

Annex 4:

List of Documents Collected

Sector	Identification No.	Title of Document	Received From	Date of Collection	Book/Report/Sheet/ file	Original /Photocopy	Year of Publisher	Remarks
Planning	1-1	Mid-term Review of Kassala State Strategic Plan 2007-2011 (September 2009)	Kassala State Government	7-2-2011	Digital file-English	Original	2009	
	1-2	Revised State Strategic Plan for Kassala State Phase II 2010-2011 (October 2009)	Kassala State Government	7-2-2011	Digital file-English	Original	2009	
	1-3	The Five-Year Plan (2007-2011)	National Council for Strategic Plan	7-2-2011	Digital file-English	Original	2006	
	1-4	Eastern Recovery and Development Programme (ERDP), Progress Report No. 3 July 2010 -December 2010	ERDP	14-2-2011	Sheet-English	Photocopy	2011	
	1-5	Community Development Fund Project (CDF) Annual Progress Report (January - December 2009)	Multi-Donors Trust Fund (MDTF)	10-2-2011	Digital file-English	Original	2010	
	1-6	Assessment of Localities' Compliance with Minimum Qualifying Criteria and Identification of their Capacity Needs in Northern Sudan: Kassala Assessment Report (September 2006)	The World Bank	10-2-2011	Digital file-English	Original	2006	
	1-7	Assessment of Localities' Compliance with Minimum Qualifying Criteria and Identification of their Capacity Needs in Northern Sudan: Hamashukoreib Assessment Report (September 2007)	The World Bank	10-2-2011	Digital file-English	Original	2007	
	1-8	Case of the Sudan Republic 1956-2008: The Political Economy of Budgetary Allocations of Local Levels (by Professor Ali Abdalla Ali, May 2009)	Economic Commission for Africa	10-2-2011	Digital file-English	Original	2009	
	1-9	Local Government in Sudan during the Interim Period - Inputs from Switzerland (by Dr. Omer Awadalla Ali, May 2008)	Institute of Federalism, University of Fribourg, Switzerland	10-2-2011	Digital file-English	Original	2008	
	1-10	Wealth Sharing and Intergovernmental Transfers in Sudan (by Ibrahim Suleiman, June 2008)	UNDP Sudan	10-2-2011	Digital file-English	Original	2008	
	1-11	Service Delivery in a Difficult Environment: The Child-Friendly Community Initiative in Sudan (by Magui Moreno-Torres, January 2005)	DFID, UK	10-2-2011	Digital file-English	Original	2005	
	1-12	Mid-term Evaluation of the Child-Friendly Community Initiative (CFCI) (by Barbara Parker, October 2004)	UNICEF Sudan	10-2-2011	Digital file-English	Original	2004	

Sector	Identification No.	Title of Document	Received From	Date of Collection	Book/Report/Sheet/file	Original /Photocopy	Year of Publisher	Remarks
	1-13	Social Differentiation among Eritrean Refugees in Eastern Sudan: The Case of Wad el Hileau (by Johnathan B. Bascom, Journal of Refugee Studies Vol. 2 No. 4, 1989)	Oxford University Press	10-2-2011	Digital file-English	Original	1989	
	1-14	The Social Economics of Small Craft Production: The Sword and Knife Makers of Kassala, Eastern Sudan (by Edwin Hunley, October 2010)	State University of New York at Binghamton	10-2-2011	Digital file-English	Original	2010	
	1-15	Micro - Macro Issues in Development: NGOs and Ethnicity in Kassala State (by Rasha Abdel Hafeez Suleiman Al Shibly, March 2009)	University of Khartoum	10-2-2011	Digital file-English	Original	2009	
	1-16	Socio-Economic Base Line Survey for Women in Eastern Sudan - Kassala State (Fadayeab, Gulsa and Sursur) (2009)	Pastoral & Environmental Network in the Horn of Africa (PENHA)	10-2-2011	Digital file-English	Original	2009	
	1-17	Power, Land and Ethnicity in the Kassala-Gedaref States: an Introduction (by Catherine Miller, 2005)		10-2-2011	Digital file-English	Original	2005	
	1-18	Nomads' Settlement in Sudan: Experiences, Lessons and Future Action	UNDP Sudan	7-2-2011	Digital file-English	Original	2006	
	1-19	Final Report of Kassala state ICT Assessment (September 2010)	CRMA, UNDP Sudan	7-2-2011	Digital file-English	Original	2010	
	1-20	Knowledge Management Questionnaire Results (September 2010)	CRMA, UNDP Sudan	7-2-2011	Digital file-English	Original	2010	
	1-21	Consultancy Report on the Establishment of Civil Service Database in the Directorate of Civil Service, South Kordofan (by Musa Abdel Rasoul Adam, June 2009)	UNDP Sudan	7-2-2011	Digital file-English	Original	2009	
	1-22	Project Document - Establishment of a National Disaster Risk Management Programme in Sudan	UNDP Sudan	7-2-2011	Sheet-English	Photocopy	2011	
	1-23	Sudan Crisis and Recovery Mapping and Analysis Project (CRMA)	CRMA, UNDP Sudan	7-2-2011	Digital file-English	Original	2010	
	1-24	CRMA Phase II (2010-2012) At a Glance	CRMA, UNDP Sudan	7-2-2011	Digital file-English	Original	2011	
	1-25	Local Governance Development and Public Expenditure Management (LGDPEM) - Regional Program for Eastern Sudan	CRMA, UNDP Sudan	7-2-2011	Sheet-English	Photocopy	2011	

Sector	Identification No.	Title of Document	Received From	Date of Collection	Book/Report/Sheet/file	Original /Photocopy	Year of Publisher	Remarks
Water	2-1	Government of National Unity-Sudan Water, Sanitation and Hygiene (WASH) Policy	UNICEF	06-11-2010	Digital file-English	Photocopy	2009	
	2-2	Water and Sanitation Strategic Plan For Kassala State	SWC	25-11-2010	Digital file-English	Photocopy	2009	
	2-3	Development of Strategic Plan For Kassala State	SWC	25-11-2010	Digital file-English	Photocopy	2009	
	2-4	Water, Sanitation and Hygiene (WASH Sector) Strategic Plan 2010-2016 (7years)	SWC	25-11-2010	Digital file-English	Photocopy	2009	
	2-5	Unit health and safety of water in New Halfa	New Halfa locality	20-12-2010	Digital file-Arabic	Photocopy	2010	
	2-6	Situation Analysis of Water, Sanitation and Hygiene Sector	SWC	10-02-2011	Digital file-English	Photocopy	2011	
	2-7	Water, Sanitation and Hygiene (WASH Sector) Strategic Plan 2011-2016	SWC	10-02-2011	Digital file-English	Photocopy	2011	
	2-8	Drinking Water Corporation Proposal of New Water Project, 2005-2008	SWC	12-02-2011	Digital file-English	Photocopy	2005	
	2-9	Geophysical & Hydrogeological Survey at 4 sites located along the eastern bank of River Atbara, Kassala State	SWC	12-02-2012	Digital file-English	Photocopy	2006	
	2-10	Kassala State 54wells Project, Final Report, Wad Alhiliew(1)	SWC	20-02-2011	Digital file-English	Photocopy	2007	
	2-11	Kassala State 54wells Project, Final Report, Wad Alhiliew(2)	SWC	20-02-2011	Digital file-English	Photocopy	2008	
	2-12	Kassala State 54wells Project, Final Report, Wad Alhiliew(3)	SWC	20-02-2011	Digital file-English	Photocopy	2008	
	2-13	Overview about The National Company for Manufacturing Water Equipment	National Company for Manufacturing Water Equipment	25-02-2011	Digital file-English	Original	2008	
	2-14	Technical Committee reports, Central River Atbara, Adar Habibi Area, Groundwater Assessment Study	Ground Water Administration office	25-02-2011	Digital file-English	Photocopy	1992	
	2-15	Technical Committee reports, Central River Atbara, Adar Habibi Area, Groundwater Assessment Study, Appendix(A)	Ground Water Administration office	25-02-2011	Digital file-English	Photocopy	1992	
	2-16	Alrayan Project Geophysical Report, River Atbara, Sarabtwei & Souel	Ground Water Administration office	25-02-2011	Digital file-English	Photocopy	2007	

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	2-17	Map of Kassala (scale 1:250,000, 8 sheets)	Sudan Survey Department	25-02-2010	Sheet-English	Original	1975-76	
Agriculture	3-1	Eastern Recovery and Development Programme (ERDP), Inception report/ Progress report No,1 July 2009 - December 2009	ERDP	2-12-2010	Sheet-English	Photocopy	NA	
	3-2	Eastern Recovery and Development Programme (ERDP), Progress report No,2 January 2009 -June 2010	ERDP	2-12-2010	Sheet-English	Photocopy	2010	
	3-3	University of Juba, College of Community Studies and Rural Development, Master Degree Research, Rural Poverty, Causes, Consequences and Solutions	ERDP	2-12-2010	Sheet-English	Photocopy	NA	
	3-4	Welt hunger Life (Agro action), Sudan - Kassala, Baseline survey report, Food Security and Flood Prevention in Kassala State, EC,	ERDP, EC	2-12-2010	Digital file-English	Original	2009	
	3-5	Farm Management and Rural Socio-economic Survey in Kassala State, Republic of the Sudan, Baseline Survey Results, November 2010	Capacity Building Project for the Implementation of "The Executive Programme for the Agricultural Revival", JICA	5-12-2010	Digital file-English	Original	2010	
	3-6	KASSALA STATE, Situation Analysis, April 2009	UNDP	5-12-2010	Digital file-English	Original	2009	
	3-7	Kassala state basic information, April 2009	Kassala State	5-12-2010	Digital file-English	Original	2009	
	3-8	Report on Baseline Survey for the project of: Sustainable Food Security and Poverty Reduction Kassala State, December 2008-January 2009	Plan Sudan	5-12-2010	Digital file-English	Original	NA	
	3-9	Mid-Term Evaluation Report For the: Sustainable Food Security and Poverty Reduction in Kassala State Implemented by: Plan Sudan Funded by: The European Commission May – June 2010	Plan Sudan	12-12-2010	Digital file-English	Original	NA	
	3-10	Report on: Value Chain analysis of small scale fisheries in Kassala State- (Rural Khashem El Gerba & River Atbara Localities), March 2010	Plan Sudan	12-12-2010	Digital file-English	Original	2010	
	3-11	Gash Sustainable Livelihoods Regeneration Project (GSLRP) Annual Progress Report, January - December 2008, February 2009	The Republic of the Sudan Ministry of Agriculture and	12-12-2010	Digital file-English	Original	2009	

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			Forestry, Project Coordination Unit (PCU) Kassala State, Kassala Town					
	3-12	RESULTS AND IMPACT MANAGEMENT SYSTEM (RIMS), Gash Sustainable Livelihoods Regeneration Project 2008	Gash Sustainable Livelihoods Regeneration Project (GSLRP)	12-12-2010	Digital file-English	Original	NA	
	3-13	REPORT AND RECOMMENDATION OF THE PRESIDENT TO THE EXECUTIVE BOARD ON A PROPOSED LOAN TO THE REPUBLIC OF THE SUDAN FOR THE GASH SUSTAINABLE LIVELIHOODS REGENERATION PROJECT	IFAD	12-12-2010	Digital file-English	Original	2003	
	3-14	ASSESSMENT OF THE LAND, TENANCY REFORM PROCESS, October 2007	Gash Sustainable Livelihoods Regeneration Project (GSLRP)	12-12-2010	Digital file-English	Original	2009	
	3-15	Gash Sustainable Livelihoods Regeneration Project – SD-630 Mid Term Review Mission, Draft Synthesis report	IFAD	12-12-2010	Digital file-English	Original	NA	
	3-16	Executive Programme for Agricultural Revival, April 2008	High Committee for Studying the Present Status of Agriculture and Articulate a Future Vision and Action Plan for Agricultural Revival	12-12-2010	Digital file-English	Original	2008	
	3-17	DRAFT FINAL PROJECT PROPOSAL PROPOSED MDTF GRANT TO THE GOVERNMENT OF NATIONAL UNITY OF SUDAN FOR A AGRICULTURAL SERVICES SUPPORT PROJECT, April 2009	N.A	12-12-2010	Digital file-English	Original	2009	
	3-18	MICROFINANCE CONSULTANCY TO EASTERN SUDAN AUGUST – OCTOBER 2009 COMMISSIONED BY THE CENTRAL BANK OF SUDAN, UNDP AND UNHCR FINAL REPORT, 05 November 2009	THE CENTRAL BANK OF SUDAN, UNDP AND UNHCR	12-12-2010	Digital file-English	Original	2009	

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	3-19	BACKGROUND PAPER SUDAN: INSTITUTIONAL CAPACITY PROGRAMME FOOD SECURITY INFORMATION FOR ACTION (SIFSIA) Programme Document for Northern Sudan, 30 November 2005	Khartoum Food Aid Forum	12-12-2010	Digital file-English	Original	2006	
	3-20	DRYLAND HUSBANDRY IN THE SUDAN Grassroots Experience and Development	Dryland Husbandry Project (DHP) Sudan	6-2-2011	Digital file-English	Original	2004	
	3-21	Opportunities For Expanding Water Harvesting In Sub-Saharan Africa: The Case Of The Teras Of Kassala	iiid: GATEKEEPER SERIES No. 40	6-2-2011	Digital file-English	Original	NA	
	3-22	Case Study: Problems facing Small Scale Farmers in Kassala State: Focus on Bananas	ACORD	6-2-2011	Digital file-English	Original	2010	
	3-23	Proposal for Farmer Led Documentation Pilot (FLD/Sudan)	PROLINNOVA/PA Sudan)	6-2-2011	Digital file-English	Original	NA	
	3-24	EASTERN SUDAN FOOD SECURITY MONITORING KASSALA STATE, ROUND 2 NOVEMBER 2010	WFP	6-2-2011	Digital file-English	Original	2010	
	3-25	EASTERN SUDAN FOOD SECURITY MONITORING KASSALA STATE, ROUND 1 JULY 2010	WFP	6-2-2011	Digital file-English	Original	2010	
	3-26	The rangelands of the Sudan: A field trip note	FAO	6-2-2011	Digital file-English	Original	NA	
	3-27	Eastern Recovery and Development Programme (ERDP), Progress report No.3 July 2010 -December 2010	ERDP	16-2-2011	Sheet-English	Photocopy	2011	
	3-28	Promoting local Innovation in Sudan	PROLINNOVA	16-2-2011	Book	Original	2007	
	3-29	Pastoralism and Natural Resource Management in the Gash Barka Region of Eritrea	PENHA/NPA	16-2-2011	Book	Original	2006	
	3-30	Sudan Post-Conflict Environment Assessment	UNEP	16-2-2011	Book	Original	2007	
Health	4-1	Road Map for Reducing Maternal and Newborn Mortality in Sudan	SMoH/Kassala	20-12-2010	English	Photocopy	2010	
	4-2	Annual Statistical Health Report 2009	SMoH/Kassala	18-12-2010	English	Photocopy	2006	

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	4-3	Health Facilities Description and Staff Requirements Documents	SMoH/Kassala	30-11-2010	English	Photocopy		
	4-4	State Ministry of Health Kassala PHC Directorate Nutrition Department Nutrition Plan 2011	SMoH/Kassala	03-12-2010	English	Photocopy	2010	
	4-5	Strengthening maternal and child health (MCH) services in Kassala State Concept note, May 2010	SMoH/Kassala	03-12-2010	English	Photocopy	2010	
	4-6	Strengthening selected PHCU to expand community based assisted deliveries by trained professionals in Kassala	Italian Cooperation	21-06-2010	English	Photocopy	2010	
	4-7	Annual Work Plan UNICEF	UNICEF	09-11-2010	English	Photocopy	2010	
	4-8	Curriculum of Midwifery Technicians 2009	SMoH/Kassala	23-12-2010	English	Photocopy	2009	
	4-9	Statement of intents for Italian cooperation support to HRH development in Eastern Sudan and Strengthening of the PHC in Kassala	Italian Cooperation	21-12-2010	English	Photocopy	2010	
	4-10	Annual Work Plan Cover and Table	UNFPA	21-12-2010	English	Photocopy	2010	
Vocational Training	5-1	Kassala State, Situation Analysis	UNDP	14-11-2010	Digital file-English	Original	2009	
	5-2	Recovery of Livelihoods and Sustainable Natural Resource Management Project: Project Document	UNDP	14-11-2010	Digital file-English	Original	2009	
	5-3	Self-Reliance Strategy for Refugees in East Sudan, Final Report	UNHCR	14-11-2010	Digital file-English	Original	2009	
	5-4	Microfinance Consultancy to Eastern Sudan	Central Bank of Sudan, UNDP and UNHCR	14-11-2010	Digital file-English	Original	2009	
	5-5	Kassala Vocational Training Center / Curriculum and Equipment List	Kassala VTC	14-11-2010	Report-English	Photocopy	2010	
	5-6	Kassala Vocational Training Center / Cost List	Kassala VTC	14-11-2010	Report-English	Photocopy	2010	
	5-7	Mobile Vocational Training Center for Integrated Rural Development	Kassala VTC	14-11-2010	Sheet-English	Photocopy	2010	
	5-8	Kassala Vocational Training Center Current Situation and Future Needs	UNDP	14-11-2010	Digital file-English	Original	2010	

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	5-9	Statistical Encyclopedia: Financial and Economic Indicators (2003-2007) (partial)	SMoF/Kassala	2-12-2010	Sheet-Arabic (translated)	Photocopy	2010	
	5-10	Education Statistics 2008/2009 (partial)	SMoE/Kassala	2-12-2010	Sheet-Arabic (translated)	Photocopy	2010	
	5-11	General Policies and Directives for the Vocational Training Center: Vision and Organization of Training inside and outside of the Center (Paper presented at the Workshop on the Future Vision for the Kassala Vocational Training Center, organized by UNDP Kassala Sub-Office on 12 December 2010)	UNDP	12-12-2010	Digital file-Arabic (translated)	Original	2010	
	5-12	Training Center in the State: Modality and Experience (ditto)	UNDP	12-12-2010	Digital data-Arabic (translated)	Original	2010	
	5-13	Mechanisms for Measuring the Economical and Social Impact of the Vocational Training Center in Kassala State (ditto)	UNDP	12-12-2010	Digital data-Arabic (translated)	Original	2010	
	5-14	Vocational Training Center Plan for the Year 2010	SMoLGA/ Kassala	15-12-2010	Report-Arabic (translated)	Photocopy	2010	
	5-15	Cost of the Proposed Jobs	Kassala VTC	15-12-2010	Sheet-Arabic (translated)	Photocopy	2010	
	5-16	Functional Structure of Vocational Training	SMoLGA/ Kassala	15-12-2010	Sheet-Arabic (translated)	Photocopy	2010	
	5-17	Proposed Structure of Kassala Vocational Training Center	SMoLGA/ Kassala	15-12-2010	Sheet-Arabic (translated)	Photocopy	2010	
	5-18	TOR for the Director and Staff of Kassala Vocational Training Center	SMoLGA/ Kassala	15-12-2010	Sheet-Arabic (translated)	Photocopy	2010	
	5-19	Provision of Technical Assistance for the Implementation and Management of the ERDP, Inception Report/Progress Report, No. 1, July 2009 – December 2009	ERDP	16-12-2010	Report-English	Photocopy	2010	
	5-20	Establishment Survey Data Analysis Document: Labor Market Needs with an Emphasis on the Technical and Technological Sector	SCVTA	28-12-2010	Report-English	Original	2008	
	5-21	Reviewing Trends and Prospects of Sudanese Economy and Surveying Training Needs of Companies	SCVTA	28-12-2010	Report-English	Original	2009	
	5-22	Vocational Training in Sudan	SCVTA	28-12-2010	Report-English	Original	2009	
	5-23	2008 Population Census	CBS	03-01-2011	Digital data	Original	2010	

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	5-24	State Council for Vocational Training and Apprenticeship	SMoF/Kassala, Kassala VTC and UNDP	26-1-2011	Digital file-Arabic (translated)	Original	2011	
	5-25	State Council for Vocational Training and Apprenticeship (PPT)	SMoF/Kassala, Kassala VTC and UNDP	26-1-2011	Digital file-Arabic (translated)	Original	2011	

Annex 5:

Meeting Memos of JCC and Federal Coordination Meetings

- Annex 5.1 Meeting Memo on the 2nd Joint Coordinating Committee (JCC) Meeting (on 20 December 2010)**
- Annex 5.2 Meeting Memo on Federal Coordination Meeting (on 20 January 2011)**
- Annex 5.3 Meeting Memo on the 3rd Joint Coordinating Committee (JCC) Meeting (on 26 January 2011)**
- Annex 5.4 Meeting Memo on the 4th Joint Coordinating Committee (JCC) Meeting (on 13 March 2011)**

Annex 5.1

Meeting Memo on the 2nd Joint Coordinating Committee (JCC) Meeting

Capacity Development Project for the Provision of
Services of Basic Human Needs in Kassala (CD-BHN)

1. Date and Time: 9:00 – 13:00, 20 December (Mon) 2010

2. Venue: Conference Room, 2nd Floor, Directorate of Planning and Development, State Ministry of Finance, Kassala

3. Objectives

- (1) To report the results of situation analysis (including capacity assessment) and explain a draft proposal for the outputs and activities of 3-year Technical Cooperation Project which is planned to start from May 2011
- (2) To discuss and get feedback from the Sudanese counterparts on the above report and proposal and make consensus among the participants

4. Participants (JCC Members)

1) Chairperson

- Mr. Musa Mohamed Oshaik Director General of State Ministry of Finance (MoF)

2) Members

a. Representatives of the State Government

- Mr. Gamal Mohamed El Hassan Director of Directorate of Planning and Development (DPD), State Ministry of Finance (MoF)
- Mr. Mohammed Hassan Sagdna Shikeet Assistant Training Director, DPD, State Ministry of Finance (MoF)
- Dr. Algadir Altoli Director of Primary Health Care, State Ministry of Health (MoH)
- Dr. Ali Adam Mohamed Reproductive Health Coordinator, State Ministry of Health (MoH)
- Dr. Tahani Khidir Salaman Deputy Reproductive Health Coordinator, State Ministry of Health (MoH)
- Mr. Nimat Abd Al Salam IMCI Coordinator, State Ministry of Health (MoH)
- Mr. Khadija Hassan Alzaki Nutrition Dept., State Ministry of Health (MoH)
- Mr. Hamza Osman Deputy Director General, State Ministry of Agriculture, Forestry and Irrigation (MoAFI)
- Mr. Mubarak Al Rahman Director, Kassala Vocational Training Center (KVTC)
- Mr. Abdulmoniem Elgindeel Engineer, State Water Cooperation (SWC)

b. Representatives of the Federal Government

- Ms. Tomadir Taha Abd Abrhnan Deputy Manager, Bilateral Financial Cooperation Dept., Ministry of International Cooperation (MIC)
- Ms. Sawsan Omer International Relations Desk Officer, Supreme Council for Decentralized Governance (SCDG)

c. Representatives from Japanese side

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| - Mr. Kenichi Shishido | Resident Representative, JICA Sudan Office |
| - Ms. Sachi Yamada | Project Formulation Advisor, JICA Sudan Office |
| - Mr. Harunobu Inoue | JICA Expert, C Capacity Building Project for the Implementation of the Executive Programme for the Agricultural Revival (CB-Revival) |
| - Ms. Azusa Mishima | JICA Expert, CB-Revival |
| - Ms. Howida Ahmed Ibrahim | Secretary, CB-Revival |
| - Mr. Kiyofumi Tanaka | Team Leader, JICA CD-BHN Project in Kassala |
| - Dr. Satoko Emoto | Deputy Team Leader and Vocational Training Expert, JICA CD-BHN Project in Kassala |
| - Mr. Kan Shichijo | Water Expert, JICA CD-BHN Project in Kassala |
| - Ms. Hiromi Suwa | Health Expert, JICA CD-BHN Project in Kassala |
| - Mr. Akio Kaneko | Medical Equipment Expert, JICA CD-BHN Project in Kassala |
| - Ms. Makiko Tada | Project Coordinator, JICA CD-BHN Project in Kassala |
| - Mr. Adil Sharief Mohamed Khair | Project Consultant, JICA CD-BHN Project in Kassala |
| - Dr. Tarig Abdelrahman Khalid | Health Consultant, JICA CD-BHN Project in Kassala |
| - Mr. Anis Ismael Adem | Research Assistant, JICA CD-BHN Project in Kassala |
| - Mr. Akrem Ismael Adem | Research Assistant, JICA CD-BHN Project in Kassala |

5. Time Table

- 09:00 - 09:15 Opening Remark (by Mr. Musa Oshaik, DG of State Ministry of Finance, Kassala)
Result of Situation Analysis and Draft Proposal for Activities:
(Each Session: 10 minutes explanation + 20 minutes Q&A and discussion)
- 09:15 - 09:45 (1) Development Planning and Management (by Kiyofumi Tanaka)
09:45 - 10:15 (2) Water Supply (by Kan Shichijo)
10:15 - 10:45 (Breakfast)
10:45 - 11:15 (3) Agriculture and Livelihood (by Kiyofumi Tanaka)
11:15 - 11:45 (4) Maternal and Child Health (by Dr. Tarig Abdelrahman Khalid)
11:45 - 12:15 (5) Vocational Training (by Satoko Emoto)
12:15 - 12:45 **Discussion and Consensus-making** (facilitated by Adil Sharief)
12:45 - 13:00 Closing Remark (by Mr. Kenichi Shishido, Resident Representative, JICA Sudan Office)

6. Handouts

- Draft Basic Framework for CD-BHN (as of 20 Dec 2010)
- Kaizen Initiative Proposal for DPD
- PowerPoint Presentation for Maternal and Child Health Sector

7. Minutes of Discussion

After presentation of each sector, the following comments are made.

(1) Development Planning and Management

(Gamal) We agree with Kaizen approach to be introduced to DPD.

(Musa) I am concerned the amount of cost sharing in Kaizen Initiative: 30% for 2nd year and 60% for 3rd year. I hope it can be reduced to 20% for 2nd year and 30% for 3rd year.

(Tanaka) As you see in the handout on Kaizen Initiative, the amount we are requesting is just SDG 6,000 for 2nd year and SDG 12,000 for 3rd year. So I believe you can afford to share this amount.

(Musa) Yes, I agree. I also appreciate JICA included support to SPC in this project. While UNDP will

support SPC's preparation of the next 5-year Strategic Plan from next year, SPC lacks PC and training of its staff.

(Shishido) In the donor circle, we often talk about NATO (No Action, Talk or Training Only), so I highly appreciate the project's initiative to focus on implementation after the training. I also appreciate the project's idea to introduce Japanese idea such as Kaizen, and hope that not only DPD staff but also other line ministry staff (1-2 persons from each ministry) will be included in the training on Kaizen.

(Mubarak) In Kaizen Initiative, only SDG 2,000 for one sector?

(Tanaka) No. Kaizen Initiative is only for DPD, and SDG 2,000 is the maximum budget for one action.

(2) Water Supply

(Abdulmoniem) In West Kassala, SWC starts to take responsibility to maintain rural water facilities.

(Musa) SWC will establish Rural Water Section soon.

(Shishido) I am happy to hear such a new policy that SWC will become responsible for rural water facilities. But we worry the decreased number of SWC Locality Office's staff to maintain rural water facilities. We would like to know SWC's concrete maintenance plan for rural water facilities, which should indicate the number of maintenance staff as well as the budget allocated for maintenance. Do you plan to increase the number of staff in SWC Locality office, or will the staff of Rural Water Section of SWC Kassala Office be dispatched to the rural areas?

(Abdulmoniem) SWC used to have Urban Water Department and Rural Water Department, but now they are merged. SWC still has the number of engineers who can maintain rural water facilities, and SWC is willing to help rural communities and localities technically. There is a move in SWC to establish Rural Water Department again.

(Sawsan) Is it free to get SWC's maintenance service for rural water facilities?

(Abdulmoniem) The community must buy spare parts from the shop in the town or from SWC.

(Musa) Since 2005/6, the water tariff has not changed. To change the water tariff, a new policy is needed.

(Algadir) Many Locality Hospitals are suffering lack of water, so it is important to develop stable water sources in these areas.

(Shichijo) I understand it well, because I visited Locality Hospital in Wagar, which has no water.

(Musa) Water and sanitation is cross-cutting issue, so they should be tackled concurrently, such as in UNICEF's WES Project.

(3) Agriculture and Livelihood

(Hamza) While I agree with the action plans explained, I hope livestock issue should be included.

(Musa) Livestock is very important in Kassala where 6 million animals live. Since the Ministry of Animal Resources is now separate from the Ministry of Agriculture, it is necessary to include the representative from the Ministry of Animal Resources in this project.

(Tanaka) Since we selected 5 ministries as our counterparts from a long discussion with Kassala Government, it is difficult to add a new Ministry at this time. I think the Ministry of Animal Resources

can be informally involved or linked in the pilot activities on livelihood. Do they have separate extension workers from TTEA?

(Hamza) Yes, they have.

(Shishido) We can collaborate with the Ministry of Animal Resources in the pilot activities, but it is difficult to add one more sector.

(Musa) It was a mistake not to include the Ministry of Animal Resources in this project, and they have to be involved in the project officially. I think we can treat agriculture and livestock as one sector. As a chairperson of this meeting, I propose representatives from SPC and Ministry of Animal Resources should be added in JCC members.

(Tanaka) Ok, we can include these two organizations from the next JCC.

(Sawsan) At the upper level, Ministry of Agriculture and Ministry of Animal Resources are separate, but at the grassroots level, it is integrated.

(4) Maternal and Child Health

(Dr. Ali) MMR in Kassala is the second highest in North Sudan, next to Southern Darfur. To reduce MMR, many approaches will be necessary, such as water supply, women education, infrastructure, etc.

(Dr. Algadir) I agree that MMR is our priority, and I suggest more attention should be paid to community organization (illiteracy, tribal habits, awareness, etc.) to reduce MMR.

(Gamal) I have one suggestion on Sinnar model. Not only organizing TOT on Sinnar model, we hope a study tour to Sinnar can be arranged. As for MMR, many partners are working on it, so it is necessary to have a good coordination mechanism with all partners. By the way, last year we provided a lot of expensive equipment to the Ministry of Health, so we hope the Ministry of Health will organize practical training on how to use and maintain these equipments properly, because we have seen so many damaged equipments in rural hospitals.

(Dr. Tarig) VMWs are important resource, so Government should employ them.

(Musa) We are already suffering from a very high rate of salary in our budget, so it is difficult to increase the number of government staff at this moment. But health and education sectors are the State Government's top priorities. As for the cause of high MMR, the high level of poverty is also one of the contributing factors in addition to the shortage of trained VMW and illiteracy among women. In Kassala, 3% of people live under the poverty line.

(Sawsan) The Deputy Manager of Reproductive Health, the Federal Ministry of Health, recommended us to coordinate and collaborate with different partners. Through mobile training, the community's awareness can be improved.

(Shishido) I have three points. 1) Who can facilitate the community awareness? Without good facilitators, it is difficult to raise community awareness. 2) As for the maintenance of medical equipment, I heard there are only three mechanical engineers in Kassala. JICA is discussing training of medical engineers with Federal Ministry of Health. Due to unstable electricity, the equipment can be easily damaged. 3) MDTF may be one of successful programs, but they provide incentives for VMW. After MDTF assistance ends next year, does the Ministry of Health have the budget to continue these incentives? JICA cannot help on this matter.

(Dr. Ali) As for community awareness rising, our experiences are limited, but there are some promising

methods such as use of drama.

(Dr. Algadir) MDTF provided 4WD car 2 days ago, and they trained community volunteers for community awareness rising. As for the medical engineers, we plan to increase the number so that every hospital will have at least one medical engineer. Government's employment of VMW is difficult, but they can be provided with monthly incentives, so we hope the Ministry of Finance will provide the budget for it.

(Musa) Sustainability is important, so the Government should continue after MDTF ends. We need the budget support from Federal Government on this matter.

(Shishido) If you are going to provide incentives to all VMW in Kassala State, the necessary budget may be too big. For sustainability, we have to think alternative approach.

(Dr. Tarig) We have 10 rural hospitals, but they do not have blood bank section. It is important to establish the blood bank in all rural hospitals, and also provide transportation from the villages to the rural hospital.

(Shishido) We have seen many donated ambulance cars are not frequently used, because the community cannot pay the fee for it.

(Dr. Tarig) I understand the situation. We have to ask the donation from the wealthy villagers to assist the running cost of the ambulance car.

(Dr. Ali) We may have better think of low-cost alternatives to ambulance cars, such as animal traction and donkey cart, for which the rural community can manage running cost.

(5) Vocational Training

(Mubarak) Vocational training is very expensive. In 1992-1997, GTZ helped the establishment of KVTC, but since then there has been no government budget to keep KVTC up-to-date until UNDP came to help us in 2009. We established vocational training centers in three localities and mobile training in rural areas, and they offer only short courses. So KVTC is the most important center, and to make more students to come to KVTC, we need to establish a dormitory and provide breakfast to students.

(Shishido) This project can offer short courses for socially vulnerable people such as school dropouts and ex-combatants. As for the mobile training, it is supported by ERDP, so JICA will focus on KVTC. As for the dormitory for KVTC, can you really cover the running cost for it?

(Musa) We are now discussing with UNDP on establishing a polytechnic institute for Kassala, Gedaref and Red Sea States, most probably to be located in Kassala. As for mobile training, ERDP finances only 12 short courses, so it is necessary to expand mobile training, and I propose KVTC to establish a mobile training unit in it. Due to the budget constraint, it is too difficult to establish a vocational training center in each locality.

(Tanaka) I think KVTC has a very resourceful organization with experienced mechanics and auto mechanics, so I can suggest KVTC may embark income generation activities such as providing maintenance services for the machines and automobiles owned by the private sector.

(Emoto) I agree that KVTC's mechanics are the best in town, but we should be a bit careful about such income generation activities. KVTC should not distort the market (private businesses) by expanding its business. I believe MoF thinks the same.

(6) Other General Comments

(Sawsan) While we agree to share Local Component budget on the paper, the necessary budget has not been disbursed by the Federal Government, so the support from the higher level (decision-making level such as the minister) should be sought.

(Musa) Kassala Government is spending around SDG 9 million for salary of the government staff every year. So the remaining budget is too small, and we need more financial support from Federal Government.

(Musa) As for the Japanese experts, I suggest a long-term or short-term expert for animals should be added.

(Tanaka) As for the allowance to counterpart personnel, Mr. Gamal of Ministry of Finance requests us to submit the next month's travel schedule at the end of each month, so that he can write a check to each ministry on time. So please inform the Ministry of Finance beforehand how many days of travel is scheduled in each month.

(Musa) The State Government agreed to provide allowances for counterparts. But the Federal Government too depends on the State Government to secure Local Component budget. DPD has 7-8 on-going donor projects, and for all projects, we have to provide Local Component budget. I want to request the participants from the Federal Government to convey our needs to the Federal Government.

(Shishido) At the Kuwait Conference on Development and Investment for Eastern Sudan, the Government of National Unity committed to establish a US\$500 million special fund for Eastern Sudan. What has happened to it?

(Musa) Donors committed US\$3 billion at the conference, but after the conference, we do not know any progress on their commitment, and we do not know how much of it will come to Kassala, either. The money will be used mainly for infrastructure development such as roads, electricity, water, education and health. I hope the Ministry of International Cooperation (MIC) will convey our request to the Federal Ministry of Finance that we want to continue MDTF's work, so we need budget support from the Federal Government.

(Gamal) Last week I was in Khartoum and went to MIC together with the State Minister for Finance. I would like to go to Khartoum next week or soon to discuss the issue of Local Component budget with MIC, because MIC promised to discuss this issue with the Federal Ministry of Finance when the State Minister for Finance met MIC 4 months ago.

(Musa) I want to repeat today's highlight: we agreed to add the secretary general of SPC and a representative of the Ministry of Animal Resources to the JCC members, and to add an animal expert in Japanese inputs.

(Shishido) From January 23, 2011, JICA mission will visit Kassala again to discuss the concrete contents of 3-year technical cooperation. See you then.

Annex 5.2

Meeting Memo on the Federal Coordination Meeting

Capacity Development Project for the Provision of
Services of Basic Human Needs in Kassala (CD-BHN)

1. Date and Time: 11:30 – 13:15, 20 January (Thursday) 2011

2. Venue: Conference Room, 1st Floor, Supreme Council for Decentralized Governance

3. Objectives

- (1) To explain a draft design of Technical Cooperation Project starting from May 2011
- (2) To discuss and get feedback from the Sudanese counterparts on the draft project design

4. Participants

3) Chairperson

- Mr. Sakah Babiba Secretary General of Supreme Council for Decentralized Governance (SCDG)

4) Members

a. Representatives of the Federal Government

- Ms. Tomadir Taha Abd Abrhnan Deputy Manager, Bilateral Financial Cooperation Dept., Ministry of International Cooperation (MIC)
- Ms. Sawsan Omer International Relations Desk Officer, SCDG
- Ms. Eatidal Elangch Molib Director of Training, Public Water Corporation (PWC)
- Mr. Hisham E. Yousif Planning Manager, PWC
- Mr. Mustafa Elradi Ahmed Director General, Trades Organizing and Skills Measurement, Supreme Council for Vocational Training and Apprenticeship (SCVTA)
- Ms. Abba Kalic Osman Director of International and Regional Directorate, Ministry of Agriculture and Forestry (MoAF)
- Ms. Hiba Ahmed Officer, National Reproductive Health Program (NRHP), Ministry of Health (MoH)
- Ms. Hanadi Abd Eldaim Officer, NRHP, MoH
- Mr. Mai E Hoyebomer Information and Communication, Ministry of Finance (MoF)

b. Representatives from Japanese side

- Mr. Kenichi Shishido Resident Representative, JICA Sudan Office
- Ms. Sachi Yamada Project Formulation Advisor, JICA Sudan Office
- Ms. Atsuko Nishimoto Project Formulation Advisor, JICA Sudan Office
- Mr. Robeef Uku National Staff, JICA Sudan Office
- Mr. Kiyofumi Tanaka Team Leader, JICA CD-BHN Project in Kassala
- Mr. Kan Shichijo Water Expert, JICA CD-BHN Project in Kassala
- Mr. Naoki Koga Agriculture Expert, JICA CD-BHN Project in Kassala
- Mr. Ippei Itakura Livelihood/Agricultural Extension Expert, JICA CD-BHN Project in Kassala

5. Time Table

- 11:30 - 11:35 Opening Remark (by Mr. Sakah, SCDG)
11:35 – 11:45 Background of CD-BHN (by Mr. Shishido, JICA)
11:45 – 12:20 Presentations on a draft design of the Project (by the JICA team of CD-BHN)
(1) Development Planning and Management (by Mr. Tanaka)

- (2) Water Supply (by Mr. Shichijo)
- (3) Agriculture and Livelihood (by Mr. Itakura)
- (4) Maternal and Child Health (by Mr. Tanaka)
- (5) Vocational Training (by Mr. Tanaka)
- 12:20 – 13:00 Discussion and Consensus-making
- 13:00 – 13:15 Closing Remark (by Mr. Shishido, JICA Sudan Office)

6. Handouts distributed

- Project Design Matrix of CD-BHN Implementation Phase
- Outline of Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala (Summary Sheet)
- Outline of Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala (Conceptual Figure)

7. Minutes of Discussion

After the presentation made by the JICA team of CD-BHN on the draft project design, the comments were provided by the representatives of the federal government.

Water Cluster

(Hisham, PWC) We appreciate the study done by Mr. Shichijo of the JICA team, who conducted the study both on urban and rural water supply. In urban water supply, the distribution network in Kassala town is a critical issue. We need to consider how we can create appropriate situation by using the resources of the Project. We also visited many sites of rural water supply. Capacity building is a challenge. We already have JICA's technical cooperation to PWC. It is then necessary to consider how we can use PWC to capacitate senior/junior staff of State Water Corporation (SWC) in Kassala. We thank him for his work.

(Eatidal, PWC) Water is very important for development. PWC is ready for contributing to the pilot projects. As Mr. Hisham points out, operation and maintenance of pipelines in Kassala town needs support from the Project. I also agree on the view that data management or the design of financial management is crucial factor for capacity building of SWC. My concern is a monitoring after training and provision of equipments. Monitoring and evaluation should receive due attention in the course of implementation.

Vocational Training Cluster

(Mustafa, SCVTA) Strengthening the capacity of Kassala Vocational Training Center (KVTC) has been our goal but, at the same time, an issue for a long time. Hence we are ready to contribute to the implementation of the Project. In fact, we have already starting cooperation with the Project. There was Training of Trainers (TOT) conducted last two week in Kassala sate. We (SCVTA) sent our staff to the TOT as a trainer. We would like to continue this cooperation for other TOT programs in KVTC. KVTC is not only training the communities, but also collaborating with other institutions or training providers in Kassala state. We can cooperate with line ministries by sharing the responsibilities of TOT. The boarder relation between the government and Vocational Training Center (VTC) is also clear. Skilled labor cannot be recruited unless they pass skill tests conducted by VTC. So we request the government to support scale-up of VTCs. This will be done also in Kassala state.

Another thing to share with you is that there is technical Cooperation between SCVTA and JICA starting from next week. Under this cooperation, KVTC and its staff will receive training to strengthen their own capacity.

Agriculture and Livelihood Cluster

(Abla, MoAF) The ideas of the Project have been discussed long time through the Capacity Building

Project for the Implementation of the Executive Programme for the Agricultural Revival (Revitalization Project). We understand that the pilot projects proposed by the JICA team of CD-BHN are based on the action plan proposed by the Revitalization Project. We hope that good cooperation between the state government and JICA will continue.

In addition to the above comments from line ministries, the following views were provided by JICA and SCDG.

(Shishido, JICA) I would like to explain what we discussed with Kassala state government last time. When we discussed the pilot projects on water cluster, there was a comment from State Ministry of Health that water is a big issue in the state and closely relating to health indicators. We know that some health facilities in remote areas face a difficulty of obtaining water, so there is a possibility of cooperating with water sector. The development of water facilities could contribute to the health promotion. Unfortunately this kind of collaboration among sectors is not enough now. In this Project, we will conduct some pilot projects in the southern part of Kassala, i.e. Wad El Helew locality, where people suffer from high mortality ratio but there are potential for development of other sectors, e.g. water and agriculture. We may produce the combination of activities as one of the pilot projects.

(Sawsan, SCDG) The institutional positions and roles of each ministry of the federal government are not indicated in PDM or other project documents. The relation and roles among three parties, i.e. the federal government, the state government and JICA should be clearly stated, so as to realize good coordination.

After this discussion, the JICA team of CD-BHN requests the federal government about the possibility of providing financial support to the state government as follows.

(Tanaka, CD-BHN) We have received various supports from the federal government, e.g. in conducting TOT in vocational training and health clusters, where SCVTA and Federal Ministry of Health dispatch trainers. It is really appreciated. Yet we may require more support in planning section. State Ministry of Finance, Economy and Labor Force committed itself to undertake the local component of the budget. However, it has seldom been realized. And they said that they need financial support from the federal government. JICA cannot support salary top-up for counterparts because it is a technical cooperation agency. We hope that the federal government provides some budgets to the state government.

(Mai, MoF) In principle, the Federal Ministry of Finance is responsible for exempting customer duties and taxes. If there is another issue, the JICA team can directly contact the General Director of Development in the Federal Ministry of Finance and set up a special occasion to discuss it.

(Sawsan, SCDG) I would like to elaborate this issue. The state government should undertake the local component as much as the resource is available. This is because the Project has specific relation with the state. I do not know that other projects have the demarcation of contributions between the federal and state governments. Relating to this issue is the financial arrangement for the federal government officers to monitor this Project. I work for this Project on a volunteer basis. This is the first time for the Federal Ministry of Finance (MoF) to participate in the meeting, so MoF will need to consider proper arrangement.

After a series of discussion among the federal representatives, it was concluded that if the signatory of a project document is the state, they have to initiate actions by writing a request letter to the federal government to provide the local component budget to the state government.

Finally, Ms. Yamada of JICA Sudan Office presents the tentative schedule of the project approval and

implementation, as shown in the Outline of Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala (Summary Sheet).

(After closing the meeting, the JICA team of CD-BHN had explained the outline of the Project to the representatives of MoH, because they were late in the meeting, missing the substantial part of presentation.)

Annex 5.3

Meeting Memo on the 3rd Joint Coordinating Committee (JCC) Meeting

Capacity Development Project for the Provision of
Services of Basic Human Needs in Kassala (CD-BHN)

1. Date and Time: 09:45 – 11:00, 26 January (Wednesday) 2011

2. Venue: Conference Room, 2nd Floor, General Directorate for Economic Planning and Development (DPD), State Ministry of Finance, Economy and Labor Force (MoF)

3. Objectives

- (1) To explain the design of Technical Cooperation Project starting from May 2011
- (2) To discuss and get feedback from the state counterparts on the project design

4. Participants (JCC Members)

1) Chairperson

Mr. Gamal Mohamed El Hassan Acting Director of DPD, MoF

2) Members

a) Representatives of the State and Federal Governments

- Mr. Osman Bannaga Secretary General, Strategic Planning Council (SPC)
- Ms. Nawal Osman Ibrahim Deputy Director, DPD, MoF
- Mr. Esman Mohamed Coordinator of Child Friendly Community Initiative, DPD, MoF
- Mr. Mubarak Abdu Rohman Director of Kassala Vocational Training Centre (KVTC)
- Mr. Hashim Mohamed Acting Director, State Water Corporation (SWC)
- Mr. Abdel Hakeem Elhassan Director General of State Ministry of Agriculture, Forestry and Irrigation (MoAFI)
- Dr. Abdelgadir Artoli Director of Primary Health Care, State Ministry of Health (MoH)
- Dr. Ali Adam Mohamed Reproductive Health (RH) Coordinator, Reproductive Health Division, MoH
- Dr. Tahani Khider Salam Deputy RH Coordinator, Reproductive Health Division, MoH
- Ms. Sawsan Omer Desk Officer, Supreme Council for Decentralized Governance (SCDG) (Federal Government)
- Ms. Tomadir Toha A. Abrhaman Deputy Director, Department of Bilateral Financial Cooperation, Ministry of International Cooperation (Federal Government)

b) Representatives from Japanese side

- Mr. Kenichi Shishido Resident Representative, JICA Sudan Office
- Ms. Sachi Yamada Project Formulation Advisor, JICA Sudan Office
- Ms. Makiko Kimura Associate Expert, Public Policy Department, JICA Headquarters
- Mr. Kiyofumi Tanaka Team Leader, JICA CD-BHN Project in Kassala
- Mr. Kan Shichijo Water Expert, JICA CD-BHN Project in Kassala
- Mr. Naoki Koga Agriculture Expert, JICA CD-BHN Project in Kassala
- Mr. Ippei Itakura Livelihood/Agricultural Extension Expert, JICA

- | | |
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| <ul style="list-style-type: none"> - Dr. Tarig Abdelrahman - Mr. Anis Ismael | <p>CD-BHN Project in Kassala
 Research Assistant, JICA CD-BHN Project in Kassala
 Assistant Engineer, JICA CD-BHN Project in Kassala</p> |
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5. Time Table

- | | |
|---|---|
| <p>09:45 - 09:50
 09:50 - 10:00
 10:00 - 10:10
 10:10 - 10:30

 10:30 – 11:00
 11:00</p> | <p>Opening Remark (by Mr. Osman Bannaga, SPC)
 Schedule of Ex-ante Evaluation of the Project (by Ms. Yamada, JICA)
 Presentation of the background of the Project (by Mr. Shishido, JICA)
 Presentations on the design of the Project (by the JICA Team of CD-BHN)
 (1) Development Planning and Management (by Mr. Tanaka)
 (2) Water Supply (by Mr. Shichijo)
 (3) Agriculture and Livelihood (by Mr. Itakura)
 (4) Maternal and Child Health (by Mr. Tanaka)
 (5) Vocational Training (by Mr. Tanaka)
 Discussion and Consensus-making
 Closing Remark (by Mr. Gamal, MoF)</p> |
|---|---|

6. Handouts distributed

- Outline of Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala (Summary Sheet)
- Outline of Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala (Conceptual Figure)
- Outline of an Ex-ante Evaluation for Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala
- Draft Minutes of Meeting between Japan International Cooperation Agency and the State Government of Kassala on Japanese Technical Cooperation for Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala.
 - Annex I: Project Design Matrix (PDM)
 - Annex II: Plan of Operation (PO)
 - Annex III: Local Component (Contribution by the State Government of Kassala)
 - Annex IV: Draft Record of Discussion between Japan International Cooperation Agency and Authorities concerned of the Republic of the Sudan on Japanese Technical Cooperation for Capacity Development Project for the Provision of Services for Basic Human Needs in Kassala.

7. Minutes of Discussion

Ms. Nawal of DPD welcomes all of the participants and explained the purpose of the meeting, followed by the opening speech by Mr. Bannaga of SPC.

Ms. Yamada of JICA Sudan Office introduced the schedule for launching the Project.

Mr. Shishido of JICA Sudan Office briefed the background of the Project with the emphases on the cost sharing between Sudan and Japan and on the need for signing Record of Discussion (R/D) by the end of February 2011 for launching. JICA will receive comments, if any, on the draft R/D by 8th of February 2011.

JICA CD-BHN Team headed by Mr. Tanaka made presentation on the project design, including issues discussed with respective line ministries of the state.

After the presentation by the JICA team, the following discussion was held.

Confirmation on the local component for KVTC

(Shishido, JICA) KVTC requests JICA to build a boarding house to accommodate many rural trainees. I would like to confirm the state government's plan to operate a new dormitory in KVTC, because after the

completion of the dormitory, the running cost should be paid by the state government.

(Mubarak, KVTC) We agree to operate a new dormitory with the state budget. We made a rough estimation of kitchen, bed and other items for establishing the facility. The approximate amount of running cost for the dormitory is SDG 500,000 per year, which can be included in our estimation of local component.

(Gamal, MoF) The amount of SDG 500,000 is not much amount for the state budget. However, let us see the amount of local components requested by each sector. We understand the need to accommodate trainees from remote localities in KVTC.

Basic training in the health sector

(Artoli, MoH) As regards the health cluster, we request JICA to include 1-year basic training for Assistant Health Visitors (AHVs). This is because while basic training for Village Midwives (VMWs) will be supported by UNFPA, AHVs need training to supervise and monitor the activities of VMWs. We can estimate local component in 3 days from now and will submit it to MoF.

(Shishido, JICA) Your point is noted. But there is a need to consider the possibility and effectiveness of the provision of basic training for AHVs instead of VMWs.

Possibility of the participation of the federal officials in training

(Sawsan, SCDG) Coordination between the state and federal governments is important to implement the project. Is there any room for the Project to provide a capacity development program for the federal officers?

(Tanaka, CD-BHN) This Project is the state-level project, so the training indicated in PDM is only for the state government officials. However, there will be some overseas training in the Project, for which we will select appropriate participants. A federal official might be selected if s/he is qualified and committed in the Project.

(Gamal, MoF) There may be other projects at federal level. This Project is not large enough to cover training for the federal government.

(Shishido, JICA) There is a possibility to invite some officers from the federal level, if s/he is a resourceful person in attaining the objectives of the Project. But we need her/his strong commitment and "Just participate and say goodbye" should be avoided.

Securing the local component budget

(Hakeem, MoAFI) The MoF has already allocated the recurrent budget for 2011 which covers the maintenance and insurance of vehicles. I expect that the MoF has also prepared some budget for this project. Signing the minutes of meeting means that the MoF guarantees the budget for local component. In addition, the disbursement of funds should be done timely and smoothly, as the activities of the Project will start from May 2011.

(Gamal, MoF) We consider how to utilize the budget for local component. We need to work with Mr. Tanaka, the team leader of the CD-BHN project, to decide appropriate procedure and application forms for line ministries to request MoF for the local component budget. But we can see the signing of the minutes as a complete commitment by the state government for this Project.

Environment issues around the refugee camps

(Sawsan, SCDG) From the field trip, I have observed the serious problems of environment degradation in the area surrounding the refugee camps. How can this issue be addressed by the Project?

(Tanaka, CD-BHN) There is a livelihood component in this Project. If the issue of environment degradation is the urgent need of the local population, it may be dealt with by some activities in livelihood improvement component.

(Shishido, JICA) We understand that there is a serious problem of the consumption of firewood by refugees. Our support will be provided to the people outside the refugee camps, while the issue inside the refugee camps should be undertaken by UNHCR.

After a series of discussion, the participants agreed that the above-mentioned issues will be included in the minutes of meeting.

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Annex 5.4

Meeting Memo on the 4th Joint Coordinating Committee (JCC) Meeting

Capacity Development Project for the Provision of
Services of Basic Human Needs in Kassala (CD-BHN)

1. Date and Time: 08:50 – 11:15, 13 March (Sunday) 2011

2. Venue: Training Hall at State Ministry of Finance, Economy and Labor Force (SMoF)

3. Objectives

- (1) To report and discuss the summary contents of a draft Final Report in the Preparation Phase of the Project
- (2) To discuss the proposed revision on Project Design Matrix (PDM) attached to the Record of Discussion signed on 23 February 2011, and sign the Minutes on this revision to approve the revision officially at the end of the meeting

4. Participants (JCC Members)

1) Chairperson

Mr. Musa Mohamed Osheik Director General, SMoF

2) Members

a. Representatives of the State Government

- Mr. Gamal Mohamed Deputy Director of Planning and Development, MoF
- Mr. Mubarak Abdu Rohman Director of Kassala Vocational Training Centre (KVTC)
- Mr. Hashim Mohamed Director, State Water Corporation (SWC)
- Mr. Abdel Hakeem Elhassan Director General of State Ministry of Agriculture, Forestry and Irrigation (SMoAFI)
- Dr. Ali Adam Mohamed Reproductive Health (RH) Coordinator, Reproductive Health Division, State Ministry of Health (SMoH)

b. Representatives from Donors

- Dr. Mahgoub Hassan Decentralize Health System Development Project, Multi Donor Trust Fund (MDTF)
- Mr. Willy Van Team leader, ERDP
- Mr. Stanley Miselen Senior Livelihood Officer, UNHCR
- Ms. Rawda Osman F.A- IGA, UNHCR

c. Representatives from Japanese side

- Ms. Sachi Yamada Project Formulation Advisor, JICA Sudan Office
- Mr. Kiyofumi Tanaka Team Leader, JICA CD-BHN Project in Kassala
- Ms. Satoko Emoto Deputy Team Leader, JICA CD-BHN Project
- Ms. Hiromi Suwa Health Expert, JICA CD-BHN Project
- Mr. Kan Shichijo Water Expert, JICA CD-BHN Project
- Mr. Naoki Koga Agriculture Expert, JICA CD-BHN Project
- Mr. Ippei Itakura Livelihood/ Agricultural Extension Expert, JICA CD-BHN Project
- Dr. Tarig Abdelrahman Research Assistant, JICA CD-BHN Project
- Mr. Anis Ismael Assistant Engineer, JICA CD-BHN Project
- Mr. Salih Khalifa Research Assistant, JICA CD-BHN Project
- Ms. Esra Osman Research Assistant, JICA CD-BHN Project
- Ms. Hanan Alamin Research Assistant, JICA CD-BHN Project
- Mr. Ibrahim Hassan Project Office Secretary, JICA CD-BHN Project

5. Time Table

08:50 - 08:55 Opening Remark (by Mr. Musa, SMoF)

Presentations and discussions on the summary of draft Final Report by each cluster

08:55 - 09:15 Development Planning and Management

09:15 - 09:45 Water Supply

09:45 - 10:10 Agriculture and Livelihood

10:10 - 10:40 Maternal and Child Health

10:40 - 10:50 Vocational Training

10:50 - 11:00 Signing of the Minutes of the Meeting

11:00 - 11:05 Closing Remark by JICA Sudan Office

11:05 - 11:15 Closing Remark by SMoF

6. Handouts distributed

- 4th Joint Coordinating Committee (JCC) Meeting for Capacity Development Project for Provision of the Services for Basic Human Needs (CD-BNH) in Kassala
- Capacity Development Project for Provision of the Services for Basic Human Needs (CD-BNH) in Kassala, the Republic of Sudan (Preparation Phase) Final Report (Draft) March 2011

7. Minutes of Discussion

Mr. Musa, Director General of SMoF, welcomed all of the participants and explained the purpose of the meeting. His remarks include deep consolations to Japanese who have been affected by the earthquake that had occurred on 11 March 2011.

(1) Development Planning and Management

After the presentation made by Mr. Tanaka, the following issues were discussed and confirmed.

(Musa, SMoF) In Table 2.2.11 in P 27 of the report, there is the activity of 1.3.4 "Evaluate the quality of the Strategic Plan." Does this activity refer to the currently on-going plan for 2007-2011 or the coming plan for 2012-2016?

(Tanaka, CD-BHN) The project will support the formation and implementation of the 2012-2016 Strategic Plan. Hence, our activity targets the coming one (i.e., 2012-2016), not the current one.

(Gamal, SMoF) In the same table, there is the activity of 1.3.2 "Assist the State Government's planning process of the Strategic Plan 2012-2016 by establishing the Civil Service Database in" When will this activity start?

(Tanaka, CD-BHN) This activity is to be conducted from June to September 2011, as indicated in P29 of the report.

(2) Water Supply

Following the presentation made by Mr. Shichijyo, the following issues were discussed and confirmed.

(Hashim, SWC) Firstly, with reference to P32 in the report, the responsible ministry for water supply is the Ministry of Physical Planning, not SMoAFI. The second comment is to suggest the update of the number of engineers in SWC in Table 2.3.5. Thirdly, the situation in Wad El Helew is very similar to that in Hamashkorieb. So, we request JICA to implement a pilot project in Hamashkorieb also. It is necessary to rehabilitate water yards there.

(Shichijyo, CD-BHN and Yamada, JICA) The first two points are taken. As regards the third comment, while this project implements pilot activities in Wad El Helew and Girba, there is the activity to promote the establishment of the maintenance team for rural water supply. The team will be capacitated so as to provide mobile training or workshop to other areas than these two pilot sites, including Hamashkorieb.

(3) Agriculture and Livelihood

The presentation was made by Mr. Itakura, followed by the following discussion.

(Hakeem, SMOAFI) Since we have discussed the contents of the report in advance to this meeting, there is no special concern from SMOAFI. While we agreed on the pilot project presented in the report, I hope that rural development activities will be emphasized (or enlarged) more than our expectations.

(Tarig, CD-BHN) From the health sector, there is request for collaboration with the agricultural sector, which is to use the tractors during rainy season as transportation means for emergency cases to send people to hospitals nearby.

(Itakura, CD-BHN) (In reply to the comment made by Tarig) We have discussed this issue with the SMOAFI and found no obstacles to realize the proposal from the health sector. The messages will be delivered to communities when we hand over tractors to them.

(Musa, SMOF) The pilot projects in Wad El Helew and Aroma deal with water harvesting techniques, which are important to agriculture in other localities such as Talkook and Hamashkorieb. Why will the project target those two localities only?

(Hakeem, SMOAFI) Talkook and Hamashkorieb receive the support from other institutions or programs such as ERDP. This is a pilot: so once the techniques introduced by the project are found effective, the SMOAFI will expand them to other areas.

(Musa, SMOF) What is the progress of cotton introduction into Flood Irrigated Zone, i.e. Gash area.

(Hakeem, SMOAFI) We have a plan to start cotton cultivation this year through collaboration with JICA and Gash Irrigation Scheme. Consensus has also been made with Sudan Cotton Company. This year, the activity is on a trial basis, starting from 6,000 feddan. If it is successful, the activity will be expanded next year, which will help the increase in income of our farmers.

(4) Maternal and Child Health

After the presentation of Ms. Suwa, the following issues were discussed and confirmed.

(Ali, SMOH) We have been collaborating with the JICA CD-BHN team and hence have no comment on the report. I hope our collaboration will be enhanced in the Implementation Phase.

(Mahgoub, MDTF) After conducting TOT on in-service training, we have found that the mobile training based on the Sinnar model will help communities in Kassala and need to enhance it in the context of Kassala. In addition, outreach treatment care should be introduced where there is no Village Midwife, e.g. by introducing mobile health education. I hope that the pilot projects in Girba and Wad El Helew could be the model on this issue.

(5) Vocational Training

Dr. Emoto presented the report contents on vocational training. The contents were agreed and there was no particular comment from the participants.

After the series of discussion per respective sector, Mr. Tanaka requested the participants to provide

further comments, if any, today or tomorrow before the JICA CD-BHN team leave for Khartoum.

With respect to PDM, Mr. Musa has built consensus among the participants on the revisions in PDM signed by the state government and JICA on 23rd February, 2011. He signed the minutes of the meeting and handed over them to Ms. Yamada, JICA Sudan Office, so that the representative of JICA Sudan Office (Mr. Shishido) will provide his signature on the same minutes.

Ms. Yamada held her closing remark, which included: the appreciation of tasks undertaken by the state government and the JICA CD-BHN team; the potential of Kassala State for development; and the policy implication for Kassala to be a model for other states in Sudan in terms of area-based multi-sector development through collaboration with various institutions.

Final remark was made by Mr. Gamal and Mr. Musa, SMoF. The speech referred to the importance of agricultural and livelihood development and the need to develop Kassala model through the application of Sinnar model for maternal and child health care. Announcement was also made on the availability of local component budget in order to secure the implementation of the project and make it suitable in the future.

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