

Division, DOE, Tehran (Project Manager)

c) Iranian side:

- Deputy Project Manager
- General Director, DOE Gilan Provincial Directorate (Provincial Project Coordinator)
- General Director or Representative of Habitat and Protected Area Bureau, Natural Environment Division, DOE Tehran
- National Project Manager or Representative, Conservation of Iranian Wetlands Project
- Managing Director, Ministry of Jihad-e-Agriculture (MOJA) Gilan Office
- Managing Director, Gilan Regional Water Organization (GRWO)
- Mayor of Anzali City
- Mayor of Somesara City
- Mayor of Masal City
- Relevant personnel accepted by the Chairperson/Co-chairperson, if necessary

d) Japanese side:

- Representative of JICA Iran Office
- Chief Advisor and Deputy Chief Advisor of the Project
- Other personnel concerned, to be dispatched by JICA, if necessary

**6. Amendment of Record of Discussions(R/D)**

Based on the discussions mentioned above, revised R/D is attached as Annex V.

**7. Utilization and Management of Vehicles Provided by JICA**

Both sides have agreed that DOE Gilan Provincial Directorate will provide two above vehicles with driver and petrol for the Project. The drivers may be asked to work overtime and in holiday for efficient implementation of the Project.

**8. Holding of Regular Meeting**

Both sides have agreed that the project members including the Project Manager and/or Deputy Project Manager will hold regular meeting once two weeks.

**9. Laboratory for Output 2**

Both sides have agreed that activities in laboratory for the capacity development under the Output 2 of the Project will be implemented in the laboratory located in DOE Gilan office.

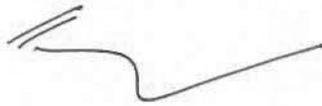
**10. GIS Data for Output 3**

Both sides have agreed that the Iranian side will provide GIS data necessary for the Output 3 of the Project, which are prepared under both DOE Tehran and Gilan, to the JICA Expert Team to prepare detailed zoning map and relevant database.

## 11. Preparation for the Project

Both sides have agreed that DOE will prepare for the Project before Japanese experts will be dispatched. The detail actions to be conducted by Iranian side with target period are shown in Annex VI.

ANNEX I	Revised Project Design Matrix (PDM)
ANNEX II	Revised Plan of Operations (PO)
ANNEX III	Organizational Structure for Implementation of the Project
ANNEX IV	Required Condition of Iranian Counterparts
ANNEX V	Amendment of Record of Discussions (R/D)
ANNEX VI	Checklist for Actions to be Taken by DOE for the Project Recommencement



ANNEX 1

Project Design Matrix (PDM)

Ver. 02

Project Name: Anzali Wetland Ecological Management Project

Target Area: The Anzali wetland in Gilan Province, including the transition zone that was determined in the Master Plan as the most of the zone lines outside of the wetland.

Target group: Staff of the DOE Gilan Provincial office and staff who participate in the project.

Duration: November 2007 - October 2008 and approx. 1 year after recommencement of the Project in 2011 (total approx. 2 years)

22 September, 2010

Overall Goal	Narrative Summary	Objectively Verifiable Indicator	Means of Verification	Important Assumption
<p>The Anzali wetland management system, for which DOE is a core organization, practices adaptive management</p>	<p>A basic system including institutional and technical aspects for the management of the Anzali wetland, for which DOE is the core organization, is established.</p>	<ul style="list-style-type: none"> <li>The Anzali wetland management committee, of which DOE is the secretary, evaluates / updates management actions that are based on scientific data at least once a year. (The name of the organization to be revised)</li> <li>By the end of June in 2012, management actions are proposed based on the scientific data under the agreement in the committee.</li> </ul>	<ul style="list-style-type: none"> <li>Minutes of the Anzali wetland management committee meeting</li> <li>Progress reports and final report of the project</li> </ul>	<ul style="list-style-type: none"> <li>Relevant organizations make further efforts for the management of the Anzali wetland</li> </ul>
<p>Monitoring procedures for the wetland management is established</p>	<p>1. A basic institutional structure for the integrated wetland management, for which DOE is the core organization, is established.</p>	<p>1.1 By the end of July in 2011, the committee is established</p> <p>1.2 By the end of Aug in 2012, the wetland management committee is held 3 times in total</p> <p>2.1 A monitoring manual which contains indicators, methods of data collection and analysis is prepared.</p> <p>2.2 By the end of June in 2012, collecting data for the wetland management using the monitoring manual is started</p> <p>3. By the end of June in 2012, a zoning map with regulations for each zone is drafted</p> <p>4.1 By the end of July in 2011, an action plan for environmental education is formalized.</p> <p>4.2 By the end of June in 2012, materials for environmental education in the above action plan are developed</p> <p>5.1 By the end of July in 2011, an action plan for ecotourism is formulated.</p> <p>5.2 By the end of June in 2012, small-scale facilities for ecotourism are constructed, which may include wooden trails, observation lots and sign boards.</p>	<ul style="list-style-type: none"> <li>Minutes of the Anzali wetland management committee meeting</li> <li>Progress reports and final report of the project</li> <li>Interview with relevant staff</li> <li>Reports of monitoring results</li> <li>Zoning map and regulations for each zone</li> <li>Progress reports of the project</li> <li>Report of the socio-economic survey</li> <li>Action plan for environmental education</li> <li>Materials for environmental education</li> <li>Action plan for ecotourism</li> <li>Facilities for ecotourism</li> </ul>	<ul style="list-style-type: none"> <li>Necessary measures including budget allocation for the Anzali wetland management are continued by relevant organizations.</li> <li>The Anzali wetland system is not damaged by massive natural disasters.</li> <li>The water level of the Caspian Sea does not significantly fluctuate</li> <li>Drastic changes in the economy do not occur during the project period that affect the management policy on the Anzali wetland</li> <li>Staffs are secured for such management activities, as monitoring and environmental education</li> </ul>
<p>Zoning is determined, and management strategies (rules &amp; regulations) for each zone are drafted, considering socio-economic status of the Anzali wetland</p>				
<p>The basis for environmental education using the Environmental Education Center of the Anzali wetland is developed</p>				
<p>The basis for ecotourism is developed</p>				

Activities	JAPAN	Input	IRAN
<p>1-1 Collect and summarize information on the wetland management activities of relevant organizations.</p> <p>1-2 Draft a plan for a review for the wetland management that shows institutional structure, executive members, roles, responsibilities and others.</p> <p>1-3 Make an agreement between relevant government offices on formation of a wetland management committee as part of the management system.</p> <p>1-4 Establish and fund the wetland management committee with DOE as the secretary that plays key roles in the management system.</p> <p>1-5 Provide on-the-job training to DOE for the management of the committee.</p> <p>1-6 Provide trainings to the staff of the relevant government offices for further understanding of the wetland management.</p>	<p>(4 experts)</p> <p>Chief Advisor</p> <p>Deputy Chief Advisor</p> <p>Institutional Development</p> <p>Wetland Conservation and Monitoring</p> <p>Zoning (rules &amp; regulations)</p> <p>Ecotourism</p> <p>Project Coordinator</p> <p>Short term experts (number and technical fields to be determined)</p> <p>Equipment</p> <p>Vehicle (2)</p> <p>Equipment for data collection</p> <p>Equipment for Environmental Education</p> <p>Construction material for small-scale infrastructure on ecotourism</p> <p>Training</p> <p>Training (Iranian counterparts in Japan and/or the third countries (1-2 persons per year))</p>	<p>(9 (2 positions))</p> <p>Project Director</p> <p>Project Manager</p> <p>Deputy Project Manager</p> <p>Projectal Project Coordinator</p> <p>Institutional Development</p> <p>Zoning (rules &amp; regulations)</p> <p>Monitoring (water level, water quality, birds)</p> <p>Ecotourism</p> <p>Environmental Education</p> <p>Administrative staff</p> <p>Drivers (2)</p> <p>Facilities</p> <p>Office space</p> <p>Equipment</p> <p>Equipment for administrative</p> <p>Equipment for environmental education</p> <p>Local Cost</p>	<p>Principal members in each activity do not leave / transfer for the project period</p> <p><b>Prerequisites</b></p> <ul style="list-style-type: none"> <li>This security of the target area does not change for worse</li> <li>Area (it does not become epidemics in the target area)</li> </ul>
<p>2-1 Collect information on on-going monitoring activities conducted by each organization, capacity of the staff and the equipment.</p> <p>2-2 Identify indicators for the wetland conservation, such as water level, water quality and birds.</p> <p>2-3 Determine monitoring procedures for collection, analysis of data and data handling (database) for the Arzad wetland and develop them into a manual.</p> <p>2-4 The monitoring manual be presented and have an agreement in the committee.</p> <p>2-5 Provide trainings (learning and on-the-job) to DOE and relevant organizations on monitoring procedures.</p>			
<p>3-1 Conduct a semi-economic survey in the Arzad wetland and the surrounding area.</p> <p>3-2 Based on the results of the socio-economic survey, review the zoning plan presented in the Master Plan and draft regulations for zoning.</p> <p>3-3 Hold stakeholder meetings to explain zoning, the survey results and the draft regulations to receive feedback.</p> <p>3-4 Finalize zoning plan with boundaries and regulations, which need to be presented in the committee for discussions.</p>			
<p>4-1 Collect information on on-going activities and existing materials for environmental education in Gilan Province.</p> <p>4-2 Referring to the results of the pilot project in the Master Plan study formulate an action plan for environmental education including the training schedule in the Environmental Education Center.</p> <p>4-3 Make an agreement on the environmental education action plan in the committee.</p> <p>4-4 Produce materials for environmental education in the above action plan, including audio-visual materials, and pilot implementation of environmental education.</p>			
<p>5-1 Collect information on on-going ecotourism activities conducted in Gilan Province including activities of private sector.</p> <p>5-2 Referring to the results of the pilot project in the Master Plan study, formulate an action plan for ecotourism including training and development of small-scale facilities.</p> <p>5-3 Make an agreement on the ecotourism sub-plan in the wetland management committee.</p> <p>5-4 Construct small-scale facilities for ecotourism. They may include wooden trails, observation bins and sign boards and pilot ecotourism.</p>			

Note: Items modified from the PDM Ver. 01 are shown with underline.



## ANNEX II

## Revised Plan of Operations

Ver. 02

22 September 2010

Output 1: Institutional Development															
Activity	Month														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
[ 1 ] Collect and summarize information on the wetland management activities of relevant organizations	■	■	■												
[ 2 ] Draft a plan for a system for the wetland management that shows institutional structure, committee members, roles, responsibilities and others	■	■													
[ 3 ] Make an agreement between relevant government offices on formulation of a wetland management committee as part of the management system				▲											
[ 4 ] Establish the wetland management committee with DOE as the secretariat that plays key roles in the management system				▲				▲						▲	
[ 5 ] Provide on-the-job training to DOE for the management of the committee						■	■	■	■	■	■	■	■	■	■
[ 6 ] Provide trainings to the staff of the relevant government offices for further understanding of the wetland management							▲	▲		▲	▲		▲		
Remarks:	Activity [1] will be carried out again to reconsider the draft plan for a system for the wetland management. Timing and frequency of the management committee meetings and trainings are clarified.														

## Output 2: Monitoring

Activity	Month														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
[ 1 ] Collect information on on-going monitoring activities conducted by each organization, capacity of the staff and the equipment.	■	■													
[ 2 ] Identify indicators for the wetland conservation, such as water level, water quality and birds.	■	■													
[ 3 ] Determine monitoring procedures for collection, analysis of data and data handling (database) for the Anzali wetland and develop them into a manual.	■	■													
[ 4 ] The monitoring manual be presented and have an agreement in the committee.				▲											
[ 5 ] Provide trainings (lecture and on-the-job) to DOE and relevant organizations on monitoring procedures.						■	■	■	■	■	■	■	■	■	■
Remarks:	Activities [1] – [3] will be carried out again to revise the monitoring manual before the 1st management committee meeting. Monitoring indicators of wildlife are limited from mammals and birds. Trainings (lecture and on-the-job training) will be carried out every month.														