

Appendix 2
PDM (version 3)

May, 2008

Project Design Matrix (PDM) - Ver.3
Project Name: Community Empowerment Project in the Issyk-Kul Oblast of the Kyrgyz Republic
Project Period: Jan. 2007 - Aug. 2010 / Phase I: Jan. 2007 - Oct. 2007, Phase II: Nov. 2007- Aug. 2010
Target Area: Issyk-Kul Oblast
Target Group: Staff of the Issyk-Kul Oblast State Administration, Staff of the Local-self Governments in Issyk-kul Oblast, Local people in the Issyk-Kul Oblast

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>Overall Goal Socio-economic revitalization in the Issyk-Kul Oblast in harmony with environmental preservation</p> <p>Project Purpose A sustainable system for the regional development through community empowerment is established with the OVOP Movement</p>	<ol style="list-style-type: none"> 1. Vitalization of communities in the Issyk-Kul Oblast 2. Increase in income in the Issyk-Kul Oblast 	<ul style="list-style-type: none"> - Annual report of the Issyk-Kul Oblast 	Central authorities support community empowerment with the OVOP Movement continuously
<p>Outputs <u>Phase I (Preparatory Phase)</u></p> <p>1.1 Implementation system (personnel, budget, capability, networks, etc.) which is capable for conducting Phase II is prepared.</p>	<ol style="list-style-type: none"> 1. Degree of vitalization of the pilot villages/communities 2. Achievement of the pilot project (contribution to the villages/communities) 3. Accumulation of know-how and experiences regarding community empowerment in the Oblast 	<ul style="list-style-type: none"> - Periodical activity report of J-CEP, - Evaluation report of the pilot project - Minutes of the JSC and other various meetings, - Guideline of community empowerment 	Implementation system continues to function
<p><u>Phase II (Full-scale cooperation Phase)</u></p> <p>1.2 Implementation system is well functional.</p>	<ol style="list-style-type: none"> 1.1.a Degree of understanding on the project by the central and local government administrations 1.1.b Sufficiency of allocated staff in PIU in terms of numbers and capacity 1.1.c Allocation of necessary budget by the Issyk-Kul Oblast 1.1.d Frequency of various meetings such as JSC 1.2.a Establishment of a unit in charge of the OVOP Movement at the Central level 1.2.b No. of staff newly assigned to the Project after the initial evaluation in September 2007 1.2.c No. of staff of Oblast administration and local-self governments who participated in the pilot project (before the mid-term evaluation) 1.2.d Contents of actions initiated by the Issyk-Kul Oblast State Administration and local-self governments in the pilot project and any other governmental agencies 1.2.e Activities at Karakol Student Research Shop and Bishkek Antenna Shop 1.2.f Budget allocation (or in-kind) arranged by the Kyrgyz side (by the mid term and end of the project) 1.2.g No. of communities and related organizations in the established network 1.2.h Contents and frequency of the network activities 	<ul style="list-style-type: none"> - Progress reports - Record of PIU meetings - Periodical activity report of JICA experts - Budget arranged by the Issyk-Kul Oblast - Records of various meetings - Official documents from the central authorities - Record of PIU meetings - Progress reports - Report by sub-contracted NGO 	

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>1.3 Pilot communities are empowered through the OVOP Movement</p>	<p>1.3.a Output of OVOP products produced in pilot communities (quantity, variety, achievement rate referring to the action plan, etc.)</p> <p>1.3.b Degree of understanding of communities on opening community based business (including requirement & permissions, knowledge on cost & benefit, accounting, etc.)</p> <p>1.3.c Level of marketing skills of communities (knowledge & experience on production of value-added products, market research, PR methodology, etc.)</p> <p>1.3.d Internal regulation made by each pilot community and its observance</p> <p>1.3.e Relevance of action plans made by each pilot community</p>	<ul style="list-style-type: none"> - Sales record - Interview to community members - Progress reports - Report by subcontracted NGO - Activity records of communities - Member list, account book, regulations, registration, etc. - Baseline survey report - Evaluation referring to bench mark set by project 	
<p>1.4 The effectiveness of community empowerment method with the OVOP Movement is verified.</p>	<p>1.4.a Accumulation of lesson learned and experiences regarding community empowerment</p> <p>1.4.b Guideline for community empowerment with OVOP Movement</p> <p>1.4.c Impacts on regional development</p> <p>Inputs (Japanese side)</p> <p>1. Dispatch of experts</p> <ol style="list-style-type: none"> 1) Team Leader/Community Empowerment/Poverty Alleviation 2) Regional Development Advisor 3) Community Empowerment/ Gender/ Participatory Development 4) Capacity Development (Institutional Development) 5) Other experts in the specific fields may be dispatched, if necessary <p>2. Acceptance of counterpart personnel for training in Japan. (for the sector to be decided)</p> <p>3. Necessary machineries and equipment</p>	<ul style="list-style-type: none"> - Guideline for community empowerment with the OVOP Movement - Report by subcontracted NGO - Records of various meetings 	
<p>Activities</p> <p>1.1.1 Share the project concept of the among governmental stakeholders</p> <p>1.1.2 Implement pre-pilot projects</p> <p>1.1.3 Evaluate the capacity of implementation system of pre-pilot project's implementation system, namely supplementing additional staff, allocation of necessary budget, networking with related agencies, etc.)</p> <p>1.1.4 Develop OVOP Potential Map</p> <p>1.2.1 Strengthen supporting system to the project, by sharing information and proposing action for modification of relevant procedures</p> <p>1.2.2 Allocate staff members for project implementation and take necessary actions</p> <p>1.2.3 Take actions for necessary budget allocation by the Kyrgyz side</p> <p>1.2.4 Open Student Research Shop in Karakol.</p> <p>1.2.5 Open Antenna Shop in Bishkek</p> <p>1.2.6 Build networks among stakeholders</p>		<p>(Kyrgyz side)</p> <ol style="list-style-type: none"> 1. Project Implementation Unit (PIU) <ol style="list-style-type: none"> 1) Assignment of C/P 2) Provision of office for JICA experts 3) Necessary expenses for the operation of PIU, such as expenses for monitoring the pilot project activities 2. Supporting organization <ol style="list-style-type: none"> 1) Joint Steering Committee 3. Provision of facilities <ol style="list-style-type: none"> 1) Base (office) for pilot community activities 2) Facilities and spaces necessary for pilot projects for pilot communities 4. Other necessary expenses <ol style="list-style-type: none"> 1) Expenses for implementation of 	

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>1.3.1 Prepare shortlist of potential OVOP products based on the OVOP potential map</p> <p>1.3.2 Research and analyze the current situation of potential OVOP products, villages and CBOs</p> <p>1.3.3 Develop action plans for OVOP production and capacity building in short-listed-communities as a part of social mobilization activities</p> <p>1.3.4 Conduct market research on potential OVOP products</p> <p>1.3.5 Select pilot communities</p> <p>1.3.6 Implement pilot project based on the action plans</p> <p>1.3.7 Follow up the activities in pre-pilot villages</p> <p>1.3.8 Monitor the progress and achievement of pilot project</p> <p>1.3.9 Accumulate the lessons learned of pilot project through monitoring activities, and reflect to the action follows</p> <p>1.4.1 Draw up a guideline for community empowerment with OVOP Movement based on the lessons learned through the pilot project</p> <p>1.4.2 Share the lessons learned and the guideline for community empowerment among the project stakeholders</p>		<p>pilot project</p> <p>2) Expenses for construction or rehabilitation of activity base of pilot communities</p>	
			<p><u>Pre-Condition</u></p> <p>Community empowerment policy of Issyk-Kul Oblast is maintained.</p>

Appendix 3

Assignment of JICA Expert Team

Appendix 4
Summary of Achievement by the CBOs

Name of CBO: ADILET

Jergez Village

Kerege-Tash AO

Ak Suu Rayon

1. CBO PROFILE**CBO members**

Leader: Ms. Gul'jan Sagynbaeva
Accountant: Mr. Asylbek Sagynbaev

Establishment: Apr 2008

No. of members

Apr 2008	Apr 2009	Jul 2010
14 (F7, M7)	5 (F3, M2)	3 (F2, M1)

2. PRODUCTION & MARKETING**Products:**

Wild berry jams (barberry, sea-buckthorn, stone berry, rosehip, mountain currant, hawthorn), dandelion jam, pine cone jam & elixir

Amount of Products: as of end of July 2010

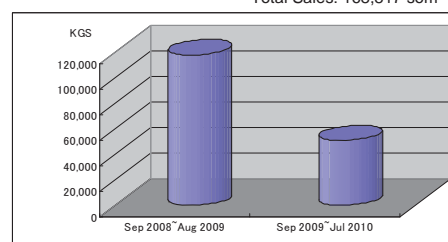
CBO	Products	2008		2009			2010	
		Plan	Result	Plan	Result	Plan	Result as for July	
Adilet	Barberry jam (228g)	675kg	0 kg	204kg	400units	372units	100 jars	-
	Barberry jam (450g)	-	-	-	250units	66units	-	-
	Sea buckthorn berry jam (228g)	-	-	1,440units	300units	0kg	-	-
	Sea buckthorn berry jam (450g)	675kg	665kg	180.9kg	250units	0kg	100 jars	-
	Dandelion jam (350g)	-	-	-	-	18units	200 jars	0
	Dandelion jam (450g)	-	-	-	-	5units	180 jars	180 jars
	Pine cone jam (350g)	-	-	-	-	120units	300 jars	251 jars
	Pine cone syrup	-	-	-	-	-	100 jars	55 jars
	Stone berry jam (228g)	-	-	-	-	60units	100 jars	-
	Wild currant jam	-	-	-	-	-	50 jars	-
	Hawthorn jam	-	-	-	-	-	100 jars	-
	Rosehip jam	-	-	-	-	-	100 jars	-

Sales Rate to Production Amount: as of end of July 2010

Producer	Item	Size (g)	No. of Production	No. of Sales	Sales rate to amount of production
CBO Adilet	Sea-buckthorn	228	1440	766	53%
	Sea-buckthorn	450	749	489	65%
	Barberry	228	372	149	40%
	Barberry	450	66	42	64%
	Dandelion	350	18	14	78%
	Dandelion	450	185	21	11%
	Pinecone jam	350	371	193	52%
	Stone berry	228	60	59	98%

**Sales Result: as of end of July 2010**

Total Sales: 168,817 som

**Major markets:**

KSRS, EXPO & fairs, partner guest houses, individual sales through relatives.

3. EVALUATION**Organizational Development:**

- The CBO made efforts to return the credit and did not get re-credit. 😊😊😊😊
- Accounting record is kept accurately and the income was shared in transparent way. 😊😊
- The number of members decreased due to personal reasons (illness of the member her/himself and/or family members, have to take care of grandchildren, etc.) and the production capacity became lower. 😊

Capacity Development regarding Production and Sales

- The CBO modified their production plan knowing their capacity (human resources and available fund) in the second year, which proves that they understand the importance of planning. 😊😊
- Quality control needs to be improved, especially in terms of paying attention to sanitary condition, cooking accurately according to the recipe, and storage condition. 😊😊
- The CBO is making efforts to develop new markets by themselves in the village, in Cholpon-Ata and so forth. However, PR and finding connection with the markets where tourists visit is not yet possible for the CBO. 😊😊😊

Sustainability

- The CBO learned how to run business in terms of planning, production, and financial management. 😊😊😊
- The CBO could purchase necessary materials for the production using the savings from their sales. 😊😊😊
- The present members may be possible to continue their activities; however, the number of the CBO is too small to continue and expand their activities. 😊😊😊
- AO was cooperative and attended number of events, where could learn about OVOP Movement principles and concept. Then, AO invited the CBO twice for fairs in Karakol. 😊😊😊

4. IMPACT to the COMMUNITY

- The CBO made a presentation in the village to share their experiences to increase the number of members, inviting villagers and AO (Mar 2010). Though nobody have joined the CBO activities so far yet, this action proves the wishes and intention of the CBO to expand their activities.
- Utilizing the savings gained from sales of products, the CBO started informal micro credit to lend money to the villagers who do not have access to credit with lower interests than ordinal credit agency.

Name of CBO: BEREKE Chong-Kyzyl-Suu Village Svetlaya-Poliyana AO Jeti-Oguz Rayon

1. CBO PROFILE



CBO members

Leader & Accountant : Mr. Joldosh Totubaev
 Coordinator: Mr.Kubat Totubaev
 Establishment: Apr 2008

No. of members

Apr 2008	Apr 2009	Jul 2010
8 (F4, M4)	9 (F5, M4)	8 (F4, M4)

2. PRODUCTION & MARKETING

Products:

Wild berry jams (barberry, sea-buckthorn, rosehip), dandelion honey, pine cone honey

Amount of Products: as of end of July 2010

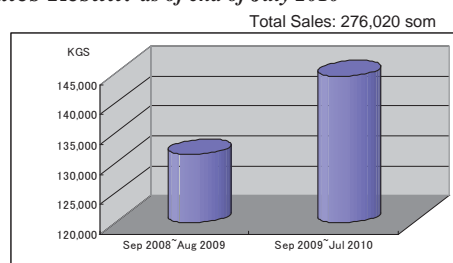
CBO	Products	2008		2009		2010	
		Plan	Result	Plan	Result	Plan	Result as for July
Bereke	Barberry jam (228g)	250kg	294kg	686units	200units	-	216 jars
	Barberry jam (450g)			305units	1800units	-	763 jars
	Sea buckthorn berry jam (228g)	250kg	195kg	184units	228units	-	268 jars
	Sea buckthorn berry jam (450g)			340units	772units	-	472 jars
	Dandelion jam						250 jars
	Pine cone jam						252 jars
	Rosehip jam						100 jars
							129jars

Sales Rate to Production Amount: as of end of July 2010

Producer	Item	Size (g)	No. of Production	No. of Sales	Sales rate to amount of production
CBO Bereke	Barberry	228	894	789	88%
	Barberry	450	1068	732	69%
	Sea-buckthorn	228	453	365	81%
	Sea-buckthorn	450	860	653	76%
	Dandelion	450	252	26	10%
	Pinecone jam	450	129	13	10%



Sales Result: as of end of July 2010



Major markets:

KSRS, EXPO & fairs, partner guest houses, individual sales in Bishkek through relatives.

Organizational Development:

- The CBO made an internal rule called “Golden rules” to motivate the members to work with responsibility and succeeded to work with a good solidarity. 😊😊😊
- Accounting record is kept accurately and the income was shared in transparent way. 😊😊
- The number of members is stable. 😊😊

Capacity Development regarding Production and Sales

- The CBO understands the importance of planning, but their estimation tends to be a bit optimistic. If they think more carefully, the CBO can produce the products according to the plan made. 😊
- The CBO is making efforts to develop markets by themselves and succeeded to find a market in Bishkek through a relative of the members. Furthermore, the CBO started negotiation with a Russian business person who visited them.😊😊😊
- PR and finding connection with the markets where tourists visit is not yet possible. 😊

Sustainability

- The CBO learned how to run business in terms of planning, production, and financial management. 😊😊😊
- The CBO could purchase necessary materials for the production using the savings from their sales. 😊😊😊
- The present members may be possible to continue their activities and continuously selling products through their channel; In order to expand the production, it is necessary to plan realistically and follow it without discontinuing their activities due to family event or such. 😊😊
- AO was cooperative and attended number of events, where could learn about the OVOP Movement principles and concept. 😊😊

4. IMPACT to the COMMUNITY

- There are some people in the village who would like to join the CBO.
- Since the village head is one of the members, there is a possibility to influence the community. For example, there is a plan to utilize bio gas produced under the support of the bio gas project sponsored by JICA for jam production. This kind of connection among villagers is good for community revitalization.
- There are villagers who purchase the CBO’s products saying that they are proud of giving these Chong-Kyzyl-Suu village made products to their friends. Having this proud will be the core of the OVOP Movement.

Name of CBO: SHIRIN

Saruu Village

Saruu AO

Jeti-Oguz Rayon

1. CBO PROFILE**CBO members**

Leader: Ms.Umut Ibraeva

Accountant: Ms.Umut Ibraeva

Establishment: Apr 2008

No. of members

Apr 2008	Apr 2009	Jul 2010
8 (F8)	5 (F4, M1)	5 (F4, M1)

2. PRODUCTION & MARKETING**Products:**

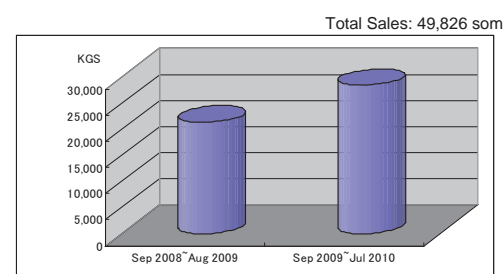
Dried fruits (apple, pear, apricot)

Amount of Products: as of end of July 2010

CBO	Products	2008		2009		2010		
		Plan	Result	Plan	Result	Plan	Result as for July	
Shirin	Dry apple (50g)		31.4units	-	252 units	-	-	
	Dry apple (100g)	150kg	31.4units	200kg	227 units	40 kg	-	
	Dry apple (150g)		16.2units	-	3 units	-	-	
	Dry pear (50g)	150kg	4kg	83units	50kg	0kg	24 kg	
	Apricot snack (20g)	50kg	0kg	-	50kg	1000kg	1681units	40 kg

Sales Rate to Production Amount: as of end of July 2010

Producer	Item	Size (g)	No. of Production	No. of Sales	Sales rate to amount of production	
CBO Shirin	Dry apple	50	566	350	62%	
	Dry apple	100	541	349	65%	
	Dry apple	150	165	162	98%	
	Dry apple	new package		29	29	100%
	Dry pears	50	83	82	99%	
	Pastila	20g	1681	722	43%	

**Sales Result: as of end of July 2010****Major markets:**

KSRS, EXPO & fairs, partner guest houses

3. EVALUATION**Organizational Development:**

- Organization of the CBO has been fragile due to lack of management skill and passive attitude of members. Income was shared when they had enough sales to share, however, the explanation on payment was not clear sometimes and anxiety and distrust came up from the members. ☹️☹️☹️
- Accounting record was kept with instruction from J-CEP, but still not accurate enough to run the business. ☹️☹️

Capacity Development regarding Production and Sales

- Considering the failure of marketing of dry apples, the CBO is trying to improve their products in a way of changing packages, making different products such as apricot pastila and dry fruits tea and so on. 😊😊😊
- Quality control should be paid attention more carefully; especially the timing and the way of packaging, considering the fact that quite a few defects were found. ☹️☹️☹️
- The CBO understands the importance of planning. However, the CBO plans without taking account of their marketing experiences in the previous season, which may cause business risks. ☹️☹️☹️
- The CBO is making efforts to develop markets by themselves such as negotiating with Rayon for possibility of sales at Rayon resort area and Kumtor mining company, however, PR and finding connection with the markets where tourists visit is not yet possible. ☹️☹️

Sustainability

- The CBO learned the importance of producing the products matching to the market needs, which can be a foundation of running business. On the other hand, planning, quality control and financial management should be further improved. ☹️☹️
- In order to expand the production, it is necessary to increase the number of members. ☹️☹️
- AO attended number of events, where could learn about OVOP Movement principles and concept. 😊

4. IMPACT to the COMMUNITY

- Particular impact has not been observed so far yet.
- The leader plays several important roles in the village, such as representative of health committee. It is expected that she can be the core person to enlighten the villagers with the OVOP Movement, sharing their experiences.

Name of CBO: AK SHOOLA

Tasma Village Karasaev AO Tup Rayon

1. CBO PROFILE**CBO members**

Leader: Ms.Urumkan Rysalieva
 Secretary: Ms. Nazgul Janekava
 Coordinator: Gul'jamal Baibotoeva
 Accountant: Ms.Anara Sultanova
 Establishment: 2003

No. of members

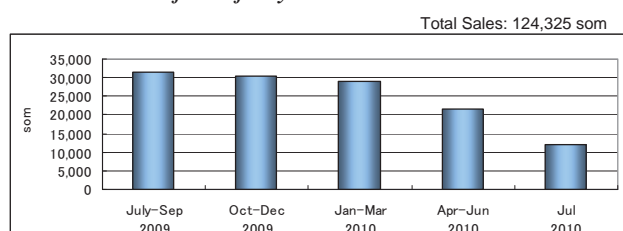
Jan 2009	Dec 2009	Jul 2010
8 (F8, M1)	8 (F8, M1)	8 (F8, M1)

2. PRODUCTION & MARKETING**Products:**

Felt/wool souvenirs (slipper, bag, scarf, glove, brooch, poach, etc.)

Amount of Products: as of end of July 2010

Items	Quantity
30 varieties of products: slippers, bags, scarves, bird-nest mascots, gloves, wrist warmers, etc. with different colors, design and size	595

Sales Result: as of end of July 2010**Major markets:**

KSRS, EXPO & fairs, partner guest houses, Imperia Souvenirov (in Bishkek)

**3. EVALUATION****Organizational Development:**

- The CBO is organized very well with exceptional leadership, good balance of members' characteristics and roles of division. The CBO works as a group and the members are aware of it. 😊😊😊
- Accounting record has been kept accurately, managed well and the sales are shared transparently among members. 😊😊😊
- The CBO is not good at paper works such as schedule planning and keeping standard measures yet, though they are making efforts to overcome. 😊
- The number of members is stable. 😊😊

Capacity Development regarding Production and Sales

- The CBO is taking care of and storing raw materials properly. Carding machine is also maintained very well to keep the material clean and fine, appointing a person in charge of its operation. 😊😊😊
- Quality control in terms of standard size/balance of design should be paid more attention since the size and balance is not always uniform. 😊😊
- The CBO got the clue how to develop and extend the design and products. 😊😊😊
- PR and finding connection with the markets where tourists visit is not yet possible. 😊😊

Sustainability

- The CBO learned the foundation of running business and importance of developing and producing good quality products with responsibility. 😊😊😊
- The CBO could return all credits borrowed and still could purchase necessary materials for their production out of their profits. 😊😊😊
- AO is cooperative, providing workshop premises for free of charge, providing a part of renovation fee, attended number of events, where could learn about OVOP Movement principles and concept. 😊😊😊

4. IMPACT to the COMMUNITY

- The CBO is motivated to expand the OVOP Movement and making some actions to enlighten the concept by making presentations in the village.
- The CBO is good in building network/partnership. For example, they make some donations in kind to support handicapped people in the village, made necklaces for a local dance group for their performance, present how they make felt products out of wool to school children, etc..
- One CBO was established with the support of JOCV in April 2010 in the village, which produces various herbal soaps.

Name of CBO: ONOR BULAGY Barskoon Village Barskoon AO Jeti-Oguz Rayon

1. CBO PROFILE



CBO members

Leader: Ms. Sozul Aibasheva
 Coordinator: Ms. Gul' zat Djakeeva
 Accountant: Ms. Nurzat Jakeeva
 Establishment: 2005

No. of members

Jan 2009	Dec 2009	Jul 2010
8 (F5, M3)	4 (F4)	5 (F5)

2. PRODUCTION & MARKETING

Products:

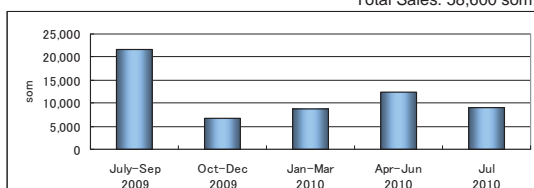
Felt/wool souvenirs (wall ornament, key holder, necklace, bag, yurt ornament, etc.)

Amount of Products: as of end of July 2010

Items	Quantity
42 varieties of products: wall ornament, felt beads necklace, key holders, bags, mobile cases, camera cases, yurt ornaments, etc. with different colors, design and size	879

Sales Result: as of end of July 2010

Total Sales: 58,600 som



Major markets:

KSRS, EXPO & fairs, partner guest houses, Imperia Souvenirov (in Bishkek)



Organizational Development:

- Accounting record has been kept accurately, managed well and the sales are shared transparently among members. 😊😊😊
- The CBO is accurate to keep necessary records and major members are trying to fulfill their duties. 😊😊😊
- The CBO is making efforts to make their group functional and active but the members apart from the major members (leader, secretary and accountant) have not stayed in the CBO by personal reasons (eg. Prefer to work for better-paid work, no interests to work for group activities, etc.). 😊😊

Capacity Development regarding Production and Sales

- The CBO is responsible for their works keeping all necessary records for doing business and almost succeed to complete their plan. 😊😊
- Quality control in terms of standard size/balance of design is also taken care of. 😊😊
- The CBO got the clue how to develop and extend the design and products. 😊😊😊
- Due to the limited number of members, the production capacity as a CBO is limited. 😊😊

Sustainability

- The CBO learned the foundation of running business and importance of developing and producing good quality products with responsibility. 😊😊😊
- The CBO has a plan to run wool carding business in the village to pay back the credit for purchasing the machine as well as continuation of their activities. 😊😊
- AO provided the workshop premises for free of charge and attended number of events, where could learn about the OVOP Movement principles and concept. 😊😊

4. IMPACT to the COMMUNITY

- In order to increase the number of members, the CBO accepted the students from local vocational school (twice), which may become an opportunity to let people know about their activities and the OVOP Movement, not only increasing the number of members.
- There were only two wool carding machine available in the village before and people were making queue to receive that service. Since the CBO is going to provide wool carding service as well, it benefits the village people.

Name of CBO: ERBOL

Tosor Village

Tamga AO

Jeti-Oguz Rayon

1. CBO PROFILE**CBO members**

Leader: Ms. Dokdurkan Beksultanova

Coordinator: Ms. Venera Baitikova

Secretary: Ms. Meerim Ibraeva

Accountant: Ms. Meerim Ibraeva

Establishment: 2007

No. of members

Jan 2009	Dec 2009	Jul 2010
14 (F9, M5)	6 (F4, M2)	6 (F4, M2)

2. PRODUCTION & MARKETING**Products:**

Felt/wool souvenirs (wall ornament, key holder, necklace, bag, yurt ornament, etc.)

Amount of Products: as of end of July 2010

Items	Quantity
5 kinds of products: coaster and tea pot cover sets, cup cases, etc. with different embroideries and colors	5

Sales Result: as of end of July 2010

- 1 set of tea pot mat and coasters: 1,270som

Major markets:

KSRS, EXPO & fairs

**3. EVALUATION****Organizational Development:**

- The organization was family based and the members could not work as a group for doing business, and each role of responsibilities were not carried out without order of the leader. ☹☹☹
- Unfortunately, the CBO did not continue the work for the OVOP Movement, due to indifference to the concept of the Movement. ☹☹☹

Capacity Development regarding Production and Sales

- The CBO have produced some sample products, but even could not modify their products according to the comments given. ☹☹☹
- The CBO is capable to produce something what they want, but could not become creative to produce the products with some unique feature. ☹☹☹
- All paper works such as keeping records, accounting records and so forth have not properly done. ☹☹☹

Sustainability

- The CBO could not learn the foundation of running business and importance of developing and producing good quality products with responsibility. ☹☹☹
- Since the CBO has all necessary machines such as wool carding machine and felt making machine, if they work as a doing business group by involving new more members from communities as well as better organization, they have potential to continue and enlarge their activities.

4. IMPACT to the COMMUNITY

N.A.

Appendix 5

Counterpart Training in Japan: List of Participants and Program

Counterpart Training in Japan: List of Participants and Program

(1) 1st Counterpart Training in Japan

Participants

Mr. Alyshbaev Kalybek Keneshovich, First Deputy Governor of Issyk-Kul OSA cum Project Director of J-CEP

Mr. Almaz Imanaliev, Project Manager, J-CEP

Ms. Kasimbekova Lira Baisekovna, Leading Specialist, MoEDT

Program: (August 24 - September 1, 2007)

Day	Date	Schedule	Transportation	Stay
1	8/24 (Fri)	Bishkek (15:00) – Almaty (20:00)	Surface	
		Almaty (23:10) – Seoul	OZ 5785	Tokyo
2	8/25 (Sat)	– Seoul (07:50), Seoul (10:00) – Narita (12:10)	OZ 102	
		Narita (14:00) – Tokyo (17:00)	Airport bus/ Taxi	Tokyo
		Briefing at JICA		
3	8/26 (Sun)	Tokyo - Oita		Oita
4	8/27 (Mon)	Guidance and Lectures at Oita OVOP International Exchange Promotion Committee		Oita
5	8/28 (Tue)	Visit OVOP villages/local governments		Oita
6	8/29 (Wed)	Visit OVOP villages/local governments		Oita
7	8/30 (Thu)	Oita (10:00) – Kitakyushu (15:00)	Surface	Kita-Kyushu
		Visit to Roadside Station (MICHINOEKI) on the way		
		Report to JICA (16:00-17:00)		
8	8/31 (Fri)	Fukuoka (12:00) – Seoul (13:20)	OZ 131	
		Seoul (18:10) – Almaty (21:55)	OZ 5775	
		Almaty (23:00) – Bishkek	Surface	
9	9/1 (Sat)	– Bishkek (03:00)		

(2) 2nd Counterpart Training in Japan

Participants

Ms. Mamedova Svetlana Akopiyanovna, Deputy Governor of the Issyk-Kul OSA cum PIU Member

Mr. Ibraev Bakyt Jokenovich, Project Manager of J-CEP

Ms. Beishebaeva Venera Mukambetovna, Deputy Head of Jeti-Oguz RSA

Mr. Shamshiev Nasridin Shamshievich, Head of Regional Policy Dept., MoEDT

Program: (September 23 - October 1, 2008)

Day	Date	Schedule	Transportation	Stay
1	9/23 (Tue)	Bishkek (15:00) – Almaty (20:00)	Surface	
		Almaty (23:10) – (to Seoul)	OZ5785	
2	9/24 (Wed)	– Seoul (07:50)		Kita-Kyushu
		Seoul (10:00) – Kansai(11:40)	OZ112	
		Kansai (12:45) – Fukuoka(14:05)	JL2563	
		Fukuoka Airport (14:25) – Kita-Kyushu (15:30)	Airport bus/ Taxi	
		Orientation at JICA Kyushu		
3	9/25 (Thu)	Kitakyushu (09:00) – Oita (14:00)	Surface	
		Guidance and Lectures at Oita OVOP International Exchange Promotion Committee		Oita
4	9/26 (Fri)	Visit OVOP villages/local governments		Oita
5	9/27 (Sat)	Free in Oita pre.		Oita
6	9/28 (Sun)	Oita – Aso		Oita
7	9/29 (Mon)	Visit OVOP villages/local governments		Oita
8	9/30 (Tue)	Visit OVOP villages/local governments		Oita
9	10/1 (Wed)	Move to Kita-kyushu	Surface	Kita-

Day	Date	Schedule	Transportation	Stay
		Report to JICA Kyushu		Kyushu
10	10/2(Thu)	Kita-Kyushu (08:00) – Fukuoka Airport (09:30)	Airport bus/ Taxi	
		Fukuoka (11:50) – Seoul (13:10)	OZ 131	
		Seoul (16:30) – Almaty (20:15)	KC910	
		Almaty (21:00) – (to Bishkek)	Surface	
11	10/3 (Fri)	– Bishkek (around 02:00)		

(3) 3rd Counterpart Training in Japan

Participants

Mr. B. Kupeshov, Head of Ak-Suu RSA

Mr. S. Kerimkulov, Head of Tup RSA

Mr. T. Chekiev, Head of Jeti-Oguz RSA

Mr. T. Mansurov, Head of Issyk-Kul RSA

Mr. Z. Jumaliev, Head of North Interregional Dept., MoEDT

Mr. A. Alymbekov, Chief Specialist of Industry, Transportation and Communication Dept. of Issyk-Kul OSA cum PIU member

Program: (October 13 - 23, 2009)

Day	Date	Schedule	Transportation	Stay
1	10/13 (Tue)	Bishkek (06:30) – Moscow (09:05)	SU 180	
		Moscow (19:20) – (to Tokyo)	SU 575	
2	10/14 (Wed)	– Tokyo (10:00)		Kita-Kyushu
		Tokyo Narita (13:40) – Fukuoka (15:40)	JL 3053	
		Fukuoka Airport (16:30) – Kita-Kyushu (17:30)	Airport bus/ Taxi	
3	10/15 (Thu)	AM: Orientation at JICA Kyushu		Oita
		PM: Kita-Kyushu – Oita	Surface	
4	10/16 (Fri)	Guidance and Lectures at Oita OVOP International Exchange Promotion Committee		Oita
5	10/17 (Sat)	Visit OVOP villages		Oita
6	10/18 (Sun)	Visit OVOP villages		Oita
7	10/19 (Mon)	Visit OVOP villages/local governments		Oita
8	10/20 (Tue)	Visit OVOP villages/local governments		Oita
9	10/21 (Wed)	AM: Move to Kita-Kyushu	Surface	Kita-Kyushu
		PM: Report to JICA Kyushu		
10	10/22(Thu)	Kita-Kyushu (04:00) – Fukuoka Airport (05:00)	Airport bus/ Taxi	
		Fukuoka (07:10) – Tokyo Narita (08:55)	NH 2142	
		Tokyo Narita (13:05) – Moscow (17:25)	SU 576	
		Moscow (21:55) – (to Bishkek)	SU 179	
11	10/23 (Fri)	– Bishkek (05:10)		

Appendix 6
Records of Joint Steering Committees

**JICA Community Empowerment Project
Joint Steering Committee (Extraordinary Session)**

Minutes of Discussion

Date/Time	Wednesday, 24 January 2007, (14:15 – 15:15)
Venue:	Conference Room, Issyk-Kul Oblast State Administration, Karakol
Participants:	Mr. Isaev Shaydinovich, Governor of Issyk-Kul Oblast Mr. Almaz Imanaliev, Project Manager, and PIU members Mr. Sharshenaliev Asangazaievich, Tup Rayon Administration Mr. Chekiev Beshkempirovich, Ask-Suu Rayon Administration Mr. Satoshi Nakano, JICA Resident Representative; and JICA officers Mr. Hajime Koizumi, JICA Expert Team Leader; and Team members

The extraordinary session of the Joint Steering Committee for the JICA supported Community Empowerment Project in the Issyk-Kul Oblast has been held to discuss on the Inception Report and other issues at the outset of the Project operations in Issyk-Kul. The member representing the Issyk-Kul Development Forum has not been nominated yet, and the discussions have been made among the participants from the Oblast State Administration, Project Implementation Unit (PIU), Rayon representatives, and JICA representatives.

Major point of the discussions and resolutions are summarized in the following.

1. At the opening of the JSC, Governor, Mr. Isaev emphasized the importance of the activation at the community level to attain the development strategies of the Oblast, and expressed his hopes that the PIU and JICA Expert Team would jointly work for successful implementation of the Project and that the cooperation would last for a long period. JICA Resident Representative appreciated the cooperation of the Oblast and emphasized the point that the Project should be implemented at the initiative of the Oblast Administration and the PIU.
2. The PIU Project Manager outlined the program envisaged for the execution of the Project during Phases 1 and 2. He noted that the Phase 2 operations would be subject to the successful consolidation of the operational systems and the PIU during the Phase 1. JICA Expert Team Leader outlined the Inception Report, with

particular attention to the alternative approaches to the Community Empowerment Project and the suggested approach with the "One Village One Product" (OVOP) together with the social/livelihood improvement programs at the villages selected for the OVOP operation.

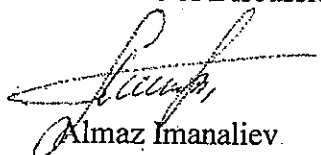
3. Through discussion among the participants, it has been basically agreed that the suggested approach with the OVOP and social/livelihood improvement is acceptable to the Joint Steering Committee (JSC). It has also been agreed that the applicability of this approach would be jointly reviewed at the time of the JSC scheduled towards the end of the Phase 1 operation or in October 2007.
4. The programs for the Pre-Pilot Project to be executed during the Phase 1 have also been reviewed. The JSC members agreed to the suggested programs with the herb cultivation and processing, as well as with the social/livelihood improvement. The PIU and JICA Expert Team will immediately proceed to the selection of villages and formulation of the programs for execution.
5. The JICA Team requested Tup and Ak-Suu Rayon Administration to recommend the villages appropriate for the pre-pilot project operations by the end of this month so that one village in each Rayon could be selected.
6. The PIU Project Manager explained the status of PIU members and requested JICA for support in the assignment of Coordinator and Assistants for the execution of the Pre-Pilot Project during the Phase 1. The JICA side took note of this request, expressing that JICA would arrange for it as the Kyrgyz budget for 2007 had already been prepared and the additional budgetary arrangement might be difficult.
7. The PIU Project Manager also requested JICA for support in the market survey of the potential products to be taken up under the OVOP operations. The JICA side took note of this request, expressing that JICA would additionally earmark a small fund for the requested market survey. The survey would first be made on herb, and it would be expanded to other products identified in the later part of the Phase 1.
8. The PIU requested JICA for training in Japan as stipulated in the Record of Discussions (R/D) in August 2006. The JICA Team noted that the Governor's initiative to the OVOP and activation of communities would be of prime importance,

and that the Team would convey the request to JICA Headquarters so that the training program would be realized in or around May 2007.

9. The Governor reiterated that, though it is a hard task to obtain a budget for the Project operations in 2008 and 2009, he would try his best to earmark the budget either from the central government or from the Oblast budget.
10. Although it has been scheduled that the next session of the JSC will be held in or around October 2007 to review the achievements during the Phase 1 and to decide whether the Project would proceed to the Phase 2, the Governor requested the JICA Team to convene more frequently and discuss on the progress and issues of the Project. The JICA Team welcomed the Governor's proposal to meet and discuss more often.

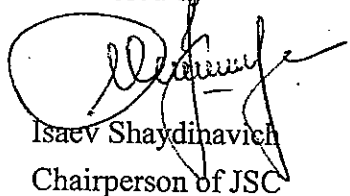
Karakol, 24 January 2007

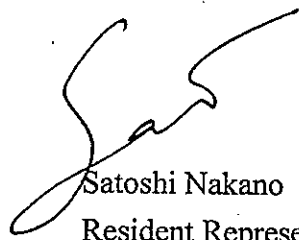
Minutes of Discussion prepared by


Almaz Imanaliev
Project Manager, PIU


Hajime Koizumi
Leader, JICA Expert Team

Witnessed by


Isaev Shaydinovich
Chairperson of JSC
Governor of the Issyk-kul oblast state


Satoshi Nakano
Resident Representative
Japan International Cooperation Agency

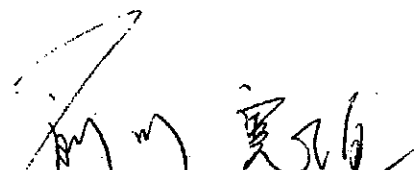
**MINUTES OF DISCUSSIONS
BETWEEN
THE JAPANESE INITIAL EVALUATION TEAM
AND
THE AUTHORITIES CONCERNED
OF THE GOVERNMENT OF THE KYRGYZ REPUBLIC
ON JAPANESE TECHNICAL COOPERATION
FOR THE COMMUNITY EMPOWERMENT PROJECT
IN THE ISSYK-KUL OBLAST OF THE KYRGYZ REPUBLIC**

The Initial Evaluation Team (hereinafter referred to as "the Team"), organized by Japan International Cooperation Agency (hereinafter referred to as "JICA"), headed by Mr. Kenji MAEKAWA, Team Director, Urban and Regional Development / Peace Building Team I, Group II (Urban and Regional Development / Peace Building), Social Development Department, JICA is visiting the Kyrgyz Republic from September 12th to 18th, 2007 for the purpose of initial evaluation concerning the Japanese Technical Cooperation for the Community Empowerment Project in the Issyk-Kul Oblast of the Kyrgyz Republic (hereinafter referred to as "the Project").

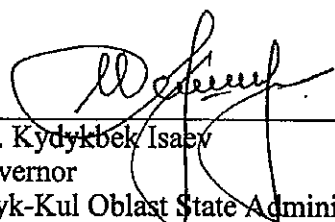
During its stay in the Kyrgyz Republic, the Team has had a series of discussions with the Ministry of Finance, the Ministry of Economic Development and Trade (hereinafter referred to as "the MoEDT"), the Issyk-Kul Oblast State Administration, with respect to the achievements of the Phase I and appropriateness to proceed to the Phase II of the Project.

As the result of the evaluation and discussions, both sides agreed to the points referred to in the documents attached hereto.

Karakol, September 17th, 2007

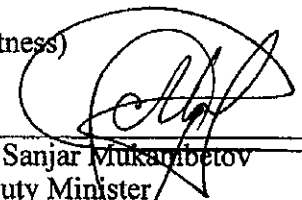


Mr. Kenji Maekawa
Leader
Initial Evaluation Team
Japan International Cooperation Agency
Japan

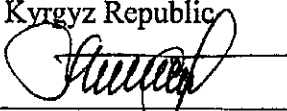


Mr. Kydykbek Isaev
Governor
Issyk-Kul Oblast State Administration
The Kyrgyz Republic

(Witness)



Mr. Sanjar Mukanbetov
Deputy Minister
Ministry of Economic Development and Trade
The Kyrgyz Republic



Mr. Melis Mambetjanov
Permanent Secretary
Ministry of Finance
The Kyrgyz Republic

ATTACHMENT

1. Objectives of the Initial Evaluation

Based on the Record of Discussions(R/D) signed on August 10th, 2006 between JICA and the Issyk-Kul Oblast State Administration, the Project commenced in January, 2007.

The Project is composed of two phases, Phase I for "Preparatory Phase" and Phase II for "Full-scale Cooperation Phase". At the discussion of R/D, both sides recognized that the implementation system of the Kyrgyz side was not necessarily sufficient and would need to be strengthened during the Phase I, and agreed to decide whether to implement the Phase II or not, based on the achievements of the Phase I at its end.

The objective of the initial evaluation is to examine the achievements of the Phase I jointly by JICA and the Kyrgyz authorities concerned; and to decide whether Phase II is to be commenced.

2. Activities Implemented for Phase I

2-1 Inputs

2-1-1 Inputs by the Japanese side

(1) Experts Dispatched

JICA Experts: **6 Short-term experts** were assigned for a total of about 13 M/M. The details are as follows;

List of JICA Experts

Name	Field of Expertise	Assigned M/M
Mr. Makoto Ishizuka	Team Leader (Acting Team Leader, till June, 2007) / Community Empowerment / Poverty Alleviation	4.5 M/M
Mr. Hajime Koizumi	Rural Development (Team Leader, till June,2007)	2.3M/M
Ms. Tomoko Matsui	Community Empowerment / Gender Issue / Participatory Development	4.7M/M
Ms. Naoko Anzai	Capacity Development (Institutional Development)	0.5M/M
Ms. Aoi Iwana	Capacity Development (Human Resources Development)	0.8M/M
Ms. Maya Kitamoto	Coordinator	0.4M/M

(2) Trainees Accepted

3 trainees were accepted under the Counterpart Training Scheme in Japan. The details are as follows.

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List of counterpart trained in Japan

Name	Course Title	Duration
Mr. Kalybek Alyshbaev (Project Director, First Deputy Governor, Issyk-Kul Oblast State Administration)	One Village One Product	Aug. 24- Sep.1, 2007
Mr. Almaz Imanaliev (Project Manager, Head of Department, Issyk-Kul Oblast Stae Administration)	-ditto-	-ditto-
Ms. Lira Kasymbekova (Leading Specialist, MoEDT)	-ditto-	-ditto-

2-1-2 Inputs from the Kyrgyz side**a) Counterpart personnel assigned**

In addition to the Project Director and the Project Manager, the Issk-Kul Oblast State Administration assigned three members to the Project Implementation Unit (PIU) by March, 2007, which the PIU weekly meeting officially started. One of the PIU member has been on leave since May, 2007 and the Issyk-Kul Oblast State Administration assained Mr. Tilek Baiyzov, Leading Specialist of Department of Economic Development, Industry and Communication, to substitute the member in September, 2007.

Assignment of PIU Members

Name	Position	Note
Mr. Kalybek Alyshbaev (Project Director)	First Deputy Governor	
Mr. Almaz Imanaliev (Project Manager)	Head of the Department of Development of External Economic Relations and Tourism	
Ms. Svetlana Mamedova (PIU Member)	Head of Oblast Department of Ministry of Industry, promoted to Deputy Governor in July 2007	
Mr. Tilek. Baiyzov (PIU Member)	Leading Specialist of the Department of Economic Development, Industry and Communication	assigned in Sep., 2007.
Mr. Maksat Dunganaev. (PIU Member)	Leading Specialist of the Department of Agriculture and Processing Industry	

2-2 Activities Implemented**2-2-1 Understanding of the Project**

The concept of the Project adopting the One Village One Product (OVOP) Movement seems to have been shared widely among various stakeholders in the Issyk-Kul Oblast, with several discussions in workshops and complementary interviews as well as through the

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process of the OVOP Potential Map preparation.

2-2-2 Implementation of Pre-pilot Project

Pre-pilot Projects promoting herb productions are implemented in two communities, Shaty village and Sary-Dobo village. The major activities undertaken until the end of August 2007 were 1) selection of pre-pilot villages, 2) herb market research, 3) baseline survey, 4) organizing the calendula producers group, 5) herb seeds arrangement and distribution, 6) technical and marketing guidance, 7) trial of solar drying facility, 8) training/workshop for community empowerment, 9) trial of new herb species. Details are shown in the Progress Report (No.1).

2-2-3 Review of results of Pre-pilot Project and strengthening the implementation system

Although the Pre-pilot Projects have not been completed yet, PIU and JICA Experts reviewed the current conditions around the Project, and has considered measures for strengthening the implementation system.

2-2-4 Preparation of the OVOP Potential Map

The OVOP Potential Map has been prepared in the Project frame in order to grasp information on locally available products and resources which have potentials for processing at the village level to increase their value and competitiveness in both domestic and external markets.

Although it was not considered at the existing PDM, in the process of the Phase I, this activity has been added to the Project, based on the suggestion made by JICA Experts.

3. Achievements of Outputs for Phase I

Output and Objectively Verifiable Indicators for Phase I

Output	Objectively Verifiable Indicators
Implementation system (personnel, budget, capability, networks, etc.) which is capable for conducting Phase II is prepared.	a. Degree of understanding on the Project b. Matching necessary number of staff with capable number of personnel c. Allocation of necessary budget by the Issyk-Kul Oblast d. Frequency of various meetings such as Steering Committee, Development Forum, etc.

(a) Degree of understanding on the Project

The Project and the OVOP Movement have become widely known at each level of

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administration as the result of efforts made by PIU and JICA Experts, taking the following activities with other organizations/agencies during the Phase I.

(Oblast, Rayon and Aiyl Okmotu (AO) Administration levels)

- Workshop/Meetings for Oblast, Rayon and AO administration
- Publicity activities, etc.

(Other public agencies in Issyk-Kul Oblast)

- Explanation of the details of the Project to AO officers and village people by the students of the Issk-Kul State University during the field survey for the OVOP Potential Map Preparation.

(Central level)

- The Minister of Finance referred to the importance of the OVOP Movement when he made a presentation at the Kyrgyz Development Forum on May, 2007.
- The Vice Minister of the Ministry of Economic Development and Trade expressed his interest in the OVOP Movement and intention to cooperate with the Project including becoming a member of JSC.

(b) Matching necessary number of staff with capable number of personnel

The present assignment of counterparts is shown in 2-1-2. All the PIU members including the Project Manager are part-time counterparts although full-time counterparts were expected to be assigned in the R/D. According to the Oblast State Administration, it was difficult to assign a full-time counterpart mainly due to the change in budgetary system of the government.

(c) Allocation of necessary budget by the Issyk-Kul Oblast State Administration

The budget for the implementation of the Project has not been arranged yet. The Issyk-Kul Oblast State Administration is seriously trying to cope with this problem, e.g., they sent a request letter to the Ministry of Finance to allocate to the Project a small amount of the counterpart fund of the Japanese Grants.

(d) Frequency of various meetings such as Steering Committee, Development Forum, etc.

The extraordinary session of JSC was held on January 24, 2007. Four participants from the Issyk-Kul Oblast State Administration including the Governor and five from the Japanese side including the Resident Representative of the JICA Kyrgyz Republic Office attended the session.

Regarding the Issyk-Kul Development Forum, its consolidation was withheld and networking of the stakeholders was mainly undertaken.

The PIU Weekly Meeting was commenced at the end of March, 2007 as the place to discuss the progress and problems of the Pre-pilot Project. The meeting has been held 20 times as of September 10.

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4. Evaluation Result of Phase I

With the effort by the PIU and JICA Experts, the concept of the Project and its method based on the OVOP Movement is shared and understood widely, not only among stakeholders in the Issyk-Kul Oblast but in central authorities. The OVOP Potential Map developed during the Phase I shows that the Issyk-Kul Oblast has large potential for the promotion of the OVOP Movement. Although it is not adequate to demonstrate the effectiveness of the OVOP Movement only by the result of 6-month Pre-pilot Project, the community empowerment through the OVOP Movement seems to have enough possibilities to be applicable to the Kyrgyz Republic.

On the other hand, in the changing process of local governmental and financial system, it is becoming more difficult to strengthen the implementation system for the Project only by the Issyk-Kul Oblast State Administration itself, concerning budget and personnel. To improve the sustainability of the Project, the support from central ministries would be highly necessary.

5. Conclusion based on the evaluation of Phase I

The concept of the Project, community empowerment with the OVOP Movement, is becoming shared and understood by stakeholders not only in the Issyk-Kul Oblast but in central authorities. Although we need further examination on effectiveness and applicability of the OVOP Movement, it can be concluded that the Project may proceed to the Phase II, executing the pilot projects in the Issyk-Kul Oblast.

To proceed to the Phase II, however, the implementation system needs to be more strengthened and be more supported by the central authorities. The Team suggests the Kyrgyz side making further efforts to strengthen the institutional setting and financial support as suggested in the following section 6.

6. Measures for Phase II

The implementation system for the Project has not been totally strengthened as expected during the Phase I period, mainly due to changing process of local governmental and financial system. To implement the Phase II successively, some countermeasures for strengthening the implementation system is indispensable with supports from central authorities, especially from the MoEDT.

JICA suggested the Kyrgyz side to take following measures:

(1) Measures to be taken by the Issyk-Kul Oblast State Administration

a) Assignment of PIU members

One of the PIU members would be a full-time counterpart for the Project.

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b) Budget arrangement for pilot projects

The Issyk-Kul Oblast State Administration will take actions to request central authorities for necessary budget for pilot projects.

(2) Measures to be requested to the MoEDT and other ministries

c) Supporting system to the OVOP Movement by the MoEDT

The MoEDT will be requested to assign an appropriate person as the member of the JSC for the Project (See Annex 1).

d) Budgetary support to the OVOP Movement

Arrangement of budget for implementation of pilot projects during Phase II will be requested to ministries concerned to the OVOP Movement.

Issyk-Kul Oblast State Administration requested JICA to take following measures:

(1) Assignment of the Coordinator

Due to the administrative and financial changes in the government structure, Issyk-Kul Oblast State Administration had some difficulties in assignment of full-time PIU members, and requested JICA to assign additional Coordinator in JICA Expert Team for smooth coordination between Issyk-Kul Oblast State Administration and JICA Expert Team.

(2) Additional Training Course

Considering the successful results of the "One Village One Product" training course in Japan, the Issyk-Kul Oblast State Administration requested JICA to arrange additional training courses for other administrative staffs at the oblast and rayon levels in Japan or other countries which are implementing the OVOP Movement successfully.

7. Revision of PDM

Through the discussions of the Inception Report, both the Kyrgyz side and the Japanese side decided to initiate the OVOP Movement as the main tool for community empowerment.

Strong support from central authorities is indispensable for successive implementation of the Phase II under the circumstances of the reform of local governmental and financial system.

Considering above mentioned points, both sides tentatively agreed to revise the original PDM (PDM Ver.1) as shown in Annex 1 into as the PDM Ver.2 shown in Annex 2. Major changes of the narrative summary are shown in the table below. The details of the objectively verifiable indicators, means of verification and important assumptions for the revised PDM would be further defined at the beginning of the Phase II.

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Changes in the PDM (Draft)

	PDM Ver.1 (Original PDM)	PDM Ver.2 (Revised PDM)
Overall Goal	Socio-economic revitalization in the Issyk-Kul Oblast in harmony with environmental preservation	Unchanged
Project Purpose	The sustainable system for the regional development is established through the community empowerment.	A sustainable system for the regional development through community empowerment with the OVOP Movement is established
Outputs	<p><u>Phase I (Preparatory Phase)</u> 1-1. Implementation system (personnel, budget, capability, networks, etc.) which is capable for conducting Phase II, is prepared.</p> <p><u>Phase II (Full-scale Cooperation Phase)</u> 1-2. Some model communities in the Issyk-Kul Oblast are well-organized. 1-3. Community development plans for the regional development are formulated. 1-4. Regional economy is vitalized by the effective implementation of the pilot projects, based on the community development plan. 1-5. Administrative capacities of Issyk-Kul Oblast's staff on the community empowerment are improved.</p>	<p><u>Phase I (Preparatory Phase)</u> 1-1. Implementation system (personnel, budget, capability, networks, etc.) which is capable for conducting Phase II is prepared.</p> <p><u>Phase II (Full-scale Cooperation Phase)</u> 1-2. Implementation system is well functioned. 1-3. Model Communities are empowered through the OVOP Movement 1-4. The effectiveness of community empowerment method with the OVOP Movement is verified.</p>

8. Mid-term Evaluation

The attainment of measures to be taken by the Issyk-Kul Oblast State Administration and central authorities as well as the achievement of the initial year of the Phase II will be assessed at the time of Mid-term Evaluation. The modality of the subsequent project operations will be decided at this time.

Annex 1: Revised JSC member

Annex 2: Original PDM (PDM Ver.1)

Annex 3: Revised PDM (PDM Ver.2)

Attachment: Progress Report (No.1)

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Annex 1

JOINT STEERING COMMITTEE (Revised)**1. Function**

The Joint Steering Committee Meeting will be held when necessity arises and at least twice a year in order to fulfill the followings:

- 1) to approve the annual work plan of the Project based on the Project Design Matrix (refer to Annex VII of the Record of Discussions (R/D)) within the framework of R/D,
- 2) to evaluate the results of the annual work and overall progress of the Project, and
- 3) to review and exchange opinions on major issues at that arises during the implementation of the Project.

2. Chairperson and Members

(1) Chairperson: Governor of the Issyk-Kul Oblast State Administration

(2) Members:

Kyrgyz Side

a) First Deputy Governor of the Issyk-Kul Oblast State Administration

b) Representative of the Ministry of Finance

c) Representative of the Ministry of Economic Development and Trade

d) Heads of Relevant Local Self Governments

e) Any other persons concerned to be decided by the Issyk-Kul Oblast State Administration

Japanese Side

a) Resident Representative of the JICA Kyrgyz Republic Office

b) Leader of JICA Expert Team of the Project

c) Any other persons recommended by the JICA Kyrgyz Republic Office

Note: Officials of the Embassy of Japan may attend the meeting as observers.

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ANNEX II

PROJECT DESIGN MATRIX (PDM)

Project Name: The Community Empowerment Project in Issyk-Kul Oblast of the Kyrgyz Republic
Project Period: Nov. 2006—Nov. 2010 (max. 4 years)
Phase I: Nov. 2006-Nov. 2007 (max. 1 year), Phase II: 3 years from the end of Phase I
Target Area : Issyk-Kul Oblast
Target Group: Staff of Issyk-Kul Oblast State Administration, staff of Local-self Governments in the Issyk-Kul Oblast, Local People in the Issyk-Kul Oblast

<p>Overall Goal Socio-economic Revitalization in the Issyk-Kul Oblast in harmony with environmental preservation.</p>	<p>1. Vitalization of communities in the Oblast 2. Increase in income in the Issyk-Kul Oblast</p>	<p>1. Periodical activity report of PIU 2. Annual report of the Issyk-Kul Oblast</p>	<p>Policy on the community empowerment by Issyk-Kul Oblast is not changed after the end of the cooperation</p>
<p>Project Purpose 1. The sustainable system for the regional development is established through the community empowerment.</p>	<p>1. Degree of vitalization of model communities 2. Achievement of pilot projects (contribution to the regional development) 3. Accumulation of know-how and experiences regarding community empowerment in the Oblast</p>	<p>1. Periodical activity report of PIU, Evaluation report of pilot projects 2. Evaluation report of pilot projects 3. Minutes of the Steering Committee, Issyk-Kul Development Forum and other various meetings, Guideline of community empowerment</p>	<p>Implementation system of PIU with full-time counterparts is maintained</p>
<p>Outputs Phase I (Preparatory Phase) 1-1. Implementation system (personnel, budget, capability, networks, etc.) which is capable for conducting Phase II, is prepared. Phase II (Full-scale Cooperation Phase) 1-2. Some model communities in the Issyk-Kul Oblast are well-organized. 1-3. Community development plans for the regional development are formulated.</p>	<p>Phase I (Preparatory Phase) 1-1-a. Degree of understanding on the Project 1-1-b. Matching necessary number of staff with capable number of personnel 1-1-c. Allocation of necessary budget by the Issyk-Kul Oblast 1-1-d. Frequency of various meetings such as Steering Committee, Development Forum, etc. Phase II (Full-scale Cooperation Phase) 1-2-a. Degree of analysis on the communities 1-2-b. Situation of organization of model communities 1-2-c. Arrangement of the regulations of community organizations 1-3-a. Progress on the formulation of community development plan 1-3-b. Appropriateness of development policies and strategies 1-3-c. Appropriateness of process on the formulation of community development plan</p>	<p>Phase I (Preparatory Phase) 1-1-a. Interview for relevant officers of Issyk-Kul Oblast 1-1-b. Periodical activity report of PIU, Periodical activity report of JICA experts 1-1-c. Budget plan of the Issyk-Kul Oblast 1-1-d. Meeting records regarding the various meetings Phase II (Full-scale Cooperation Phase) 1-2-a. Periodical activity report of PIU 1-2-b. Periodical activity report of PIU 1-2-c. Regulations of community organizations 1-3-a. Each community development plan 1-3-b. Each SWOT analysis on the communities 1-3-c. Meeting records regarding the formulation of development plans</p>	<p>Implementation system of PIU with full-time counterparts is maintained</p>

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ANNEX II

<p>1-4 Regional economy is vitalized by the effective implementation of the pilot projects, based on the community development plan.</p> <p>1-5 Administrative capacities of Issyk-Kul Oblast's staff on the community empowerment are improved.</p>	<p>1-4-a. Appropriateness on the formulation of plan for the pilot projects 1-4-b. Appropriateness on the monitoring activities and implementation activities of the pilot projects 1-4-c. Appropriateness on the evaluation for the pilot projects 1-4-d. Output from the pilot projects (contribution to the regional development)</p> <p>1-5-a. Capabilities of strategy and implementation plan on the community empowerment 1-5-b. Capabilities of project implementation on the community empowerment 1-5-c. Capabilities of coordination for the implementation on the community empowerment 1-5-d. Organic accumulation of know-how and experiences regarding community empowerment</p>	<p>1-4-a. Plans (documents) of pilot projects 1-4-b. Progress reports of pilot projects 1-4-c. Evaluation reports of pilot projects 1-4-d. Evaluation reports of pilot projects</p> <p>1-5-a. Periodical activity report of PIU 1-5-b. Periodical activity report of PIU, Reports relevant to the pilot projects 1-5-c. Periodical activity report of PIU, Minutes of the Steering Committee, Issyk-Kul Development Forum and other various meetings 1-5-d. Guideline of community empowerment</p>	
<p>Activities Phase I (Preparatory Phase) 1-1-1. Share on the outline and details of the cooperation 1-1-2. Implementation of pre-pilot projects 1-1-3. Review for results of pre-pilot projects and strength of implementation system such as supplement of additional staff, allocation of necessary budget, construction of relationship with relevant institutions</p> <p>Phase II (Full-scale Cooperation Phase) 1-2-1. Present situation analysis on the communities 1-2-2. Selection of model communities 1-2-3. Organization of the model communities and formulation of organization policy and regulation</p> <p>1-3-1. SWOT (Strength, Weakness, Opportunity, Threat) analysis for the development potential of each model community 1-3-2. Formulation of community development policy and strategy 1-3-3. Formulation of community development plan 1-3-4. Selection of the pilot projects</p> <p>1-4-1. Identification and secure of local resources for the pilot projects 1-4-2. Formulation of the detailed implementation plans of the pilot projects 1-4-3. Implementation of the pilot projects 1-4-4. Evaluation of the outputs and performances of the pilot projects, and lessons learned</p> <p>1-5-1. Formulation of the Issyk-Kul Oblast community empowerment strategy and implementation plan.</p>	<p>Inputs (Japanese side) 1) Dispatch of Experts 2) Team Leader / Regional Development 3) Community Empowerment 1/Poverty Alleviation 4) Community Empowerment 2 / Gender Participatory Development 5) Organization Strength / Human Resources Development</p> <p>2. Acceptance of counterpart personnel for training in Japan (for the sector to be decided)</p> <p>3. Other necessary machineries and equipment</p>	<p>(Kyrgyz side) 1. Project Implementation Unit (PIU) 1) Assignment of full time C/P 2) Provision of office for JICA experts 3) Necessary expenses for the operation of PIU, such as expenses for monitoring the pilot project activities</p> <p>2. Supporting organization 1) Joint Steering Committee 2) Issyk-Kul Development Forum</p> <p>3. Provision of facilities 1) Base (office) for model community activities 2) Facilities and spaces necessary for the pilot projects for model communities</p> <p>4. Other necessary expenses 1) Expenses for implementation of pilot projects 2) Expenses for construction or rehabilitation of activity base of model communities</p>	

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ANNEX II

<p>1-5-2. Information share on the results of the community empowerment activities among the project stakeholders. 1-5-3. Construction of the government-private-sector network for the community empowerment. 1-5-4. Formulation of the guideline of the community empowerment. Organic accumulation of know-how and experiences on the community empowerment.</p>			<p><u>Pre condition</u> Community empowerment policy of Issyk-Kul Oblast is maintained</p>
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Project Design Matrix (PDM)

Project Name: The Community Empowerment Project in Issyk-Kul Oblast of the Kyrgyz Republic
Project Period: Jan. 2007 - Aug. 2010 (about 44 months);
 Phase I: Jan. 2007 - Oct. 2007, Phase II: About 34 months from the end of Phase I
Target Area: Issyk-Kul Oblast
Target Group: Staff of Issyk-Kul Oblast State Administration, Staff of Local-self Governments in Issyk-Kul Oblast, Local People in the Issyk-Kul Oblast

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption
<p><u>Overall Goal</u> Socio-economic revitalization in the Issyk-Kul Oblast in harmony with environmental preservation</p>	<p>1. Vitalization of communities in the Oblast 2. Increase in income in the Issyk-Kul Oblast</p>	<p>1. Periodical activity report of PIU 2. Annual report of the Issyk-Kul Oblast</p>	
<p><u>Project Purpose</u> A sustainable system for the regional development through community empowerment is established with the OVOP Movement.</p>	<p>1. Degree of vitalization of model communities 2. Achievement of pilot project (contribution to the village communities) 3. Accumulation of know-how and experiences regarding community empowerment in the Oblast</p>	<p>1. Periodical activity report of J-CER, Evaluation report of pilot project 2. Evaluation report of pilot projects 3. Minutes of the JSC and other various meetings, Guideline of community empowerment</p>	<p>Central authorities supports community empowerment with the OVOP Movement continuously.</p>
<p><u>Outputs</u> Phase I (Preparatory Phase) 1-1. Implementation system (personnel, budget, capability networks, etc.) which is capable for conducting Phase II is prepared.</p>	<p>Phase I (Preparatory Phase) 1-1-a Degree of understanding on the Project 1-1-b Matching necessary number of staff with capable number of personnel 1-1-c Allocation of necessary budget by the Issyk-Kul Oblast 1-1-d Frequency of various meetings such as JSC and others</p>	<p>Phase I (Preparatory Phase) 1-1-a Interview for relevant officers of Issyk-Kul Oblast 1-1-b Periodical activity report of PIU, Periodical activity report of JICA experts 1-1-c Budget plan of the Issyk-Kul Oblast 1-1-d Meeting records regarding the various meetings</p>	<p>Implementation system continues to be functioned.</p>
<p>Phase II (Full-scale Cooperation Phase) 1-2. Implementation system is well functioned.</p>	<p>Phase II (Full-scale Cooperation Phase) 1-2-a Establishment of a unit in charge of the OVOP Movement at the central level 1-2-b No. of staff assigned newly to the Project after the initial evaluation in Sep. of 2007. 1-2-c No. of participation by staff of the Issyk-Kul Oblast State Administration and local-self governments in pilot project (by the mid-term evaluation) 1-2-d No. of activities initiated by staff of the Issyk-Kul Oblast State Administration and local-self governments in pilot project 1-2-e Type of action taken for budget allocation by the Kyrgyz side. (by the mid-term evaluation) 1-2-f Budget allocation arranged by the Kyrgyz side (by the end of the Project). 1-2-g No. of communities and related organizations in the network, and 1-2-h Contents and frequency of the network activities</p>	<p>Phase II (Full-scale Cooperation Phase) 1-2-a Official documents from the central authorities 1-2-b Record of PIU meetings 1-2-c Record of PIU meetings 1-2-d Record of PIU meetings 1-2-e Record of PIU meetings 1-2-f Record of PIU meetings 1-2-g Record of PIU meetings 1-2-h Record of PIU meetings</p>	

ANNEX III

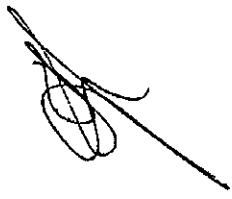
<p>1-3 Model Communities are empowered through the OVOP Movement</p> <p>1-4 The effectiveness of community empowerment method with the OVOP Movement is verified.</p>	<p>1-3-a Degree of OVOP production, processing and marketing in pilot communities</p> <p>1-3-b Situation of organizational management in pilot communities</p> <p>1-4-a Accumulation of lesson learned and experiences regarding community empowerment</p> <p>1-4-b Guideline for community empowerment with OVOP Movement</p>	<p>1-3-a Interview to community members and activity record of communities</p> <p>1-3-b Member list, account book, regulations, registration, etc.</p> <p>1-3-c Interviews to the community members and activity record</p> <p>1-4-a Guideline for community empowerment with the OVOP Movement</p> <p>1-4-b Guideline for community empowerment with the OVOP Movement</p>
<p><u>Activities</u></p> <p><u>Phase I (Preparatory Phase)</u></p> <p>1-1-1 Share on the outline and details of the cooperation</p> <p>1-1-2 Implementation of pre-pilot projects</p> <p>1-1-3 Review for results of pre-pilot projects and strength of implementation system such as supplement of additional staff, allocation of necessary budget, construction of relationship with relevant institutions</p> <p>1-1-4 Development of OVOP Potential Map</p> <p><u>Phase II (Full-scale Cooperation Phase)</u></p> <p>1-2-1 Strengthening supporting system to the project, through involvement of Ministry of Economic Development and Trade(MEDT)</p> <p>1-2-2 Strengthening staff allocation and its activities to the Project.</p> <p>1-2-3 Taking actions for necessary budget allocation by the Kyrgyz side.</p> <p>1-2-4 Building networks among communities and related organizations in accordance with their products</p> <p>1-3-1 Preparation of short list of candidate OVOP products with AOs, villages and communities based on the OVOP Potential Map and the list of potential products</p> <p>1-3-2 Research and analysis on the current situation of the shortlisted candidate products, AOs, villages and communities</p>	<p><u>Inputs</u></p> <p>(Japanese side)</p> <p>1. Dispatch of experts</p> <p>1) Team Leader/ Community Empowerment/Poverty Alleviation</p> <p>2) Regional Development Advisor</p> <p>3) Community Empowerment/Gender/Participatory Development</p> <p>4) Capacity Development (Institutional Development)</p> <p>5) Other experts in the specific fields may be dispatched, if necessary</p> <p>2. Acceptance of counterpart personnel for training in Japan (for the sector to be decided)</p> <p>3. Other necessary machineries and equipment</p>	<p>(Kyrgyz side)</p> <p>1. Project Implementation Unit (PIU)</p> <p>1) Assignment of C/P</p> <p>2) Provision of office for JICA experts</p> <p>3) Necessary expenses for the operation of PIU, such as expenses for monitoring the pilot project activities</p> <p>2. Supporting organization</p> <p>1) Joint Steering Committee</p> <p>3. Provision of facilities</p> <p>1) Base (office) for model community activities</p> <p>2) Facilities and spaces necessary for pilot projects for model communities</p> <p>4. Other necessary expenses</p> <p>1) Expenses for implementation of pilot projects</p> <p>2) Expenses for construction or rehabilitation of activity base of model communities</p>

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ANNEX III

<p>1-3-3 Social mobilization activities including capacity building for OVOP production, processing and marketing for the shortlisted candidate communities and ongoing pre-pilot communities</p> <p>1-3-4 Formulation of plans for OVOP production, processing and marketing by the candidate and pre-pilot communities</p> <p>1-3-5 Market research for the candidate OVOP products</p> <p>1-3-6 Selection of the pilot products, AOs, villages and communities</p> <p>1-3-7 Implementation of the pilot project according to the plans of 1-2-4</p> <p>1-3-8 Monitoring the progress and achievement of pilot project</p> <p>1-3-9 Provision of feedback and advice for improvement to pilot projects, based on the monitoring activities of 1-2-7</p> <p>1-4-1 Examination of community empowerment Method with OVOP Movement and drawing of lessons learned through the accumulated experiences of the pilot projects</p> <p>1-4-2 Formulation of the guideline for community empowerment with OVOP Movement</p> <p>1-4-3 Information share on the lessons learned and the guideline for community empowerment among the project stakeholders</p>		<p>Pre-conditions Community empowerment policy of Issyk-Kul Oblast is maintained</p>
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**COMMUNITY EMPOWERMENT PROJECT (J-CEP)
IN THE ISSYK-KUL OBLAST**

**JOINT STEERING COMMITTEE (No.1)
Minutes of Discussion**

Date/Time: Monday, 17 September 2007

Venue: Conference Room, Issyk-Kul Oblast Administration, Karakol

Participants: Mr. Isaev, Governor of Issyk-Kul Oblast
Mr. Alyshbaev, First Vice Governor-cub-Project Director
Mr. Almaz Imanaliev, Project Manager
Ms. Lira Kasymbekova, Leading Specialist, Ministry of Economic
Development and Trade
Mr. Kenji Maekawa, JICA Headquarters
Mr. Kohtaro Nishigata, JICA Asst. Resident Representative; and
JICA officers
Mr. Makoto Ishizuka, JICA Expert Team Leader; and
Team members

The Joint Steering Committee (No.1) for the Community Empowerment Project in the Issyk-Kul Oblast (J-CEP) has been held to review the Phase I and confirm the continuation of the J-CEP to the Phase II.

Governor of the Issyk-Kul Oblast expressed his appreciation for the cooperation during the Phase I and for the continuation to the Phase II. As he had been briefed on the progress of the J-CEP by the PIU and JICA Team on 14 September 2007, Mr. Isaev was pleased to sign the Minutes of Discussion between the Issyk-Kul Oblast State Administration and JICA as a result of the Initial Evaluation of the J-CEP.

JICA representative, Mr. Maekawa thanked the Issyk-Kul Oblast Administration and all the personnel concerned for their cooperation and noted that the J-CEP would proceed to the Phase II as a result of the Initial Evaluation. He confirmed that the J-CEP would proceed to the Phase II. He also emphasized the importance of smooth and effective implementation of the Phase II.

After the speeches by the Governor and the JICA representative, the Minutes of Discussion between the Issyk-Kul Oblast State Administration and JICA was signed. The Minutes of Discussion will be witnessed by the Ministry of Economic Development and the Ministry of Finance in due course.

The Progress Report (No.1) was officially presented by the JICA Expert Team. Overall review of the Phase I has been summarized in the Minutes of Discussion. The handout of explanation of the report given out at the Workshop held on 14 September 2007 was also distributed to the participants.

Mr. Maekawa emphasized that the continuity of the project implementation would be quite important in every aspect, and the lessons should be learned to attain higher level outputs of the J-CEP.

The Project Director, Mr. Alyshbaev, noted that the project team including both PIU and JICA Expert Team could jointly solve any constraints and breakthrough such difficulties. Learning by doing is important for the successful implementation of the J-CEP. He also agreed to the point that the continuity would be of prime importance for implementation of this type of project.

The Project Director also reiterated that the assignment of Coordinator and training on the OVOP Movement (Paragraph 6 of the M/D) would be of great significance and requested the approval of such requests.

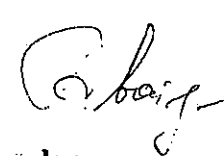
Karakol, 17 September 2007


Mr. Kenji Maekawa
JICA, Headquarters


Mr. Makoto Ishizuka
JICA Expert Team Leader


Mr. Alyshbaev Keneshovich
Project Director


Mr. Almaz Imanaliev
Project Manager


Ms. Lira Kasymbekova
Leading Specialist
Ministry of Economic Development and Trade

**Community Empowerment Project in the Issyk-Kul Oblast
Joint Steering Committee (No. 2)**

Minutes of Discussion

Date: 16th May, 2008
 Time: 14:30 – 15:30
 Venue: Conference Room of the Issyk-Kul Oblast State Administration, Karakol
 Goal: To achieve common vision on implementation strategy of J-CEP and confirmation of the Pilot Project Progress, which are explained in Progress Report (2)

Participants:

Kyrgyz Side

Mr. Alyshbaev Kalybek Keneshovich,
 First Vice Governor cum Project Director
 Mr. Kadyraliev K., Head of North Interregional Department of MoEDT
 Mr. Kalchaev A., Chief Specialist of Issyk-Kul MoEDT Department
 / PIU Member
 Mr. Dunganaev M., Chief Specialist of Department for Agro-industrial
 Development and Nature Management of OSA/PIU Member
 Mr. Baiseitov E., Head of Kerege-Tash Ayil Okmotu
 Mr. Akmoldoev B., Head of Oktyabr Ayil Okmotu
 Mr. Jumabekov K., Head of Saruu Ayil Okmotu
 Mr. Jumaliev M., Head of Svetlaya Polyana Ayil Okmotu

Japanese Side

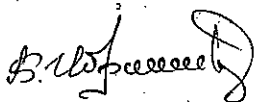
Ms. Naoko Niidome, Volunteer Program Coordinator, on behalf of Resident
 Representative of JICA Kyrgyz Republic Office, and JICA officers
 Mr. Makoto Ishizuka, JICA Expert Team Leader, and Team members

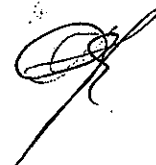
Chairperson: Mr. Alyshbaev on behalf of Governor of Issk-Kul Oblast

5. Agenda:

- a) Opening remarks by Mr. Alyshbaev on behalf of the Governor, Mr. Isaev,
- b) Message from the Resident Representative of JICA Kyrgyz Republic Office,
- c) Presentation on the Progress Report (No. 2) by the JICA Expert Team,
- d) Discussion on the presentation focusing on (i) strategy for J-CEP, (ii) overall pilot project plan, (iii) revision of Project Design Matrix (PDM), and (iv) staff assignment for Project Implementation Unit (PIU).
- e) Closing remarks by Mr. Alyshbaev

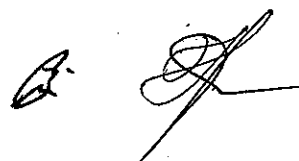
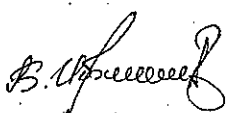
The Joint Steering Committee (No. 2) for the Community Empowerment Project in the Issyk-Kul Oblast (J-CEP) was held to achieve common vision on J-CEP implementation strategy and confirm the progress of pilot project started from November 2007 up to May 2008. The Progress Report (No. 2) which presents the issues above was submitted by the JICA Expert Team to the Issyk-Kul Oblast State Administration before opening the Joint Steering Committee.



Major points of the discussions and resolutions are summarized as follows:

- 1) JSC was opened with the opening remarks by Mr. Alyshbaev, the Project Director on behalf of the Governor, Mr. Isaev. He stated his confidence in achieving the above mentioned goals during discussion.
- 2) A message from the Resident Representative of JICA Kyrgyz Republic Office was presented by Ms. Niidome to the participants. It contained (i) J-CEP aims not only to income generation but also to develop capacity of people to be able to live with local potentials, (ii) in course of promotion of OVOP Movement under J-CEP activities, JICA office also makes efforts to assist it by suggesting necessary support for opening small business to related government agencies, and (iii) the model of business based on community would be a good precedent for challenges which are undertaken by central government and would streamline the process of adoption of new laws and regulations.
- 3) After JICA Expert Team Leader outlined the strategy for J-CEP, overall pilot project plan and progress of pilot project, it was requested to pay attention to the strategy on distributing the result of research on required procedures for starting community based business, which require long process, time and costs. The strategy of J-CEP was generally agreed by the participants, and especially heads of Local Self Government agreed with the strategy to disseminate the lessons learned regarding technical barriers to opening community-based business which directly connected with the challenges of central government.
- 4) Further, JICA Expert Team Leader expressed his gratitude toward Issyk-Kul Oblast State Administration (OSA)'s efforts on organizing Karakol Student Research Center (KSRC) in collaboration with Institute of Economy and Management of the Issyk-Kul University. It was confirmed that the KSRC will play one of the important roles at operation of the Pilot Project. Regarding Bishkek Antenna Shop, Mr. Alyshbaev mentioned that OSA in the name of Governor will request Bishkek Mayor Office to provide a premise or land plot in Bishkek. In connection with this, he addressed to representative of JICA in KR, MoEDT branch and J-CEP to achieve this goal under collaboration of four sides.
- 5) The revision of Project Design Matrix (PDM) was explained by JICA Expert Team member, and it was agreed by the participants (refer to the attachment). The major modification is to add the activities regarding opening Karakol Student Research Shop and Bishkek Antenna Shop, which were not included in the PDM (ver.2). To the question of the head of Oktyabrskoe Aiyl Okmotu on possibility to provide necessary equipment, Ms. Okata explained J-CEP's strategy for provision of the inputs to pilot villages.
- 6) The Project Director mentioned about Micro Credit Agency under OSA, which will support pilot communities by giving a credit under simplified conditions. The head of Keregetashskiy AO also pointed out that they are ready to provide resource which AO has for communities in demand. In addition, JICA Expert Team Leader evaluated, especially, support of Saruu AO head in providing premise, although jamaat decided to use their own detached house for dry fruits production at the end.

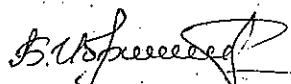


- 7) JICA Expert Team Leader confirmed the changes of PIU members after November 2007. According to mutual decision of PIU and JICA Expert Team, Mr. Ibraev B. was appointed as a PM in view of resigning of Mr. Imanaliev A.; and Mr. Kalchaev A. as one of PIU member. Other members and the Project Director are remained without changes.
- 8) The Project Director made some suggestion regarding promotion and marketing of OVOP products by participating at coming exhibitions and fairs, namely harvest day to be planned in October 2008, tourist fair every April-May and exhibitions in Bishkek.
- 9) The Project Director thanked Japanese side in arranging the study tours every year to Japan. According to mutual decision, Jety-Oguz and Ak-Suu Rayons Akims, representative of MoEDT and PIU member leading by Governor will take participation in this year tour. In addition, the Project Director emphasized that participation of communities and AO heads directly involving in promotion of OVOP movement at pilot villages will be invaluable and useful experience

During official closing of JSC, the Project Director expressed his gratitude to representatives from JICA Kyrgyz Office and participants, and requested to make efforts for achieving successful implementation.

Karakol, 16 May 2008

Minutes of Discussion prepared by



Ibraev Bakyt Jokenovich
Head of Business and Tourism Support
Section of OSA/ Project Manager




Makoto Ishizuka
Team Leader, JICA Expert Team

Witnessed by



Isaev Kyydykbek Shaydinovich
Chairperson of JSC
Governor of the Issyk-Kul Oblast State
Administration



Hideaki Maruyama
Resident Representative
Japan International cooperation Agency
Kyrgyz Republic Office

May, 2008

Project Design Matrix (PDM) - Ver.3
 Project Name: Community Empowerment Project in the Issyk-Kul Oblast of the Kyrgyz Republic
 Project Period: Jan. 2007 - Aug. 2010 / Phase I: Jan. 2007 - Oct. 2007, Phase II: Nov. 2007 - Aug. 2010
 Target Area: Issyk-Kul Oblast
 Target Group: Staff of the Issyk-Kul Oblast State Administration, Staff of the Local-self Governments in Issyk-kul Oblast, Local people in the Issyk-Kul Oblast

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>Overall Goal Socio-economic revitalization in the Issyk-Kul Oblast in harmony with environmental preservation</p>	<p>1. Vitalization of communities in the Issyk-Kul Oblast 2. Increase in income in the Issyk-Kul Oblast</p>	<p>- Annual report of the Issyk-Kul Oblast</p>	<p>Central authorities support community empowerment with the OVOP Movement continuously</p>
<p>Project Purpose A sustainable system for the regional development through community empowerment is established with the OVOP Movement</p>	<p>1. Degree of vitalization of the pilot villages/communities 2. Achievement of the pilot project (contribution to the villages/communities) 3. Accumulation of know-how and experiences regarding community empowerment in the Oblast</p>	<p>- Periodical activity report of J-CEP, - Evaluation report of the pilot project - Minutes of the JSC and other various meetings, - Guideline of community empowerment</p>	<p>Implementation system continues to function</p>
<p>Outputs Phase I (Preparatory Phase) 1.1 Implementation, system (personnel, budget, capability, networks, etc.) which is capable for conducting Phase II is prepared.</p>	<p>1.1.a Degree of understanding on the project by the central and local government administrations 1.1.b Sufficiency of allocated staff in PIU in terms of numbers and capacity 1.1.c Allocation of necessary budget by the Issyk-Kul Oblast 1.1.d Frequency of various meetings such as JSC</p>	<p>- Progress reports - Record of PIU meetings - Periodical activity report of JICA experts - Budget arranged by the Issyk-Kul Oblast - Records of various meetings</p>	
<p>Phase II (Full-scale cooperation Phase) 1.2 Implementation system is well functional.</p>	<p>1.2.a Establishment of a unit in charge of the OVOP Movement at the Central level 1.2.b No. of staff newly assigned to the Project after the initial evaluation in September 2007 1.2.c No. of staff of Oblast administration and local-self governments who participated in the pilot project (before the mid-term evaluation) 1.2.d Contents of actions initiated by the Issyk-Kul Oblast State Administration and local-self governments in the pilot project and any other governmental agencies 1.2.e Activities at Karakol Student Research Shop and Bishkek Antenna Shop 1.2.f Budget allocation (or in-kind) arranged by the Kyrgyz side (by the mid term and end of the project) 1.2.g No. of communities and related organizations in the established network 1.2.h Contents and frequency of the network activities 1.3.a Output of OVOP products produced in pilot communities (quantity, variety, achievement rate referring to the action plan, etc.)</p>	<p>- Official documents from the central authorities - Record of PIU meetings - Progress reports - Report by subcontracted NGO</p>	
<p>1.3 Pilot communities are empowered through the OVOP Movement</p>		<p>- Sales record - Interview to community members - Progress reports</p>	

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Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>1.3.b Degree of understanding of communities on opening community based business (including requirement & permissions, knowledge on cost & benefit, accounting, etc.)</p> <p>1.3.c Level of marketing skills of communities (knowledge & experience on production of value-added products, market research, PR methodology, etc.)</p> <p>1.3.d Internal regulation made by each pilot community and its observance</p> <p>1.3.e Relevance of action plans made by each pilot community</p> <p>1.4.a Accumulation of lesson learned and experiences regarding community empowerment</p> <p>1.4.b Guideline for community empowerment with OVOP Movement</p> <p>1.4.c Impacts on regional development</p>	<p>1.3.b Degree of understanding of communities on opening community based business (including requirement & permissions, knowledge on cost & benefit, accounting, etc.)</p> <p>1.3.c Level of marketing skills of communities (knowledge & experience on production of value-added products, market research, PR methodology, etc.)</p> <p>1.3.d Internal regulation made by each pilot community and its observance</p> <p>1.3.e Relevance of action plans made by each pilot community</p> <p>1.4.a Accumulation of lesson learned and experiences regarding community empowerment</p> <p>1.4.b Guideline for community empowerment with OVOP Movement</p> <p>1.4.c Impacts on regional development</p>	<p>- Report by subcontracted NGO</p> <p>- Activity records of communities</p> <p>- Member list, account book, regulations, registration, etc.</p> <p>- Baseline survey report</p> <p>- Evaluation referring to bench mark set by project</p>	
<p>1.4 The effectiveness of community empowerment method with the OVOP Movement is verified.</p>	<p>1.4.a Accumulation of lesson learned and experiences regarding community empowerment</p> <p>1.4.b Guideline for community empowerment with OVOP Movement</p> <p>1.4.c Impacts on regional development</p>	<p>- Guideline for community empowerment with the OVOP Movement</p> <p>- Report by subcontracted NGO</p> <p>- Records of various meetings</p>	
<p>Activities</p> <p>1.1.1 Share the project concept of the among governmental stakeholders</p> <p>1.1.2 Implement pre-pilot projects</p> <p>1.1.3 Evaluate the capacity of implementation system of pre-pilot project's implementation staff, namely supplementing additional staff, allocation of necessary budget, networking with related agencies, etc.)</p> <p>1.1.4 Develop OVOP Potential Map</p> <p>1.2.1 Strengthen supporting system to the project, by sharing information and proposing action for modification of relevant procedures</p> <p>1.2.2 Allocate staff members for project implementation and take necessary actions</p> <p>1.2.3 Take actions for necessary budget allocation by the Kyrgyz side</p> <p>1.2.4 Open Student Research Shop in Karakol.</p> <p>1.2.5 Open Antenna Shop in Bishkek</p> <p>1.2.6 Build networks among stakeholders</p> <p>1.3.1 Prepare shortlist of potential OVOP products based on the OVOP potential map</p> <p>1.3.2 Research and analyze the current situation of potential OVOP products, villages and CBOs</p>	<p>Inputs (Japanese side)</p> <p>1. Dispatch of experts</p> <p>1) Team Leader/Community Empowerment/Poverty Alleviation</p> <p>2) Regional Development Advisor</p> <p>3) Community Empowerment/ Gender/ Participatory Development</p> <p>4) Capacity Development (Institutional Development)</p> <p>5) Other experts in the specific fields may be dispatched, if necessary</p> <p>2. Acceptance of counterpart personnel for training in Japan. (for the sector to be decided)</p> <p>3. Necessary machineries and equipment</p>	<p>(Kyrgyz side)</p> <p>1. Project Implementation Unit (PIU)</p> <p>1) Assignment of C/P</p> <p>2) Provision of office for JICA experts</p> <p>3) Necessary expenses for the operation of PIU, such as expenses for monitoring the pilot project activities</p> <p>2. Supporting organization</p> <p>1) Joint Steering Committee</p> <p>3. Provision of facilities</p> <p>1) Base (office) for pilot community activities</p> <p>2) Facilities and spaces necessary for pilot projects for pilot communities</p> <p>4. Other necessary expenses</p> <p>1) Expenses for implementation of pilot project</p> <p>2) Expenses for construction or rehabilitation of activity base of pilot communities</p>	

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Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>1.3.3 Develop action plans for OVOP production and capacity building in short-listed-communities as a part of social mobilization activities</p> <p>1.3.4 Conduct market research on potential OVOP products</p> <p>1.3.5 Select pilot communities</p> <p>1.3.6 Implement pilot project based on the action plans</p> <p>1.3.7 Follow up the activities in pre-pilot villages</p> <p>1.3.8 Monitor the progress and achievement of pilot project</p> <p>1.3.9 Accumulate the lessons learned of pilot project through monitoring activities, and reflect to the action follows</p> <p>1.4.1 Draw up a guideline for community empowerment with OVOP Movement based on the lessons learned through the pilot project</p> <p>1.4.2 Share the lessons learned and the guideline for community empowerment among the project stakeholders</p>			<p>Pre-Condition Community empowerment policy of Issyk-Kul Oblast is maintained.</p>

**Community Empowerment Project in the Issyk-Kul Oblast
Joint Steering Committee (No. 3)**

Minutes of Discussion

Date: April 9, 2009
 Time: 10:00 – 11:30
 Venue: Conference Room of the Issyk-Kul Oblast State Administration, Karakol
 Goal: To confirm the progress of pilot project, which are explained in Progress Report (No.3) and to discuss sustainable implementation system of J-CEP
 Participants:

Kyrgyz Side

Mr. Alyshbaev Kalybek Keneshovich,
 First Deputy Governor cum Project Director
 Mr. Ibraev Bakyt, Head of Business and Tourism Support Section, cum Project Manager
 Mr. Dunganaev Maksat, Leading Specialist, Department for Agro-industrial Development and Nature Management, cum PIU Member
 Ms. Orozova Gulnaz, Leading Specialist, Social and Cultural Development Dept., cum PIU member
 Ms. Orozbaeva G.T., Vice Akim of Ak-suu Rayon
 Mr. Janybekov A., First Vice Akim of Jeti-Oguz Rayon
 Mr. Akmoldoev B.B, Head of Oktyabr Ayil Okmotu
 Mr. Madanbekov S., Head of Saruu Ayil Okmotu
 Mr. Jumaliev M.M., Head of Svetlaya Polyana Ayil Okmotu
 Mr. Kenenbaev M., Representative from Head of Tamga Ayil Okmotu
 Mr. Akuluev B., Head of Barskoon Ayil Okmotu
 Mr. Kaiykov K.J., Head of Karasaev Ayil Okmotu

Japanese Side

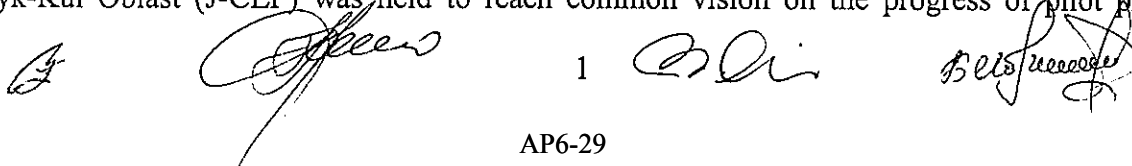
Mr. Haraguchi Akihisa, on behalf of Resident Representative of JICA Kyrgyz Republic Office, and JICA officers
 Mr. Ishizuka Makoto, JICA Expert Team Leader, and Team members

Chairperson: Mr. Alyshbaev on behalf of the Governor of Issyk-Kul Oblast

Agenda:

- a) Opening remarks by Mr. Alyshbaev on behalf of the Governor, Mr. Isaev
- b) Message from the Resident Representative of JICA Kyrgyz Republic Office
- c) Presentation on the Progress Report (No. 3) by the JICA Expert Team
- d) Discussion on the implementation system for Community Empowerment with the OVOP Movement
- e) Closing remarks by Mr. Alyshbaev

The Joint Steering Committee meeting (No.3) for the Community Empowerment Project in the Issyk-Kul Oblast (J-CEP) was held to reach common vision on the progress of pilot project

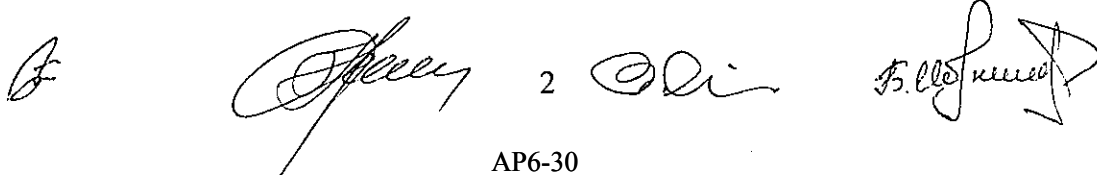


started from July 2008 up to March 2009 and to discuss sustainable implementation system of J-CEP.

The Progress Report (No.3) which presents the above issues was submitted to the Issyk-Kul Oblast State Administration by the JICA Expert Team before opening the Joint Steering Committee, and it was accepted and agreed by all JSC members by the end of meeting.

Major points of the discussions and resolutions are summarized as follows:

- 1) JSC was opened with the opening remarks by Mr. Alyshbaev, the Project Director, on behalf of the Governor, Mr. Isaev. He expressed his appreciation for the cooperation of local self governments, which contributed to lead the great achievement of the pilot villages /communities in the first year.
- 2) Mr. Haraguchi gave a speech on behalf of the Resident Representative of JICA Kyrgyz Republic Office. He stated that the achievement so far was highly appreciated and active discussion on any concerns for project implementation is expected during the JSC meeting.
- 3) After JICA Expert Team Leader outlined the progress of pilot project, a sustainable implementation system for Community Empowerment with OVOP Movement, which includes the idea of opening new department for community empowerment, was proposed and the discussion was opened.
- 4) The Project Director stated that the proposed system for community empowerment with OVOP Movement, which includes the idea of opening a new department consisting of various specialists, is manageable under OSA utilizing existing human resource. Marketing issue will be a little challenging under OSA, however, it could be solved by establishing relationships with concerning agencies.
- 5) JICA Expert Team confirmed the availability of a particular section or department which deals with community empowerment with OVOP Movement in Rayon and AO. It was explained by the Project Director that AO has an economy department, which is responsible for these issues. In addition, it was explained that in both Rayon and AO, it is possible to organize PIU kind of unites appointing various specialists from concerning departments or sections including the department that deals with social mobilization.
- 6) The Project Director mentioned that he would request to JICA for further cooperation to develop OVOP Movement especially on the budget issue for sustainability when mid-term evaluation mission comes in June.
- 7) Importance of marketing was remarked by Jeti-Oguz Rayon First vice Akim and several AO heads. The Project Director and Jeti-Oguz Rayon First vice Akim commented that the market should not be limited to tourist or wealthy population, but rather consider targeting local residents as well to enlarge market. Increasing the variety of products must be also helpful for expanding their sales activities.
- 8) Some AO heads explained the constrains on low productivity of pilot communities, giving examples such as limited number of members in CBO, hard work for collecting berries, and so forth.
- 9) Jeti-Oguz Rayon First vice Akim raised the issue how the concerning government agencies together with JICA can continuously assist communities in order to keep their motivation for the work, by pointing out the current situation of limited volume of production and sales of pilot communities which may decrease their incentive.

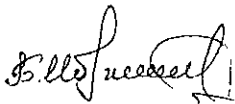


- 10) It was explained by JICA Expert Team that pilot communities and J-CEP is aware of the issue of marketing, and accordingly, the action plans for the second year have been improved considering the lessons learned. Although the amount of sales seem not huge, pilot CBOs have expressed that they are satisfied with the results in general, which still keeps them continuing their work for the second year.
- 11) The Project Director thanked JICA in arranging the study tours to Japan. He mentioned the possibility for AO heads to participate in the tour organized this year, in case if productive support for OVOP Movement is confirmed. It would be valuable for the AO heads who are directly involved in the Movement to learn more about OVOP Movement in order to expand the Movement in the Issyk-Kul region.

During official closing of JSC, the Project Director expressed his gratitude to the representative from JICA Kyrgyz Office and participants, and requested to make efforts to achieve successful implementation, and to further discuss the sustainable implementation system in the joint seminar to be held on April 10th.

Karakol, April 9, 2009

Minutes of Discussion prepared by



Ibraev Bakyt Jokenovich
Head of Business and Tourism Support
Section of OSA/ Project Manager

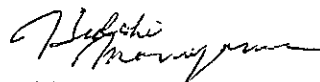


Makoto Ishizuka
Team Leader, JICA Expert Team

Witnessed by



Isaev Kadykbek Shaydinovich
Chairperson of JSC
Governor of the Issyk-Kul Oblast State
Administration



Hideaki Maruyama
Resident Representative
Japan International cooperation Agency
Kyrgyz Republic Office

Community Empowerment Project in the Issyk-Kul Oblast

Report
on
Joint Steering Committee (No. 4)

Date: August 3, 2009
 Time: 10:00 – 11:00
 Venue: Conference Room of the Issyk-Kul Oblast State Administration, Karakol
 Goal: To exchange views among JSC members on proposed measures of the JICA Consultation Survey Mission which will be taken by J-CEP until its completion

Participants:

Kyrgyz Side

Mr. Alyshbaev Kalybek Keneshovich,
 First Deputy Governor cum Project Director
 Ms. S. Mamedova
 Deputy Governor of Issyk-Kul OSA, PIU Advisor
 Mr. Ibraev Bakyt, Head of Business and Tourism Support Section,
 cum Project Manager
 Mr. Dunganaev Maksat, Leading Specialist, Chief Specialist of Agriculture
 and Processing Industry Dept. of Issyk-Kul OSA, cum PIU Member
 Mr. A. Alymbekov, Chief Specialist of Industry, Transportation
 and Communication dept. of Issyk-Kul OSA, PIU member
 Mr. Janybekov A., First Vice Akim of Jeti-Oguz Rayon State Administration
 Mr. D. Arpachiev – First deputy head of Ak-Suu Rayon State Administration
 Mr. V. Sitchihin – First deputy head of Tup Rayon State Administration
 Mr. Akmoloev B.B, Head of Oktyabr Ayil Okmotu
 Mr. Madanbekov S., Head of Saruu Ayil Okmotu
 Mr. Jumaliev M.M., Head of Svetlaya Polyana Ayil Okmotu
 Mr. A. Uzakbaev, Head of Tamga AO
 Mr. Akuluev B., Head of Barskoon Ayil Okmotu
 Mr. E. Baiseitov, Head of Kerege-Tash Ayil Okmotu
 Mr. Kaiykov K.J., Head of Karasaev Ayil Okmotu

Japanese Side

Dr. K. Tsukahara, Leader of JICA Consultation Survey Mission
 Mr. Y. Tominaga, Member of JICA Consultation Survey Mission
 Mr. A. Haraguchi on behalf of Resident Representative of JICA Kyrgyz
 Republic Office, and JICA officers
 Mr. M. Ishizuka, JICA Expert Team Leader, and Team members

Agenda:

- a) Opening remarks by Mr. Alyshbaev on behalf of the Governor, Mr. Isaev

- b) Opening remarks by Dr. K. Tsukarara, Leader of JICA Consultation Survey Mission
- c) Presentation on proposed measures to be taken by J-CEP until its completion by Mr. Y. Tominaga, Member of JICA Consultation Survey Mission
- d) Discussion on the proposed measures of the JICA Consultation Survey Mission
- e) Discussion on the necessity of further JICA cooperation for Community Empowerment with the OVOP Movement
- f) Closing remarks by Mr. Alyshbaev

The Joint Steering Committee meeting (No.4) for the Community Empowerment Project in the Issyk-Kul Oblast (J-CEP) was held with participation of the JICA Consultation Survey Mission dispatched by JICA HQ to the Kyrgyz Republic from July 28 to August 5, 2009.

Major points of the discussions are summarized as follows:

- 1) JSC was opened with the opening remarks by Mr. Alyshbaev, the Project Director, on behalf of the Governor, Mr. Isaev. He expressed his gratitude to all the participants for attending the JSC meeting, and showed his special appreciation for the cooperation of JICA, which is contributing community development of the Issyk-Kul Oblast by implementing J-CEP.
- 2) Dr. Tsukahara, the Leader of JICA Consultation Survey Mission, also expressed his appreciation for the cooperation of Issyk-Kul Oblast State Administration (OSA) and related Rayon State Administrations and Local Self Governments for implementation of J-CEP. He then explained purposes of the JICA Consultation Survey Mission as follows:
 - To review the present status of J-CEP, and
 - To examine further JICA cooperation after J-CEP.
- 3) As the result of the consultation survey, Mr. Tominaga explained proposed measures to be taken by J-CEP until its completion as follows:
 - To make a clear list of necessary procedures and fees for (i) establishing a Jamaat, (ii) starting community based small business, and (iii) obtaining approval for making and selling products regarding OVOP products,
 - To make a guidebook for both officials and individuals to understand necessary procedure mentioned above. In this regard, J-CEP will make and publish the guidebook and request the Kyrgyzstan side for its dissemination.
 - To establish criteria of Issyk-Kul brand and a system for approval of Issyk-Kul brand products. In this regard, J-CEP will make out a draft of criteria for approval and Issyk-Kul brand sticker, and request Kyrgyz side to officialize such criteria. J-CEP will also request to the Kyrgyz side to establish a system for approval of Issyk-Kul brand products.
 - J-CEP will request Kyrgyz side to introduce and/or provide places where OVOP products will be displayed and sold on trial.
 - J-CEP will request Kyrgyz side to make an official request to Issyk-Kul State University to continuously assist the OVOP Movement including KSRS.
- 4) All the participants basically understood the proposed measures of the JICA Consultation Survey Mission, although the Project Director commented that further discussion among the Kyrgyz side would be necessary for establishment of the system for approval of Issyk-Kul brand products.

- 5) After discussion made on the proposed measures, Mr. Haraguchi asked the Kyrgyz side the necessity of JICA cooperation after J-CEP in which dispatch of a JICA expert to Issyk-Kul OSA and JOCV volunteers to Jamaats were included.
- 6) The Project Director answered that the Issyk-Kul OSA was ready to support Jamaats with JICA for further development community-based business with OVOP Movement.

During official closing of the meeting, the Project Director expressed his gratitude to the JICA Consultation Survey Mission and participants, and requested to make efforts to achieve successful implementation of J-CEP.

Karakol, August 3, 2009

**Community Empowerment Project in the Issyk-Kul Oblast
Joint Steering Committee (No. 5)**

Minutes of Discussion

1. Date: December 3, 2009
2. Time: 14:00 – 15:30
3. Venue: Conference Room of the Issyk-Kul Oblast State Administration, Karakol
4. Goal: To confirm the progress of pilot project presented in Progress Report (No. 4) and the contents of Draft Guideline for One Village One Product Movement Promotion toward Community Empowerment (hereinafter referred to as “Draft Guideline”)
5. Participants:

Kyrgyz Side

- Mr. Alyshbaev Kalybek Keneshovich,
First Deputy Governor cum Project Director
- Mr. Ibraev Bakyt, Head, Business and Tourism Support Section, Economic Development and Investment Attraction Dept., cum Project Manager
- Mr. Azatbek Alymbekov, Chief Specialist, Industry, Transportation and Communication Dept., cum PIU Member
- Mr. Akmoldoev B.B, Head of Oktyabr Ayil Okmotu
- Mr. Madanbekov S., Head of Saruu Ayil Okmotu
- Mr. Akuluev B., Head of Barskoon Ayil Okmotu
- Ms. Sydykova N., Representative of Tamga Ayil Okmotu
- Ms. Kempirova A., Representative of Karasaev Ayil Okmotu

Japanese Side

- Mr. Haraguchi Akihisa, on behalf of Resident Representative of JICA Kyrgyz Republic Office, and JICA officers
- Mr. Ishizuka Makoto, JICA Expert Team Leader, and Team members

Chairperson: Mr. Alyshbaev on behalf of the Governor of Issyk-Kul Oblast

6. Agenda:
 - a) Opening remarks by Mr. Alyshbaev on behalf of the Governor, Mr. Isaev
 - b) Speech by Mr. Haraguchi on behalf of the Resident Representative of JICA Kyrgyz Republic Office, Mr. Maruyama
 - c) Presentation on the Progress Report (No. 4) by the JICA Expert Team
 - d) Presentation on the draft Guideline by the JICA Expert Team
 - e) Question and answers on the presentation
 - f) Closing remarks by Mr. Alyshbaev

The Joint Steering Committee (No.5) for the Community Empowerment Project in the Issyk-Kul Oblast (hereinafter referred to as “J-CEP”) was held for the purpose of confirming, among JSC members, the progress of pilot project during the period between June and November 2009, and the contents of Draft Guideline.

The Progress Report (No.4) and the Draft Guideline were submitted to the Issyk-Kul Oblast State Administration by the JICA Expert Team before opening the Joint Steering Committee, and these two documents were accepted by all JSC members by the end of meeting.

Major points of the discussions and resolutions are summarized as follows:

- 1) JSC was opened with the opening remarks by Mr. Alyshbaev, the Project Director, on behalf of the Governor, Mr. Isaev. He expressed his appreciation for the cooperation of local self governments, which contributed to lead the great achievement of the pilot villages /communities.
- 2) Mr. Haraguchi gave a speech on behalf of the Resident Representative of JICA Kyrgyz Republic Office. He stated that the achievement so far was highly appreciated and active discussion on any concerns for project implementation is expected in JSC. He stressed that some issues to discuss and to solve before the project completion would be as follows: (i) how to expand the OVOP Movement toward community empowerment taking the results of pilot project into account; and (ii) how to redefine the role of Rayon and AO for OVOP Movement because they are considered to be the major actors for the OVOP Movement promotion after completion of the project.
- 3) Mr. Haraguchi also emphasized the importance of utilization of the guideline which will be finalized by the JICA Expert Team by the end of July 2010. He expected that the Issyk-Kul Oblast will be a leading Oblast of the OVOP Movement in Kyrgyzstan. The final version of the guideline should be distributed to wider population so as to expand the Movement.
- 4) Following the speech made by Mr. Haraguchi, JICA Expert Team Leader, Mr. Ishizuka outlined the contents of Progress Report (No. 4) including (i) progress of pilot projects, (ii) recommendation of the JICA consultation survey held in August 2009, (iii) creation of Issyk-Kul Brand, (iv) KSRS activities, and (v) the concept of the OVOP Movement for further expansion toward community empowerment and regional development. Regarding the above (ii), Mr. Ishizuka emphasized that a revision of PDM (Project Design Matrix) is under consideration, and the result of revision will be explained to Kyrgyz side. In his presentation, Mr. Ishizuka requested Kyrgyz side (i) to appoint one PIU member for the vacant position, and (ii) to share the updated information on government structure reform.
- 5) Explanation on the contents of Draft Guideline was continued by Mr. Ishizuka. After the explanation, he requested the participants to give comments on Draft Guideline until the end of January 2010. He added that given comments will be examined thoroughly together with the PIU members and reflected in the final version.
- 6) Mr. Alyshbaev appreciated the work of JICA Expert Team, which is not only about assistance to the pilot CBOs, but also making the practical guideline which is useful for the stakeholders for the OVOP Movement promotion as well as for learning how to open community based business. He strongly recommended for the participants to read through Draft Guideline and give comments so as to make it as much as useful.
- 7) Mr. Akyshbaev also appreciated the JICA's technical cooperation for biogas facility installation which is undertaken in the Issyk-Kul region.

During official closing of JSC, the Project Director expressed his gratitude to the representative from JICA Kyrgyz Office and participants, and requested to collaborate for successful implementation till the end of the project, and to further discuss what we should do for the

OVOP Movement promotion toward regional development in the Joint Seminar to be held on December 4th.

Karakol, December 3, 2009

Minutes of Discussion prepared by



Ibraev Bakyt Jokenovich
Head of Business and Tourism Support
Section of OSA/ Project Manager

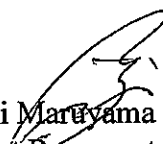


Makoto Ishizuka
Team Leader, JICA Expert Team

Witnessed by



Isaev Kydykbek Shaydinovich
Chairperson of JSC
Governor of the Issyk-Kul Oblast State
Administration



Hideaki Maruyama
Resident Representative
Japan International cooperation Agency
Kyrgyz Republic Office

