

[資 料]

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A1 調査団員・氏名

(1) 協力準備調査 1

2010年12月12日～2010年12月24日

	氏名	役職	所属
1	白川 浩	総括	独立行政法人国際協力機構 地球環境部 環境管理グループ 環境管理第二課 課長
2	今吉 萌子	計画管理	独立行政法人国際協力機構 地球環境部 環境管理グループ 環境管理第二課
3	孔井 順二	業務主任/ 廃棄物管理計画	国際航業株式会社 国際協力事業部 都市マネジメント部
4	森 郁夫	廃棄物機材計画1	国際航業株式会社 国際協力事業部 都市マネジメント部

(2) 協力準備調査 2

2011年1月23日～2011年2月11日

	氏名	役職	所属
1	黒澤 啓	総括	独立行政法人国際協力機構 バルカン事務所 所長
2	今吉 萌子	計画管理	独立行政法人国際協力機構 地球環境部 環境管理グループ 環境管理第二課
3	孔井 順二	業務主任/ 廃棄物管理計画	国際航業株式会社 国際協力事業部 都市マネジメント部
4	藤田 洋	廃棄物機材計画2	国際航業株式会社 国際協力事業部 プロジェクトマネジメント部
5	佐藤 秀男	調達/積算/業務調整	国際航業株式会社 国際協力事業部 都市マネジメント部

(3) 概要説明調査

2011年6月6日～2011年6月12日

	氏名	役職	所属
1	黒澤 啓	総括	独立行政法人国際協力機構 バルカン事務所 所長
2	今吉 萌子	計画管理	独立行政法人国際協力機構 地球環境部 環境管理グループ 環境管理第二課
3	孔井 順二	業務主任/ 廃棄物管理計画	国際航業株式会社 国際協力事業部 都市マネジメント部
4	藤田 洋	廃棄物機材計画2	国際航業株式会社 国際協力事業部 プロジェクトマネジメント部

A2 調査工程

(1) 協力準備調査 1

年月日			総括	計画管理	業務主任/ 廃棄物管理計画	廃棄物 機材計画1	
			JICA地球環境部 白川 浩	JICA地球環境部 今吉 萌子	国際航業株 孔井 順二	国際航業株 森 郁夫	
2010年	1	12月12日	日			移動 成田12:25→ウィーン16:10	
	2	12月13日	月			移動 ウィーン 09:50→プリシュティナ 11:40 PM GTZ訪問 情報収集	
	3	12月14日	火	AM 環境・空間計画省IC/R説明 PM 環境・空間計画省M/M署名			
	4	12月15日	水	移動 プリシュティナ→ベオグラード	AM プリシュティナ市 協議 PM バストリミ公社 調査	AM エコリージョン公社 協議 PM ブリズレン市役所 協議	
	5	12月16日	木	バルカン事務所報告 移動 ベオグラード 17:10→ミュンヘン 18:45 ミュンヘン 19:55→	水・廃棄物管理事務所 (WWRO) 調査	AM コンボ最終処分場公社 ブリズレン処分場視察 PM エコリージョン公社 調査	
	6	12月17日	金	→成田 15:40	コンボ最終処分場公社 オビリッチ処分場 調査	エコリージョン公社 調査	
	7	12月18日	土		AM 移動 プリシュティナ →ブリズレン ブリズレン市ごみ収集状況調査	ブリズレン市内 ごみ収集状況調査	
	8	12月19日	日		資料整理		
	9	12月20日	月		AM プリシュティナ市役所 協議 PM WWRO、世界銀行 情報収集	エコリージョン公社 支所調査	
	10	12月21日	火		AM 財務省 協議	移動 ブリズレン→プリシュティナ	
	11	12月22日	水		PM 移動 プリシュティナ 12:50 →14:40 ウィーン		
	12	12月23日	木		移動 ウィーン 13:15→		
	13	12月24日	金		成田 08:25		

(2) 協力準備調査 2

年月日			総括	計画管理	業務主任/ 廃棄物管理計画	廃棄物 機材計画2	調達/積算/業務調整
			JICAバルカン事務所 黒澤 啓	JICA地球環境部 今吉 萌子	国際航業株 孔井 順二	国際航業株 藤田 洋	国際航業株 佐藤 秀男
2011年	1	1月23日	日	移動 成田 11:10→チューリッヒ 15:50	移動 成田12:25→ウィーン16:10→プリシュティナ22:05		
	2	1月24日	月	AM 移動 チューリッヒ→プリシュティナ、環境・空間計画省 協議 PM プリシュティナ市役所 協議、パストリミ公社 調査、	AM 環境・空間計画省 協議 PM プリシュティナ市役所 協議、パストリミ公社 調査、移動 プリシュティナ市→プリズレン市		
	3	1月25日	火	AM プリズレン市役所 協議 PM パストリミ公社 視察、移動 プリズレン市→プリシュティナ市	AM プリズレン市役所 協議 PM パストリミ公社 視察		
	4	1月26日	水	AM 環境・空間計画省 M/M協議 PM M/M署名	AM 税関訪問 情報収集、自動車登録事務所訪問、情報収集 PM 見積もり徴収		
	5	1月27日	木	移動 プリシュティナ→スコピエ 移動 プリシュティナ 9:45→ チューリッヒ 12:00	パストリミ公社調査、気象デー タ収集、処分場視察、GTZ訪問	AM エコリージョン公社 調査 PM 最終処分場 調査	
	6	1月28日	金	→成田 8:50	AM プリシュティナ市内 市場 調査 PM 移動プリシュティナ →プリズレン	タイムアンドモーション調査	
	7	1月29日	土			資料整理	
	8	1月30日	日			資料整理	
	9	1月31日	月			エコリージョン公社 シュハレカ、マルシェバ、ラホベク支所 調査	
	10	2月1日	火			エコリージョン公社 ドゥラガシュ支所 調査、ISカンパニー訪問	
	11	2月2日	水			AM プリズレン市役所 協議 PM エコリージョン公社 協議	
	12	2月3日	木			プリズレン市役所、エコリージョン公社 合同協議	
	13	2月4日	金			AM プリズレン市役所、エコリージョン公社 合同協議 PM 交換部品市場調査	
	14	2月5日	土			資料整理	
	15	2月6日	日			資料整理	
	16	2月7日	月			AM 移動 プリズレン→プリシュティナ、環境・空間計画省 協議 PM パストリミ公社 調査	
	17	2月8日	火			AM コソボ廃棄物処分場公社 オビリツチ処分場 視察 PM JICAコソボ事務所 報告	
	18	2月9日	水			PM 移動 プリシュティナ 12:50 →14:40 ウィーン	
	19	2月10日	木			移動 ウィーン 13:15→	
	20	2月11日	金			成田 08:25	

(3) 概要説明調査

年月日			総括	計画管理	業務主任/ 廃棄物管理計画	廃棄物 機材計画2	
			JICAバルカン事務所 黒澤 啓	JICA地球環境部 今吉 萌子	国際航業株 孔井 順二	国際航業株 藤田 洋	
2011年	1	6月6日	月	移動 ベオグラード→プリシュティナ	移動 成田 11:10→チューリッヒ 15:50→プリシュティナ	移動 成田12:25→ウィーン16:10→プリシュティナ22:05	
	2	6月7日	火	AM 外務省、欧州統合省表敬 PM 環境・空間計画省協議			
	3	6月8日	水	AM 移動 プリシュティナ→プリズレン、プリズレン市公共サービス局協議 PM エコロジーョン公社 協議、移動 プリズレン→プリシュティナ			AM プリズレン公共サービス局 PM エコロジーョン公社 協議
	4	6月9日	木	AM Intercoookos 表敬、プリシュティナ市役所 協議 PM パストリミ公社 協議			エコロジーョン公社 協議
	5	6月10日	金	AM USAID 表敬、M/D 署名 PM GIZ、財務省、UNDP表敬			AM 移動 プリズレン→プリシュティナ PM パストリミ公社 協議
	6	6月11日	土			移動 プリシュティナ7:10→ウィーン13:15→	
	7	6月12日	日			成田 08:25	

A3 関係者（面会者）リスト

氏名	役職名
【Ministry of Environment and Spatial Planning】	
Mr. Mahir YAGCILAR	Minister
Mr. Arben CITAKU	General Secretary
Mr. Muhamet MALSIU	Director of Environmental Department
Ms. Nezakete HAKAJ	Head of Environmental Protection Division
Mr. Enver TELMIN	Head of Chemical and Waste Division
【Ministry of European Integration】	
Mr. Edon CANA	General Secretary
【Ministry of Economic and Finance】	
Mr. Lorik FEJZULLAHU	Head of Public Private Partnership Unit
【Municipality of Prishtina】	
Mr. Isa MUSTAFA	Mayor
Ms. Luljeta Ceku-SOKOLI	Director, Urban, Department of Construction and Environmental Protection
Mr. Agin GASHI	Director, Department of Public Services, Protection and Rescue
Ms. Jehona MAVRAY	Chief, Environmental Sector
【Municipality of Prizren】	
Dr. Ramadan MUJA	Mayor
Mr. Nasan HASANI	Director, Department of Public Service
Mr. Ramadan TAFALLARI	Coordinator of Environment Protection Section
Ms. Laura SUKA	Architecture
Mr. Bajran BERISHA	Waste Inspector, Environment Protection Section
Mr. Galip BELALLAR	Environment Inspector, Environment Protection Section
【Ekoregioni Public Company】	
Mr. Xhemai HAHIMUSTAFA	Main Manager
Mr. Shaban VESELI	Operation Manager
Mr. Gezim ZUUHA	Manager of Prizren Unit
Mr. Salih SHALA	Manager of Dragash Unit
Mr. Tahir KOLGECI	Manager of Suhareka Unit
Ms. Hasime KRASNIQI	Manager of Malisheva Unit
Mr. Gani RABA	Manager of Rahovec Unit
【Pastrimi Public Company】	
Mr. Feim SALIHU	Managing Director
Mr. Kadri RETKOCERI	Former Managing Director
【Kosovo Landfill Management Company】	
Mr. Avin RAMADANI	Managing Director
【Water and Waste Regulation Office】	
Mr. Raif PRETENI	Director
Mr. Lule GJONBALAY	PR Officer & PA
Mr. Sami HASANI	Head of Tariff & Regulatory Finance
Mr. Hysni FEKA	Finance and Tariff Analyst
【GIZ(GTZ) German Technical Cooperation】	
Ms. Gabriele BECKER	Team Leader, Modernization of Municipal Services (MMS)
Ms. Drita BINAY	Administration & Waste Management (MMS)
Mr. LLM Driton H. Vatovci	Deputy Project Coordinator, MMS
【World Bank】	
Mr. Krenar BUJUPI	Sustainable Development Department
Ms. Shresa KASTRATI	International Finance Corporation (IFC) Operation Analyst

A4 討議議事録

(1) 協力準備調査1 (2010年12月14日)

MINUTES OF DISCUSSIONS ON THE PREPARATORY SURVEY OF THE PROJECT FOR IMPROVEMENT OF SOLID WASTE MANAGEMENT

In response to the request from the Government of Kosovo (hereinafter referred to as “Kosovo”), the Government of Japan has decided to conduct the Preparatory Survey on the Project for Improvement of Solid Waste Management (hereinafter referred to as “the Project”) and entrusted the study to the Japan International Cooperation Agency (hereinafter referred to as “JICA”).

JICA sent to Kosovo the Preparatory Survey Team (hereinafter referred to as “the Team”), which is headed by Dr. Hiroshi SHIRAKAWA, Director of Environmental Management Division II, Global Environment Department, JICA, and is scheduled to stay in the country from December 7, 2010 to December 22, 2010 .

The Team held discussions with the concerned officials of the Kosovar side and conducted a field survey.

In the course of discussions and field survey, both sides confirmed the main items described in the attached sheets.


Pristina, December 14, 2010



Dr. Hiroshi SHIRAKAWA
Leader,
Preparatory Survey
Japan International Cooperation Agency
Japan



Mr. Arben CITAKU
Acting Permanent Secretary
Ministry of Environment and Spatial Planning
Republic of Kosovo



Mr. Edon CANA
Acting Permanent Secretary
Ministry of European Integration
Republic of Kosovo

ATTACHMENT

1. Objective of the Project

The objective of the Project is to promote municipal waste management capability of local governments of Kosovo by installing the waste collection vehicles.

2. Responsible Organization and Implementing Agency

The responsible organization is the Ministry of Environment and Spatial Planning (MESP). The implementing agency is Municipality of Pristina and Prizren, and state-owned company for waste management: Pastrimi for Pristina and Ekoregjioni for Prizren.

3. Project Site

According to the current request from the Kosovo and the result of the Preparatory Survey, the Project site is Municipality of Prstina and Prizren.

4. Items Requested by the Government of Kosovo

After the discussions with the Team, both sides agreed that the Project will focus mainly on waste collection. JICA will assess the appropriate collection vehicle for the Project site and report to the Government of Japan.

5. Japan's Program Grant Aid

5-1 The Kosovar side understood the Japan's Program Grant Aid Scheme explained by the Team, as described in Annex-1.

5-2 The Kosovar side will take necessary measures, as described in Annex-2 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 Kosovar side if there are any other specific undertakings based on the result of this Survey.

6. Schedule of the Survey

6-1 The part of the Team will continue further surveys in Kosovo until December 22, 2010.

6-2 The Team will prepare a report of the Survey and dispatch Basic Design Survey to Kosovo, in order to explain its contents around the end of January, 2011.

6-3 In case the contents of the report are accepted in principle by Kosovo, the Team will complete the final report and send it to Kosovo around August 2011.

6-4 The Team explained that the implementation of the Preparatory Survey and Basic Design Survey does not ensure the actualization of the Project itself.

7. Other Relevant Issues

7-1 Undertakings by Kosovar side

The Kosovar side confirmed that major undertakings as shown in Annex-2 should be taken by the Kosovar side at its own budget.

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7-2 An undertaking before the beginning of the Project

As a result of the survey by the Team, the Project will include compactor truck (2t size) to be procured. However, the road inside the landfill site of Prizren region is so bumpy that 2t compactor truck cannot work effectively. Therefore, the both sides agreed that a road inside the landfill site of Prizren region should be fixed by Kosovar side to be enough for 2t compactor truck to operate smoothly.

7-3 Privatization of waste management services

The Kosovar side confirm and assure that the waste management services currently provided by state-owned company or municipality will not be privatized during the project is in operation.

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<List of Annex>

Annex-1 Japan's Grant Aid

Annex-2 Major Undertakings to be taken by Each Government

Annex-3 General Flow of Japan's Grand Aid Procedure

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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 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 and Basic Design 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 a basic 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 Basic 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

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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

For smooth implementation of the Survey, JICA employs (a) registered consulting firm(s). JICA selects (a) firm(s) based on proposals submitted by interested firms.

(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.

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(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 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.

(End)

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Major Undertakings to be taken by Each Government

NO	Items	To be covered by the Grant	To be covered by Recipient side
1	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
2	To ensure prompt unloading and customs clearance at the port of disembarkation in 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 accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		●
4	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract		●
5	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid		●
6	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for the transportation and installation of the equipment		●

(B/A: Banking Arrangement, A/P: Authorization to pay, N/A: Not Applicable)

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Flow Chart of Japan's Grant Aid Procedure

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

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(2) 協力準備調査2 (2011年1月26日)

MINUTES OF DISCUSSIONS
ON THE 2nd PREPARATORY SURVEY FOR
THE PROJECT FOR THE IMPROVEMENT OF
SOLID WASTE MANAGEMENT
IN KOSOVO
(EXPLANATION ON DRAFT REPORT)

In December 2010, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Preparatory Survey Team on the Project for the Improvement of Solid Waste Management in Kosovo (hereinafter referred to as "the Project") to the Republic of Kosovo (hereinafter referred to as "Kosovo") and through discussion, field survey, and technical examination of the results in Japan, JICA has prepared a draft report of the study.

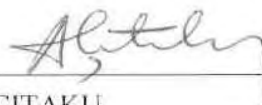
In order to explain and to consult with the Kosovar authorities concerned on the contents of the draft report, JICA dispatched to the Kosovo the Draft Report Explanation Team (hereinafter referred to as "the Team"), which was headed by Mr. Satoru Kurosawa, Chief Representative of JICA Balkan Office, from January 24, 2011.

As a result of discussions, both parties confirmed the main items described in the attached sheets.

Pristina, January 26, 2011



Mr. Satoru KUROSAWA
Chief Representative
Balkan Office
Japan International Cooperation Agency
Japan



Mr. Arben CITAKU
General Secretary
Ministry of Environment and Spatial Planning
Republic of Kosovo



Mr. Edon CANA
General Secretary
Ministry of European Integration
Republic of Kosovo

ATTACHMENT

1. Contents of the Draft Report

The Kosovar side agreed and accepted in principle the contents of the draft outline design explained by the Team.

2. Japan's Grant Aid scheme

The Kosovar side understood the scheme of Japan's Grant Aid and will take the necessary measures and allocate necessary budget properly for smooth implementation of the Project, as a condition for the Japanese Grant Aid to be implemented. The Grant Aid Scheme and necessary measures were described in the Annex 1, 2 and 3 of the Minutes of Discussions signed by both sides on December 14th, 2010 (hereinafter referred to as "the previous minute").

3. Responsible and Implementing Agencies

Both sides reconfirmed the responsible and implementing agencies as follows:

(1) The responsible agency

Ministry of Environment and Spatial Planning of the Government of Kosovo (hereinafter referred to as "MESP")

(2) The implementing agency

For the supervision of waste collection service: Prizren Municipality, Pristina Municipality

For the provision of waste collection services, maintenance and management of equipment: Ekoregjioni Public Company, Pastrimi Public Company (hereinafter referred to as "Ekoregjioni" and "Pastrimi")

4. Schedule of the Study

JICA will complete the final report in accordance with the confirmed items and send it to the Kosovo Government by the beginning of August 2011.

5. Other Relevant Issues**(1) Project Components**

With regard to requested items confirmed in the article 4 of the previous minute, the Japanese side proposed that the following components should be included in the project scope, and the Kosovar side agreed to the proposal:

- Compactor trucks
- Spare Parts

Both sides confirmed the other requested items as follows:

1) Tractor

In the application for the Project, Kosovar side requested twenty (20) tractors suitable for the collection in narrow roads. However, based on the results of the previous survey, Japanese side proposed to exclude tractors from the scope of the Project, explaining that compactor

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truck with 4.0 m³ container capacity can drive and collect waste even in narrow roads of Prizren old town and mountainous villages. In comparison with a tractor, a compactor truck has more capacity of loading and more efficient in fuel consumption, the Kosovar side agreed to the proposal.

2) Waste bins

Likewise in the application for the Project, Kosovar side requested two hundred (200) shared bins and one thousand (1000) household bins. However, based on the results of the previous survey, Japanese side proposed to exclude such waste containers from the scope of the Project due to the following reasons, and the Kosovar side agreed to the proposal:

Reason 1: Though currently shared bins of 1.1 m³ are commonly used to collect wastes, the sanitation problem remains. In transferring the container by whist truck, the wastes are scattered with no cover of the bins. Besides, wastes are scattered around, which are fallen off from the bins.

Reason 2: In order for better collection system without sanitary issue, Japanese side would propose to introduce a fixed time and point collection system, which is popular style of collection in Japan and can be done without using big container.

(2) Project Cost Estimate and Budgetary Arrangement

The Japanese side explained to the Kosovar side the project cost estimate as attached in **Annex 1**. Both sides confirmed that the cost estimate is provisional since it has to be reviewed in order to reflect further analysis taking place after this study. Both sides also agreed that it would be examined further by the Government of Japan for its final approval.

Furthermore, both sides confirmed that this project cost estimate is confidential, and should never be duplicated in any forms or released to any other parties until the relevant contracts are awarded by the authority concerned of the recipient country, in order to secure fairness of tendering procedure.

(3) The target of the Project

The both sides agreed to set the target criteria and areas of the Project as follows:

- 1) To achieve collection rate 70% by 2013 (Prizren Municipality)
- 2) To replace collection vehicles being used for more than fifteen (15) years.
(Prizren Region and Pristina Municipality)

(4) Other undertakings of the Kosovar side

The Japanese side explained to the Kosovar side its undertakings as listed in **Annex 2** as signed in the Article 5-2 of the previous minutes, and **Annex 3**. The Kosovar side understood and promised to undertake them, collaborating with the authorities concerned of the recipient side.

(5) Sub-scheme of Japanese Grant Aid

The Japanese side explained that the project is designed to benefit mitigation of global



warming under the sub-scheme of “Grant Aid for Environment and Climate Change.”

(6) Tentative Schedule

The Japanese side explained the tentative schedule as shown in the following table:

January 2011	In principle acceptance on the outline design
February 2011	A cabinet approval by the Government of Japan of the Project. (In the case that the Project is officially approved by the cabinet)
March 2011	Signing of the agreements on the project implementation: - Exchange of Notes: Agreement between both Governments

End

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Confidential

Components of the Project

Table 1-A: Equipment supply quantities

Management Body	Target Area	Items	
Ekoregjioni	Prizren Municipality	Compactor Truck* (4m ³)	Spare parts
		Compactor Truck (6m ³)	
	Prizren Region	Compactor Truck (10m ³)	
Pastrimi	Pristina Municipality	Compactor Truck (10m ³)	Spare parts

*Specifications of the compactor trucks will be with diesel engine, steering wheel on the left side, and with leachate tank.

Table 1-B: Cost borne by the Government of Japan

Unit: Million JPY

Items		Cost
- Ekoregjioni	- Compactor Truck 4m ³	
	- Compactor Truck 6m ³	
	- Compactor Truck 10m ³	
	- Spare parts	
- Pastrimi	- Compactor Truck 10m ³	
	- Spare parts	
Procurement Supervision		
Total		Approx. 500

The cost estimate is provisional since it has to be reviewed in order to reflect further analysis taking place after this study. Besides, it would be examined further by the Government of Japan for its final approval.

Both sides understood that contingency must be used on unforeseen items and cannot be realigned for other purposes such as purchase of additional materials and equipment.

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Annex 2

Undertakings of the Kosovar side

In the implementation of the Project, MESP is responsible for facilitating the undertakings below to be smoothly secured, collaborating with the signatory of the Grant Agreement and the authorities concerned of the recipient side upon necessity:

NO	Items	To be covered by the Grant	To be covered by Recipient side
1	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
2	To ensure prompt unloading and customs clearance at the port of disembarkation in 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 accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		●
4	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract		●
5	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid		●
6	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for the transportation and installation of the equipment		●

(B/A: Banking Arrangement, A/P: Authorization to pay, N/A: Not Applicable)

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Other undertakings and necessary procedures**1) Exemption of financial duties**

Both sides reconfirmed MESP shall take necessary measures to facilitate project implementation, such as exemption of Value Added Tax, customs duties, and any other taxes and fiscal levy charges in the Kosovo arisen from the Project activities, collaborating with the authorities concerned of the recipient side.

2) Repair of the entrance road of final disposal site in Prizren

Both sides reconfirmed MESP shall take necessary measures to fix the bumpy road at the entrance of final disposal site in Prizren, for the effective work and use of compactor trucks. The construction for repair should be completed before the compactor trucks arrive in Kosovo, and the Kosovar side understood and expressed its intention to inform JICA side of the completion in writing.

3) Employment of additional driver for new collection vehicle in Prizren Municipality

It is recognized that if additional (not replace) collection vehicles are provided in order to achieve collection rate up to 70% in Prizren Municipality, additional drivers are necessary to be employed by Ecoregion. In this regards, both sides agreed that Kosovar side will take necessary measure for employing the necessary numbers of new drivers.



(3) 概要説明調査 (2011年6月10日)

MINUTES OF DISCUSSIONS
ON THE 3rd PREPARATORY SURVEY FOR
THE PROJECT FOR THE IMPROVEMENT OF
SOLID WASTE MANAGEMENT
IN KOSOVO
(EXPLANATION ON DRAFT FINAL REPORT)

In December 2010 and January to February 2011, the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Preparatory Survey Team on the Project for the Improvement of Solid Waste Management in Kosovo (hereinafter referred to as "the Project") to the Republic of Kosovo (hereinafter referred to as "Kosovo") and through discussion, field survey, and technical examination of the results in Japan, JICA has prepared a draft report of the study.


In order to explain and to consult with the Kosovar authorities concerned on the contents of the draft report, JICA dispatched to the Kosovo the Draft Final Report Explanation Team (hereinafter referred to as "the Team"), which was headed by Mr. Satoru Kurosawa, Chief Representative of JICA Balkan Office, from June 7, 2011.

As a result of discussions, both parties confirmed the main items described in the attached sheets.

Pristina, June 10, 2011



Mr. Satoru KUROSAWA
Chief Representative
Balkan Office
Japan International Cooperation Agency
Japan



Mr. Arben CITAKU
General Secretary
Ministry of Environment and Spatial Planning
Republic of Kosovo

ATTACHMENT

1. Contents of the Draft Report

The Kosovar side agreed and accepted in principle the contents of the Draft Final Report explained by the Team.

2. Japan's Grant Aid scheme

The Kosovar side understood the scheme of Japan's Grant Aid and will take the necessary measures and allocate necessary budget properly for smooth implementation of the Project, as a condition for the Japanese Grant Aid to be implemented. The Grant Aid Scheme and necessary measures were described in the Annex 1, 2 and 3 of the Minutes of Discussions signed by both sides on December 14, 2010 (hereinafter referred to as "the previous minute").

3. Responsible and Implementing Agencies

Both sides reconfirmed the responsible and implementing agencies as follows:

(1) The responsible agency

Ministry of Environment and Spatial Planning of the Government of Kosovo (hereinafter referred to as "MESP")

(2) The implementing agency

For the supervision of waste collection service: Prizren Municipality, Pristina Municipality

For the provision of waste collection services, maintenance and management of equipment: Ekoregjioni Public Company, Pastrimi Public Company (hereinafter referred to as "Ekoregjioni" and "Pastrimi")

4. Schedule of the Study

JICA will complete the Final Report in accordance with the confirmed items and send it to the Kosovo Government by the beginning of August 2011.

5. Equipments to be procured

The Team explained that the items of equipment to be procured as shown in Annex-2 based on the result of the 1st and 2nd Preparatory Survey conducted in December 2010 and from January to February 2011. After the discussions, both sides confirmed to procure the compactor trucks of 6 m³ and 10 m³: i.e., 4 m³ type is not included. This is partly because the load capacity of 4 m³ truck is not suitable for current Kosovar waste collection custom and partly due to the technical problem claimed by truck manufacturers.

6. Project Cost

The Kosovar side agreed that the Project cost should not exceed the amount agreed in Exchange of Notes (E/N). Both sides also confirmed that the Project cost contains procurement cost of equipment, the cost for transportation up to Ekoregjioni and Pastrimi, and agent fee and consultant fee as a whole.

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7. Ownership and Responsibilities for Operation and Maintenance

The Kosovar side has confirmed that MESP is the owner of the equipment for waste collection vehicles to be procured by the Project, and initially, MESP is the responsible body for its operation and maintenance (hereinafter referred to as “O&M”) of the said equipments.

The Kosovar side also confirmed that the cost estimation for O&M described in the Draft Final Report and MESP, as a responsible body, take necessary measure to secure the budget and personnel for O&M. However, the actual user of the vehicles are Prizren Municipality or Pristina Municipality and following state companies, which handle the waste collection service, each Municipality should also take necessary measure in accordance with the advice from MESP.

8. Other Relevant Issues

(1) Project Cost Estimate and Budgetary Arrangement

The Japanese side explained to the Kosovar side the project cost estimate as attached in **Annex 1**. Both sides confirmed that this project cost estimate is confidential, and should never be duplicated in any forms or released to any other parties until the relevant contracts are awarded by the authority concerned of the recipient country, in order to secure fairness of tendering procedure. Not only the Cost Estimate it self in **Annex 1**, the Draft Final Report, Final Report, detail design of the equipments and other related information should be kept confidential.

(2) Other undertakings of the Kosovar side

The Japanese side explained to the Kosovar side its undertakings as listed in **Annex 2** as signed in the Article 5-2 of the previous minutes, and **Annex 3**. The Kosovar side understood and promised to undertake them, collaborating with the authorities concerned of the recipient side.

End

<List of Annex>

1. Cost Estimate (confidential)
2. Undertakings of the Kosovar side
3. Other undertakings and necessary procedures

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Confidential

Components of the Project

Table 1-A: Equipment supply quantities

Management Body	Target Area	Items		
Ekoregjioni	Prizren Municipality	Compactor Truck* (4m ³)	× 0	Spare parts
		Compactor Truck (6m ³)	× 13	
		Compactor Truck (10m ³)	× 12	
	Prizren Region	Compactor Truck (10m ³)	× 8	
	Prizren Municipality	Equipment for Vehicle maintenance	1 Ls	-
Pastrimi	Pristina Municipality	Compactor Truck (10m ³)	× 10	Spare parts
		Equipment for Vehicle maintenance	1 Ls	-

*Specifications of the compactor trucks will be with diesel engine, steering wheel on the left side, and with leachate tank.

Table 1-B: Cost borne by the Government of Japan

Unit: Million JPY

Items		Cost
Ekoregjioni	- Compactor Truck 6m ³	516
	- Compactor Truck 10m ³	
	- Spare parts	
Pastrimi	- Compactor Truck 10m ³	
	- Spare parts	
Administrative Cost		27
Total		543

The cost estimate is provisional since it has to be reviewed in order to reflect further analysis taking place after this study. Besides, it would be examined further by the Government of Japan for its final approval.

Both sides understood that contingency must be used on unforeseen items and cannot be realigned for other purposes such as purchase of additional materials and equipment.

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Annex 2

Undertakings of the Kosovar side

In the implementation of the Project, MESP is responsible for facilitating the undertakings below to be smoothly secured, collaborating with the signatory of the Grant Agreement and the authorities concerned of the recipient side upon necessity:

NO	Items	To be covered by the Grant	To be covered by Recipient side
1	To bear the following commissions to a bank of Japan for the banking services based upon the B/A		
	1) Advising commission of A/P		●
	2) Payment commission		●
2	To ensure prompt unloading and customs clearance at the port of disembarkation in 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 accord Japanese nationals whose services may be required in connection with the supply of the products and the services under the verified contract such facilities as may be necessary for their entry into the recipient country and stay therein for the performance of their work		●
4	To exempt Japanese nationals from customs duties, internal taxes and other fiscal levies which may be imposed in the recipient country with respect to the supply of the products and services under the verified contract		●
5	To maintain and use properly and effectively the facilities constructed and equipment provided under the Grant Aid		●
6	To bear all the expenses, other than those to be borne by the Grant Aid, necessary for the transportation and installation of the equipment		●

(B/A: Banking Arrangement, A/P: Authorization to pay, N/A: Not Applicable)

SK A.G.

Other undertakings and necessary procedures

1) Exemption of financial duties

Both sides reconfirmed MESP shall take necessary measures to facilitate project implementation, such as exemption of Value Added Tax, customs duties, and any other taxes and fiscal levy charges in the Kosovo arisen from the Project activities, collaborating with the authorities concerned of the recipient side.

2) Repair of the entrance road of final disposal site in Prizren

Both sides reconfirmed MESP shall take necessary measures to fix the bumpy road at the entrance of final disposal site in Prizren, for the effective work and use of compactor trucks. The construction for repair should be completed before the compactor trucks arrive in Kosovo, and the Kosovar side understood and expressed its intention to inform JICA side of the completion in writing.

MESP and Kosovo Landfill Management Company have agreed to start the procedures to invest for Repair of the entrance road of final disposal site to landfill. The procedure will be finished at the end of July, and JICA will be informed for each step of the procedure till the end of the process.

3) Employment of additional driver for new collection vehicle in Prizren Municipality

It is recognized that if additional (not replace) collection vehicles are provided in order to achieve collection rate up to 70% in Prizren Municipality, additional drivers are necessary to be employed by Ekoregjioni. In this regards, both sides agreed that Kosovar side will take necessary measure for employing the necessary numbers of new drivers.

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A5 参考資料

入手資料リストを以下に示す。

表 1 入手資料リスト

番号	名称	形態 図書・ ビデオ・ 地図・ 写真等	オリジナル /コピー	発行機関	発行年
プリズレン市、エコリージョン公社					
1	エコリージョン公社の財務諸表 (2010年、2009年)	図書	コピー	エコリージョン公社	2010年6月
2	エコリージョン公社の公社財務諸表 (2009年、2008年)	図書	コピー	エコリージョン公社	2009年12月
3	エコリージョン公社の2010年各種データ (人口、顧客数、請求額、ごみ量、等)	図書	コピー	ZRRUM	2010年
4	エコリージョン公社の所有機材リスト	図書	コピー	エコリージョン公社	2010年11月
5	プリズレン市の収集区域図 (公社、民間、未収集)	図書	コピー	エコリージョン公社	2010年
6	プリズレン市の収集区域図(公社のみ)	図書	コピー	エコリージョン公社	2010年
7	エコリージョン公社の機材別月毎燃料消費量 (2010年1～6月)	図書	コピー	エコリージョン公社	2010年
8	エコリージョン公社の機材別燃料消費量 (2010年11月)	図書	コピー	エコリージョン公社	2010年
9	エコリージョン公社の機材別週毎ごみ搬入量 (2010年11月)	図書	コピー	エコリージョン公社	2010年
10	プリズレン市のごみ発生量推計	図書	コピー	MESP	2010年
11	プリズレン市のごみ置場アイデア	図書	コピー	プリズレン市	2010年
12	プリズレン市の集落別人口推計	図書	コピー	プリズレン市	2008年
13	エコリージョン公社の要望機材リスト	図書	コピー	エコリージョン公社	2010年
14	プリズレン市役所の要望機材リスト	図書	コピー	プリズレン市	2010年
15	コンボ国の税関事務所位置図	図書	コピー	Vermica 税関事務所	2011年
16	エコリージョン公社の要望修理用 機材リスト及びカタログ	図書	コピー	エコリージョン公社	2011年
17	エコリージョン公社ドゥラガシュ事務所 所有機材リスト	図書	コピー	エコリージョン公社	2011年
18	エコリージョン公社マリシェバ事務所 所有機材リスト	図書	コピー	エコリージョン公社	2011年
19	エコリージョン公社シュハレカ事務所 所有機材リスト	図書	コピー	エコリージョン公社	2011年
20	エコリージョン公社ドゥラガシュ事務所 職員名簿	図書	コピー	エコリージョン公社	2011年
21	ドゥラガシュ最終処分場図面及び 運営管理費(2004～2010)	図書	コピー	エコリージョン公社	2011年
22	プリズレン最終処分場へのゴミ搬入量 (エコリージョン公社、2010年1月～12月)	図書	コピー	エコリージョン公社	2011年
23	プリズレン地域の各種情報	図書	オリジナル	EU	—
24	プリズレン市パンフレット	図書	オリジナル	プリズレン市	2006年

番号	名称	形態 図書・ ビデオ・ 地図・ 写真等	オリジナル /コピー	発行機関	発行年
プリシュティナ市、パストリミ公社					
25	パストリミ公社の財務諸表 (2009年、2008年)	図書	コピー	パストリミ公社	2010年
26	パストリミ公社の所有機材リスト	図書	コピー	パストリミ公社	2010年
27	プリシュティナ市の廃棄物調査資料	図書	コピー	gtz	2010年
28	プリシュティナ市 Matiqan 地区の 廃棄物管理に関するレポート	図書	コピー	GGs	—
29	パストリミ公社の各車両の燃料消費量 及びトリップ数(2010年11月)	図書	コピー	パストリミ公社	2010年
30	パストリミ公社のごみ搬入量及び 燃料消費量(2009年)	図書	コピー	パストリミ公社	2010年
31	パストリミ公社の燃料消費量(2010年)	図書	コピー	パストリミ公社	2010年
32	パストリミ公社の組織図	図書	コピー	パストリミ公社	2010年
33	パストリミ公社の職員数	図書	コピー	パストリミ公社	2010年
34	1.1m ³ コンテナの見積	図書	コピー	パストリミ公社	2010年
35	パストリミ公社の財務諸表(2010年)	図書	コピー	パストリミ公社	2010年
36	パストリミ公社の車両メンテナンスに 関する資料	図書	コピー	パストリミ公社	2010年
コソボ国					
37	コソボ国の環境レポート (2006年-2007年)	図書	コピー	MESP	2008年
38	コソボ国の廃棄物に関する調査レポート (2008年)	図書	オリジナル	GTZ	2009年
39	コソボ国の統計データ (2002年-2009年)	図書	コピー	MESP	2010年
40	コソボ最終処分場管理公社の財務諸表 (2010年)	図書	コピー	KLMC	2010年
41	プリシュティナ及びプリズレン最終処分 場のごみ搬入量(2010年)	図書	コピー	KLMC	2010年
42	車両登録証	図書	コピー	パストリミ公社	2010年

