

添付資料 2

Scope of Works

Scope of Work

on

the Project for Review and Update of
Nigeria National Water Resources Master Plan
in the Federal Republic of Nigeria

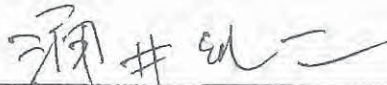
Agreed between

The Federal Ministry of Water Resources

and

The Japan International Cooperation Agency

Abuja, March 8th, 2011



Mr. Junji Wakui
Team Leader
Detailed Planning Survey Team
Japan International Cooperation Agency

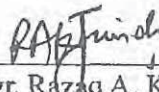


Engr. Wakil Bukar
Director,
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Witnessed by



Mr. B. O. Akpanyung
Acting Director
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Engr. Razaq A. K. Jimoh
Coordinating Director
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1. Introduction

In the response to the official request of the Government of the Federal Republic of Nigeria (hereinafter referred to as "Nigeria"), the Government of Japan decided to conduct the Project for Review and Update of Nigeria National Water Resources Master Plan (hereinafter referred to as "the Project") in accordance with the relevant laws and regulations in force in Japan.

Accordingly, the Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation programs of the Government of Japan, will undertake the Project in close cooperation with the authorities concerned of the Government of Nigeria.

The present document sets forth the Scope of Work with regard to the Project and will be valid after notification of approval by JICA Headquarters through JICA Nigeria to the Nigerian side.

2. Objectives of the Project

The overall objective of the Project is to review and update Nigeria National Water Resources Master Plan elaborated in 1995 under the assistance of JICA as short / long term scenario of water resources management and development and priorities in investment.

- (1) to set a principle and strategy of water resources management and development to cover entire Nigeria
- (2) to formulate drafts of Catchment Management Plan(s) for one or two (1 or 2) selected catchment(s).
- (3) to transfer technology and knowledge in the formulation of the Nigeria National Water Resources Master Plan (hereinafter referred to as "the M/P") and the Catchment Management Plan(s) to the counterpart personnel

3. Project Area

The Project will cover all over the Nigeria, composing of eight (8) hydrological areas (catchments) such as Niger North, Niger Central, Upper Benue, Lower Benue, Niger-South, Western Littoral, Eastern Littoral, and Lake Chad, as shown in Annex-1.

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4. Scope of the Project

Phase 1: Basic Study and Analysis

1. Review of implementation status of the existing Nigeria National Water Resources Master Plan 1995
2. Review of water related national and regional policy, development plan, regulations
3. Collection and analysis on natural condition (metrological, hydrological, hydrogeological, water quality, etc)
4. Collection and analysis on socio-economic information
5. Survey on current situation of water usage and facilities
6. Observation of groundwater in the selected catchment(s), drilling observation well if necessary
7. Evaluation of water resources
8. Water demand projection in each sector
9. Study on water demand/supply balance in the present and future incorporating effects of climate change
10. Identification of important issues for water resources management and development

Phase 2: Formulation of the draft M/P

1. Formulation of principle and strategies for water resources management and development
2. Formulation / compilation of management and development plan of water related sectors, and rough cost estimate for some sectors
3. Study on trans-boundary issues, adaptation strategy on climate change, etc
4. Formulation of strategies on human resources / institutional development, and monitoring and evaluation, and formulation of communication strategy
5. Consideration of environmental and social aspects

Phase 3: Formulation of Draft Catchment Management Plan

1. Identification of water related problems and issues through detailed study in the catchment(s)
2. Formulation of a catchment-based principle and strategies for water resources management and development along those for the nationwide
3. Formulation / compilation of management and development plan of water related sectors (with consideration of Integrated Water Resources Management)
4. Consideration of environmental and social aspects
5. Provision of assistance for Catchment Management Office (CMO) in the selected

catchment(s) such as in conducting stakeholder meetings

6. Development of the 1st draft of Catchment Management Plan for Niger North and Western Littoral
7. Formulation of lesson learned / recommendation for further water resources management and development in other catchments

5. Schedule of the Project

The Project shall be carried out in the period of about twenty seven (27) months in accordance with the tentative schedule as attached in Annex-2. The schedule is tentative and subject to modification if the needs should arise during the course of the Project and mutually agreed by both sides.

6. Reports

JICA shall prepare and submit the reports in English to the Government of Nigeria as follows:

(1) Inception Report (Ic/R)

Twenty (20) hard copies with one (1) soft copy in CD-Rom will be submitted at the commencement of the first work period in Nigeria. This report will contain schedule as well as methodology of the Project.

(2) Progress Reports No.1 and No.2

Twenty (20) hard copies with one (1) soft copy in CD-Rom will be submitted at the end of Phase 1 (No.1 at the time of about sixth (6th) month and No.2 at twelfth (12th) month after the commencement). This reports will summarize the findings on basic study and analysis.

(3) Interim Report (It/R)

Twenty (20) hard copies with one (1) soft copy in CD-Rom will be submitted at the end of Phase 2 (at the time of about eighteenth (18th) month after the commencement). This report will include the draft M/P.

(4) Draft Final Report (DF/R)

Twenty (20) hard copies with one (1) soft copy in CD-Rom will be submitted at the end of the last work period in Nigeria. The Government of Nigeria shall submit its comments within one (1) month after the receipt of the Draft Final Report so that

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JICA could reflect them into the Final Report.

(5) Final Report (F/R)

Fifty (50) hard copies with one (1) soft copy in CD-Rom will be submitted at the end of the Project after the receipt of the comments on the Draft Final Report.

7. Undertakings of the Government of Nigeria

- (1) To facilitate the smooth conduct of the Project, the Government of Nigeria shall take necessary measures as follows:
 - a. To permit the members of the Japanese consultant team (hereinafter referred to as "the Project Team") to enter, leave and sojourn in Nigeria for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees;
 - b. To exempt the members of the Project Team from taxes, duties and any other charges on equipment, machinery and other material brought into Nigeria for the implementation of the Project;
 - c. To exempt the members of the Project Team from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to the members of the team for their services in connection with the implementation of the Nigeria
 - d. To provide necessary facilities to the Project Team for the remittance as well as utilization of the funds introduced into Nigeria in connection with the implementation of the Project;
- (2) The Government of Nigeria shall bear claims, if any arises, against the members of the Project Team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Project, *except when such claims arise from gross negligence or willful misconduct on the part of the team.*
- (3) The Federal Ministry of Water Resources (hereinafter referred to as "FMWR") shall act as a counterpart agency to the Project Team and also as a coordinating body in relation with other governmental and non-governmental organizations for smooth implementation of the Project.

(4) FMWR shall, at its own expense, provide the Project Team with the following, in cooperation with other organizations concerned:

- a. Security-related information on as well as measures to ensure the safety of the Project Team,
- b. Information on as well as support in obtaining medical service,
- c. Available data in the Government of Nigeria (including maps and photographs) and information related to the Project,
- d. Counterpart personnel,
- e. Suitable office space with necessary equipment,
- f. Credentials or identification cards, and
- g. Appropriate number of vehicles with drivers

8. Undertakings of JICA

For the implementation of the Project, JICA shall take the following measures:

- (1) to dispatch the Project Team to Nigeria at its own expense, and
- (2) to pursue technology transfer to counterpart personnel in the course of the Project

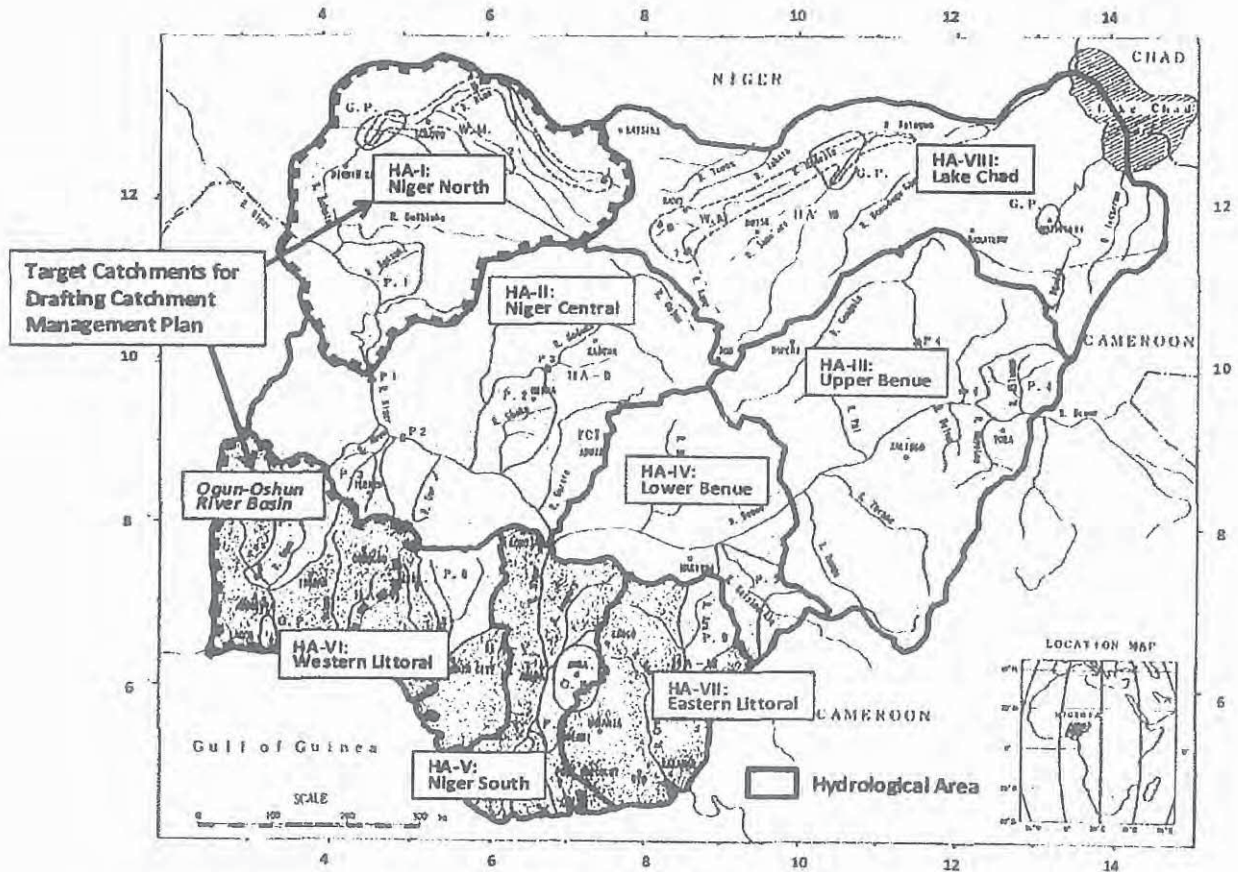
9. Consultation

JICA and FMWR shall consult with each other in respect of any matters that may arise from or in connection with the Project.

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Project Area and Hydrological Boundaries



This map is reproduced from the map shown in "Summary and Main Text, The Study on the National Water Resources Master Plan (NWRMP) in the Federal Republic of Nigeria, 1995.

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Tentative Project Schedule

	Year 1											
	1	2	3	4	5	6	7	8	9	10	11	12
Phase 1												
Phase 2												
Phase 3												
Report Submission	▲ Ic/R					▲ Pg/R-1						▲ Pg/R-2

	Year 2											
	13	14	15	16	17	18	19	20	21	22	23	24
Phase 1												
Phase 2												
Phase 3												
Report Submission						▲ It/R						

	Year 3		
	25	26	27
Phase 1			
Phase 2			
Phase 3			
Report Submission	▲ Df/R		▲ F/R

<Note>

- IC/R Inception Report
- PR/R Progress Report
- IT/R Interim Report
- DF/R Drat Final Report
- F/R Final Report

添付資料 3

Minutes of Meeting

Minutes of Meetings

on

the Project for Review and Update of
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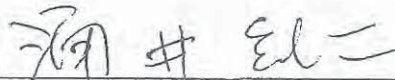
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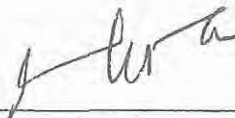
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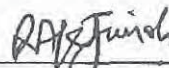


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In response to the official request of the Government of the Federal Republic of Nigeria (hereinafter referred to as "Nigeria"), the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched a Detailed Planning Survey Team (hereinafter referred to as "the Team"), headed by Mr. Junji Wakui, to Nigeria from February 13, 2011 to March 12, 2011 to discuss the Scope of Work (hereinafter referred to as "S/W") for the Project for Review and Update of Nigeria National Water Resources Master Plan (hereinafter referred to as "the Project").

During its stay in Nigeria, the Team held a series of meetings with the Federal Ministry of Water Resources (hereinafter referred to as "FMWR") and other authorities concerned and conducted site surveys.

As a result of the discussions, both sides came to agreement on the S/W, which was signed on March 10th, 2011 on matters referred to in the present document.

This Minutes of Meetings have been prepared for better understanding on the S/W. Both sides agreed and confirmed the following points for the smooth implementation of the Project.

1. Validity of the S/W

The S/W would come to into effect after the approval of JICA Headquarters. JICA will inform FMWR of the approval through JICA Nigeria office.

2. Title of the Project

Both sides agreed that the name of the Project shall be changed from the requested one "Review and Update of Nigeria National Water Resource Master Plan" to "the Project for Review and Update of Nigeria National Water Resources Master Plan".

3. Target Year

Both sides agreed that the target year of the Master Plan will be 2030.

4. Consistency with Water Sector Roadmap

The M/P intends to examine water resources potential in the future and set the direction of policies and strategies on water resources management and development comprehensively, in consideration of consistency with the programmes in the Water Sector Roadmap and other national policies / plans of the Nigerian Government such as Vision 20:2020.

Nigerian side explained that it will implement short-term programmes in the Roadmap up to the completion of the M/P, and the Nigerian side might revise the Roadmap along with the M/P.

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5. Sectors to be dealt with in the M/P

Both sides agreed that the following water related sectors will be examined in the M/P, referring to those in the previous M/P formulated in 1995;

Water source works, irrigation and drainage (agriculture), water supply and sanitation, hydropower generation, flood management, etc

Regarding the sectors covered by other ministries than FMWR, the existing policies and plans of the ministries will be referred and incorporated in principle in the Project.

6. Hydrological Boundary

Both sides agreed that the hydrological boundary defined by the previous M/P formulated in 1995 is used in the M/P formulation in the Project. However, both sides recognized that there are some needs to modify the boundaries in the map, and the Nigerian side and JICA consultant team to be dispatched for project implementation (hereinafter referred to as "the Project Team) will fix the boundaries at the earliest stage of Phase 1. Otherwise, the implementation will be delayed.

7. Target Catchments for Drafting Catchment Management Plan

Both sides confirmed that draft Catchment Management Plan (hereinafter referred to as "CMP") for Niger North and Western Littoral will be prepared in the Project. The target catchments are selected by following criteria; 1) existence of Catchment Management Office, 2) no security concerns along JICA's security code, 3) no duplication with activities by other development partners, 4) urgency and necessity, etc.

Regarding the catchment of Western Littoral, both sides agreed to draft the CMP with the following conditions;

- a. Catchment Management Office for Western Littoral should be established with appropriate number of staff by the end of the Phase 1 of the Project.
- b. Since it is difficult for the Project Team to visit the eastern part of the catchment due to the security code of JICA, only the western part of Western Littoral, i.e. Ogun-Oshun river basin, will be targeted in the Project,

8. Climate Change Model

Both sides agreed that the M/P should incorporate future precipitation changes due to climate change, and the climate model(s) to be used in the Project should be consistent with the climate model(s) appropriate and available in Nigeria.

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9. Capacity Development

Both sides confirmed the necessity of capacity development for the personnel who are / will be engaged in water resources management and development. In the project implementation, the Project Team will transfer the technique and skill on the M/P and Catchment Management Plan formulation through working with Nigerian counterpart personnel.

In addition, the Nigerian side requested the training programme for Nigerian counterpart personnel in Japan, and the Team took note.

10. Activities Related to Dam Safety

The Nigerian side requested for the activities on safety assessment on individual dams and capacity development on dam safety in the Project.

After the discussions on the request, both sides concluded that the safety assessment is not carried out in the Project, and recognized that the capacity development is included in technique / skill transfer mentioned in Article 9 in this M/M.

11. Consensus Building on Catchment Management Plan

The 1st draft of Catchment Management Plan in the selected catchment(s) will be formulated in the Project, but consensus building on the draft necessary to finalize the Plan should be conducted by the Nigerian side by itself after the completion of the Project.

12. Project Implementation Structure

Both sides agreed the project implementation structure as shown in Annex-1 in this M/M. Recognizing the M/P will cover wide range of sectors, the Nigerian side will assign necessary number of counterpart personnel from NIWRMC and related departments and agencies of FMWR into the counterpart group. The Nigerian side expressed its will to complete the personnel assignment by April 30th, 2011, and inform JICA Nigeria office of the name of the assigned staff in writing.

13. Office Space

The Nigerian side agreed to provide adequate office space, necessary office equipment and furniture in the building of NIWRMC and the selected Catchment Management Office(s).

14. Steering Committee

In order to share the information on the Project and provide guidance and instruction to the Project, a Steering Committee (hereinafter referred to as "SC") will be established

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during the Project period. FMWR shall organize the SC meetings at the time of submission of reports as well as upon necessity.

SC meetings will be chaired by the Permanent Secretary of FMWR, and shall be composed of the following members:

- The Permanent Secretary of FMWR (chairperson)
- Representative of NIWRMC
- Representatives of the related departments in FMWR
- Representative of JICA Nigeria office
- Others as necessary

15. Provision of Necessary Information

In accordance with the Article 7.(4).c of the S/W, both sides confirmed that the Nigerian side would provide the necessary and available information for project implementation for free of charge or at its own expense to the Project Team, including the followings;

- Topographic map
- Satellite image
- Hydro-geological, meteorological, and hydrological data
- Information on water related projects conducted with assistance and fund of development partners
- Information on inventories of the water sources and water supply facilities
- Others necessary for the project implementation

The Nigerian side will ensure it with the related governmental organizations such as NIHSA, Nigerian Meteorological Agency (hereinafter referred to as "NIMET"), etc.

Both sides recognize that unavailability of the necessary data might cause delay of the project activities such as drafting M/P.

16. Authorization of the Master Plan


The Nigerian side expressed its will to take necessary measures to authorize the Master Plan to be formulated by the Project (hereinafter referred to as "M/P") as an official document of the Government, in order to materialize the plans and recommendations. The Nigerian side also explained that the authorized M/P will be then utilized in water resource management and development administration, such as in project planning and budget request / allocation.

17. Environment and Social Considerations

The Team explained that JICA's environmental and social consideration guideline will be applied to the Project.

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The Nigerian side understood it, and confirmed in principle its responsibilities and requirements such as

- FMWR shall be responsible for conducting Initial Environment Examination (IEE) in collaboration with JICA Project Team, and
- JICA Project Team shall provide FMWR with technical support for conduct of IEE

18. Security code

The Nigerian side understood that the Project Team will conduct its activities, following the security code of JICA.

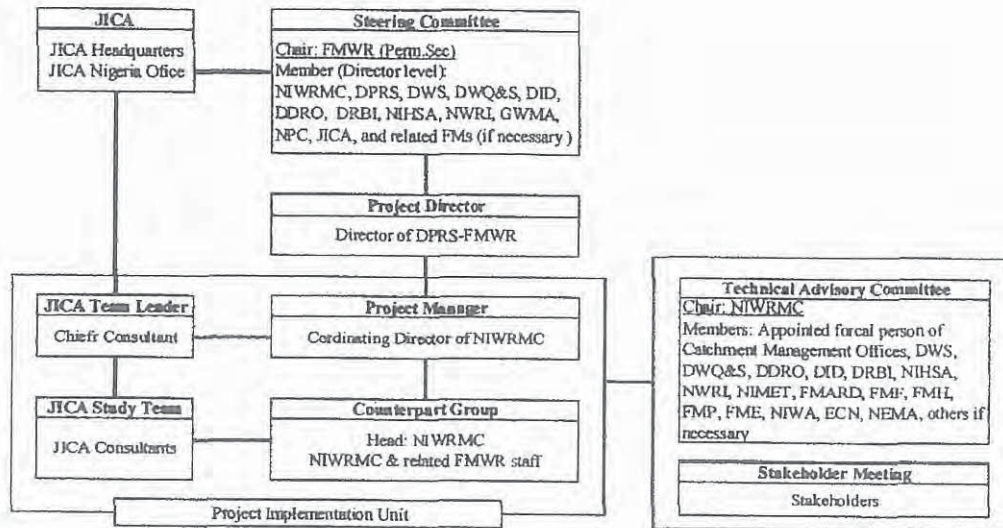
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Project Implementation Structure



Function of each post

(1) Steering Committee

- to make formal decision on the project activities and outputs, including approval on the contents of the outputs (reports)
- to provide suggestion / advice with Project Director on project activities

(2) Project Director

- to take overall responsibility on the output of the project activity, including the progress of the activities and quality of the outputs
- to provide instruction to Project Manager on the activity of Project Implementation Unit
- to report the progress of the project activities to Steering Committee

(3) Project Manager

- to represent Project Implementation Unit and take responsibility on management of the daily activities
- to report the progress of the project activities to Project Director
- to coordinate with the related stakeholders outside of Project Implementation Unit upon necessity

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(4) Counterpart Group

- to be engaged in daily project activities such as report drafting, under instruction and advice of Project Manager and JICA Project Team

(5) Technical Advisory Committee

- to provide technical advice and assistance with Project Implementing Unit on its activities
- to review the draft reports prepared by Project Implementing Unit from technical viewpoints and provide technical advisory comments on the reports with Project Manager

(6) JICA Team Leader

- to represent JICA Project Team and take overall responsibility on its activity
- to assist Project Manager in his/her representing Project Implementation Unit and provide technical / administrative advice with Project Manager on his/her duties

(7) JICA Project Team

- to work with counterpart group to make outputs of the project such as report drafting
- to provide technical advice and assistance with Counterpart Group on project activities

(8) JICA Headquarters / JICA Nigeria office

- to take responsibility on the activities of JICA Project Team
- to provide instruction to JICA Project Team on its activities

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