

Appendix 1

Member List of the Survey Team

Member List of the Survey Team

(1) Site Survey

No.	Name	Assignment	Organization	Duration
1	Mr. Hitoshi Sato	Team Leader	Senior Representative, JICA Ghana office	Apr. 26 to Apr.30, 2010
2	Mr. Sadanobu Sawara	Water Supply Development Policy	Visiting Senior Adviser (Water Supply Development), JICA	Apr. 22 to Apr. 30, 2010
3	Mr. Kiyofumi Takashima	Project Planning	Assistant Director, Global Environment Department, JICA	Apr. 22 to Apr. 30, 2010
4	Mr. Kazumi Matsuda	Project Manager/ Water Supply Plan/ Establishment of the O/M Organization	Eight-Japan Engineering Consultants Inc.	Apr. 22 to Jun. 6, 2010
5	Mr. Makoto Yamamoto	Water Treatment Facility Design/Facility Operation and Maintenance Plan	Eight-Japan Engineering Consultants Inc.	Apr. 22 to May 30, 2010
6	Mr. Akira Kadoya	Water Intake Facility Plan/ Water Source Plan/ Construction and Procurement Plan (1)/ Cost Estimation (1)	Eight-Japan Engineering Consultants Inc.	Apr. 27 to Jun. 6, 2010
7	Mr. Seizo Tsuchiya	Pipeline Design	Eight-Japan Engineering Consultants Inc.	Apr. 27 to May 30, 2010
8	Mr. Hironori Kuroki	Environment and Social Consideration	Eight-Japan Engineering Consultants Inc.	Apr. 27 to May 30, 2010
9	Mr. Yasunori Ishida	Construction and Procurement Plan (2)/ Cost Estimation (2)	Eight-Japan Engineering Consultants Inc.	Apr. 22 to May 9, 2010

(2) Draft Final Report Explanation

No.	Name	Assignment	Organization	Duration
1	Mr. Junji Wakui	Team Leader	Director, Global Environment Department, JICA	Oct. 17 to Oct. 22, 2010
2	Mr. Kiyofumi Takashima	Project Planning	Assistant Director, Global Environment Department, JICA	Oct. 17 to Oct. 22, 2010
3	Mr. Kazumi Matsuda	Project Manager/ Water Supply Plan/ Establishment of the O/M Organization	Eight-Japan Engineering Consultants Inc.	Oct. 17 to Oct. 22, 2010
4	Mr. Akira Kadoya	Water Intake Facility Plan/ Water Source Plan/ Construction and Procurement Plan (1)/ Cost Estimation (1)	Eight-Japan Engineering Consultants Inc.	Oct. 17 to Oct. 22, 2010

Appendix 2

Survey Schedule

Survey Schedule

(1) Site Survey: April 20, 2010 to June 8, 2010 (50 days)

No.	Month/Day	Schedule	Contents
1	Apr. 20 Tue	Haneda to Kansai (EK6257) Kansai to Dubai (EK317) (Mr. Sawara, Takashima, Matsuda, Yamamoto, Ishida)	
2	21 Wed	Dubai to Nairobi (EK179) (Same members as above)	
3	22 Thu	Nairobi to Freetown (KQ510) (Same members as above)	
4	23 Fri		Meeting with JICA SLFO Meeting with ME&WR, Explanation of IC/R, Meeting with MOFIC
5	24 Sat		Move to Kambia Site survey on the proposed construction sites in Kambia town
6	25 Sun		Site Survey on the Rokupr water treatment plant, Meeting with RWSSB
7	26 Mon	Accra to Freetown (KQ510) to Kambia (Mr. Sato)	Internal meeting Meeting with the Kambia District Council Discussion on draft M/D with WSD
8	27 Tue	Narita to London (JL401) (Mr. Kadoya, Tsuchiya, Kuroki)	Additional site survey Discussion on draft M/D with WSD Move to Freetown
9	28 Wed	London to Freetown (BD967) (Same members as above)	Courtesy call on Vice Minister of MOFED and meeting Discussion on draft M/D with WSD
10	29 Thu		Discussion on draft M/D with WSD Signing of the M/D (Minister of ME&WR and Vice Chairman of KDC)
11	30 Fri	Freetown to Accra (KQ511) (Mr. Sato) Freetown to London (BD968) (Mr. Sawara, Takashima)	Report to JICA SLFO
12	May 01 Sat	London to Narita (JL402), arrive in Narita on May 02 (Mr. Sawara, Takashima)	Move to Kambia (Consultant members)
13 to 40	02 to 29 Sun to Sat		Survey on - Site reconnaissance - O/M and management of the Rokupr water supply system
41	30 Sun	Freetown to Nairobi (KQ511) (Mr. Yamamoto) Freetown to London (BD968) (Mr. Tsuchiya, Kuroki)	- Water supply area, served population, examination of the outline design - Land acquisition, water right
42	31 Mon	Nairobi to Dubai (EK720) to Kansai (EK316) to Haneda (EK6252), arrive in Haneda on June 01 (Mr. Yamamoto) London to Narita (JL402), arrive in Narita on June 01 (Mr. Tsuchiya, Kuroki)	- Natural conditions survey (topographic survey, geo-technical survey, water analysis) - Socio-economic survey - Procurement of equipment and materials - Environmental and social considerations

43 to 45	Jun. 01 to 03	Tue Thu		- Capability of the O/M organization - Scope of work for Sierra Leonean side - Others
46	04	Fri		Report and discussion with WSD Report to JICA SLFO
47	05	Sat		Internal meeting
48	06	Sun	Freetown to Nairobi (KQ511) (Mr. Matsuda) Freetown to London (BD968) (Mr. Kadoya)	
49 to 50	07 to 08	Mon Tue	Nairobi to Dubai (EK720) to Kansai (EK316) to Haneda (EK6252), arrive in Haneda on June 08 (Mr. Matsuda) London to Narita (JL402), arrive in Narita on June 08, (Mr. Kadoya)	

(2) Draft Final Report Explanation: October 16, 2010 to October 24, 2010 (9 days)

No.	Month/Day	Schedule	Contents
1	Oct. 16 Sat	Narita to London (BA006) (Mr. Wakui, Takashima) Narita to London (JL402) (Mr. Matsuda, Kadoya)	
2	17 Sun	London to Freetown (BD967) (Same members as above)	
3	18 Mon		Meeting with JICA SLFO Meeting with ME&WR (WSD) Move to Kambia
4	19 Tue		Meeting with the Kambia District Council Site survey on the proposed construction sites in Kambia town
5	20 Wed		Meeting with WSD Move to Freetown
6	21 Thu		Preparation of draft M/D Signing of the M/D (Minister of ME&WR, Chairman of KDC)
7	22 Fri	Freetown to London (BD968) (Same members as above)	Report to JICA SLFO
8 to 9	23 to 24	Sat Sun	London to Narita (BA007), arrive in Narita on October 24 (Mr. Wakui, Takashima) London to Narita (JL402), arrive in Narita on October 24 (Mr. Matsuda, Kadoya)

Appendix 3

List of Parties Concerned in the Recipient Country

List of Parties Concerned in the Recipient Country

- (1) Ministry of Energy and Water Resources (ME&WR)

Prof. Ogunlade R. Davidson	Minister
Mr. Martine Bash Kamara	Vice Minister
Mr. Augustine S. Sheku	Permanent Secretary

- (2) Ministry of Energy and Water Resources, Water Supply Division (WSD)

Mr. Wosum A. Koroma	Chief Engineer
Mr. Lamin Suma	Senior Executive Engineer
Mr. Sam B. Goba	Senior Executive Engineer
Mr. Francis Moijue	Senior Executive Engineer
Mr. Ahmed Mansaray	Superintendent

- (3) Kambia District Council (KDC)

Mr. S. S. A. Sankoh	Chairman
Mr. Foday Bangura	Deputy Chairman
Mr. Alfred N. Samura	Chief Administrator
Mr. Francis Kamara	Adviser for water and sanitation sector

- (4) Ministry of Foreign Affairs and International Cooperation (MOFIC)

Mr. Sahr E. Johnny	Director of Protocol
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- (5) Ministry of Finance and Economic Development (MOFED)

Mr. Richard Konte	Deputy Minister
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- (6) Sierra Leone Environmental Protection Agency (SLEPA)

Mr. Momodu A. Bah	Acting Deputy Executive Director
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Appendix 4

Minutes of Discussions

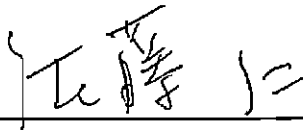
Minutes of Discussions
on the Preparatory Survey for the Project for the Establishment of
Rural Water Supply System in Kambia Town
in the Republic of Sierra Leone

In response to a request from the Government of the Republic of Sierra Leone (hereinafter referred to as "Sierra Leone"), the Government of Japan decided to conduct a Preparatory Survey on the Project for Establishment of Rural Water Supply System in Kambia Town (hereinafter referred to as "the Project") and entrusted the Survey to the Japan International Cooperation Agency (hereinafter referred to as "JICA").

JICA sent to Sierra Leone the Preparatory Survey Team (hereinafter referred to as "the Team"), which is headed by Mr. Hitoshi Sato, Senior Representative of JICA Ghana office, and is scheduled to stay in the country from 22nd April, 2010 to June 6th, 2010.

The Team held series of discussions with the officials concerned of the Government of Sierra Leone and conducted a field survey in the Project area. In the course of discussions and field survey, both parties have confirmed the main items described in the attached sheets. The Team will proceed to further work and prepare the Preparatory Survey Report.

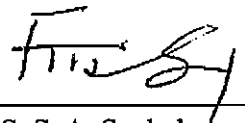
Freetown, April 29th, 2010



Mr. Hitoshi Sato
Team Leader
Preparatory Survey Team
Japan International Cooperation Agency



Hon. Prof. Ogunlade R. Davidson
Minister
Ministry of Energy and Water Resources
Government of Sierra Leone



Mr. S. S. A. Sankoh
Chairman
Kambia District Council

ATTACHMENT

1. Objective of the Project

The objective of the Project is to improve the water supply condition in Kambia town, in the Kambia District, through the construction of water supply facilities.

2. Project Sites

The site of the Project is Kambia town, in the Kambia District. Both sides agreed that the Project will cover the area which is indicated in the map in Annex-1.

3. Responsible and Implementing Organization

- 3-1 The Responsible Agency is the Ministry of Energy and Water Resources (hereinafter referred to as "ME&WR").
- 3-2 The Implementing Agency is Water Supply Division of ME&WR (hereinafter referred to as "WSD") which is to coordinate the Project at a national level. The local government of the Kambia District Council is also the implementing organization to operate and maintain the facilities to be constructed under the Project.
- 3-3 The organization charts of the responsible and implementing organizations are shown in Annex-2.

4. Items requested by the Sierra Leonean side

After discussions with the Team, the items described in Annex-3 were finally requested by the Government of Sierra Leone.

JICA will assess the appropriateness of the request and will recommend to the Government of Japan for approval.

5. Japan's Grant Aid Scheme

- 5-1 The Sierra Leonean side understood the Japan's Grant Aid Scheme explained by the Team, as described in Annex-4 and 5.
- 5-2 The Sierra Leonean side will take the necessary measures, as described in Annex-6 for smooth implementation of the Project, as the condition of the Japan's Grant Aid to be implemented.
- 5-3 JICA will report to the Sierra Leonean side if there are any other specific undertakings based on the result of this Survey.

6. Schedule of the Study

- 6-1 Consultant members will proceed to undertake further surveys in Sierra Leone until June 6th, 2010
- 6-2 JICA will prepare the draft final report of the Survey in English and dispatch a mission to Sierra Leone in order to explain its contents around the end of October, 2010.

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6-3 In case the contents of the draft final report are accepted in principle by the Sierra Leonean side, JICA will complete the final report and send it to the Government of Sierra Leone in January 2011.

6-4 The Team explained that implementation of the Preparatory Survey is not a commitment of the approval of the Project.

7. Other Relevant Issues

7-1 Target year of the Project

Both sides confirmed that target year of the Project would be set as year 2016.

7-2 Per capita water consumption

Both sides agreed that the average per capita water consumption applied for the design of the facilities of the Project would be set as 36 lcd (liter per capita per day), which was calculated based on 20 lcd for public tap users and 60 lcd for house connection users, with the proportion of the former to the latter being 6 to 4.

7-3 Service area of the water supply system

Both sides agreed that the service area to be covered by the water supply system of the Project is as shown in Annex-7.

7-4 The details of the facilities requested

(1) Water treatment plant (WTP)

The Sierra Leonean side originally requested to construct the WTP around the existing elevated tank in Kambia town, however, as a result of the field survey, both sides agreed that the WTP will be constructed within the site of the existing Kambia waterworks as shown in Annex-7, so that no land acquisition or resettlement of dwellers would be required.

(2) Transmission and distribution pipes

The proposed transmission and distribution pipes will be installed with new pipes along the routes as shown in Annex-7 and the existing asbestos cement pipes in the town shall be left untouched and unused.

(3) Public taps

Both sides agreed that the number of the public taps to be constructed in the Project will be decided by the beginning of June 2010, based on the result of the field investigation conducted by the consultants of the Team. The public taps will be constructed basically on the public land. The locations of the public taps will be decided through mutual consultation between the beneficiaries, the Kambia District

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Council and WSD, with proper land use permissions. The WSD shall submit the list and map of the location of the public taps to JICA Sierra Leone Field Office by October 1st, 2010, in writing.

(4) House connection

Both sides understood that the prime objective of the Project is to supply safe water to as many people as possible through public taps, and therefore, that house connections will not be provided in the Project except for several public institutions such as hospitals and government buildings other than military facilities. Both sides also understood that even in the case of the house connections for these facilities, Japanese side will be responsible only for the procurement of service pipes and meters and the Sierra Leonean side shall be responsible for connection works.

7-5 Some of the Specific Undertakings by the Sierra Leonean Side

The Team requested the Sierra Leonean side to timely allocate necessary amount of budget for smooth implementation of the Project, including the cost for fencing work around the water treatment plant and tank sites, to assign counterpart personnel during the period of the Preparatory Surveys and implementation of the Project, and to abide by the following undertakings in addition to major understandings described in Annex-5.

(1) Land acquisition and proper land preparation, including clearing and leveling

Both sides confirmed that the Sierra Leonean side will secure land use permission or land tenure on the construction sites of all facilities to be constructed in the Project, including sites of the public taps before arrival of another JICA Preparatory Survey Team that is to explain the outline design of the Project to the Sierra Leonean side (tentatively at the end of October, 2010).

Recognizing that there are some existing buildings and equipment in the proposed site of the water treatment plant of the Project, the Team reminded the Sierra Leonean side of removing them and leveling the site prior to the commencement of the construction work at its own expense as a part of its own contribution to the Project. The Sierra Leonean side promised to carry out these tasks.

(2) Tax exemption and Custom Clearance

Both sides confirmed that the Sierra Leonean side shall take necessary measures to exempt Japanese nationals who will be engaged in the Project from all duties and related fiscal charges which may be imposed in Sierra Leone with respect to the import of equipment and services supplied under the verified contract. The Sierra Leonean side will also exempt them from the Goods and Service Tax (GST) imposed on local procurement of equipment and services under the verified contract, as far as the JICA Sierra Leone Field Office verify the items to be purchased as adequate and appropriate

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for the project implementation in advance, in consultation with ME&WR.

Both sides also confirmed that the Sierra Leonean side shall take necessary measures to implement smooth custom clearance for the materials and equipments for the Project to be imported from Japan or third countries.

7-6 Establishment of the operation and management body of the water services

The Sierra Leonean side explained its plan to establish a public corporation tentatively named "Kambia Water Supply and Sanitation Board (KWSSB)" which is a local management organization and will be responsible for the water services in Kambia town through proper operation and maintenance of the facilities to be constructed in the Project, under the supervision of the Kambia District Council and ME&WR-WSD. The Sierra Leonean side will refer to the experiences of Rokupr Water Supply and Sanitation Board (RWSSB), which was established in order to operate the water supply facilities rehabilitated in JICA Technical Cooperation Project named "the Project for Establishment of Water Supply Management System in Kambia District".

In response to the plan, both sides elaborated a plan (road map) to follow for the establishment of KWSSB, which includes necessary activities and input, schedule, responsible persons and their positions, as shown in Annex-8.

The Sierra Leonean side intends to make its best effort for the establishment of KWSSB based on the experiences of RWSSB. In addition, it requested the Government of Japan to provide technical support on the establishment of KWSSB and its staff training. The Team advised the Sierra Leonean side to prepare an application form for JICA's technical cooperation, through discussion with JICA Sierra Leone Field office, upon the necessity.

The Kambia District Council and WSD expressed their willingness to offer to KWSSB on a temporally basis the building near the District Council compound (donated by UNICEF) as its office space free of charge.

7-7 Water right

The Sierra Leonean side confirmed that the Government of Sierra Leone has right to take water from the proposed water sources of the Project, the Kolenten River and the swamp adjacent to the river, and such an amount of water required for proper operation of the new water treatment plant can be taken from the sources.

7-8 Safety and security

The Sierra Leonean side promised to take any measures deemed necessary to secure the safety of the Preparatory Survey Team members during their stay in Sierra Leone.

7-9 Environmental and Social Considerations

The Team explained to the Sierra Leonean side about the JICA Guidelines for Environmental and Social Considerations (hereinafter referred to as "JICA Guidelines").

The Sierra Leonean side understood the contents of JICA Guidelines, and that the Project should comply with JICA Guidelines, as well as Sierra Leonean laws and regulations related to environmental and social considerations. In addition, the Sierra Leonean side assured to take necessary measures, if necessary, for environmental impact assessment (EIA) in relation with the Project and to obtain the formal approval from relevant authorities according to the Sierra Leonean laws and regulations.

(END)

Annex:

- Annex-1 Proposed Project Site
- Annex-2 Organization Chart of the Responsible and Implementing Organizations
- Annex-3 Items requested by the Sierra Leonean side
- Annex-4 Japan's Grant Aid Scheme
- Annex-5 Flow Chart of Japan's Grant Aid Procedures
- Annex-6 Major Undertakings to be taken by Each Government
- Annex-7 General Layout of the Proposed Facilities of the Project
- Annex-8 Road Map for Establishment of KWSSB

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Proposed Project Site

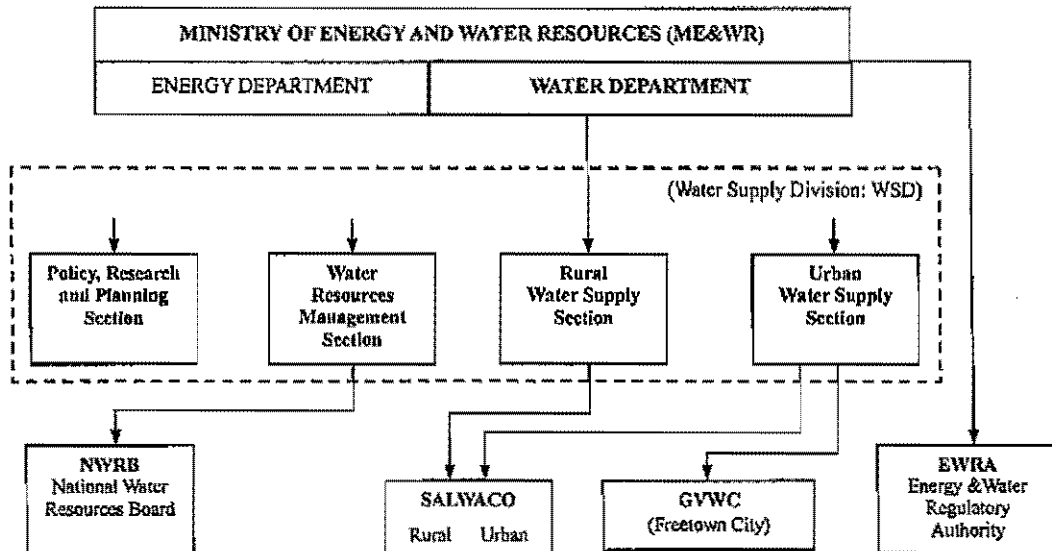


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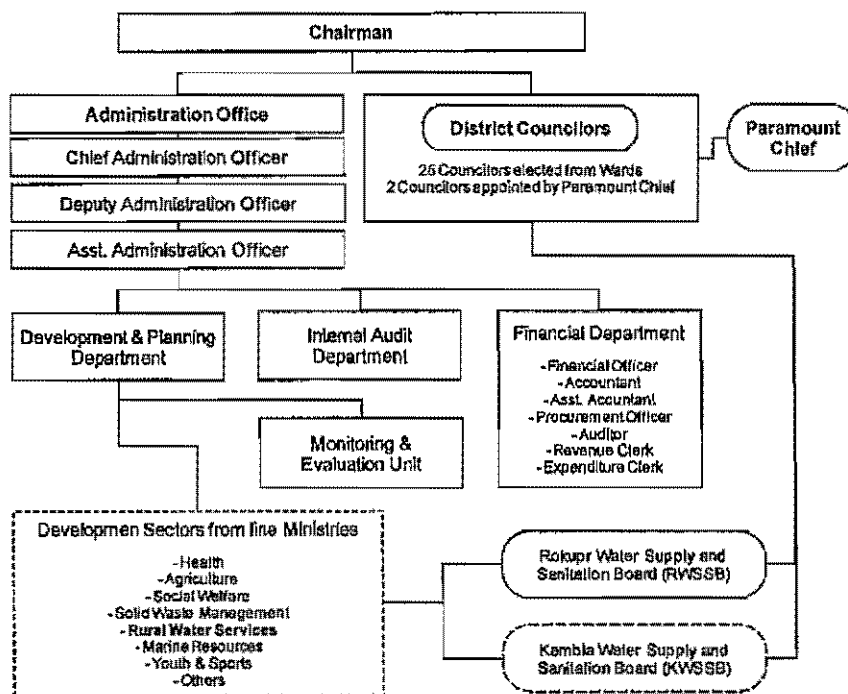
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Organization Chart of the Responsible and Implementing Organizations



Organization Chart of the Ministry of Energy and Water Resources



Organization Chart of the Kambia District Council

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Items requested by the Sierra Leonean side

- (1) Water intake facilities
Intake pump (river & swamp)
- (2) Raw water conveyance pipe
Raw water pipe (river & swamp)
- (3) Water treatment facilities (1,200 m³/day)
Sedimentation basin, Slow sand filter, Clear water reservoir, Sand wash and dry, Chlorination equipment, Generators, Control panel, Lighting, etc.,
- (4) Water transmission facilities
Transmission pump at Water Treatment Plant, Transmission pipe (old town & new town, in total about 2.0 km)
- (5) Water distribution facilities
Elevated tank(s), Distribution pipe, Public taps
- (6) Buildings
Intake pump house, Generator room, Store, Staff quarters, Bill collection office
- (7) Equipment and materials
Water meters, Plumbing materials, Tools for plumbing, electrical and mechanical



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JAPAN'S GRANT AID

The Government of Japan (hereinafter referred to as "the GOJ") is implementing the organizational reforms to improve the quality of Official Development Assistance (ODA) operations, and as a part of this realignment, a new JICA law was entered into effect on October 1, 2008. Based on this law and the decision of the GOJ, JICA has become the executing agency of the Grant Aid for General Projects, for Fisheries and for Cultural Cooperation, etc.

The Grant Aid is non-reimbursable fund provided to a recipient country to procure the facilities, equipment and services (engineering services and transportation of the products, etc.) for its economic and social development in accordance with the relevant laws and regulations of Japan. The Grant Aid is not supplied through the donation of materials as such.

1. Grant Aid Procedures

The Japanese Grant Aid is supplied through following procedures:

- Preparatory Survey
 - The Survey conducted by JICA
- Appraisal & Approval
 - Appraisal by the GOJ and JICA, and Approval by the Japanese Cabinet
- Authority for Determining Implementation
 - The Notes exchanged between the GOJ and a recipient country
- Grant Agreement (hereinafter referred to as "the G/A")
 - Agreement concluded between JICA and a recipient country
- Implementation
 - Implementation of the Project on the basis of the G/A

2. Preparatory Survey

(1) Contents of the Survey

The aim of the preparatory Survey is to provide a basic document necessary for the appraisal of the Project made by the GOJ and JICA. The contents of the Survey are as follows:

- Confirmation of the background, objectives, and benefits of the Project and also institutional capacity of relevant agencies of the recipient country necessary for the implementation of the Project.
- Evaluation of the appropriateness of the Project to be implemented under the Grant Aid Scheme from a technical, financial, social and economic point of view.
- Confirmation of items agreed between both parties concerning the basic concept of the Project.
- Preparation of an outline design of the Project.
- Estimation of costs of the Project

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

JICA requests the Government of the recipient country to take whatever measures necessary to achieve its self-reliance in the implementation of the Project. Such measures must be guaranteed even though they may fall outside of the jurisdiction of the organization of the recipient country which actually implements the Project. Therefore, the implementation of the Project is confirmed by all relevant organizations of the recipient country based on the

Minutes of Discussions.

(2) Selection of Consultants

JICA reviews the Report on the results of the Survey and recommends the GOJ to appraise the implementation of the Project after confirming the appropriateness of the Project.

(3) Result of the Survey

JICA reviews the Report on the results of the Survey and recommends the GOJ to appraise the implementation of the Project after confirming the appropriateness of the Project.

3. Japan's Grant Aid Scheme

(1) The E/N and the G/A

After the Project is approved by the Cabinet of Japan, the Exchange of Notes (hereinafter referred to as "the E/N") will be signed between the GOJ and the Government of the recipient country to make a pledge for assistance, which is followed by the conclusion of the G/A between JICA and the Government of the recipient country to define the necessary articles to implement the Project, such as payment conditions, responsibilities of the Government of the recipient country, and procurement conditions

(2) Selection of Consultants

In order to maintain technical consistency, the consulting firm(s) which conducted the Survey will be recommended by JICA to the recipient country to continue to work on the Project's implementation after the E/N and G/A.

(3) Eligible source country

Under the Japanese Grant Aid, in principle, Japanese products and services including transport or those of the recipient country are to be purchased. When JICA and the Government of the recipient country or its designated authority deem it necessary, the Grant Aid may be used for the purchase of the products or services of a third country. However, the prime contractors, namely, constructing and procurement firms, and the prime consulting firm are limited to "Japanese nationals".

(4) Necessity of "Verification"

The Government of the recipient country or its designated authority will conclude contracts denominated in Japanese yen with Japanese nationals. Those contracts shall be verified by JICA. This "Verification" is deemed necessary to fulfill accountability to Japanese taxpayers.

(5) Major undertakings to be taken by the Government of the Recipient Country

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

(6) "Proper Use"

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

(7) "Export and Re-export"

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

(8) Banking Arrangements (B/A)

a) The Government of the recipient country or its designated authority should open an

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account under the name of the Government of the recipient country in a bank in Japan (hereinafter referred to as "the Bank"). JICA will execute the Grant Aid by making payments in Japanese yen to cover the obligations incurred by the Government of the recipient country or its designated authority under the Verified Contracts.

- b) The payments will be made when payment requests are presented by the Bank to JICA under an Authorization to Pay (A/P) issued by the Government of the recipient country or its designated authority.

(9) Authorization to Pay (A/P)

The Government of the recipient country should bear an advising commission of an Authorization to Pay and payment commissions paid to the Bank.

(10) Social and Environmental Considerations

A recipient country must carefully consider social and environmental impacts by the Project and must comply with the environmental regulations of the recipient country and JICA socio-environmental guidelines.



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Flow Chart of JAPAN'S Grant Aid Procedures

Stage	Flow & Works	Recipient Government	Japanese Government	JICA	Consultant	Contract	Others
Application	<p>(T/R : Terms of Reference)</p> <p>Request</p> <p>↓</p> <p>Screening of Project → Evaluation of T/R → Project Identification Survey*</p>						
Project Formulation & Preparation	<p>Preparatory Survey</p> <p>Preliminary Survey* → Field Survey Home Office Work Reporting</p> <p>↓</p> <p>Outline Design Study → Selection & Contracting of Consultant by Proposal → Field Survey Home Office Work Reporting</p> <p>Explanation of Draft Final Report → Final Report Final Report</p> <p>*if necessary</p>						
Appraisal & Approval	<p>Appraisal of Project</p> <p>↓</p> <p>Inter Ministerial Consultation</p> <p>↓</p> <p>Presentation of Draft Notes</p> <p>↓</p> <p>Approval by the Cabinet</p>						
Implementation	<p>(E/N: Exchange of Notes)</p> <p>(G/A: Grant Agreement)</p> <p>(A/P: Authorization to Pay)</p> <p>E/N and G/A</p> <p>↓</p> <p>Banking Arrangement</p> <p>↓</p> <p>Consultant Contract → Verification → Issuance of A/P</p> <p>Detailed Design & Tender Documents → Approval by Recipient Government → Preparation for Tendering</p> <p>Tendering & Evaluation</p> <p>↓</p> <p>Procurement /Construction Contract → Verification → Issuance of A/P</p> <p>Construction → Completion Certificate Recipient Government → Certificate of Completion of the Work</p> <p>Operation → Post Evaluation Study</p>						
Evaluation & Follow up	<p>Ex-post Evaluation → Follow up</p>						

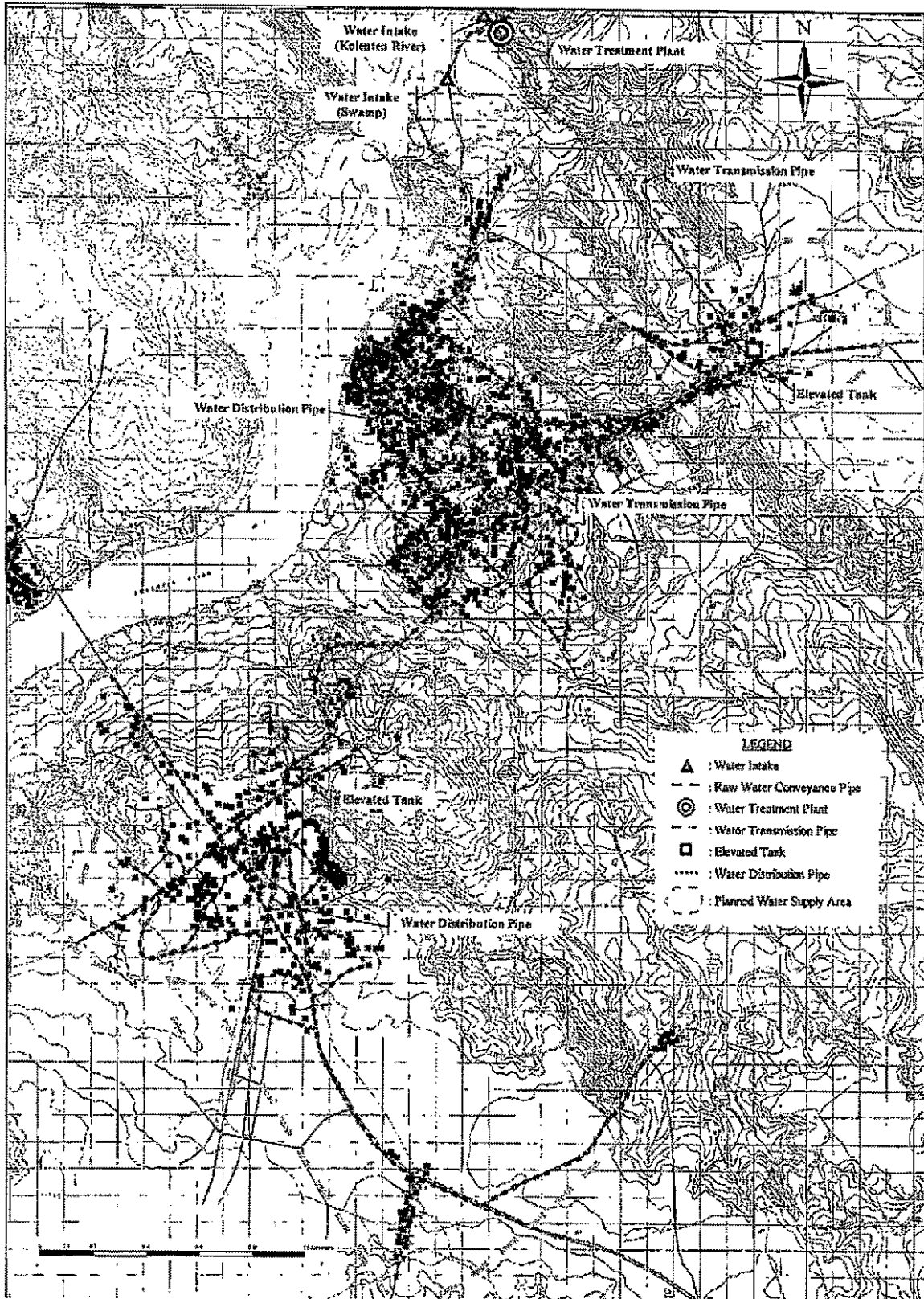
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Major Undertakings to be taken by Each Government (Construction)

No.	Items	To be covered by Grant Aid	To be covered by Recipient Side
1	to secure lots of land necessary for the implementation of the Project and to clear the sites;		•
2	To ensure prompt customs clearance of the products and to assist internal transportation of the products in the recipient country		
	1) Marine (Air) transportation of the Products from Japan to the recipient country	•	
	2) Tax exemption and custom clearance of the Products at the port of disembarkation		•
	3) Internal transportation from the port of disembarkation to the project site	•	
3	To ensure that customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the purchase of the products and the services be exempted		•
4	To accord Japanese nationals whose services may be required in connection with the supply of the products and the services such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		•
5	To ensure that the Facilities be maintained and used properly and effectively for the implementation of the Project		•
6	To bear all the expenses, other than those covered by the Grant, necessary for the implementation of the Project		•
7	To bear the following commissions paid to the Japanese bank for banking services based upon the B/A		
	1) Advising commission of A/P		•
	2) Payment commission		•
8	To give due environmental and social consideration in the implementation of the Project.		•

(B/A: Banking Arrangement, A/P: Authorization to pay)

General Layout of the Proposed Facilities of the Project



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ROAD MAP FOR ESTABLISHMENT OF KWSSB

A. Tentative Schedule of the Project

Stage	Year 2010				Year 2011				Year 2012				Year 2013												
	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4
1. Preparatory Survey (Project Formation & Preparation)																									
2. Appraisal and Approval by the Japanese Government																									
3. Detailed Design and Preparation of Tender Documents																									
4. Tendering and Evaluation																									
5. Construction and Procurement																									

B. Plan of Operation for Establishment of KWSSB

Activities	Person in charge	Year 2010				Year 2011				Year 2012				Year 2013											
		4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3
1. Setting up of Working Group for Establishment of KWSSB																									
1-1 Appointment of members of the Working Group	KDC																								
1-2 Approval of the members by the Kambria District Council	KDC																								
2. Preparation and Approval of Bye-law for Establishment of KWSSB																									
2-1 Drafting of the Bye-law	WG																								
2-2 Approval of the Bye-law by the Kambria District Council	KDC																								
3. Appointment and Approval of Board members of KWSSB																									
3-1 Appointment of Board members	KDC																								
3-2 Approval of Board members by the Kambria District Council	KDC																								
4. Dispatch of Technical Staff of WSD to KWSSB																									
4-1 Appointment of technical Staff	WSD																								
4-2 Dispatch of technical staff to KWSSB	WSD																								
5. Employment of Administrative Staff of KWSSB																									
5-1 Public notice for the employment	KDC																								
5-2 Evaluation and employment of administrative staff	KDC																								

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Activities	Person in charge	Year 2010				Year 2011				Year 2012				Year 2013															
		4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4			
6. Employment of Water Rate Collectors of KWSSB																													
6-1 Public notice for the employment	KWSSB																												
6-2 Evaluation and employment of water rate collectors	KWSSB																												
7. Appointment of Unit Leaders																													
7-1 Appointment of Unit Leaders by KWSSB	KWSSB																												
B. Community Meeting and Sensitization																													
8-1 Community meeting for explanation of the Project	KWSSB																												
8-2 Sensitization meeting for "Pay for Water"	KWSSB																												
9. Development of Water Tariff																													
9-1 Estimation of the O/M costs	KWSSB																												
9-2 Development of water tariff	KWSSB																												
10. Registration of Consumers																													
10-1 Registration of consumers and setting of registration plate	KWSSB																												
10-2 Preparation of Consumer Ledger (Computer data base)	KWSSB																												
11. Training of the Staff of KWSSB																													
11-1 Training of the technical staff	KWSSB																												
11-2 Training of the administrative staff	KWSSB																												
11-3 Training of the water rate collectors	KWSSB																												

C. Person in Charge and Documents to be Prepared/Submitted

Person in Charge	Name of Documents	Prepared by	Submitted to	Deadline
MEWR : The Ministry of Energy and Water Resources/ Prof. Ogunlade R. Davidson, Minister	#1 List of WC members for Est. of KWSSB	KDC	WSD/SLFO	Aug. 15, 2010
WSD : Water Supply Division, MEWR/Mr. Wosun A. Koroma, Chief Engineer	#2 Copy of Draft Bye-law for Establishment of KWSSB	KDC	WSD/SLFO	Oct. 1, 2010
KDC : The Kambia District Council/Mr. S. S. A. Sankoh, Chairman	#3 Copy of Approved Bye-law for Establishment of KWSSB	KDC	WSD/SLFO	May 15, 2011
WG : Working Group for Est. of KWSSB/Mr. Alfred N. Samura, Chief Administrator	#4 List of Board Members of KWSSB	KDC	WSD/SLFO	Feb. 15, 2012
KWSSB : Kambia Water Supply & Sanitation Board/ Chairman (to be named)	#5 List of Technical staff	WSD	SLFO	Aug. 15, 2013
SLFO : JICA Sierra Leone Field Office/ Ms. Akiko Tadaha	#6 List of Administrative staff	KDC	WSD/SLFO	Aug. 15, 2012
	#7 List of Water Rate Collectors	KWSSB	WSD/SLFO	Sep. 15, 2012
	#8 List of Unit Leaders	KWSSB	WSD/SLFO	Sep. 15, 2012