaki Representative of JICA Myanmar Office)

Note OBO; on behalf of

List of Counterpart Personnel

No.	Study Team	Expertise	Counterpart
1	Mr. Hironori Takahashi	Team Leader/Public Administration and Poverty Reduction	U Tint Lwin (National Project Director) Manager Myanma Agriculture Service Ministry of Agriculture and Irrigation U Ko Ko Deputy Director, Cooperative Department Ministry of Cooperatives
2	Dr. Michiaki Hosono	Farm Management/Agriculture and Livestock Processing	U Htin Aung Shein Assistant Manager Myanma Agriculture Service Ministry of Agriculture and Irrigation Dr. Yan Naing Swe Deputy Staff Officer Livestock Breeding and Veterinary Department Ministry of Livestock and Fisheries
3	Mr. Kensuke Iriya	Livestock	Dr. Yan Naing Soe Senior Researcher Livestock Breeding and Veterinary Department, Ministry of Livestock and Fisheries
4	Dr. Hiroaki Okada	Rural Infrastructure/Irrigation	U Aung Khing Soe Staff Officer Irrigation Department Ministry of Agriculture and Irrigation
5	Mr. Hiroshi Okabe	Sustainable Livelihood/Rural Institution	U Tun Tun Assistant Director Cottage Industry Department Ministry of Cooperatives U Ko Ko Deputy Director, Cooperative Department Ministry of Cooperatives
6	Mr. Norio Sakagami	Coordinator	U Tint Lwin (National Project Director) Manager Myanma Agriculture Service Ministry of Agriculture and Irrigation