

## 添付資料 12

成果 1:「ANDA の無収水削減技術が向上する」の  
活動記録



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## Record of Meeting/Discussion

<b>Date:</b>	6/Marzo/2009	<b>Time:</b>	from 10:00 am To 12:30pm
<b>Venue:</b>	Plantel el Molino Santa Ana		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	<b>Name</b>	<b>Position</b>	<b>Department/Organization</b>
1	Jaime del Valle	Gerente Region Occidental	Gerencia ROC
2	Roger Calidonio	Cordinador Mantenimiento y Distribucion	Operaciones ROC
3	Edgardo Rodriguez	Coordinador de Produccion	Operaciones ROC
4	Luis Caballero	Colaborador area de facturacion	Atencion al cliente
5	Adolfo Garcia Juarez	Jefe de Brigada	Operaciones ROC
6	Ever Comejo	Encargado de energia electrica	Operaciones ROC
7	Marlon Santillana	Supervisor area de proyectos	Operaciones ROC
8	Elmer Umaña	Jefe Operaciones	Operaciones ROC (Ausente)
9	Douglas Orellana	Ecargado unidad de catastro	Operaciones ROC
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki	Takemasa Mamiya	
<b>Main Subject:</b>			
Explicar el contenido del proyecto en para mejorar la capacidad de mantnimiento y la administracion de la ANDA			
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>
1	Explicacion del proyecto por parte de expertos de JICA para el fortalecimiento de la ANDA		Mejorar la capacidad tecnica de agua no facturada, ahorro energetico, fortalezar el plan de ahorro y mejorar la capacidad de construccion de acueductos
2	Se determino implementar un Distrito modelo para implementar un control de fugas y agua no facturada.		Evaluar un sistema de acueducto que cumpla con los requisitos minimos para ser implementado como distrito modelo.
<b>Action to be taken</b>		<b>By Whom</b>	<b>Untill When</b>

1	Presentar en proxima reunion el informe de Trabajos de mantenimiento ejecutados del Año 2008	Roger Calidonio	Proxima reunion
2			

Date: \_\_\_\_\_ by : \_\_\_\_\_

## Record of Meeting/Discussion

<b>Date:</b>	6/Marzo/2009	<b>Time:</b>	from 10:00 am To 12:30pm
<b>Venue:</b>	Plantel el Molino Santa Ana		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	<b>Name</b>	<b>Position</b>	<b>Department/Organization</b>
1	Jaime del Valle	Regional Manager, Western Region	Gerencia ROC
2	Roger Calidonio	Coordinator of Maintenance and Distribution	Operaciones ROC
3	Edgardo Rodriguez	Production Coordinator	Operaciones ROC
4	Luis Caballero	Revenue Cooperator	Atencion al cliente
5	Adolfo Garcia Juarez	Head of Brigade	Operaciones ROC
6	Ever Cornejo	Responsible for Electric Power	Operaciones ROC
7	Marlon Santillana	Supervisor area de proyectos	Operaciones ROC
8	Elmer Umaña	Head of Operations	Operaciones ROC (Absent)
9	Douglas Orellana	Responsible for Unit of Cadastre	Operaciones ROC
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki	Takemasa Mamiya	
<b>Main Subject:</b> Explain the content of the project to improve the ability of maintenance and the ANDA's administration			
<b>Topic</b>	<b>Contents of Discussion</b>	<b>Conclusion</b>	
1	Explanation of the project by experts of JICA for strengthening the ANDA	Improve the technical capacity of non revenue water, power saving, consolidate the savings plan and improve the ability of construction of aqueducts	
2	It was determined implement a model District to implement a control of leaks and non revenue water	Evaluate a Aqueduct's System that fulfil the minimum requirements to be introduced as model district.	
	<b>Action to be taken</b>	<b>By Whom</b>	<b>Untill When</b>
1	Present in next meeting the maintenance's report of work executed the year 2008	Roger Calidonio	Next Meeting
2			

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**Record of Meeting/Discussion**

<b>Date:</b>	Miercoles 17 de Junio de 2009	<b>Time:</b>	from 08:30	to 11:30
<b>Venue:</b>				
<b>Meeting/Discussion among</b>				
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input type="checkbox"/>	Others			
<b>Attendants El Salvador side</b>				
	Name	Position	Department/Organization	
1	José Luis Hércules Avalos	Encargado del área de Proyectos	Operaciones	
2	Francisco Antonio Milan	Coordinador de Mantenimiento de Redes	Operaciones	
3				
4				
5				
6				
7				
8				
<b>Attendants JICA Expats (Name)</b>				
	Akihiko Okazaki	Takemasa Mamiya		
<b>Main Subject:</b>				
Vista de campo al sistema de abastecimiento de agua potable en el Municipio de San Juan Talpa, Departamento de La Paz, con servicio de 24 horas				
	Topic	Contents of Discussion	Conclusion	
1	i)	Se realizo una vista a las fuentes de abastecimiento del Municipio de San Juan Talpa, las cuales fueron : Pozo Los Huezos, Rebombeo El Platanar y los dos tanques de distribución.	Se facilito la información operativa del sistema de abastecimiento de agua potable del Municipio de San Juan Talpa.	
	ii)	Despues de realizadas las visitas a las fuentes ya mencionadas, se realizo un recorrido en todo el casco urbano de Municipio, para verificar el numero de viviendas (acometidas domiciliars).		
	iii)	Se inspeccionaron dos lugares con fugas, la cuales se encontraban en la acometida domiciliar, una antes de la caja del medidor y la otra un metros despuesde la cañeria de distribución.		
	iv)	Se verifico la forma de como la brigada realiza los trabajos y el tipo de material que se utiliza para realizar dicho trabajo.		
		Actions to be taken	by Whom	until When
1	i)	Realizar un levantamiento actualizado del sistema en estudio.	Operaciones Región Central y equipo de trabajo	Miercoles 24 de junio de 2009
	ii)	Suministrar la información del levantamiento del sistema actualizado, que contenga diamtros de las redes y el tipo de material utilizado.		

Date: Miercoles 17 de Junio de 2009 by: José Luis Hércules Avalos



## Record of Meeting/Discussion

<b>Date:</b>	18/06/2009	<b>Time:</b>	from 9:00 to 15:00
<b>Venue:</b>	Plantel El Molino, Santa Ana		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Ing. José Elmer Umaña	Jefe Departamento de Operaciones	Depto Operaciones ROCC/ANDA
2	Douglas Agustín Orellana	Unidad de Catastro	Depto Operaciones ROCC/ANDA
3	Herbert Antonio Peñate Texistepeque	Valvulero	Depto Operaciones ROCC/ANDA
4	Marlon Guzmán Santa Ana	Técnico Colaborador	Depto Operaciones ROCC/ANDA
5			
6			
7			
8			
<b>Attendants JICA Experts (Name)</b>			
	Akihiko Okazaki	Yasurhiro Aoki	
<b>Main Subject:</b>			
RECONOCIMIENTO EN CAMPO DE DISTRITO MODELO DE ANDA REGIÓN OCCIDENTAL			
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>
1.	<p>Por la mañana se realizó visita en campo de Propuesta 1 de Distrito Modelo Texistepeque. El recorrido de la visita se desarrollo de la siguiente manera:</p> <ul style="list-style-type: none"> <li>▪ Se inició con la visita de Planta de Bombeo El Nance, verificando el equipo existente (Pozos 2 y 3) y la verificación del estado del Macromedidor (sin funcionamiento).</li> <li>▪ El equipo de trabajo se desplazo hacia la valvula de control del Tanque Texistepeque, posteriormente se realizo visita al Tanque y se verifico las condiciones actuales (presenta fugas).</li> <li>▪ Se realizo identificación de valvulas de cierre del circuito propuesto y un recorrido de reconocimiento de todo el Distrito.</li> </ul>		<p>Para poder considerara como Distrito Modelo la propuesta 1 Texistepeque se presenta la dificultad de tener que dejar sin servicio a más del 50% de la población del área urbana, por un lapso de tiempo estimado de 15 días, por lo que presenta una dificultad mayor para poder ser aceptada. La propuesta 2 Colonia Lamatepec, como Distrito Modelo, presenta condiciones favorables para apoder ser aceptada.</p>
2.	<p>Por la tarde se realizo reunión de trabajo para establecer otras propuestas de Distrito Modelo, en la cual se tomaron las siguientes acciones:</p> <ul style="list-style-type: none"> <li>▪ El equipo de trabajo en conjunto establecio como Propuesta 2 el sector de Colonia Lamatepec, localizada al noreste de Santa Ana.</li> <li>▪ Se realizo visita del sector para su reconocimiento, identificando ubicación de valvula de control y forma de la red.</li> </ul> <p>Al finalizar la visita de campo a Propuesta 2 Distrito Modelo Lamatepec, se solicito que se estableciera una tercera propuesta para ser consideración.</p>		
	Actions to be taken	by Whom	until When

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<ul style="list-style-type: none"> <li>▪ Finalizar digitalización y actualización de red de distribución de agua potable de la Propuesta 1 de Distrito Modelo Texistepeque, municipio de Texistepeque.</li> </ul>	Douglas A. Orellana	24/06/2009
<ul style="list-style-type: none"> <li>▪ Censo de conexiones domiciliarias de la ciudad de Texistepeque.</li> </ul>	Victor Grande	26/06/2009
<ul style="list-style-type: none"> <li>▪ Digitalización y actualización de red de distribución de agua potable del sector de Colonia Lamatepec, municipio de Santa Ana.</li> </ul>	Douglas A. Orellana	30/06/2009
<ul style="list-style-type: none"> <li>▪ Censo de conexiones domiciliarias del sector de Colonia Lamatepec.</li> </ul>	Victor Grande	3/07/2009
<ul style="list-style-type: none"> <li>▪ Identificación de Propuesta 3 de Distrito Modelo.</li> </ul>	José Elmer Umaña Douglas A. Orellana Hector Sanchez	23/06/2009

Date: 19/06/2009 by : Douglas A. Orellana

## Record of Meeting/Discussion

<b>Date:</b>	Lunes 22 Junio 2009	<b>Time:</b>	from 8:30	To 15:30
<b>Venue:</b>				
<b>Meeting/Discussion among</b>				
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input type="checkbox"/>	Others			
<b>Attendants El Salvador side</b>				
	Name	Position	Department/Organization	
1	Julio César Rosales M.	Encargado Área de Distribución y Redes	ANDA	
2				
3				
4				
5				
<b>Attendants JICA Exparts (Name)</b>				
	Akihiko Okazaki	Yasurhiro Aoki		
<b>Main Subject:</b>				
Visita de campo a las redes de distribución de agua potable de las urbanizaciones Cima IV (San Salvador), Bosques de La Paz (Ilopango) y del centro de la ciudad de Santa Tecla, como alternativas para la selección del bloque modelo.				
<b>Topic</b>	<b>Contents of Discussion</b>			<b>Conclusion</b>
	<ol style="list-style-type: none"> <li>Se realizó un recorrido por las redes de distribución detalladas arriba, con el objeto de que los expertos de JICA reconocieran algunos aspectos tecnico/operativos de las mismas, como diámetros de tuberías, longitud de tramos, fuente del abastecimiento (estaciones de bombeo y tanques existentes), ubicación, topografía del terreno, etc.</li> <li>En la urbanización Cima IV, nos detuvimos en una excavación dentro de la cual se había efectuado una reparación de cañería de agua potable. El Sr. Okazaki consultó sobre el procedimiento que se sigue para detectar el punto de la fuga y la reparación, además consultó sobre la manera y quien efectúa las tareas de aterrado del zanjo.</li> <li>En la ciudad de Santa Tecla ingresamos a una vivienda para apreciar con que presión se brinda el servicio de agua potable. Además nos detuvimos en el punto de ingreso del servicio de agua potable a la ciudad.</li> </ol>			Se brindaron todas las respuestas a las interrogantes planteadas por los expertos japoneses
<b>Actions to be taken</b>		<b>by Whom</b>	<b>until When</b>	

Date: \_\_\_\_\_ by : \_\_\_\_\_

## Record of Meeting/Discussion

<b>Date:</b>	Miercoles 24 de Junio de 2009	<b>Time:</b>	from 08:30 to 12:30
<b>Venue:</b>			
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	José Luis Hércules Avalos	Encargado del área de Proyectos	Operaciones
2	Francisco Antonio Milan	Coordinador de Mantenimiento de Redes	Operaciones
3			
4			
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7			
8			
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki	Yasurhiro Aoki	
<b>Main Subject:</b>			
Vista de campo al sistema de abastecimiento de agua potable en el Municipio de San José Guayabal, Departamento de Cuscatlán y Municipio de Tonacatepeque, Departamento de San Salvador			
Topic	Contents of Discussion		Conclusion
1	i) Se realizo una vista a las fuentes de abastecimiento de los Municipio de San José Guayabal y Municipio de Tonacatepeque, las cuales fueron : Los tanques de almacenamiento y planta de bombeo.  ii) Despues de realizadas las visitas a las fuentes ya mencionadas, se realizo un recorrido en todo el casco urbano tanto del Municipio de San José Guayabal como del Municipio de Tonacatepeque, para verificar el numero de viviendas y la zona de influencia.		Se facilito la información operativa del sistema de abastecimiento de agua potable del Municipio de San José Guayabal y del Municipio de Tonacatepeque.
	Actions to be taken	by Whom	until When
1	i) Realizar otro recorrido en otros municipios para verificar la operatibilidad de los otros sistemas, que tiene la Región Central  ii) Suministrar la información de los planos de los sistemas a verificar en campo, los cuales deberán de conter diamtros de las redes y el tipo de material utilizado, para así obtener otras opciones para el plan piloto.	Operaciones Región Central y equipo de trabajo	Martes 1 de julio de 2009

Date: 26 de Junio de 2009 by: José Luis Hércules Avalos

## Record of Meeting/Discussion

<b>Date:</b>	26/06/2009	<b>Time:</b>	from 9:00 to 15:00
<b>Venue:</b>	Plantel El Molino, Santa Ana y Sonsonate		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Ing. José Elmer Umaña	Jefe Departamento de Operaciones	Depto Operaciones ROCC/ANDA
2	Douglas Agustín Orellana	Unidad de Catastro	Depto Operaciones ROCC/ANDA
3	Marlon Guzmán	Técnico Colaborador	Depto Operaciones ROCC/ANDA
4	Ing. Atilio Acosta	Jefe Área Operaciones Sonsonate	Área Operaciones Sonsonate/ANDA
5			
6			
7			
8			
<b>Attendants JICA Expats (Name)</b>			
	Akihiko Okazaki	Yasurhiro Aoki	
<b>Main Subject:</b>			
RECONOCIMIENTO EN CAMPO DE ALTERNATIVAS DE DISTRITO MODELO DE ANDA REGIÓN OCCIDENTAL			
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>
1.	<p>Por la mañana se realizo visita en campo de Propuesta 2 de Distrito Modelo Colonia Lamatepec.</p> <ul style="list-style-type: none"> <li>▪ Longitud aproximada de 8.5 Km.</li> <li>▪ Se realizo reconocimiento de colonia Lamatepec y zonas agregadas (urbanización San Juan Bosco, Lotificación Lamatepec 2 y Lotificación El Regadío, sobre carretera By Pass).</li> </ul> <p>Visita de campo de Propuesta 3 de Distrito Modelo Colonias Unidas.</p>		
2.	<ul style="list-style-type: none"> <li>▪ Longitud estimada en 9.5 Km.</li> <li>▪ Recorrido de calle principal de Colonias Unidas hasta la ubicación de Planta de Bombeo Colonias Unidas.</li> </ul> <p>Visita de campo de Propuesta 3 de Distrito Modelo Sonzacate, Sonsonate:</p>		
3.	<ul style="list-style-type: none"> <li>▪ Longitud estimada de 10.1 Km.</li> <li>▪ Posteriormente a visita de Colonias Unidas el equipo de trabajo se desplazo hacia el municipio de Sonzacate, deparatamento de Sonsonate, en la cual se incorporo el Ing. Atilio Acosta, Jefe Área Operaciones Sonsonate.</li> <li>▪ Se inicio el recorrido en la Planta de Cloración Sonzacate, reconociendo dos subsistemas, Sonzacate y Zedan, ambos deribados de tubería HoFo 10" a dos tuberías de 6". En el subsistema Sonzacate la red esta compuesto por tubería de HoFo y Galvanizado, mientras que el subsistema Zedan por tubería de Asbesto Cemento.</li> <li>▪ Se realizo recorrido completo de la red de distribución.</li> </ul>		

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Actions to be taken	by Whom	until When
Reunión 1. 18/06/2009		
<ul style="list-style-type: none"> <li>▪ Finalizar digitalización y actualización de red de distribución de agua potable de la Propuesta 1 de Distrito Modelo Texistepeque, municipio de Texistepeque. <b>Finalizado</b></li> </ul>	Arq. Douglas Orellana	24/06/2009
<ul style="list-style-type: none"> <li>▪ Censo de conexiones domiciliarias de la ciudad de Texistepeque. <b>Finalizado</b></li> </ul>	Victor Grande	26/06/2009
<ul style="list-style-type: none"> <li>▪ Digitalización y actualización de red de distribución de agua potable del sector de Colonia Lamatepec, municipio de Santa Ana. <b>En proceso</b></li> </ul>	Arq. Douglas Orellana	30/06/2009
<ul style="list-style-type: none"> <li>▪ Censo de conexiones domiciliarias del sector de Colonia Lamatepec. <b>Postergado hasta definición de Distrito Modelo.</b></li> </ul>	Victor Grande	3/07/2009
<ul style="list-style-type: none"> <li>▪ Identificación de Propuesta 3 de Distrito Modelo. <b>Finalizado</b></li> </ul>	Ing. José Elmer Umaña Arq. Douglas Orellana Hector Sanchez	23/06/2009
Reunión 2. 26/06/2009		
<ul style="list-style-type: none"> <li>▪ Dibujo preliminar de redes de Alternativas Propuestas de Distritos Modelos 3 y 4.</li> </ul>	Arq. Douglas Orellana	29/06/2009

Date: 29/06/2009 by : Arq. Douglas A. Orellana

## Record of Meeting/Discussion

<b>Date:</b>	Viernes 3 de Julio de 2009	<b>Time:</b>	from 09:00 to 15:30
<b>Venue:</b>			
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	José Luis Hércules Avalos	Encargado del área de Proyectos	Operaciones
2	Nestor Carcamo	Técnico de Mantenimiento de Redes	Operaciones
3			
4			
5			
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki	Yasurhiro Aoki	
<b>Main Subject:</b>			
Vista de campo al sistema de abastecimiento de agua potable en el Municipio de El Paraiso, Departamento de Chalatenango y Municipio de Tejutepeque, Departamento Cabañas.			
---			
Visit to the field of drinkable water supply system in the Municipality of El Paraiso, Department of Chalatenango and Municipality of Tejutepeque, Department of Cabañas.			
Topic	Contents of Discussion		Conclusion
1	i) Se realizo una vista a las fuentes de abastecimiento de los Municipio de Paraiso, Chalatenango y Municipio de Tejutepeque, Cabañas, las cuales fueron : Los tanques de almacenamiento y planta de bombeo.		Se facilito la información operativa del sistema de abastecimiento de agua potable del Municipio de Paraiso, Cahalatenango y del Municipio de Tejutepeque.
	ii) Despues de realizadas las visitas a las fuentes ya mencionadas, se realizo un recorrido en todo el casco urbano tanto del Municipio de Paraiso, como del Municipio de Tejutepeque, para verificar el numero de viviendas y la zona de influencia.		
1	i) Ones carried out a visit to the sources of supply of the Municipality of Paraiso, Chalatenango and the Municipality of Tejutepeque, Cabañas, which were: The storage tanks and pumping stations.		facilitated to get the information of operation of the drinkable water supply system of the Municipality of Paraiso, Cahalatenango and the Municipality of Tejutepeque.
	ii) After carried out the visits to the sources mentioned, ones carried out a journey to the urban town of the Municipality of Paraiso, as of the Municipality of Tejutepeque, to verify the number of housings and the influence area.		
	Actions to be taken	by Whom	until When
1	Se esperara la tomas de desición de los expertos, para ver cual de todos los municipios ya vistos, se tomará como plan piloto --- The experts' decision, of which town in all the municipalities already seen is to see as model block, is expected.	Operaciones Región Central y equipo de trabajo --- Central Region Operations and work team	En espera --- Waiting

Date: 3 de Julio de 2009 by: José Luis Hércules Avalos  
(translated by Y.Aoki)

## Record of Meeting/Discussion

<b>Date:</b>	Miercoles 08 Julio 2009	<b>Time:</b>	from 8:30	To 10:30
<b>Venue:</b>				
<b>Meeting/Discussion among</b>				
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input type="checkbox"/>	Others			
<b>Attendants El Salvador side</b>				
	Name	Position	Department/Organization	
1	Julio César Rosales M.	Encargado Área de Distribución y Redes	ANDA	
2				
3				
4				
5				
<b>Attendants JICA Expats (Name)</b>				
	Akihiko Okazaki	Yasurhiro Aoki		
<b>Main Subject:</b>				
Nueva visita de campo a la Urbanización Bosques de La Paz (Ilopango) con expertos y representantes de JICA para la aprobación de la red de distribución de esta urbanización como bloque modelo.				
Topic	Contents of Discussion		Conclusion	
	<ol style="list-style-type: none"> <li>Se realizó un nuevo recorrido por la urbanización Bosques de La Paz, Ilopango, con el objeto de que los expertos y representantes de JICA aprueben la red de distribución de esta urbanización para el establecimiento del bloque modelo.</li> <li>Durante el recorrido, nos detuvimos en un punto donde personal de ANDA efectuaba una reparación de cañería de agua potable. El Sr. Okazaki consultó al personal la manera para detectar el punto de la fuga.</li> <li>Se recorrió algunas calles de la urbanización y se reconoció el punto probable donde se instalaría el macro medidor</li> </ol>		Se brindaron todas las respuestas a las interrogantes planteadas por los expertos japoneses	
Actions to be taken		by Whom	until When	

Date: \_\_\_\_\_ by : \_\_\_\_\_



## Record of Meeting/Discussion

<b>Date:</b>	8/07/2009	<b>Time:</b>	from 9:00 to 15:00
<b>Venue:</b>	Plantel El Molino, Santa Ana		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Ing. Ángel Gabriel Valdés Jovel	Gerente Región Occidental	Gerencia ROCC/ANDA
2	Ing. José Elmer Umaña	Jefe Departamento de Operaciones	Depto Operaciones ROCC/ANDA
3	Arq. Douglas Agustín Orellana	Unidad de Catastro	Depto Operaciones ROCC/ANDA
4.			
5			
6			
7			
8			
<b>Attendants JICA Expats (Name)</b>			
	Akihiko Okazaki	Takemasa Mamiya	
<b>Main Subject:</b>			
RECONOCIMIENTO EN CAMPO DE ALTERNATIVAS DE DISTRITO MODELO DE ANDA REGIÓN OCCIDENTAL			
<b>Topic</b>	<b>Contents of Discussion</b>	<b>Conclusion</b>	
1.	En esta reunión se conto con la asistencia de los señores <b>Minoru Kobayashi</b> (Representante Residente Adjunto JICA), <b>Orlando Hidalgo Buitrago</b> (Oficial del Programa) y <b>Salvador Guzman</b> (Asesor Seguridad JICA).		
2.	El motivo de la visita era para someter a consideración las alternativas propuestas por factores de seguridad, para lo cual se hacian acompañar por el Asesor de Seguridad de JICA, Sr Salvador Guzman, y se solicito realizar un recorrido por las alternativas de Colonia Lamatepec y Colonias Unidas.		
3.	Se realizo visita a Colonia Lamatepec y sectores aledaños que estan incluidos en la alternativa propuesta, nose quiso realizar visita a Colonias Unidas ya que esta presenta condsciones rurales que ne presntan las condiciones de seguridad necesarias.		
4.	Posterior a recorrido, y en las instalaciones del Plantel El Molino, el Asesor de seguridad de JICA, establecio que las condiciones de seguridad de la zona recorrida no cumplia con los requerimientos de JICA, por lo que era necesario establecer otras alternativas. El Ing. Umaña informo que se estarían evaluando otras tres alternativas para que se tomaran en consideración. El Sr. Okazaki solicito retomar el centro de la ciudad de Santa Ana, y que se puede bajar el requerimiento de los 10 Kms hasta unos 5 Kms. Se planteo que se realizaría visita a la alternativa propuesta de Sonzacate, posterior a una reunión que sostendrían en la delegación de la PNC Santa Ana, para verificar si cumplia con los requisitos de seguridad. A esta visita les acompañaría el Ing. Umaña.	Presentar dos o más alternativas de Distritos Modelos.  En la evaluación de las alternativas de Distritos modelos deberá considerarse como factor determinanate las seguridad que presente la zona evaluada.	

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4.	En visita realizada a Sonzacate, el Asesor de Seguridad de JICA manifesto que esta área del País no era recomendable por su alto índice de criminalidad, por lo tanto los expertos de JICA solicitarón que se presentaran otras alternativas para su evaluación.	
Actions to be taken		by Whom
Reunión 3. 8/07/2009		
<ul style="list-style-type: none"> <li>▪ Evaluar y proponer dos o más alternativas de Distritos Modelos.</li> </ul>	Ing. Elmer Umaña	14/07/2009

Date: 15/07/2009 by : Arq. Douglas A. Orellana

## Record of Meeting/Discussion

<b>Date:</b>	14/07/2009	<b>Time:</b>	from 9:00	to 15:00
<b>Venue:</b>	Plantel El Molino, Santa Ana			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input type="checkbox"/>	Others			
<b>Attendants El Salvador side</b>				
	Name	Position	Department/Organization	
1.	Ing. Ángel Gabriel Valdés Jovel	Gerente Región Occidental	Gerencia ROCC/ANDA	
2.	Ing. José Elmer Umaña	Jefe Departamento de Operaciones	Depto Operaciones ROCC/ANDA	
3.	Arq. Douglas Agustín Orellana	Unidad de Catastro	Depto Operaciones ROCC/ANDA	
4.	Ing. Juan Palma	Jefe Mantenimiento Redes	Depto Operaciones ROCC/ANDA	
5.	Lic. Luis Caballero	Jefe Agencia Comercial		
6.	Sr. Adolfo García	Plomero	Depto Operaciones ROCC/ANDA	
7.				
8.				
<b>Attendants JICA Expats (Name)</b>				
	Akihiko Okazaki	Yasuhiro Aoki		
<b>Main Subject:</b>				
RECONOCIMIENTO EN CAMPO DE ALTERNATIVAS DE DISTRITO MODELO DE ANDA REGIÓN OCCIDENTAL y PRESENTACIÓN DE ACTIVIDADES PARA LA TECNICA DE REDUCCIÓN DE AGUA NO FACTURADA PARA EL 2º AÑO, 2009				
<b>Topic</b>	<b>Contents of Discussion</b>			<b>Conclusion</b>
1.	<p>En reunión sostenida en horas de la mañana se presento al Ing. Ángel Gabriel Valdés Jovel, como el Gerente de la Región Occidental y quien será el Lider del Equipo De Acciones Para La Reducción Del Agua No Facturada.</p> <p>Se realizo el planteamiento de las alternativas evaluadas por parte de la Región Occidental y se determino que en la zona centro de la ciudad de Santa Ana existía la posibilidad de realizar la designación del Distrito Modelo, siempre y cuando se flexibilizara la longitud solicitada. De igual forma se sometio a consideración la zona de El Palmar para evaluarción de los expertos de JICA.</p> <p>Se solicito por parte de los expertos JICA realizar visita de reconocimiento en campo de las propuestas para su evaluación, a lo cual se procedio de inmediato.</p> <p>Posteriormente a los recorridos de las dos zonas propuestas los expertos de JICA, solicitarón realizar reunión con equipo de acciones para la reducción del agua no facturada en horas de la tarde.</p>			
2.	<p>En reunión sostenida entre expertos de JICA y equipo de acciones para la reducción del agua no facturada se presento programa de las Actividades para las Técnicas de Reducción de Aguan no Facturada para el 2º Año, 2009. El Flujograma de Actividades y Diagramas metodológicos de los Sondeos de Revisión de Válvulas, Sondeos de Medidores, Error en el Medidor, Conexiones Ilegales, Aislamiento, Sondeo de MNF, Detección de Fugas y Lectura de Medidores. Los últimos 4 se ejecutaran en el periodo 2.</p>			

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	Se determino que personas serian los responsable para planificación de las actividades y para la presentación en reunión mensual de seguimiento, quedando designados los siguientes :  Responsable para Planificación    Ing. José Elmer Umaña. Responsable para presentación    Arq. Douglas Agustín Orellana.	
Actions to be taken		by Whom
Reunión 4. 15/07/2009		
▪ Planificar Actividades a ejecutar	Ing. Elmer Umaña	27/07/2009
▪ Elaborar presentación para reunión mensual de seguimiento	Arq. Douglas Orellana	27/07/2009

Date: 15/07/2009 by : Arq. Douglas A. Orellana

## Record of Meeting/Discussion

<b>Date:</b>	Miercoles 15 de Julio de 2009	<b>Time:</b>	from 14:00 to 15:30
<b>Venue:</b>			
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Frederick Antonio Benítez	Gerente	Región Central
2	Cecilia de Mayorga	Colaborador Técnico	Unidad Efic. Enegetica
3	José Luis Carpio	Colaborador Administrativo	Recuperación de Mora
4	Luis Díaz	Técnico en Ingeniería	Operaciones
5	Luis Ernesto Gutierrez	Colaborador Administrativo	Administración y Finanzas
6	Hugo Luis Santamaria	Supervisor	Operaciones
7	Neftalí Batres	Jefe de Brigada	Operaciones
8	José Luis Hércules	Encargado del área de Proyectos	Operaciones
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki		
<b>Main Subject:</b>			
Vista en las oficinas de la Región Central, para revisar las actividades para las técnicas de reducción de agua no facturada para el 2º año 2009			
Topic	Contents of Discussion		Conclusion
1	i) Discusión de la selección del bloque modelo. ii) Revisión de flujograma de actividades del 1ª Etapa iii) Discusión sobre la preparación de los mapas existentes y que información técnica contendra. iv) Discusión del sondeo de válvulas y medidores. v) Discusión sobre los errores de los medidores vi) Revisión del período en que la Región Central proporcionará la información a los expertos.		El plan piloto en estudio será el Municipio de Tonacatepeque, Departamento de San Salvador.
	Actions to be taken	by Whom	until When
1	i) Se presentará a los expertos el programa de trabajo, para el proyecto piloto. ii) Presentación de sobre lo que se ha realizado iii) Problemas en que se tendran, etc.	Operaciones Región Central y equipo de trabajo	27 de julio de 2009

Date: 14 de Julio de 2009 by: José Luis Hércules Avalos

## Record of Meeting/Discussion

<b>Date:</b>	Miercoles 15 Julio 2009	<b>Time:</b>	from 9:30	To 10:30
<b>Venue:</b>				
<b>Meeting/Discussion among</b>				
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input type="checkbox"/>	Others			
<b>Attendants El Salvador side</b>				
	Name	Position	Department/Organization	
1	Jose Israel Flores	Gerente Región Metropolitana	ANDA	
2	Mario Valiente	Subgerente Operaciones	ANDA	
3	Julio Cesar Rosales M.	Encargado Area Distribución y Redes	ANDA	
4	Oscar Monchez	Tecnico Area Distribución y Redes	ANDA	
5	Manuel Bernal	Fontanero Area Distribución y Redes	ANDA	
<b>Attendants JICA Exparts (Name)</b>				
	Akihiko Okazaki			
<b>Main Subject:</b>				
Reunión para revisar las actividades correspondientes al periodo 1 del año 2°.				
<b>Topic</b>	<b>Contents of Discussion</b>			<b>Conclusion</b>
	<ol style="list-style-type: none"> <li>Se realizó una revisión detallada de todas la actividades que corresponden al periodo 1 del año 2 que deben ser ejecutadas por el personal de ANDA.</li> <li>Se convocó a una reunión de trabajo para el próximo 27 de Julio/09 en las instalaciones de ANDA, donde cada grupo de trabajo deberá presentar el cronograma de actividades correspondientes al periodo 1.</li> </ol>			
<b>Actions to be taken</b>		<b>by Whom</b>	<b>until When</b>	
Designar al responsable del grupo de trabajo de tecnicas de reducción de agua no facturada de la Región Metropolitana para efectuar la presentación del cronograma de actividades y designar a la vez a los responsables de cada actividad.		Gerencia Región Metropolitana	Miercoles 15 de Julio /09	

Date: \_\_\_\_\_ by : \_\_\_\_\_

## Record of Meeting/Discussion

<b>Date:</b>	Miercoles 17 de Junio de 2009	<b>Time:</b>	from 08:30 to 11:30
<b>Venue:</b>			
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	José Luis Hércules Avalos	Encargado del área de Proyectos	Operaciones
2	Francisco Antonio Milan	Coordinador de Mantenimiento de Redes	Operaciones
3			
4			
5			
6			
7			
8			
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki	Takemasa Mamiya	
<b>Main Subject:</b>			
Vista de campo al sistema de abastecimiento de agua potable en el Municipio de San Juan Talpa, Departamento de La Paz, con servicio de 24 horas			
Topic	Contents of Discussion		Conclusion
1	i) Se realizo una vista a las fuentes de abastecimiento del Municipio de San Juan Talpa, las cuales fueron : Pozo Los Huezos, Rebombeo El Platanar y los dos tanques de distribución. ii) Despues de realizadas las visitas a las fuentes ya mencionadas, se realizo un recorrido en todo el casco urbano de Municipio, para verificar el numero de viviendas (acometidas domiciliars). iii) Se inspeccionaron dos lugares con fugas, la cuales se encontraban en la acometida domiciliar, una antes de la caja del medidor y la otra un metros despuesde la cañeria de distribución. iv) Se verifico la forma de como la brigada realiza los trabajos y el tipo de material que se utiliza para realizar dicho trabajo.		Se facilito la información operativa del sistema de abastecimiento de agua potable del Municipio de San Juan Talpa.
	Actions to be taken	by Whom	until When
1	i) Realizar un levantamiento actualizado del sistema en estudio. ii) Suministrar la información del levantamiento del sistema actualizado, que contenga diamtros de las redes y el tipo de material utilizado.	Operaciones Región Central y equipo de trabajo	Miercoles 24 de junio de 2009

Date: Miercoles 17 de Junio de 2009 by: José Luis Hércules Avalos

**Metropolitan Region**

Activity: Verifying Meter Functionability & Illegal Connection Identification.

Location: Bosques de La Paz

Team Member In Charge: Ricardo Vásquez

Date/ Time: July 29<sup>th</sup> 2009, from 8:00 AM – 10:00 AM



1. Is important to mention that they are using ANDA standard checklist. NOT PROJECTS CHECKLIST. I CALLED RICARDO VASQUEZ ABOUT THIS AND HE EXPLAIN ME THAT AFTER THEY FILL THEIR CHECK LIST THEY WILL FILL PROJECT CHECKLIST. HE EXPLAINS ALSO THAT THEY CANNOT OBTAIN INFORMATION ABOUT CISTERN TACK AND MEMBERS OF FAMILY BY HOUSE, REASON: PEOPLE SCARED TO PROVIDE THAT KIND OF INFORMATION. ANY WAY THEY WILL TRY TO GET ALL INFO.



2. The activities started on Monday 27 of July, there are 2 plumbers of ANDA staff doing these operations: Carlos Bautista and Salomon Martinez.





3. Plumbers said that, at this moment, they have found different type of valves, some of them were registered incorrectly and some other valves stop registering in 1,000, some other not working.



This is working but has water inside.



NOT WORKING!





4. They also explain that those valves are not manipulated because the pressure in that area is very high. Every day they provide report to Lic. Iraheta in Metropolitan Office.



**Central Region**

Activity: Verifying Meter Functionability and measuring place.

Location: Tonacatepeque

Team Member in Charge: Jose Luis Hércules

Date/ Time: July 31<sup>th</sup> 2009, from 8:00 AM – 11:00 AM



I visit Central Region, They are expecting to find a lot of illegal connections. The employees in charge of the check list mention that in Tonacatepeque there will be a lot of damaged Meters and valves.



Jose Luis Carpio, Team Member, mention that they are working with the writings of JUNE, and he suggest to the other team members that is important to stop all the updating like: New connection, Valve replacing, System Extension, etc.



They are registering all the information with 2 types of check list that ANDA uses regularly.



They are also using the schematic map to make sure that they are working in the correct streets and valves.



The team is also measuring at the same time they check valve status.



These are some valves they are checking. Most of them are in not good condition.



This team is making interviews to each customer and house.



NOTE: This time only 2 team members were present. Frederick Benitez, Central Region Manager was not able to join visit.

JICA request TONACATEPEQUE to be changed, I will have a meeting with Central Region Manager, Frederick Benitez and Orlando Hidalgo.

## Record of Meeting/Discussion

<b>Date:</b>	Agosto 12, 2009	<b>Time:</b>	from	9:30	to	10:30
<b>Venue:</b>	ANDA JICA Expert Office, 5o nivel.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team ■ NRW Reduction Action Team (Central) Power-Saving Management Team Others		NRW Reduction Action Team (Metropolitan) NRW Reduction Action Plan (Western) Sewerage Planning Team				
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Frederick Benitez		Central Region Manager		ANDA		
Ms. Aura Eguizabal		<i>Assistance of Technical Director</i>		ANDA		
Ms. Any Cardorza		<i>Cooperation Unit</i>		ANDA		
Ing. José Hércules		<i>Work Team in Charge</i>				
Ing. Cecibel de Mayorga		<i>Energy Efficiency/ Work Team</i>				
Ing. Jose Luis Carpio		<i>Work Team</i>				
Ing. Luis Díaz		<i>Work Team</i>				
<b>Attendants JICA (Name)</b>						
Mr. Minuro Kobayashi						
Mr. Orlando Hidalgo						
Mr. Manuel Rivera (Project Assistant)						
<b>Main Subject:</b>						
1. Security About Model Block in Tonacatepeque						
Topic	Contents of Discussion				Conclusion	
1	Es necesario que ANDA y JICA discuta sobre el cambio y seleccion de otor area modelo en Region Central. El equipo de Seguridad de ANDA considera que Toncatepeque no es zona de “bajo riesgo” y debe ser cambiada. <ul style="list-style-type: none"> <li>• El Sr. Kobayashi explica que se visitó en conjunto con el encargado de seguridad de JICA y los expertos todas las areas modelo y luego de hacer una ivestigacion profunda de las zonas se determino que Tonacatepeque contiene un alto nivel de delincuencia.</li> <li>• Lic. Any explica que los criterios tecnicos deben ser importantes para esta reunion.</li> <li>• Arq. Frederick Benitez, explica que ellos han trabajado en toda la Region Central, y todo El Salvador debe considerarse un porcentaje riesgo de delincuencia, acorde a esto Tonacatepeque es de las menos riesgosas.</li> <li>• Ing. Hercules y Luis Días explica que han avanzado en un 50% las actividades programadas.</li> <li>• Jose Luis Carpio explica que en vive en Tonacatepeque, y que las areas donde se realizará el proyecto cumplen con el aspecto de seguridad.</li> <li>• El equipo de la Region Central explica que la Alcaldia ha mostrado su apoyo brindado agents e incluso una casas para que sea utilizada por ellos.</li> </ul>					

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2	<ul style="list-style-type: none"> <li>• El Sr. Kobayashi pide que se piense en nuevas opciones que cumplan con los requerimientos y criterios tecnicos.</li> <li>• Ing. Hercules explica que han tenido muchas dificultades para seleccionar las areas modelos.</li> <li>• Arq. Benitez ofrece a JICA un Nuevo plan de seguridad en coordinacion con los agentes municipals, la seguridad que prove ANDA y la PNC.</li> <li>• Lic. Any de Cardoza tocará las puertas en la PNC y otras instancias.</li> <li>• Sr. Kobayashi explica que si ANDA considera que TONACATEPEQUE es la major y unica opcion, ANDA debe asegurarse que las medidas de seguridad sean las adecuadas. Tambien explico que que para JICA la seguridad es muy importante y que poseen estrictas medidas de seguridad.</li> </ul>	
Actions to be taken		by Whom
ANDA ENVIARA A JICA NUEVOS TERMINOS O MEDIDAS DE SEGURIDAD PARA QUE SEAN EVALUADOS Y SE TOME UNA DECISIÓN FINAL SOBRE EL AREA MODELO. REGION CENTRAL SEGUIRA TRABAJANDO EN DICHO MUNICIPIO.		until When

**Metropolitan Region**

Activity: Verifying Meter Functionability and measuring place.

Location: Bosques de La Paz, Ilopango.

Team Member in Charge: Ing. Julio Rosales

Date/ Time: August 18 2009, from 9:00 AM – 11:00 AM



At this period Metropolitan Region it is identifying and checking the valves.

Oscar Monches is the person in charge of this activity, he mention that they started on July 29<sup>th</sup> from 8:00 AM to 2:00 PM. Some days they have stop because of other emergencies.



Mr. Monches said they need more personnel, in this opportunity it was only 4 people in staff, Mr. Monches, 2 employees and driver. Also they have experienced that no CAR available.





They have found around 50% of valves with problems like the head of valve is rounded and cannot be manage, valve has lickage (some lickage started when they tried to manipulate valve), some of the valve covers are missing, etc.





There are some areas that apparently system has been enhanced or modified, that's why valve is not identified.

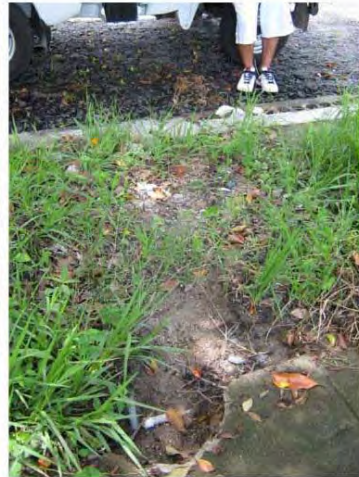


They also have being facing the problem that the customers need some lickage repair, They want to know if fixing lickage (general case) wont affect the model block for any technical reason. Example:





Some repairs are made by the customers:



They are also taking notes about the turns of valve but every valve is different because of type and or brand. All valves around 12-15 turns.



Also verification of valve leakage:



**Conclusions:**

- They are working according the workplan, also mention they will finish this activity before September
- 50% of system is not working.
- Some valves are difficult to identify because of system expansion or any other reason.
- Some times they have the problem of transportation.
- When they check valves, some of them are producing lickage. Is it Ok if they fix it?

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Project for Capacity Development of ANDA for Operational Improvement

## Record of Meeting/Discussion

<b>Date:</b>	August 19, 2009	<b>Time:</b>	from	10:30	to	11:30
<b>Venue:</b>	ANDA Western Region Office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position			Department/Organization	
Ing. Angel Valdes		Western Region Manager			ANDA	
Ing. Douglas Orellana		Team member in charge			ANDA	
<b>Attendants JICA (Name)</b>						
Ms. Manuel Rivera (Project Assistant)						
<b>Main Subject:</b>						
<ol style="list-style-type: none"> <li>1. Work Plan Activities</li> <li>2. Verifying the valve status</li> <li>3. Presentation</li> </ol>						
<b>Topic</b>	<b>Contents of Discussion</b>					<b>Conclusion</b>
1	<p>Is necessary that Western Region of ANDA starts activities of valve status.</p> <p>They have worked on model block drawing and also in work plan.</p> <p>Western Region has a very old system, if valves from inside of model block is checked usually becomes in leakage and the problem is that they don't have valves in stock.</p> <p>Western Region has being trying to find valves in stock, the budget of the region doesn't allow to buy valves.</p> <p>This is the reason why they decided to stop activities, they were thinking in other solution.</p>					
2	<p>Mr. Valdez will arrange meeting with Ms. Yaneth Díaz regarding valves in stock, he also will ask about budget arrangements.</p> <p>Western Region said that they have one week of delay, but they are still on the time to finish the activities according to the work plan that they are still working.</p> <p>We all agree to visit the checked valves after meeting.</p>					
<b>Actions to be taken</b>			<b>by Whom</b>		<b>until When</b>	
Western Region Manager will discuss situation with Ms. Díaz on Friday about budget and valves in stock.						
They will start officially after Mr. Okazaki give next instruction.						

**WESTERN Region**

Activity: Is necessary that Western Region of ANDA starts activities. Meeting with Team and visit to damaged valves caused of checking.

Location: Central Zone of Santa Ana.

Team Member in Charge: Ing. Valdes and Arq. Orellana

Date/ Time: August 19 2009, from 9:00 AM – 12:00 PM

Western Region has a very old system, if valves from inside of model block is checked usually becomes in lackage and the problem is that they don't have valves in stock.

This Valve is working good, but very old, they said if they chek it 80% probability of become lackage.





This is the valve that they tried to check and become a leakage, in this opportunity they were not able to open cover, Reason? Handles are missing and the equipment was used in other area in that moment:



**Metropolitan Region**

Activity: Verifying Meter Functionability.

Location: Bosques de La Paz

Team Member In Charge: Oscar Monchez

Date/ Time: September 8<sup>th</sup> 2009, from 8:00 AM – 11:00 AM



1. Mr. Monchez explain me that that they are making comparison of gathered information regarding valves with ANDA maps. They are trying to get the valve identifier in order to update map. There are some existing valves in field but no in map, and there are some valves on map but not in field.



2. He mentions that they are fixing only VERY IMPORTANT lickage. Customer are still complaining about the lickage.

Some other customers are complaining because the schedule of water service has change. BUT, I asked 2 customers after visit about this and they said is the same.



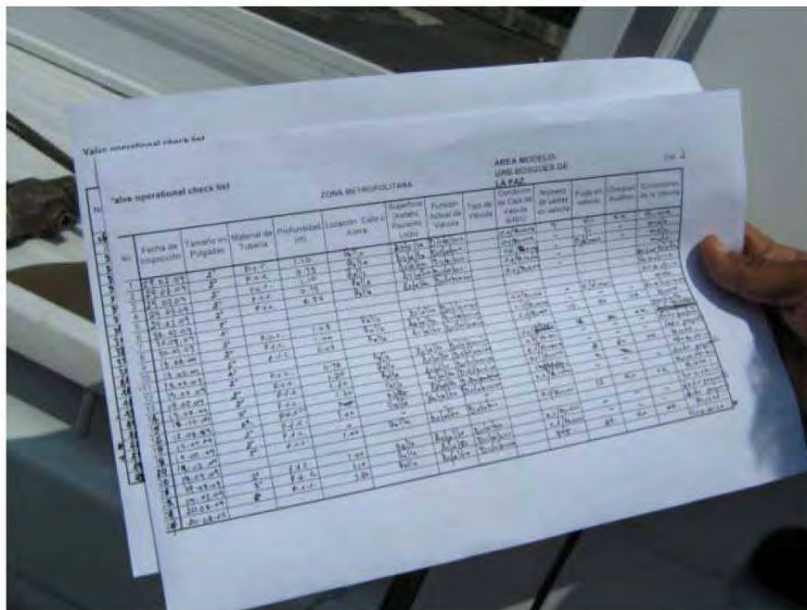
3. In some streets water system are repaired by ANDA. In some cases they close the valve causing that some houses don't be provided by water. Other cases Valves are moved of place. The bad thing is that all ANDA does not update all this info in maps.



4. In that map it supposed to be 102 vales and they have identified 97 valves. They want to finish in 3 more days.



5. Good news! They are using checklists on field.



## Record of Meeting/Discussion

<b>Date:</b>	September 23, 2009. Septiembre 13 2009.	<b>Time:</b>	from	14:00	to	15:30
<b>Venue:</b>	ANDA Planification Department Office 3 <sup>rd</sup> floor. Sala de Reuniones de Planificacion 3er Nivel, Edificio Central.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team      ■ NRW Reduction Action Team (Metropolitan) ■ NRW Reduction Action Team (Central)      ■ NRW Reduction Action Plan (Western) Power-Saving Management Team      Sewerage Planning Team Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Frederik Benitez		Central Region Manager		ANDA		
Ms. Aura Eguizabal		Technical Director Assistant		ANDA		
Ms. Claudia Lorena Ramirez		Cooperation Unit Assistant		ANDA		
<b>Attendants JICA (Name)</b>						
Sr. Takemasa Mamiya		Project Leader				
Sr. Yasuhiro Aoki		NRW Administration Expert				
Ms. Emilio Sura		Interpreter				
Ms. Manuel Rivera		Project Assistant				
<b>Main Subject:</b>						
<b>1. Procedures of receiving/Checking/Distributing Materials for NRW Reduction Teams.</b> <b>Procedimiento de Recepción/Chequeo/Distribución de Equipo y Materiales para los equipos de Accion de Reducción de Agua No Facturada.</b>						
<b>Topic</b>	<b>Contents of Discussion</b>				<b>Conclusion</b>	
1	<b>Delivery of material to ANDA Stockyard by contractor.</b> Mr. Manuel explains that Contractor is working with JICA Office to receive material from Customs Office. Probably Material will be delivering to ANDA facilities on Tuesday September 24. Mr. Mamiya asks that the place has to have ceiling and security. <b>Recepción de equipo y material por parte de ANDA.</b> El Sr. Manuel explica que las Oficinas de JICA y el contratista están gestionando el desaduanaje del equipo. Se espera que sea entregado en las instalaciones de ANDA el martes 24 de Septiembre. El Sr. Mamiya solicita que el lugar tenga techo y tenga seguridad.				Mr. Frederick Benitez explains that he already arrange bonded warehouse 7 in Central Region Office and accomplish requariments. El Arq. Benitez explica que ya se preparó el almacen 7 en las oficinas de Region Central y que cumple los requerimientos.	

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2	<p><b>Joint Inspection by JICA, ANDA and JICA Experts.</b> Mr Mamiya explains that material will be Checked of quantity and specifications. Also asks who will attend inspection from ANDA. Also the official document of inspection will be prepared by JICA Expert in Japanese language. <b>Inspección del equipo en conjunto con JICA, ANDA y Equipo de Expertos de JICA.</b> El Sr. Mamiya explica que se verificará la cantidad y las especificaciones. También pregunta quién será el encargado de parte de ANDA de verificar esta información. También agrega que el documento oficial se elaborará en el idioma Japonés por el equipo de expertos.</p>	<p>Mr. Frederik Benitez explains that Mr. Alexander Recinos will be in charge of receiving material in Central Region Office. <b>Mr. Frederik Benitez explica que la persona encargada de parte de ANDA para recibir el equipo en Region Central será el Ing. Alexander Recinos.</b></p>	
3	<p><b>Painting ID number on every materials by JICA Expert Team and materials will be grouped for respective regional offices.</b> This activity will take 3-4 days. <b>El equipo de expertos realizará señalización por numero y lo agrupará por región.</b> Esta actividad podrá tomar entre 3 a 4 días.</p>	<p>Mr. Mamiya asks to not mix material with other ANDA equipment. Mr Benitez explains that warehouse has an empty area for this material. El Sr. Mamiya solicita que no se mezcle el equipo con los de ANDA. Arq. Benitez explica que sera un área exclusiva para dicho equipo.</p>	
4	<p><b>Transfer all Materials to ANDA Headquarters.</b> Mr. Mamiya explains that experts will leave notes and signs in order to not mix materials between 3 regions material. Official Documents (such as receipt) will be required. <b>Transferencia de Equipo a las Regiones.</b> Sr. Mamiya explica que los expertos dejen rótulos que prevengan que se mezcle dicho equipo agrupado por región. Se requerirá de documento oficial (nota de recepción).</p>	<p>Ms. Claudia asks about this document if is official signed by Mr. President or just reception receipt. Mr. Mamiya suggest to ask JICA office and explains that document will be made by shipment. Ing. Claudia pregunta si el documento debe ser oficial e ir firmado por el Sr. Presidente. El Señor Mamiya sugiere se consulte con Oficinas de JICA y agrega que dicho documento se deberá elaborar por cada embarque.</p>	
5	<p><b>Transfer materials to respective regional offices from ANDA Headquarters.</b> The material will be given grouped to each regional office. <b>Se realizará transferencia de materiales a las respectivas Regiones desde oficinas centrales.</b></p>		
<p>Actions to be taken</p>		<p>by Whom</p>	<p>until When</p>
<ul style="list-style-type: none"> <li>Mr. Mamiya asks also secure and safe place for material in 3 regions. Sr. Mamiya pide que el lugar donde las 3 regiones embodeguen materiales tenga los requerimientos similares en cuanto a seguridad y acondicionamiento.</li> <li>Expert team will elaborate list to control and locate where valves will be install. Equipo de expertos elaborará listado para mejor control dónde se instalará cada material.</li> <li>If any spare material after installation will be used for the next pilot area selected in 2010. Si existe sobrante luego de la instalación en las <u>áreas modelo</u>, esto se utilizará para la instalación en las áreas piloto en el 2010.</li> <li>If after pilot area there is another spare material ANDA can send to JICA Office asking for use material once is compared with Maps of each pilot area. Si existe un</li> </ul>			

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<p>Segundo sobrante luego de la instalación del <a href="#">área piloto</a> ANDA puede mandar una nota a Oficina de JICA para utilizar material una vez comparado con los mapas de instalación.</p> <ul style="list-style-type: none"> <li>• Expert Team Office will join the reception of material in ANDA Central Region facilities. El equipo de expertos se integrará a la recepción del equipo cuando sean entregados a ANDA.</li> </ul>		
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## Record of Meeting/Discussion

<b>Date:</b>	September 25, 2009.	<b>Time:</b>	from	14:00	to	15:30
<b>Venue:</b>	ANDA 1st floor Meeting Room.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Yaneth Díaz		Technical Director		ANDA		
Arq. Frederik Benitez		Central Region Manager		ANDA		
Ing. Israel Flores		Metropolitan Region Manager		ANDA		
Ing. Angel Valdés		Western Region Manager		ANDA		
Ms. Aura Eguizabal		Technical Director Assistant		ANDA		
Ms. Claudia Lorena Ramirez		Cooperation Unit Assistant		ANDA		
Mr. Gilberto Carranza		Social Projection		ANDA		
Ms. Elena Cerna (Absent)		Communication Manager				
<b>Attendants JICA (Name)</b>						
Sr. Takemasa Mamiya		Project Leader				
Sr. Yasuhiro Aoki		NRW Administration Expert				
Ms. Emilio Sura		Interpreter				
Ms. Manuel Rivera		Project Assistant				
<b>Main Subject:</b>						
<b>1. Public Relations activity regarding NRW works.</b>						
Topic	Contents of Discussion				Conclusion	
1	Ms. Yaneth Díaz notifies that Social Projection will take in charge of Public Relation for customers in Model Block but also Communications Department will have to support all the activities like Design, Texts, brochures, pamphlets, banners, etc.					
2	Every Region Manager will prepare and plan for the areas that will be affected during the activities.					
3	Ms. Yaneth Díaz explained about meters that ANDA will have to decide if meters will be purchase by ANDA or use the meters they have in stock.					

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4	Ing. Valdés explains that he already start a communication campaign in Santa Ana. They will need only to give more information to customers. He will send text to other regions and communications departments.	
5	Mr. Manuel ask 3 region to provide all meter information that was requested last week.	
6	Mr. Girlberto Carranza will arrange another meeting in order to start the Public Relation campaign.	
Actions to be taken		by Whom
<ul style="list-style-type: none"> <li>Managers are preparing the information regarding meters.</li> </ul>		until When

**Metropolitan Region and Central Region.**

Activity: Visit to Tonacatepeque in company of JICA Central Office, ANDA Action Team and Expert Team.

Location: Tonacatepeque

Team Member In Charge:

Date/ Time: September 30 2009, from 8:30am to 12:30 pm

Participants:

JICA: Mr. Kobayashi, Mr. Orlando and Security Officer Mr. .

ANDA: Ms. Aura, Ms. Claudia, ANDA Security Officer Mr. Roberto Sosa and Central Region Action Team.

Expert Team: Mr. Mamiya, Mr. Aoki, Mr. Emilio and Mr. Manuel.

1. The first visit was to Tonacatepeque Municipality. The Mayor Emilio Rodriguez was explained about project. He is very satisfied and will provide help with security and any other requirement.



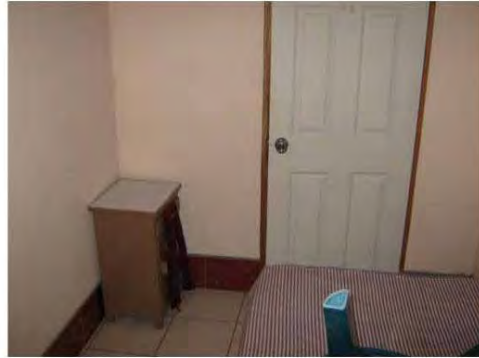
2. After Municipality we all went to Police station, Officer Manolo Aguilar explain how is the security in Tonacatepeque, he said that in Central of Tonacatepeque there is much problem. Mr Kobayashi ask officer for Map of delinquency. The officer will make a presentation for second visit.



3. After Police Station we all went to the house provided by ANDA and Municipality. This house is around 7 minutes from Central of Tonacatepeque by car. The house is very nice and warm.











**Report of Valve Reception.**

Activity: Valve Reception

Location: Central Region Office

Team Member in Charge: ANDA, Expert Team and Provider R&M

Date/ Time: October 14<sup>th</sup> 2009.

- R&M provider deliver Valve Material to ANDA central Region and the checklist was made by expert team in company of ANDA Central Region staff led by Ing. Alexander Recinos.
- Central Region will make a Storage Certificate for material based on valves received.
- Ing. Pantaleon from ANDA central office will be in charge of design and budget of Manhole pit that will be 2.4 x 1.2 mts.
- ANDA staff will be in charge of marking and registering valves and accessories.
- Mr. Orlando inform that when ANDA receives all material he will made a document that will be signed by mr. President . This same procedure will be used for Network Analyzer and Software (Auto Cad and Water Gems).
- For valve installation id any region decide to have support before starting installation, this will be requested to R&M.
- Mr. Ramon Cruz Villatoro will be in charge of storage room number 1.

**Conclusion:**

- Next Lot number 2 is expected this Monday. Mr. Orlando will inform exactly date.

## Record of Meeting/Discussion

<b>Date:</b>	20/10/2009	<b>Time:</b>	from 9:30 to 12:30
<b>Venue:</b>	Plantel El Molino, Santa Ana		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	<b>Name</b>	<b>Position</b>	<b>Department/Organization</b>
1.	Ing. Angel Gabriel Valdés	Gerente Región Occidental <a href="#">Western Region Manager</a>	ROCC/ANDA
2.	Lic. Luis Alberto Caballero	Encargado de Facturación <a href="#">Invoicing Supervisor</a>	Depto Operaciones ROCC/ANDA
3.	Arq. Douglas Agustín Orellana	Unidad de Catastro <a href="#">Land Record Unit</a>	ROCC/ANDA
4.	Tec. Marlón Guzmán	Colaborador Técnico <a href="#">Technical Colaborator</a>	ROCC/ANDA
5.	Lic. Iris Beatriz Arévalo	Encargada Comunicaciones <a href="#">Communication Supervisor</a>	ROCC/ANDA
6.	Sr. Adolfo García Juárez	Fontanero <a href="#">Plumber</a>	ROCC/ANDA
7.			
8.			
<b>Attendants JICA Exparts (Name)</b>			
	Yasuhiro Aoki	Akihiko Okazaki	
<b>Main Subject:</b>			
<p>RECONOCIMIENTO, IDENTIFICACIÓN Y SEÑALIZACIÓN EN CAMPO DE VÁLVULAS PARA AISLAMIENTO Y MNF DE DISTRITO MODELO SANTA ANA CENTRO.  <a href="#">SITE INSPECTION, IDENTIFICATION AND MARKING OF THE ISOLATION VALVES AND FLOW MEASUREMENT WITHIN THE MODEL BLOCK.</a></p>			
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>
1.	<p>En visita realizada por los expertos en Reducción de Agua No Facturada de JICA se presento información preliminar sobre el Distritos Modelo Santa Ana Centro y se realizo recorrido parcial en el perimetro Sur del Distrito Modelo.  <a href="#">Through JICA's experts visit, preliminar information of the Model Block was presented and partial site visit through the south boundary of Model District.</a></p>		
2.	<p>En el Salón de Reuniones del Plantel El Molino, el Equipo de Acciones en pleno le presentaron los avances de las actividades realizadas en los ultimos dos meses a los Srs. Aoki y Okazaki.  <a href="#">The update information of the activites done in the past 2 months was presented to the JICA experts, Mr. Aoki and Mr. Okazaki.</a></p> <p>Se inicio con la presentación de folder conteniendo copia de planos elaborados del Distrito Modelo, según el detalle siguiente:  <a href="#">The presentation started showing copy of the Model Block's map with the following information:</a>                      Pano No. 0: Localización del Distrito Modelo. <a href="#">Model Block Location.</a>                      Pano No. 1: Delimitación del Distrito Modelo en Región Occidental. <a href="#">Model Block's delimitation within western region.</a>                      Pano No. 2: Organización del Distrito Modelo por Expertos JICA. <a href="#">Model</a></p>		

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	<p>Block's organization from JICA's experts.</p> <p>Pano No. 2A: Propuesta de Localización de Macromedidor. <a href="#">Macro meter location proposal.</a></p> <p>Pano No. 3: Revisión Preliminar de Válvulas. <a href="#">Valve preliminar survey.</a></p> <p>Pano No. 4: Ubicación de Hidrantes. <a href="#">Hydrants Location.</a></p> <p>Pano No. 5: Localización de Puntos de Control de Presión. <a href="#">Pressure Control Points Location.</a></p> <p>Pano No. 6: Localización de Válvulas a Explorar. <a href="#">Pending Valve Exploration Location.</a></p> <p>Pano No. 6A: Detalle de Válvulas Exploradas. <a href="#">Explored Valves Details.</a></p> <p>Pano No. 7: Revisión de Válvulas para Aislamiento y Medición MNF del DM. <a href="#">Isolation and Flow Measurement Valves Check.</a></p> <p>Pano No. 8: Revisión de Válvulas Internas del Distrito Modelo. <a href="#">Internal Valve Check within the Model Block.</a></p> <p>Pano No. 9: Estado de Válvulas en Distrito Modelo. <a href="#">Valve situation within the Model Block.</a></p> <p>Se procedio a dar explicación del contenido de cada plano para su mejor comprensión. <a href="#">Every map was explained for better understanding.</a></p>	
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Topic	Contents of Discussion	Conclusion
3.	<p>Así también se entrego copia de: <a href="#">Copy of the following were delivered too:</a></p> <ul style="list-style-type: none"> <li>✓ Listas de tareas para revisión del funcionamiento de las válvulas. <a href="#">Task list for the valve survey</a></li> <li>✓ Lista de tareas para sondeo de medidores averiados. <a href="#">Task list for the meter survey</a></li> <li>✓ Lista de tareas para sondeo de errores en los medidores. <a href="#">Task list for the meter error survey</a></li> </ul> <p>Todas las listas de tareas contaban con el vaciado de la información, tal y como fueron entregadas por los respectivos responsables. <a href="#">All the task lists were filled up with the information lifted by the people responsible.</a></p> <p>De cada una de las listas de chequeo se realizaron comentarios preliminares de los resultados, quedando pendiente de formalizarlos posteriormente a la validación del Equipo de Acciones. <a href="#">From the check list, the preliminar information was obtained, pending the validation.</a></p> <p>Se procedio con visita de campo al Distrito Modelo para realizar recorrido de reconocimiento, identificaicón y señalización de las válvulas de aislamiento y medición MNF. <a href="#">A site visit to the Model Block was made, in order to inspect, identify and mark the location for the isolation and flow measurement valves.</a></p> <p>Iniciando en el sector Sur del Distrito Modelo, se identificaron y marcaron las siguientes válvulas: <a href="#">Starting in the south part of the Model Block, the following valves were identified and marked:</a></p> <ul style="list-style-type: none"> <li>✓ V-1. Localizada en 9ª. Avenida Sur y 9ª. Calle Oriente.</li> <li>✓ V-26. Localizada en 7ª. Avenida Sur y 9ª. Calle Oriente</li> </ul>	

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	<ul style="list-style-type: none"> <li>✓ V-2. Localizada en 5ª. Avenida Sur y 9ª. Calle Oriente</li> <li>✓ V-3. Localizada en 3ª. Avenida Sur y 9ª. Calle Oriente</li> <li>✓ Macromedidor. Localizado en 3ª. Avenida Sur y 9ª. Calle Oriente</li> <li>✓ Vn-5. Localizada en Avenida Independencia Sur y 9ª. Calle</li> <li>✓ Vn-6. Localizada en 2ª. Avenida Sur y 9ª. Calle Poniente</li> <li>✓ V-44. Localizada en 3ª. Avenida Sur y 7ª. Calle Oriente</li> <li>✓ Vn-7. Localizada en 3ª. Avenida Sur y 7ª. Calle Oriente</li> <li>✓ Vn-8. Localizada en 3ª. Avenida Sur y 7ª. Calle Oriente</li> </ul> <p>Queda pendiente la identificación y marcación de las válvulas restantes pertenecientes al aislamiento del Distrito Modelo, válvulas de medición MNF y válvulas para medición Step Test.  <a href="#">Remaining valve identification and marking are still pending</a></p>	
Actions to be taken	by Whom	until When
Realizar identificación y marcación de restantes válvulas de aislamiento y MNF y Step Test <a href="#">Continue the identification and marking of the remaining valves.</a>	Arq. Douglas Orellana Tec. Marlon Guzmán	27/10/09

Date: 21/10/2009 by : Arq. Douglas A. Orellana

## Record of Meeting/Discussion

<b>Date:</b>	Miércoles 21 de Octubre de 2009 / <a href="#">October 21<sup>st</sup>, 2009</a>	<b>Time:</b>	From 9:00 To 12:30
<b>Venue:</b>			
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Luis Federico Díaz	Tecnico en Ingenieria / <a href="#">Engineering Technician</a>	Operaciones / <a href="#">Operations</a>
2	Francisco Antonio Milan	Coordinador de Mantenimiento / <a href="#">Maintenance Coordinator</a>	Operaciones / <a href="#">Operations</a>
3	Neftali Batrez	Jefe de Cuadrilla / <a href="#">Troop Chief</a>	Operaciones / <a href="#">Operations</a>
4	Ana Cecibel de Mayorga	Ingeniero Colaborador / <a href="#">Colaborator Engineer</a>	Eficiencia Energetica / <a href="#">Energy Efficiency</a>
5	José Manuel Castro	Jefe de Facturación / <a href="#">Invoicing Chief</a>	Administración y Finanzas / <a href="#">Administration and Finances</a>
6	José Julio Sandoval	Ayudante general / <a href="#">General Assistant</a>	Operaciones / <a href="#">Operations</a>
7	Luis Ernesto Gutierrez	Colaborador Administrativo / <a href="#">Administrative Colaborator</a>	Administración y finanzas / <a href="#">Administration and Finances</a>
8			
<b>Attendants JICA Exparts (Name)</b>			
	Akihiko Okazaki	Yasuhiro Aoki	
<b>Main Subject:</b>			
Visita de campo al proyecto que se esta ejecutando en el Municipio de Tonacatepeque, Departamento de San Salvador. / <a href="#">Site visit to Tonacatepeque, where the project is being executed.</a>			
Topic	Contents of Discussion		Conclusion
	<ol style="list-style-type: none"> <li>Visita de campo al bloque modelo de Tonacatepeque. <a href="#">Site visit to Model Block in Tonacatepeque.</a></li> <li>Reunión para aclarar dudas sobre el resumen de medidores tabulados del bloque modelo. <a href="#">Summary Meeting of the meter survey within the Model Block.</a></li> <li>Recorrido del bloque modelo. <a href="#">Model Block walk through.</a></li> <li>Identificación y marcación de los sitios donde se instalara el macro medidor, pozos de visita y Válvulas. <a href="#">Identification and marking of the places where the macro meter, the isolation valves and the manhole pits will be installed.</a></li> <li>Se realizo un recorrido por todo el bloque modelo y se procedió a marcar los puntos donde se instalaran el micro medidor y las válvulas, con los diámetros siguientes para el macro 2.00 mts x</li> </ol>		Se facilito la información operativa solicitada del sistema de abastecimiento de agua potable del Municipio de Tonacatepeque, Departamento de San Salvador. <a href="#">The Operational information of the potable water supply system requested was delivered.</a>

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	<p>1.20mts y para las válvulas 1.00 mts x 1.00 y 2.4 mts x 1.20, 1.50 mts x 1.0 mts.                  During the walk through the Model Block, marks were placed on the points where the Macro meter and the valves will be installed. The Macro meter will be placed in a pit of 2x1.2 mts and the valves in a 1x1 mts, 2.4 x 1.2 mts and 1.5x1 mts</p>	
Actions to be taken	by Whom	until When
<p>1. Sobre los siguientes datos el equipo de la Región Central, deberá realizar la verificación de los siguientes datos para determinar la cantidad exacta de los medidores que deberán sustituirse.                  The team will check the following data in order to determine the exact amount of meters that need substitution.</p> <ul style="list-style-type: none"> <li>Realizar la verificación de los medidores que aparecen como aterrados (46).                      Confirm the buried meters (46).</li> <li>Realizar la verificación además de los datos que aparecen como cerrados (9), dentro de casa (2), Tapadera pegada (2) y los suspendidos.                      Confirm the meters registered as closed (9), inside the house (2), stuck lid (2) and suspended.</li> <li>Realizar la prueba de la cubeta de al menos otros 5 medidores.                      Make the bucket survey in at least 5 more meters.</li> </ul> <p>2. El grupo de Agua no facturada de la Región Central deberá hacer una exploración en los puntos que se indico para verificar los diámetros y conexiones de las tubería para tener la seguridad de que las válvulas que se instalaran puedan aislar los bloque de acuerdo a la sectorización realiza por los expertos de JICA.                  An excavation exploration will be done in the points where the JICA experts requested in order to verify the diameters and connections of the pipelines and ensure the correct isolation of the blocks.</p>	<p>Operaciones Región Central y equipo de trabajo                  Central Region Team</p>	<p>En espera                  Unknown</p>

Date: 5 de Noviembre de 2009 by : Ing. Luis Hércules

## Record of Meeting/Discussion

<b>Date:</b>	22 October 2009	<b>Time:</b>	from 9:30 AM to 1:00 AM
<b>Venue:</b>	BOSQUES DE LA PAZ. ILOPANGO, SAN SALVADOR		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Dina Elena Leiva	Colaborador técnico <a href="#">Technical Colaborator</a>	Unidad Técnica <a href="#">Technical Unit</a>
2	Oscar Monchez	Técnico <a href="#">Technician</a>	Instalación de medidores <a href="#">Meter Installation</a>
3	Aquiles Montoya	Coordinador <a href="#">Project Coordinator</a>	Unidad Técnica <a href="#">Technical Unit</a>
4			
5			
6			
7			
8			
<b>Attendants JICA Experts (Name)</b>			
	Akihiko Okazaki	Yasuhiro Aoki	
<b>Main Subject:</b>			
Informe de avances del levantamiento del estado de los micromedidores del Residencial Bosques de la Paz, Definición de sitios para la colocación de valvulas nuevas y cambio de válvulas para poder realizar las posteriores mediciones del distrito modelo.			
<a href="#">Update of the Micro meter survey within Residencial Bosques de la Paz, Valve location definition for the new and the change ones in order to make the future measurements within the Model Block.</a>			
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>
1	<p>Se plantearon los avances en el levantamiento del estado de los micro medidores, en el sector modelo de análisis, por parte de la región metropolitana, se llevo el cuadro en el cual se están descargando los datos de las encuestas, casa por casa, este fue observado por el Ing. Okazaki y se discutieron problemáticas del trabajo de campo, tales como la renuencia de la población a brindar la información completa, la situación de los medidores que están retirados por ANDA, y que a raíz de eso las personas se conectaban de manera directa.</p> <p><a href="#">The team progress of the Micro meters survey lifting was shown, through the files where the survey's data is being registered. This was checked by Mr. Okazaki and some issues were discussed, such as the reluctance of the population to provide full information, the suspended accounts that ANDA disconnected and where the people have re-connected themselves directly.</a></p> <p>En base a lo anterior el Ing. Okazaki, pregunto que es lo que hacia la región respecto a estas situaciones, se le explico que este ya es un procedimiento legal, del cual ya no forma parte el área técnica, si no el área comercial en combinación con el juridico de la ANDA.</p> <p><a href="#">Based on the above Mr. Okazaki, asked the actions taken in this situations and he was explained that there is a legal procedure taken, in which technical area is no longer part of.</a></p> <p>Las actividades del recorrido consistieron prácticamente en lo siguiente:  <a href="#">The site visit activities included :</a></p> <p>1. Ubicar dentro del lugar designado para el modelaje, los sitios en</p>		<p>Nos comprometimos, a tener terminado el levantamiento de los micromedidores, ya tabulados, para antes del 30 de octubre.</p>

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	<p>donde se instalarían las válvulas de aislamiento, las válvulas de inspección, Las MNF y el macro medidor.  <i>Locate within the Model Block, the places where the isolation and flow measurement valves will be instaled, the MNF points and the Macro meter location.</i></p> <p>2. Recorrer los 4 sectores de análisis y comprobar la situación de las válvulas existentes, previo a iniciar con la instalación de las nuevas.  <i>Walk through the 4 analysis sectors and check the existing valve situation before the new valves installation.</i></p> <p>3. Constatar físicamente los lugares donde serán colocadas las nuevas válvulas y marcar los sitios escogidos.  <i>Phisically check the places where the new valves whill be installed and mark the chosen locations.</i></p>	
Actions to be taken	by Whom	until When
<p>Nos comprometimos, a tener terminado el levantamiento de los micromedidores, ya tabulados.  <i>We commit to finish the Micro meter information lifting.</i></p>	<p>Equipo región metropolitana  <i>Metropolitan Region Team</i></p>	<p>30 de octubre  <i>October 30th</i></p>

Date: 26/10/2009

by : Aquiles Montova



## Record of Meeting/Discussion

<b>Date:</b>	Miércoles 4 de Noviembre de 2009 / <a href="#">November 4<sup>th</sup>, 2009</a>	<b>Time:</b>	From 14:00 To 16:00
<b>Venue:</b>			
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Luis Federico Díaz	Tecnico en Ingenieria / Engineering Technician	Operaciones, Region Central / <a href="#">Operations, Central Region</a>
2	Francisco Antonio Milan	Coordinador de Mantenimiento / <a href="#">Maintenance Coordinator</a>	Operaciones, Region Central / <a href="#">Operations, Central Region</a>
3	Neftali Batrez	Jefe de Cuadrilla / <a href="#">Troop Chief</a>	Operaciones, Region Central / <a href="#">Operations, Central Region</a>
4	Francisco velasco	Fontanero / <a href="#">Plumber</a>	
5			
6			
7			
8			
<b>Attendants JICA Expats (Name)</b>			
	Akihiko Okazaki	Takemasa Mamiya	Yasuhiro Aoki
<b>Main Subject:</b>			
Visita de campo al proyecto que se esta ejecutando en el Municipio de Tonacatepeque, Departamento de San Salvador. <a href="#">Site visit to Tonacatepeque, where the project is being executed.</a>			
Topic	Contents of Discussion		Conclusion
	<p>Verificación en campo la condición de la tubería, para los trabajos de excavación, estas se detalla a continuación: <a href="#">Site confirmation of the pipelines condition, these works are as follows :</a></p> <ol style="list-style-type: none"> <li>1. Confirmar que la tubería de ø 4" esta desconectada del T2 y conectada a la línea de ø 6" desde el T1. <a href="#">Confirm that the ø 4" is disconnected from T2 and connected to the ø 6" main pipeline from T1.</a></li> <li>2. Verificación del punto de conexión de la tubería de ø 4" <a href="#">Verification of the connection point of the ø 4" pipeline.</a></li> <li>3. Confirmación del tamaño de la tubería, ubicación y finalización de la misma. <a href="#">Confirmation of the location and ending of the pipelines.</a></li> <li>4. Verificación de la construcción de caja del macro medidor. <a href="#">Varification of the macro meter pit construction.</a></li> </ol>		<p>Se facilito la información operativa solicitada del sistema de abastecimiento de agua potable del Municipio de Tonacatepeque, Departamento de San Salvador <a href="#">The Operational information of the potable water supply system requested was delivered.</a></p>

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Actions to be taken	by Whom	until When
1. Se conectarn la liena de ø 3" con la linea de ø 6", antes del macro medidor. The ø 3" and ø 6" main will connect before the macro meter.	Operaciones Región Central y equipo de trabajo	En espera Unknown
2. Terminacion de la construccion de las cajas de medidas de flujo. Construction of the flow meter pits.	Central Region Team	
3. Instalacion de las valvulas. Valve installation.		
4. Ampliacion de tuberia de ø 6" ø 6" pipeline extension.		

Date: 5 de Noviembre by : Ing. José Luis Hércules

## Record of Meeting/Discussion

<b>Date:</b>	6 November 2009	<b>Time:</b>	from 9:15 AM to 10:00 AM
<b>Venue:</b>	BOSQUES DE LA PAZ. ILOPANGO, SAN SALVADOR		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
1	Dina Elena Leiva	Colaborador técnico – Technical Colaborator	Unidad Técnica – Technical Unit
2	Aquiles Montoya	Coordinador – Coordinator	Unidad Técnica – Technical Unit
3			
4			
5			
6			
7			
8			
<b>Attendants JICA Experts (Name)</b>			
	Akihiko Okazaki	Yasuhiro Aoki	
<b>Main Subject:</b>			
Informe de avances de Ejecución de instalación de válvulas de aislamiento del Residencial Bosques de la Paz, verificación del cambio de válvulas para poder realizar las posteriores mediciones del distrito modelo. Execution inform of the isolation valve installation within the Model Block.			
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>
1	<p>Se mostraron los avances en la instalación del cambio de válvulas de aislamiento, en el sector modelo de análisis, por parte de la región metropolitana. The valve installation situation was shown.</p> <p>En base a lo anterior el Ing. Okazaki, pregunto cual era el tiempo promedio de instalación de válvulas por parte del personal de la Región Metropolitana respecto a esta pregunta se le respondió que el promedio en las primeras 5 válvulas instaladas fue de una por día. Mr. Okazaki asked for the average installation time and for the first 5 valve it was a 1 valve per day.</p> <p>Las actividades del recorrido consistieron prácticamente en lo siguiente: The activities during the site visit were:</p> <ol style="list-style-type: none"> <li>1. Verificar los sitios en donde se han cambiado las válvulas de aislamiento. Locations check where the valves have been changed.</li> <li>2. Fotografiar las válvulas cambiadas. Take pictures to the changed valves.</li> <li>3. Corroborar la ubicación y los diámetros de las válvulas cambiadas. Check the location and the diameters of the changed valves.</li> </ol>		<p>Continuar con la instalación de válvulas de aislamiento y las válvulas de prueba. Se concluyo que las válvulas de pruebas para inspección serían válvulas normales con cubre válvulas y no con pozo.</p> <p>Continue with the valve installation. JICAs experts cleared that the step test valves were only requested with a valve cover.</p>

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Actions to be taken	by Whom	until When
Nos comprometimos, a tener instaladas todas las válvulas del sector norte para el viernes 13 de noviembre, en total 5 válvulas. Metropolitan Region committed to install all the isolation valves for the northern part by nov. 13 <sup>th</sup> , a total of 5 valves.	Equipo región metropolitana Metropolitan Region Team	13 de noviembre November 13th

Date: 6/11/2009

by : Aquiles Montoya

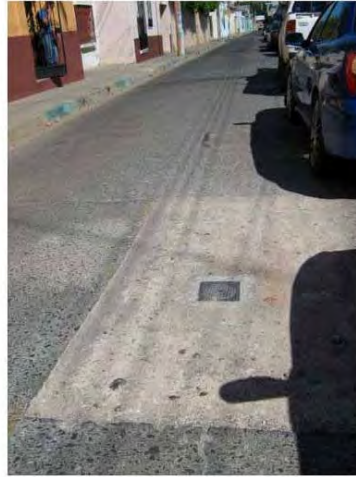
**Western Region, Santa Ana Report, November 26 of 2009.**

- **Activity:** Verification of installed valves. They have finish all the valves except Flow Measurement and Macro Meter Pit, they will start doing this on December 10<sup>th</sup>.
- **I will visit again December 11 , to check the Pit construction.**
- Above you can see that all I verify all valves in visit field.
- They are ready with the Power Generator to work on MNF.

3. V-10



5. V-3



4. V-44



6. V-58



7. V-55



9. V-13



8. V-53



10. V-12



11. V-11



13. V-36



12. V-9



14. V-8





15. V-6



17. V-5



18. Vn-6



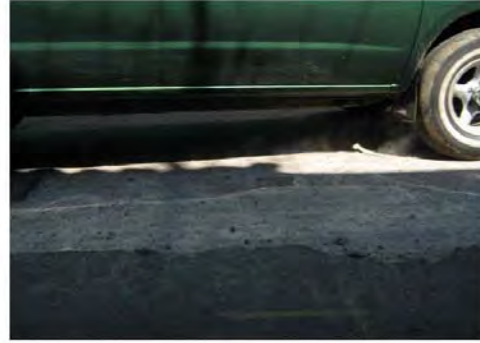
16. V-7



15. V-6



17. V-5



18. Vn-6



16. V-7



**Metropolitan Region, Bosques de La Paz Report, December 3 of 2009.**

- **Activity:** This action team started to work again on December 2<sup>nd</sup>. They have worked some weekend days.
- **This Model block seems to work fine, Mr. Aquiles says that next week he will try to start the Isolation Test. I will join.**
- **They have found different diameters in some valves, also some valves that in map are present but not in real life.**
- Mr. Aquiles is wondering about inside valves of model block. He needs to know if its possible to use valves in stock in case the inside valves are not working good.

Here is the pictures I got from the process of valves installed at this time:







**Central Region, Tonacatepeque Report, December 9 of 2009.**

- **Activity:** Action Teams are working from Monday in fixing the holes they made to verify pipe diameters and material. Customers are complaining about this.
  - **MAP they are still working on updating the map.**
  - Staff says they need 1 week to finish each pit.
  - To install one valve with valve cover they need around 5 hours.
  - They haven't install ball valve because it can be stolen, so they will install it when the cover is ready.
1. This is the first Flow Measurement Pit they are working, they are receiving material separately, and that is another reason of delay. They cannot install ball valve until they put the cover to be safe, otherwise it can be stolen.



2. The other activity they are working is fixing the holes they made to verify pipe diameter and material.



3. This is the place where they are preparing all the materials such as columns, installation of valve, etc.





4. This is one of the old valves that they replace.





5. This is the second Flow Measurement Pit they are working. They will start working the third FMP next week.



6. This is a sample of the valve covers they are installing.



7. This is one of the valves they are starting to install.



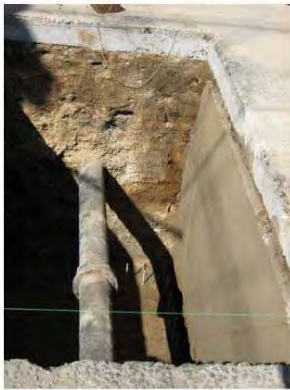
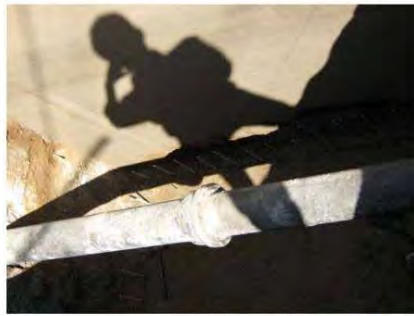
**Western Region, Santa Ana Report, December 11 of 2009.**

- **Activity:** Check advances of activities in Santa Ana.
- **Mr. Douglas Orellana and Ms. Iris of WR Communications** join to the visit field.
- **As you will see in the pictures they are working on the Pits, this day they were working 2 and from Monday they will star with the macro meter pit construction.**
- They bring the Power generator in order to demonstrate that also will be used for MNF.
- We went to check the advances of fixing with asphalt the holes causes by the substitution and or installation of valves.
- We check some meters that have problems such and leak, box destroyed, etc. They will fix this during substitution.

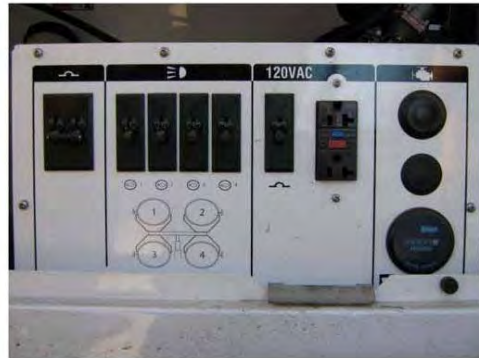
1. After installing all the valves (excepting MNF and Macro Meter), now Western Region is working on the construction of Pits.



2. As you can check in the pictures they have worked according to your suggestions.



3. This is the Power Generator that ANDA has for 3 regions.



4. They have also started to fix streets with asphalt, not all the holes but they have start.



5. This is one of the valves installed that they are waiting to install the cover.



6. We check also come cases of Meters that have problems that they will fix during the process of substitution.



**Central Region, Tonacatepeque Report, December 16 of 2009.**

- **Activity:** In Tonacatepeque they had the problem before that they didn't have to many personnel. Now they have more ANDA staff working for model Block.
- They are working on fixing the holes with asphalt and or concrete block streets.
- They have built the walls with bricks in one pit, the other 2 are already excavated as you can check in the pictures.
- About Micro Meters they haven't start substitution.

1. They are fixing the street while they are installing valve covers.





2. This is the pit that they started working on this week.



**Metropolitan Region, Bosques de La Paz Report, December 16 of 2009.**

- **Activity:** They are still working on the fixing of the holes caused by the installation of valves.
- They are working on the construction of pits. They have started the first one.
- They have problem with installation of V-1, they cannot find the pipe line.
- Substitution of valve has a 70% of advance.
- They have received several claims by customers in the call center.

1. I checked the fixing of the holes with asphalt. In some areas is cement and they are fixing according to the material of street.





2. This is the process of construction of pit. This is the first one that they are working. They had the problem of receiving of material for construction.





3. This are some holes they made trying to find the pipe line to install V-1.





**Western Region, Santa Ana Report, December 17 of 2009.**

- **Activity:** Here is the advance of the construction of pits in Santa Ana.
- **Western Region activities seems to go on the right way.**
- They have advanced in all the activities.
- They are working also in micro meters substitution.
- They will start next week activities of isolation tests.

1. This is the pits they are working know. They have experienced some problems with the customers or person who felt uncomfortable with the closed streets.







2. This is the valve that they had the problem of the rain pipe line. What they did, is that they put a little wall inside covering the rain pipe line.



3. They almost finish fixing all the holes caused of installation of valve pit.



## Record of Meeting/Discussion

<b>Date:</b>	January 25, 2010	<b>Time:</b>	from	9:00	to	13:00
<b>Venue:</b>	ANDA Western Region					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Douglas Orellana		Action Team Member in Charge		ANDA		
Ing. Elmer Umaña		Operations Department		ANDA		
Ing. Marlon Guzmán		Action Team Member		ANDA		
Lic. Iris Arévalo		Communications		ANDA		
Lic. Luis Caballero		Billing Department		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		NRW leader				
Emilio Sura		Interpreter				
Ms. Manuel Rivera		Project Assistant				
<b>Main Subject:</b>						
<b>1. Advance of Installation Works.</b>						
Topic	Contents of Discussion			Conclusion		
1	Arq. Orellana explains that they have done small test of isolation, during this period people started calling reporting no water service in some areas. They realized that is caused by closed valves inside the system.			They will try to arrange budget to replace this valves, if this is not possible they will just try to remove it.		
2	WR will prepare and send to expert team the budget for material and staff need on activities. They will arrange also a Communications and Public Relations Plan to inform customers about possible water cuts services during isolation tests.					
3	Meter substitution will be finish the next week.			They still have to replace around 200 meters.		
Actions to be taken			by Whom		until When	
Expert Team will prepare work plan or Schedule to make sure the starting date.			Akihiko Okazaki			

**Western Region, Santa Ana, January 25 of 2010.**

- **Activity:** Advances and Verification of advances.
  1. Arq. Orellana explains that they have done small test of isolation, during this period people started calling reporting no water service in some areas. They realized that is caused by closed valves inside the system.
  2. They will try to arrange budget to replace this valves, if this is not possible they will just try to remove it.
  3. They will arrange also a Communications and Public Relations Plan to inform customers about possible water cuts services during isolation tests.
  4. Meter substitution will be finish the next week.







## Record of Meeting/Discussion

<b>Date:</b>	January 26, 2010	<b>Time:</b>	from	9:00	to	15:00
<b>Venue:</b>	ANDA Central Region, Polideportivo of Tonacatepeque					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team			NRW Reduction Action Team (Metropolitan)			
■ NRW Reduction Action Team (Central)			NRW Reduction Action Plan (Western)			
Power-Saving Management Team			Sewerage Planning Team			
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. José Luis Hércules		Action Team Member in Charge		ANDA		
Ing. Luis Díaz		Team Member		ANDA		
Luis Ernesto Gutierrez		Billing Department		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		NRW leader				
Emilio Sura		Interpreter				
Ms. Manuel Rivera		Project Assistant				
<b>Main Subject:</b>						
1. Advance of Installation Works.						
Topic	Contents of Discussion				Conclusion	
1	<p>Mr. Okazaki verify the valve installation and updated map. Sr. Okazaki revisa el mapa actualizado del área modelo.</p> <p>Mr. Hércules provide the list of material in stock. Ing. Hércules entrega el listado de material en "stock".</p> <p>Mr. Okazaki asks to add stand for Devices and Equipment inside Pit. Sr. Okazaki pide agregar repiza o estante en una de las esquinas de una caja de medicion.</p>				<p>Mr. Okazaki asks to make more clear the connections in map. El Sr. Okazaki pide que se haga mas claro el mapa y se enmienden ciertos errores aún existentes.</p>	
2	<p>There are some problems for isolation in JAIL zone and also in some other lines; they will try to isolate installing tap or valve in order to have the correct isolation. Aún existen ciertos problemas cerca del área de la penitenciaría que tiene que ser corregidas para aislar correctamente las áreas; Región Central intentará colocar tapón o válvula para corregir dichas falencias.</p>					
3	<p>There are some public services and others like parks, hydrants, etc. Existen algunos servicios públicos de agua que no poseen medidor. También se verificará como son medidos y cobrados los servicios de hidrantes, parques públicos, etc.</p>				<p>Mr. Okazaki ask to check how this public water is measured. If public water services don't have meter, CR will install. Se acordó que si dichos servicios públicos no tienen medidor se</p>	

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		colocará medidor.	
4	They will send Error Meter Results based on 20 samples. Enviarán error de Medidor en base a 20 medidores.		
5	They still have to replace around 200 meters. Aún faltan 200 medidores por reemplazar.		
Actions to be taken		by Whom	until When
Expert Team will prepare work plan or Schedule to make sure the starting date of other activities. El Equipo de Expertos preparará plan de trabajo para tener fechas de inicio en cada actividad.		Akihiko Okazaki	



**Central Region, Tonacatepeque Report, January 26 of 2010.**

- **Activity:** Advances and Verification of advances.
1. Mr. Okazaki check advance of model Block. El Sr. Okazaki revisa avance de trabajos en área modelo.
    - Mr. Okazaki verify the valve installation and updated map. Sr. Okazaki revisa el mapa actualizado del área modelo.
    - Mr. Hércules provide the list of material in stock. Ing. Hércules entrega el listado de material en "stock".
    - Mr. Okazaki asks to add stand for Devices and Equipment inside Pit. Sr. Okazaki pide agregar repiza o estante en una de las esquinas de una caja de medicion.
    - Mr. Okazaki asks to make more clear the drawings of connections in map. El Sr. Okazaki pide que se haga mas claro el mapa y se enmienden ciertos errores aún existentes.





2. There are some problems for isolation in JAIL zone and also in some other lines; they will try to isolate installing tap or valve in order to have the correct isolation. Aún existen ciertos problemas cerca del área de la penitenciaría que tiene que ser corregidas para aislar correctamente las áreas; Región Central intentará colocar tapón o válvula para corregir dichas falencias.



3. There are some public services and others like parks, hydrants, etc. Existen algunos servicios públicos de agua que no poseen medidor. También se verificará como son medidos y cobrados los servicios de hidrantes, parques públicos, etc.

Mr. Okazaki ask to check how this public water is measured. If public water services don't have meter, CR will install. Se acordó que si dichos servicios públicos no tienen medidor se colocará medidor.



4. There are some leak that Mr. Okazaki instructs to leave it as it is in order to make survey with more accuracy.



## Record of Meeting/Discussion

<b>Date:</b>	January 27, 2010	<b>Time:</b>	from	9:00	to	11:30
<b>Venue:</b>	ANDA Metropolitan Region, Bóscques de La Paz.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Aquiles Montoya		Action Team Member in Charge		ANDA		
Ing. Camilo Marroquín		Billing Department		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		NRW leader				
Emilio Sura		Interpreter				
Ms. Manuel Rivera		Project Assistant				
<b>Main Subject:</b>						
1. Advance of Installation Works.						
<b>Topic</b>	<b>Contents of Discussion</b>				<b>Conclusion</b>	
1	<p>Mr. Okazaki check advance of model Block. El Sr. Okazaki revisa avance de trabajos en área modelo.</p> <p>Mr. Aquiles explains that they will finish 2 MNF pits today. From tomorrow they will install valves on MNF pits. After they finish this they will start construction of Macro Meter Pit. Arq. Montoya explica que este día finalizarán las construcción de 2 cajas de medición. Desde mañana se iniciarán con los trabajos de instalacion de las válvulas en las cajas de medición. Una vez terminado lo anteriores se procederá a construir la caja del Macro Medidor.</p>					
2	<p>Mr. Okazaki tried to identify if there was pipe line near the V-1. After Mr. Aquiles close valve to see if there were connections from other valve but there was no water service. We will wait for confirmation of this situation. El Sr. Okazaki intent verificar si existe tubería en V-1. Arq. Montoya cerró válvula para ver de dónde era abastecido sector y las timosamente no habia servicio de agua. Sr. Okazaki esperare la confirmación.</p>					

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3	Mr. Okazaki will prepare training or Workshop for Leakage Detection. El Sr. Okazaki preparará plan de trabajo para <b>iniciar con los trabajos de detección de fugas.</b>	
4	Mr. Aquiles and Mr. Marroquín will wait for the Wrok Plan in order to arrange time, equipment and staff to start activities. Arq. Montoya e Ing. Marroquín se harán cargo de recibir taller e instrucciones del método de realización de Detección de Fugas.	
Actions to be taken		by Whom
Expert Team will prepare work plan or Schedule to make sure the starting date of othere activities. El Equipo de Expertos preparará plan de trabajo para tener fechas de inicio en cada actividad.		Akihiko Okazaki
		until When

**Metropolitan Region, Bosques de La Paz Report, January 27 of 2010.**

- **Activity:** Advances and Verification of advances.

1. Mr. Okazaki check advance of model Block. El Sr. Okazaki revisa avance de trabajos en área modelo.

Mr. Aquiles explains that they will finish 2 MNF pits today. From tomorrow they will install valves on MNF pits. After they finish this they will start construction of Macro Meter Pit. Arq. Montoya explica que este día finalizarán las construcción de 2 cajas de medición. Desde mañana se iniciarán con los trabajos de instalación de las válvulas en las cajas de medición. Una vez terminado lo anterior se procederá a construir la caja del Macro Medidor.



2. Mr. Okazaki tried to identify if there was pipe line near the V-1. After Mr. Aquiles close valve to see if there were connections from other valve but there was no water service. We will wait for confirmation of this situation. El Sr. Okazaki intent verificar si existe tubería en V-1. Arq. Montoya cerró válvula para ver de dónde era abastecido sector y las timosamente no había servicio de agua. Sr. Okazaki esperare la confirmación.





## Record of Meeting/Discussion

<b>Date:</b>	February 2, 2010	<b>Time:</b>	from	9:00	to	10:00
<b>Venue:</b>	ANDA 1 <sup>st</sup> Floor Building					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
<input type="checkbox"/> Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. Saul Ortega		Technical Director		ANDA		
Ing. Angel Valdes		Western Region Manager		ANDA		
Arq. Douglas Orellana		WR Action Team		ANDA		
Arq. Rosmery Azucena		Technical Director Assistant		ANDA		
<b>Attendants JICA (Name)</b>						
Takemasa Mamiya		Project leader		JICA		
Akihiko Okazaki		NRW expert		JICA		
Yasuhiro Aoki		NRW expert		JICA		
Emilio Sura		Interpreter		JICA		
Ms. Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
1. <b>Budget to Isolate Model Block</b>						
Topic	Contents of Discussion			Conclusion		
1	<p>Mr. Valdes explains that situation of model block isolation. They made a small test and visit field verification and they found that only small portion of model block was isolated. They found that there are 4 valves that need to be replace and 32 to be eliminated.</p> <p>They estimate the cost of achieve the right isolation and they will need a budget around \$28,000. Also 15 people all this on a period of 15 days.</p> <p>Mr. Mamiya explains that if ANDA aprooves and is able to handle the budget there is no problem.</p>			<p>Mr. Ortega (TD), approves the budget but he suggest WR to first find all material in ANDA in order to reduce costs.</p>		
2	<p>Mr. Mamiya explains ANDA that it is necessary that MNF don't be delay, and isolation works has to be done step by step (perimeter by perimeter) starting from the source of Model Block. It is necessary to finish all Model Block but if they don't finish before MNF survey they will work with the advance at that time.</p>			<p>WR will send advances of Isolation works.</p>		
Actions to be taken				by Whom		until When

**Bosques de La Paz, Metropolitan Region, 2<sup>nd</sup> 3<sup>rd</sup> and 4<sup>th</sup> of February of 2010.  
From 8:00 AM to 4:00 PM**

- **Activity:** Starting of Acoustic Survey
  - **ANDA NRW Action Team, additional ANDA plumbers and JET**
1. Action team started the acoustic survey in company of all members in Bosques de La Paz.
  2. We use all listening bars in order to advance with all the team.

















**Bosques de La Paz, Metropolitan Region, 8 of February of 2010. From 10:00 PM to 4:00 AM**

- **Activity:** Starting of Night Work Leak Detection
- **President of ANDA, All Security Members, ANDA NRW Action Team, additional ANDA plumbers and JET**



**Bosques de La Paz, Metropolitan Region, 4<sup>th</sup> and 9 of February of 2010.**

- **Activity:** Isolation Test
  - **Mr. Aquiles Montoya and Staff and Manuel Rivera.**
1. At same time of acoustic survey we check if model block was working fine when isolating by areas.
  2. As you can see in the pictures we also found a considerable leak near pit N. 1 that wil be repair.









## Record of Meeting/Discussion

<b>Date:</b>	March 15, 2010	<b>Time:</b>	from	11:00	to	12:00
<b>Venue:</b>	ANDA 5 <sup>st</sup> Floor Building, JICA Project Office.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
■ NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. José Hercules		Action Team second leader.		ANDA		
Arq. Luis Díaz		Technical Assistant		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		NRW expert		JICA		
Emilio Sura		Interpreter		JICA		
Ms. Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
<b>1. Budget to Isolate Model Block</b>						
Topic	Contents of Discussion				Conclusion	
1	Mr. Okazaki explains that we will finish tomorrow the second part of MNF that we could not finish. He ask to do the readins of MNF between 1:00 AM to 2:30 AM.					
2	Ms. Hercules explains that they will install valves instead of the 4 micrometer they install in branches.					
3	Okazaki San ask to update the list of customers with the list sent by Manuel Rivera.					
4	Mr. Hercules says that he is having problems with 20 customers that they don't allow to replace meter. Mr. Okazaki recommends that find support with legal department of ANDA. Mr. Hercules says that he will take in charge of this.					
5	MNF will include also the new houses added after last survey. (This is part of the customer list update information).					

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6	Okazaki san also recommend to read every 1 <sup>st</sup> of March as they usually do.	
7	Luis Diaz, will send the updated map on Monday 22 and also the leak report.	
8	Okazaki San ask to inform Manuel Rivera for the big leak repair and excavation to take pictures and send report.	
Actions to be taken		by Whom
		until When

## Record of Meeting/Discussion

<b>Date:</b>	March 15, 2010	<b>Time:</b>	from	10:00	to	11:00
<b>Venue:</b>	ANDA 5 <sup>th</sup> Floor Building, JICA Project Office.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Douglas Orellana		Action Team second leader.		ANDA		
Ing. Jose Humberto Guzmán		Operations Action Team		ANDA		
Arq. Marlon Guzman		Technical Action Team		ANDA		
Lic. Iris Arévalo		Communications Action Team		ANDA		
Lic. Luis Caballero		Billing Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		NRW expert		JICA		
Emilio Sura		Interpreter		JICA		
Ms. Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
<b>1. Budget to Isolate Model Block</b>						
Topic	Contents of Discussion				Conclusion	
1	Arq. Douglas explains that he is elaborating the Map of Model Block, he will send file tomorrow.					
2	Action team will coordinate activities with Manuel Rivera in order to make report and take pictures at site.					
3	Action Team agreed to work according to Work Plan. If they change any date they will arrange with Manuel Rivera. All this is necessary to arrange Public Relations Activities.					
4	Also the readings of Macro and Micro meter they will work it as Work Plan, every 24 of month.					
5	Arq. Orellana asks Okazaki San if they need to eliminate the rest of the valves they supposed to emilinate for model block isolation.				Okazaki San responds that if this valves does not affect isolations they can leave does valves. It is ANDA decisión.	



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**Record of Meeting/Discussion**

<b>Date:</b>	May 27, 2010	<b>Time:</b>	from	14:00	to	15:30
<b>Venue:</b>	ANDA 1 <sup>st</sup> floor meeting room.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
■ NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. Frederick Benítez		Central Region Manager		ANDA		
Ing. Ángel Valdés		Western Region Manager		ANDA		
Ing. José Hercules		CR Action Team second leader.		ANDA		
Arq. Luis Díaz		CR Technical Assistant		ANDA		
Tec. Neftali Batres		CR Technical Operator		ANDA		
Arq. Douglas Orellana		WR Action Team second Leader		ANDA		
Ing. José Humberto Gumán		WR Action Team		ANDA		
Lic. Luis Caballero		WR Billing Department		ANDA		
Ing. Marlón Guzmán		WR Action Team Member		ANDA		
Lic. Íris Arévalo		WR Communications Department		ANDA		
<b>Attendants JICA (Name)</b>						
Takemasa Mamiya		JET		JICA		
Yasuhiro Aoki		JET		JICA		
Lic. Orlando Hidalgo		JICA Office		JICA		
Emilio Sura		Interpreter		JICA		
Mr. Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
1. Sharing information of NRW reduction in model blocks and discussing about pilot area and workplan.						
Topic	Contents of Discussion			Conclusion		
1	Mr. Mamiya thank both teams of all the activities for NRW reduction. And he explains that all this is in order to Reduce Leakage and to control better all the Quantity of Charged Water.					
2	Action Teams also were explained that after this is necessary to calculate and make the budget of cost of all this activities to make Analysis of Cost-Benefit.					

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3	Next ANDA will have to analyze which activities are more efficient according to their necessities in order to make a new Methodology to conduct Pilot Area by ANDA. This will also be useful for NRW Management Team. All this will be completed in June.	
4	Action Teams asked about the deadlines they have to provide to JET the budget of cost and monthly micro and macro consumption.	JET explain that they are working of MNF analysis, Aoki San will work with this information. For next Friday (June 4) it will be Ok to send it to JET office.
5	Mr. Manuel asked the action team to comment about Public Relations in model block.	Both teams agreed that it was complicated because of New ANDA Water Rate. They also agreed that Communication house by house it is better for them.
6	Mr. Manuel asked action teams that we would like to improve this communications and that it is necessary to have somebody in Action Team in charge only about this topic.	CR will assign Nataly Colocho in charge communications. WR already has Iris Arévalo in charge.
7	Mr. Douglas (WR) commented that it was difficult to work in JICA work plan and ANDA regular work plan.	Mamiya asks to prepare a work plan according to the project schedule.
Actions to be taken		by Whom
JET will receive following information before 4 of June:		Action Teams
<ul style="list-style-type: none"> <li>• Budget of Cost</li> <li>• Micro and Macro meter consumption</li> </ul>		until When June 4

## Record of Meeting/Discussion

<b>Date:</b>	May 28, 2010	<b>Time:</b>	from	12:30am	to	4:00am
<b>Venue:</b>	Bósques de La Paz					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Aquiles Montoya		MR Action team		ANDA		
Other ANDA plumbers						
<b>Attendants JICA (Name)</b>						
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. MNF survey						
Topic						
	Contents of Discussion			Conclusion		
1	Mr. Aquiles arrange all the staff in order to be ready with all the equipments and material.					
2	JET and Mr. Aquiles agreed which areas will be measured and at what time.			1 <sup>st</sup> area of model block was measured.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jun 1 <sup>st</sup> , 2010	<b>Time:</b>	from	12:30am	to	4:00am
<b>Venue:</b>	Bósques de La Paz					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arg. Aquiles Montoya		MR Action team		ANDA		
Other ANDA plumbers						
<b>Attendants JICA (Name)</b>						
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. MNF survey						
Topic						
	Contents of Discussion			Conclusion		
1	JET and Mr. Aquiles agreed to measure areas 2 and 3 in model block.					
2	There were some problems of water supply, we were only able to measure area number 3			Tomorrow we will measure area number 4		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jun 2 <sup>nd</sup> , 2010	<b>Time:</b>	from	12:30am	to	4:00am
<b>Venue:</b>	Bósques de La Paz, San Salvador					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Aquiles Montoya		MR Action team		ANDA		
Other ANDA plumbers						
<b>Attendants JICA (Name)</b>						
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. MNF survey						
Topic						
	Contents of Discussion				Conclusion	
1	JET and Mr. Aquiles agreed to measure areas 4 in model block.					
2	There were some problems of water supply that affect results. We will have to measure again area 4				We will coordinate a second survey for area number 4	
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jun 15 , 2010	<b>Time:</b>	from	12:30am	to	4:00am
<b>Venue:</b>	Bósques de La Paz, San Salvador					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Aquiles Montoya		MR Action team		ANDA		
Other ANDA plumbers						
<b>Attendants JICA (Name)</b>						
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. MNF survey						
Topic						
	Contents of Discussion			Conclusion		
1	JET and Mr. Aquiles agreed to measure areas 4 in model block.					
2	Area number 4 was measured.			Successfull activity		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	June 29, 2010	<b>Time:</b>	from	15:00	to	16:30
<b>Venue:</b>	ANDA 1 <sup>st</sup> floor meeting room.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. José Hercules		CR Action Team second leader.		ANDA		
Arq. Luis Díaz		CR Technical Assistant		ANDA		
Arq. Douglas Orellana		WR Action Team second Leader		ANDA		
Ing. Marlón Guzmán		WR Action Team Member		ANDA		
Arq. Aquiles Montoya		MR Action Team second leader		ANDA		
<b>Attendants JICA (Name)</b>						
Takemasa Mamiya		JET		JICA		
Yasuhiro Aoki		JET		JICA		
Mr. Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
1. Explicación de costo de actividades y unificación de modificaciones y estimaciones por parte de las 3 regiones para elaborar dichos costos de actividades.						
Topic	Contents of Discussion			Conclusion		
1	Los equipos de acción despejan dudas acerca de como se han hecho las estimaciones en cada región. El Señor mamiya explica como deben ser los parametros de estimación en cuanto costo unitario. Las 3 regiones exponen diferencias de metodología cada reación. Action teams ask about their doubts of the estimations made on their regions. Mamiya San explain the correct parameters to make estimations regarding unit costs. The 3 regions explains the differences between 3 regions to make estimations.			Ambas partes despejan dudas y comprenden mejor la situación. Both sides understand better about the situation.		
2	El Sr. Mamiya les entrega lo cuadros de comparación en donde se refleja las grandes diferencias de montos en varias actividades. Se revisaron los cuadros y entre las 3 regiones identifican se identifican los posibles errores de estimación. Mamiya San provide sheets with drawings to check the differences of prices and costo between 3 regions wich reflects that the difference in to big comparing the 3 regions. Files were checked and the regions identify possible mistakes.			Se acuerda que región Central y Metropolitana harán modificaciones a sus estimaciones de costo en base al presentado por Región Occidental que solo agregará, adicionalmente, el porcentaje de Costo de Administración. We all agree that Central and Metropolitan regions will review and correct their estimations of costs based on WR cost estimation that will have to include only in addition the		

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		administrative cost in percentage.
3	Se acuerda entre proyecto y ANDA que el costo de Administración será de 20-25% y se refiere a los salarios del personal administrativo relaciones al proyecto. We all agree that cost of administration will be between 20-25% and it is assign to the salary of administrative staff related with this project.	<b>Las 3 regiones enviarán esta semana a mas tardar las modificaciones de parte de las 3 regiones.</b> Pues es necesario culminar esta actividad y comenzar con las áreas piloto. 3 regions will send to the lastest on Friday morning their cost estimations. We need to finish this in order to start Pilot Area activities.
4	Se revisaron tambien los listados de las personas que han tenido mayor participacion en todas las actividades en los 3 equipos de acción. Se reconoció que de parte de Región Metropolitana hay una gran deficiencia y dificultad por que solo el Arq. Montoya ha mostrado interés y participación en todas las actividades y reuniones. Also we checked the list of members of 3 regions. Mr. Aquiles comments that he doesnt have the support form his team and because of this difficult he delays to provide information.	Arq. Montoya hablará con el gerente de la región para tratar este tema y si es necesario se le hará saber nuevamente a la Unidad de Cooperación para que si es necesario, se modifique el equipo de acción. Mr. Aquiles will have a conversation about this with his manager and if they consider some changes they will inform Cooperation Unit.
Actions to be taken		by Whom
A mas tardar esta semana el proyecto recibirá: To the project will receive at the end of this week:		Equipos de acción Action Teams
<ul style="list-style-type: none"> <li>Costos de actividades Cost Activities</li> </ul>		Viernes 30 Friday 30



## Record of Meeting/Discussion

<b>Date:</b>	July 06, 2010	<b>Time:</b>	from	9:00	to	11:30
<b>Venue:</b>	ANDA 1 <sup>st</sup> floor meeting room.					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. Armando Ramirez		MR Manager				
Arq. Aquiles Montoya		MR Action Team second leader		ANDA		
Dina Leiva		MR Technical assistant		ANDA		
Mauricio Iraheta		MR Billing department boss		ANDA		
Camilo Marroquín		MR Billing department assistant		ANDA		
Ana Ruth Polanco		MR Communications collaborator		ANDA		
Carlos Munguía		MR Social Projection		ANDA		
Ing. José Hercules		CR Action Team second leader.		ANDA		
Arq. Luis Díaz		CR Technical Assistant		ANDA		
Mario Arévalo		CR New services		ANDA		
Arq. Douglas Orellana		WR Action Team second Leader		ANDA		
Humberto Guzmán		WR Operations		ANDA		
Ing. Marlón Guzmán		WR Action Team Member		ANDA		
Luis Caballero		WR Billing		ANDA		
Iris Arévalo		WR Communications		ANDA		
<b>Attendants JICA (Name)</b>						
Takemasa Mamiya		JET		JICA		
Yasuhiro Aoki		JET		JICA		
Manuel Rivera		Project Assistant		JICA		
Emilio Sura		Interpreter		JICA		
<b>Main Subject:</b>						
1. Cost-Benefit analysis, Methodology of model block, Selection of Pilot Area and field investigation of pilot area.						
Topic	Contents of Discussion			Conclusion		

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1	<p>Mamiya San explains about analysis of cost-benefit that reflects the cost of each activity between JICA and ANDA. All this in order to eliminate any unnecessary activity. El Señor mamiya explica sobre los analisis de costo-beneficio el cual refleja lo que cuesta cada actividad realizada. Dichos costos entre JICA y ANDA. Esto con el fin de depurar actividades que no son de beneficio a la institución.</p> <p>Región Metro asegura que el aspecto de coordinación de seguridad refleja mayor dificultad. Región Occidental afirma que el reemplazo de válvulas y Región Central no tiene inconvenientes. MR says that security arrangements are difficult for them. WR consider valve replacement was complicated for them. And CR doesn't have any comment.</p>	<p>Al final de las discusión se acuerda que se deben aplicar al área piloto las mismas metodologías utilizadas en las áreas modelo, EXCEPTO Region Metro que no implementar el STE TEST. Región Occidental intentará realizarlo todo con mayor intensidad. At the end of discussion all regions agree to use in pilot area the same methodology used in model block, except MR will not use STEP TEST. WR will also execute activities with more intensity.</p>	
2	<p>Las 3 regiones explican que debería de analizarse sobre los criterios de construcción de los sistemas de ANDA puesto que estos no están diseñados para tener un mejor control de aislamiento. 3 regions suggest that there should be an análisis or survey that control the construction of hydraulic system in order to have better control of isolation.</p>	<p>El Sr. Mamiya explica que este estudio lo realizará el equipo de <b>Manejo de Agua No Facturada</b> dentro de su plan. Mamiya san explains that this kind of survey will be added in NRW Management team plan.</p>	
3	<p>Las 3 regiones ya tiene seleccionadas las opciones para elegir el área modelo. Para lo cual se visitarán la próxima semana entre en proyecto y el equipo de acción. 3 regions already select candidate for pilot area. Next week we will have first visit field between JICA project and Action Teams.</p> <p>Metro: Ciudad Corinto Central: San Rafael Cedros Occidental: Centro de Santa Ana.</p>	<p>Manuel Rivera preparará la agenda y coordinará las visitas. Manuel Rivera will prepare and coordinate visit fields.</p>	
Actions to be taken		by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	Jul 13, 2010	<b>Time:</b>	from	9:30am	to	11:30am
<b>Venue:</b>	San Rafael Cedros, Cuscatlan					
<b>Meeting/Discussion among</b>						
<input type="checkbox"/> NRW Reduction Management Team <input checked="" type="checkbox"/> NRW Reduction Action Team (Central) Power-Saving Management Team Others		NRW Reduction Action Team (Metropolitan) NRW Reduction Action Plan (Western) Sewerage Planning Team				
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Jose Luis Hércules		CR Action Team		ANDA		
José Luís Díaz		CR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
T.Mamiya				JET		
Y.Aoki				JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. <b>Model Block Results and Candidates Pilot blocks</b>						
Topic						
	Contents of Discussion			Conclusion		
1	We discussed about all the requirements of the area.					
2	They feel that this is the best candidate because has a bigger size and they want to develop all the abilities learned in Tonacatepeque Model Block			JET and JICA office will have the last decision about it.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jul 14, 2010	<b>Time:</b>	from	9:30am	to	12:30am
<b>Venue:</b>	Central area of Santa Ana, Santa Ana					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Douglas Orellana		WR Action Team		ANDA		
Marlon Guzmán		WR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
T.Mamiya				JET		
Y.Aoki				JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. Candidates Pilot blocks						
Topic						
	Contents of Discussion			Conclusion		
1	We discussed about all the requirements of the area.					
2	They are trying to expand the center of Santa Ana regarding these activities. Pilot block will be next to the Model Block with a bigger area.			JET and JICA office will have the last decision about it.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jul 15, 2010	<b>Time:</b>	from	9:30am	to	12:30am
<b>Venue:</b>	Ciudad Corinto, San Salvador					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Aquiles Montoya		MR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
T.Mamiya				JET		
Y.Aoki				JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. <b>Candidates Pilot blocks</b>						
Topic						
	Contents of Discussion			Conclusion		
1	We discussed about all the requirements of the area.					
2	Mr. Aquiles says that this time will work on smaller area in order to have all the equipment and staff directly working on the project (they don't have to much personnel)			JET and JICA office will decide if this is a good option.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jul 22, 2010	<b>Time:</b>	from	9:30am	to	12:30am
<b>Venue:</b>	Ciudad Corinto , San Salvador and San Rafael Cedros, Cuscatlán					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Aguiles Montoya		MR Action Team		ANDA		
José Luis Hércules		CR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Augusto Guzmán		JICA Security officer		JICA		
T.Mamiya				JET		
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. Candidates Pilot blocks						
Topic						
	Contents of Discussion			Conclusion		
1	Today it was programmed the security visit check in candidate pilot block.			Mr. Guzmán will be in charge of security evaluation in order to approve if the area will be safe for expert team.		
2	Mr. Guzmán says that both areas are in good conditions in order to execute the activities of this project.			Mr. Guzman will send to ANDA furthert recommendations.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jul 23 , 2010	<b>Time:</b>	from	9:00am	to	10:30am
<b>Venue:</b>	Santa Ana, Santa Ana					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Douglas Orellana		WR Action Team		ANDA		
Marlón Guzmán		WR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		Expert		JET		
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. <b>Candidates Pilot blocks</b>						
Topic						
	Contents of Discussion			Conclusion		
1	WR was proposing to work on a bigger area in order to learn more about all the experience received in Model Block activities.					
2	Okazaki San recommends to work on a smaller area in order to have more control of all the activities.			WR agrees and they will expand this area when Pilot block activities finishes.		
Actions to be taken						
				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jul 26, 2010	<b>Time:</b>	from	9:00am	to	11:30am
<b>Venue:</b>	San Rafael Cedros, Cuscatlán					
<b>Meeting/Discussion among</b>						
<input type="checkbox"/> NRW Reduction Management Team <input checked="" type="checkbox"/> NRW Reduction Action Team (Central) Power-Saving Management Team Others			NRW Reduction Action Team (Metropolitan) NRW Reduction Action Plan (Western) Sewerage Planning Team			
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
José Luís Hércules		CR Action Team		ANDA		
José Luis Díaz		CR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		Expert		JET		
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. <b>Check of Pilot blocks</b>						
Topic						
	Contents of Discussion			Conclusion		
1	Mr. Hercules explains to Okazaki San how all the system works. We checked the water tank and main valves in San Rafael Cedros system with the map.					
2	The map is not updated, and CR action team will work to update all this information and will excavate to determine the diameters and conditions of pipe lines. in order to have accurate information of the system.					
Actions to be taken				by Whom		until When



## Record of Meeting/Discussion

<b>Date:</b>	July 27, 2010	<b>Time:</b>	from	9:00am	to	12:30am
<b>Venue:</b>	ANDA MR Office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arg. Douglas Orellana		WR Action Team		ANDA		
Ing. José Humberto Gumán		WR Action Team		ANDA		
Lic. Luis Caballero		WR Billing Department		ANDA		
Ing. Marlón Guzmán		WR Action Team Member		ANDA		
Lic. Íris Arévalo		WR Communications Department		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		Project assistant		JICA		
<b>Main Subject:</b>						
<b>1. Selection of Pilot Block</b>						
Topic	Contents of Discussion				Conclusion	
1	Mr. Douglas asked Okazaki san that they are proposing the new pilot block next to the model block area. Also he ask if the boundary valves between model block and pilot area can be used without affecting all the system.				Okazaki san that there is no problem.	
2	After checking all the pilot area Okazaki San said that they need to make sure that is not big enough in order to control all the surveys that will be made there. (staff and material)				They will consider if include the market area or not.	
3	They will send the latest map updated.					
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Aug 2 <sup>nd</sup> , 2010	<b>Time:</b>	from	9:00am	to	12:30am
<b>Venue:</b>	ANDA MR Office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■ NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position			Department/Organization	
Arq. Douglas Orellana		WR Action Team			ANDA	
Ing. Marlón Guzmán		WR Action Team Member			ANDA	
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET			JICA	
Emilio Sura		Interpreter			JICA	
<b>Main Subject:</b>						
1. Data logger training						
Topic	Contents of Discussion				Conclusion	
1	Douglas San said that pilot block area will be smaller, they will not include the market area.					
2	Okazaki San explain how to use data logger to Action Team.					
3	The data logger and accessories were installed in macro meter just to test and make sure that they will install this correctly.				They will do this activity after and they will send results.	
4						
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Aug 8, 2010	<b>Time:</b>	from	10:00am	to	12:30pm
<b>Venue:</b>	Central Rregion office					
<b>Meeting/Discussion among</b>						
■ NRW Reduction Management Team ■ NRW Reduction Action Team (Central) Power-Saving Management Team Others			NRW Reduction Action Team (Metropolitan) NRW Reduction Action Plan (Western) Sewerage Planning Team			
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
José Luís Hércules		CR Action Team		ANDA		
Luís Díaz		CR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		Expert		JET		
Emilio Sura		Interpreter		JET		
Manuel Rivera		Project assitant		JET		
<b>Main Subject:</b>						
1. <b>Data logger</b>						
Topic						
	Contents of Discussion			Conclusion		
1	JET explain to Mr. Herecules and Mr. Luis that how to set the data logging and connect to the Macro meter in the office.					
2	JET install the software which is downloaded from data logger to PC.					
3	JET and Action team go to site and install the data logger for the training. Action team can manage the data collection after training. CR					
4	JET explain to Mr Aquiles that how to set the data logging and connect to the Macro meter at the site.					
5	JET install the software which is downloaded from data logger to PC after comeback from site. Mr Aquiles can manage the data collection after training. MR					
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Ago 18, 2010	<b>Time:</b>	from	9:30am	to	10:40am
<b>Venue:</b>	ANDA CR Office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team ■ NRW Reduction Action Team (Central) Power-Saving Management Team Others			NRW Reduction Action Team (Metropolitan) NRW Reduction Action Plan (Western) Sewerage Planning Team			
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. José Luis Hércules		CR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
1. Consult about procurement of materiales in pilot areas						
Topic	Contents of Discussion			Conclusion		
1	Okazaki San checked the data logger and he realize that the information of 3 days was erased. Hercules san said that probably there was a mistake at the time of uninstalling all devices. Okazaki san explained him again how to do it.			Action Team will go back to the site and try to do all the process of installation of data logger.		
2	Hercules san says that he is having trouble to make the map of San Rafael Cedros (Pilot Area) because the person in charge cannot support this activity.			They will hire an external drawer. They have around 50% of advance.		
3	Okazaki san explain Hercules san that the map should be ready at least at the end of November.			Mr. Hercules says that they will finish map drawings before that date.		
4	Also Okazaki san explains that on next workshop he will instruct them the best points of valve installation.			Hercules san says that they will also start with the construction of pits to avoid delays in the future.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Ago 18, 2010	<b>Time:</b>	from	11:00am	to	11:50am
<b>Venue:</b>	ANDA MR Office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. Aquiles Montoya		MR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
1. Consult about procurement of materiales in pilot areas						
Topic	Contents of Discussion			Conclusion		
1	Mr. Aquiles had problems to install the software in the computer. After he called the techniccal support from MR and it was fixed. The information was correct downloaded.			The software were installes in 2 computers.		
2	The 6 metallic hoses are in Mr. Aquiles office. I suggest him to bring these hoses to the next workshop. I will notify the other regions so they can pick it up that day.					
3	Mr Aquiles provide Ciudad Corinto map to Okazaki San.			Okazaki San will send the information fixed to Aquiles san.		
4						
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Nov 12, 2010	<b>Time:</b>	from	9:00am	to	11:00am
<b>Venue:</b>	ANDA 5 <sup>th</sup> floor					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Arq. Aquiles Montoya		MR		ANDA		
Ing. José Luis Hércules		CR		ANDA		
Luis Díaz		CR		ANDA		
Arq. Douglas Orellana		WR		ANDA		
Lic. Iris Arévalo		WR		ANDA		
Ing. José Guzmán		WR		ANDA		
Marlon Guzmán		WR		ANDA		
Lic. Luis Caballero		WR		ANDA		
Roberto Raúl Rodríguez		WR		ANDA		
<b>Attendants JICA (Name)</b>						
Takemasa Mamiya		JET		JICA		
Manuel Rivera		JET		JICA		
<b>Main Subject:</b>						
1. Discussion of Model Block results document, Model Block readings and Work Plans.						
Topic						
	Contents of Discussion			Conclusion		
1	Mr. Douglas wants to have more clear the table about Error Meter survey. He would like to have a recommendation on what to do according to this numbers. Douglas pide aclaración de la tabla de Error de Medidor. Le gustaría que se brindaran recomendaciones con respecto a lso resultados.			Mr. Mamiya explains that table and result it is not to identify wich meter should be replace. The purpose is to have an average to know the condition of the area based on the sample. El Señor Mamiya explica que la tabla y resultados no permite ser específico con los medidores que deben ser reemplazados. El propósito es tener un promedio para saber la condiccion de error de medidor conforme a la muestra tomada.		
2	3 Action Teams agreed to try to replace micro meters in pilot block. They will change broken, direct connection, old and doubtful micro meters. Los 3 equipos de acción estuvieron de acuerdo en reemplazar la mayoría de micro medidores en Areas Piloto. Se reemplazará medidores averiados, conexiones directas, antiguos y dudosos de buen					

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	funcionamiento.		
3	3 action teams also agreed to read macro and micro meter in model block, from december and continuously. Los 3 equipos de acción acordaron hacer mediciones micro y macro en las áreas modelo a partir de diciembre 2010.		
4	About Work Plans, MR and WR will re consider all the activities in order to see what other advances can they do. Con respecto a los planes de trabajo, región Metro y región Occidental considerarán que otras actividades se pueden programar para avanzar y evitar retrasos.	CR will send new file in project format. Región Central esta pendiente de mandar el plan de trabajo en el formato enviado de parte del proyecto.	
5	Mr. Mamiya explained Action Teams that this time we will have brochure with general information of project but we will still need direct public relations beetween Action Teams and Pilot Block customers. El Sr. Mamiya explica a los equipos de acción que se contará con un brochure con información geneal del proyecto, por lo tanto la interacción con comunicados y notificaciones deberá ser igual a la de las área modelo.		
6	Action Teams will also update the Material in Stock information. Los equipos de acción actualizarán y verificarán el listado de materiales en stock.		
7			
Actions to be taken		by Whom	until When

# Record of Meeting/Discussion

Prepared by 小原幸三  
Date: 2011年2月6日

<b>Date:</b>	14 January, 2011	<b>Time:</b>	from 10:30	to 16:00
<b>Venue:</b>	ANDA Central Regional Office Warehouse			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team <input type="checkbox"/> NRW Reduction Action Team (Metropolitan) <input type="checkbox"/> NRW Reduction Action Team (Central) <input type="checkbox"/> NRW Reduction Action Plan (Western) <input type="checkbox"/> Power-Saving Management Team <input type="checkbox"/> Sewerage Planning Team <input checked="" type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
NRW Reduction Action Team				ANDA Central Regional Office
Ing. Oscar Alfonso Torres		Gerente General		HIDRAULICA
Mr. Will Avila		Gerente de Ventas		HIDRAULICA
<b>JICA エルサルバドル事務所</b>				
小林所員、オランダ所員				
<b>Attendants JICA Exparts (Name)</b>				
小原				
Mr. Manuel				
<b>Main Subject:</b>				
第3回目 JICA 機材調達立会検査－数量検査				
Topic	Contents of Discussion			Conclusion
1	11日予定していた納入が延期となり、さらに12日午後納入予定も延期になった。13日に Mr. マニユエルに JICA Mr. オランダから連絡が入り、14日 AM10:00 より、残りのすべての調達機材の納入検収をするとの連絡があった。			
2	14日、午前と午後2回搬入が ANDA Central Regional Office 倉庫に行われた。午前中に JICA 小林氏とオランダ氏が立会いに参加された。本日納入された機材の数量は、発注された数量通りであったことを ANDA、HIDRAULICA、JICA 専門家で確認した。従って、1回目、2回目、3回目の納入と合わせて、すべての調達機材が納入されたことを確認した。			
3	しかしながら、本日納入された片フランジ短管の塗装状態が良いことを ANDA、HIDRAULICA、JICA 専門家で確認した。			
4	また、本日納入されたバルブ本体のボルト長さが不足しており、かつ、長さが均一でないことも ANDA、HIDRAULICA、JICA 専門家で確認した。さらに、バルブ本体のボルトに錆が発生しており、そして、バルブ開閉用ハンドルボックス取り付けボルトの欠落が1台あることを ANDA、HIDRAULICA、JICA 専門家で確認した。			
5	このような状況であったため、本日の納入検査は数量確認検査のみとし、来週月曜日(17日)午前9時より、すべての納入機材の品質検査を行うことを ANDA、HIDRAULICA、JICA 専門家は同意した。			
6	数量検査立会検査記録に契約相手責任者および小原専門家は自署をした。			
Actions to be taken			by Whom	until When



## Record of Meeting/Discussion

Prepared by 小原幸三  
Date: 2011年2月6日

<b>Date:</b>	17 January, 2011	<b>Time:</b>	from 9:00	to 12:00
<b>Venue:</b>	ANDA Central Regional Office Warehouse			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team <input type="checkbox"/> NRW Reduction Action Team (Metropolitan) <input type="checkbox"/> NRW Reduction Action Team (Central) <input type="checkbox"/> NRW Reduction Action Plan (Western) <input type="checkbox"/> Power-Saving Management Team <input type="checkbox"/> Sewerage Planning Team <input checked="" type="checkbox"/> Others				
<b>Attendants - El Salvador side</b>				
Name		Position		Department/Organization
NRW Reduction Action Team				ANDA Central Regional Office
Ing. Oscar Alfonso Torres		Gerente General		HIDRAULICA
Mr. Will Avila		Gerente de Ventas		HIDRAULICA
<b>JICA エルサルバドル事務所</b> 小林所員				
<b>Attendants - JICA Experts (Name)</b>				
岡崎				
小原				
Mr. Manuel				
<b>Main Subject:</b> 第3回目 JICA 機材調達立会検査－品質検査				
Topic	Contents of Discussion			Conclusion
1	先週の金曜日の数量検査に引き続き、本日(17日)午前9時より、JICAの小林氏も途中から参加いただき、品質検査を実施した。			
2	品質検査の結果は以下のとおりであった。 (1)仕切弁(片フランジ短管 6インチ、4インチ、3インチ、2.5インチ、2インチ)はボルトのさび取り、不足長さのボルトの取り換え及びペイント補修を実施することが必要である。 (2)片フランジ短管 3インチ 18個のうちの2個が、明らかに不良品で、取り換える必要がある。片フランジ短管すべてに対してペイント補修が必要である。 (3)その他の機材は問題なし。			
3	ボルトのさび取り、不足長さのボルトの取替えおよびペイント補修について、ANDA、HIDRAULICA、JICA 専門家は同意した。			
4	片フランジ短管 3インチ 2個については取り換えて要求したが、保留となった。			
Actions to be taken		by Whom		until When
1. ボルトのさび取り、不足長さのボルトの取替えおよびペイント補修		HIDRAULICA		ASAP

## Record of Meeting/Discussion

Prepared by 小原幸三  
Date: 2011年2月6日

<b>Date:</b>	17 January, 2011	<b>Time:</b>	from 16:00	to 17:00
<b>Venue:</b>	JICA エルサルバドル事務所			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team		<input type="checkbox"/> NRW Reduction Action Team (Metropolitan)		
<input type="checkbox"/> NRW Reduction Action Team (Central)		<input type="checkbox"/> NRW Reduction Action Plan (Western)		
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team		
<input checked="" type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
JICA エルサルバドル事務所 小林所員、サンドラ所員				
<b>Attendants JICA Exparts (Name)</b>				
岡崎				
小原				
Mr. Manuel				
<b>Main Subject:</b> 第3回目 JICA 機材調達立会検査				
Topic	Contents of Discussion			Conclusion
1	<p>17日午後4時から、JICAにて小林氏とサンドラさんと本日午前中の品質検査の結果について打合せを行った。</p> <p>その際、コントラクターとの契約書のコピーを小林氏からいただいた。</p> <p>打合せの結果は以下のとおりです。</p> <p>(1)仕切弁(片フランジ短管6インチ、4インチ、3インチ、2.5インチ、2インチ)はボルトのさび取り、不足長さのボルトの取り換え及びペイント補修を実施することが必要である。</p> <p>(2)片フランジ短管3インチ 18個のうちの2個が、明らかに不良品で、取り換える必要がある。片フランジ短管すべてに対してペイント補修が必要である。</p> <p>(3)その他の機材は問題なし。</p>			
2	<p>明日(18日)午前9時30分から、JICAにて、この打合せ結果について契約業者と打ち合わせを行うとの電話連絡を小林氏より受け、この打合せへの出席依頼があった。</p> <p>あいにく、小原は明日(18日)浄水場へ行くことになっており、岡崎専門家とMr.マヌエルに出席してもらうことにした。</p>			
Actions to be taken		by Whom		until When

# Record of Meeting/Discussion

Prepared by 小原幸三  
Date: 2011年2月6日

<b>Date:</b>	18 January, 2011	<b>Time:</b>	from 14:00	to 15:00
<b>Venue:</b>	ANDA Central Regional Office Warehouse			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team <input type="checkbox"/> NRW Reduction Action Team (Metropolitan) <input type="checkbox"/> NRW Reduction Action Team (Central) <input type="checkbox"/> NRW Reduction Action Plan (Western) <input type="checkbox"/> Power-Saving Management Team <input type="checkbox"/> Sewerage Planning Team <input checked="" type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
NRW Reduction Action Team				ANDA Central Regional Office
Ing. Oscal Alfonso Torres		Gerente General		HIDRAULICA
JICA エルサルバドル事務所				
<b>Attendants JICA Exparts (Name)</b>				
岡崎				
Mr. Manuel				
<b>Main Subject:</b> 第3回目 JICA 機材調達立会検査－不具合箇所確認				
Topic	Contents of Discussion			Conclusion
1	18日午後、納入業者、ANDAのストア担当者の立ち会いのもとで、再度チェックを行った結果、  ①バルブのボルト長さが不足している→数をチェックして交換する。 ②バルブのねじ部がさびている→ブラシで錆を落とし、錆止めの処置をする。 ③ショートフランジに付着している塗装の塊→取り除いてペイントで補修する。  ①のボルト交換は、4"が15本、6"が5本、8"が2本で合計22本、②と③はすべての品物を確認して、問題箇所を補修することになりました。 不良箇所が改善されたかどうかの見極めは、明日の午後、もしくは金曜日に小原専門家が確認することになった。			
Actions to be taken		by Whom		until When
1. ボルトのさび取り、不足長さのボルトの取替えおよびペイント補修		HIDRAULICA		ASAP

## Record of Meeting/Discussion

Prepared by 小原幸三  
Date: 2011年2月6日

<b>Date:</b>	18 January, 2011	<b>Time:</b>	from 8:30 to 9:30
<b>Venue:</b>	JICA エルサルバドル事務所		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/> NRW Reduction Management Team		<input type="checkbox"/> NRW Reduction Action Team (Metropolitan)	
<input type="checkbox"/> NRW Reduction Action Team (Central)		<input type="checkbox"/> NRW Reduction Action Plan (Western)	
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team	
<input checked="" type="checkbox"/> Others			
<b>Attendants El Salvador side</b>			
Name		Position	Department/Organization
Ing. Oscal Alfonso Torres		Gerente General	HIDRAULICA
JICA エルサルバドル事務所 小林所員、サンドラ所員			
<b>Attendants JICA Exparts (Name)</b>			
岡崎			
Mr. Manuel			
<b>Main Subject:</b> JICA 機材調達			
Topic	Contents of Discussion		Conclusion
1	<p>昨日 17 日の検品時に問題になった資機材について、18 日午前、JICA 事務所で小林氏、サンドラ氏(オランダ氏の後任が来られるまでの担当)、HIDRULICA の代表、岡崎専門家と Mr. マニユエルで、以下のことで話し合いを持ちました。</p> <p>①バルブのボルト長さが不足している→数をチェックして交換する。</p> <p>②バルブのねじ部がさびている→ブラシで錆を落とし、錆止めの処置をする。</p> <p>③ショートフランジに付着している塗装の塊→取り除いてペイントで補修する。</p> <p>④3"の管厚が異なる 2 本のフランジ→追加購入する。</p> <p>⑤支払い条件→不備な箇所を改善し、検査に合格した時。</p> <p>⑥ペナルティについて→年内に納入できなかった品物に対して、減額を検討する。</p> <p>④については、管の厚さ(モルタルライニングが不均一)と 1 本は塗装状態が良くない(仕上げ忘れ)ので交換を要求しましたが、仕様書にはライニング厚(内径)に関する仕様と塗装の条件が具体的に書かれていなので、納入業者としては問題がないという立場取っている。</p> <p>業者側は、交換になると品物が届くまで支払いを受けられないし、JICA も検収が終わらないと自由に品物を動かすことができない</p>		

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Project for Organizational Strengthening and Operational Improvement for ANDA

	<p>め、追加という形になった。</p> <p>追加のフランジは空輸で2週間程度で届くと言っていたが、JICAとしては支払い後に確実に届けられるのか不安があるため、誓約書のようなものを提出させることを考えているようである。到着までに2週間掛ったとしても、予備品が使えること、工事量が多いWRで使用するため時間が稼げることから、工事そのものには影響がないことを小林氏に説明した。</p> <p>午後に、納入業者、ANANDAのストア担当者の立ち会いのもとで、再度チェックを行った結果、①のボルト交換は、4"が15本、6"が5本、8"が2本で合計22本、②と③はすべての品物を確認して、問題箇所を補修することになりました。</p> <p>不良箇所が改善されたかどうかの見極めは、明日の午後、もしくは金曜日に小原さんに確認して頂くことになりました。</p>	
2		
	by Whom	until When

## Record of Meeting/Discussion

Date:	January 18 <sup>th</sup> , 2011	Time:	from	13:45hrs	to	15:10 hrs
Venue:	ANDA Head Office, Power Saving Office 5 <sup>th</sup> floor					
Meeting/Discussion among						
1. Quality Check of Materials						
Attendants El Salvador side						
Name		Position		Department/Organization		
Mr. Remberto		Warehouse Staff		Central Region Storage Area, ANDA		
Teófilo Quintanilla		Provider Representative		HIDRAULICA, SA de CV		
Attendants JICA Experts (Name)						
Akihiko Okazaki		JICA's Expert				
Carola Leiva		JICA's Expert Team Assistant				
Main Subject:						
1. Quality Check for Pilot Area Matirial Procurment						
Topic	Contents of Discussion			Conclusion		
1	<p align="center"><u>Bolt Replacement Count</u></p> <p>Bolts of 4":</p> <ul style="list-style-type: none"> <li>• 15</li> </ul> <p>Bolts of 6":</p> <ul style="list-style-type: none"> <li>• 5</li> </ul> <p>Bolts of 8":</p> <ul style="list-style-type: none"> <li>• 2</li> </ul> <p><b><u>Total of 22 bolts to replace</u></b></p>					
2.	Mr. Okazaki also indicated to scratch out the rust in the bolts and grease them out to protect them					
3.	Mr. Okazaki ask to even out the paint lumps that the short flange pipes had					
Actions to be taken				by Whom		until When
Ms. Carola will call the provider to fix another meeting to check to good state of the valves and new bolts. Mr. Obara will go to that meeting				Ms. Carola		January 19 <sup>th</sup> , 2011

## Record of Meeting/Discussion

Prepared by 小原幸三  
Date: 2011年2月6日

<b>Date:</b>	19 January, 2011	<b>Time:</b>	from 15:30	to 16:30
<b>Venue:</b>	ANDA Central Regional Office Warehouse			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team		<input type="checkbox"/> NRW Reduction Action Team (Metropolitan)		
<input type="checkbox"/> NRW Reduction Action Team (Central)		<input type="checkbox"/> NRW Reduction Action Plan (Western)		
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team		
<input checked="" type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
NRW Reduction Action Team				ANDA Central Regional Office
Ing. Oscar Alfonso Torres		Gerente General		HIDRAULICA
<b>JICA エルサルバドル事務所</b>				
<b>Attendants JICA Exparts (Name)</b>				
小原				
Mr. Victor				
<b>Main Subject:</b> 第3回目 JICA 機材調達立会検査－最終検査				
Topic	Contents of Discussion			Conclusion
1	<p>18日午後、納入業者、ANDAのストア担当者の立ち会いのもと、小原専門家が再度チェックを行った結果、問題ないことを確認した。</p> <p>①バルブのボルト長さが不足している→数をチェックして交換する。 ②バルブのねじ部がさびている→ブラシで錆を落とし、錆止めの処置をする。 ③ショートフランジに付着している塗装の塊→取り除いてペイントで補修する。 ④3"の管厚が異なる2本のフランジ→追加購入する。</p> <p>①のボルト交換は、合計33本取り替えられている。 ②と③はすべての品物を確認し、問題箇所が補修済みであることを確認した。 ④については、業者から空輸にて最短納期で手配したと口頭で連絡を受けた。</p>			
2	立会検査記録に契約相手責任者および小原専門家は自署をした。			
Actions to be taken		by Whom		until When
1. 3"の管厚が異なる2本のフランジ→追加購入		HIDRAULICA		ASAP

## Record of Meeting/Discussion

<b>Date:</b>	Jan 19, 2010	<b>Time:</b>	from	10:00am	to	10:30pm
<b>Venue:</b>	ANDA 5 <sup>th</sup> floor, PRODEC-ANDA office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		■NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Douglas Orellana		WR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		JET Assistant		JICA		
<b>Main Subject:</b>						
1. Discussion of Pilot Block						
Topic						
	Contents of Discussion			Conclusion		
1	Mr. Douglas said that they cannot advance in Work Plan because they need to install the valves. It is very difficult for them to build the Pits in the Pilot Block since that area is the downtown of Santa Ana and a lot of traffic can affect the city.			They will try to work ASAP when they receive the valves.		
2	Marlon will be in charge of the acoustic survey and he and other staff will conduct this activity.					
3	Okazaki San explained Mr. Douglas that also the Macro Meter will be delay. Because of this we will uninstall 2 ultrasonic devices from WR and MR in order to make the MNF survey according to work plan.			Mr. Douglas agreed.		
4	JET and action team discuss to start about leak survey in advance because valve delivery is delay. And acoustic survey will start from today to January 21 for 3days.			Action team prepare the survey map, customer list, survey device and workers.		
Actions to be taken				by Whom		until When



## Record of Meeting/Discussion

<b>Date:</b>	Jan 24, 2010	<b>Time:</b>	from	11:00am	to	12:00pm
<b>Venue:</b>	ANDA 5 <sup>th</sup> floor, PRODEC-ANDA office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team			NRW Reduction Action Team (Metropolitan)			
NRW Reduction Action Team (Central)			NRW Reduction Action Plan (Western)			
Power-Saving Management Team			Sewerage Planning Team			
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Aquiles Montoya		MR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		JET Assistant		JICA		
<b>Main Subject:</b>						
1. <b>Discussion of Pilot Block</b>						
Topic						
	Contents of Discussion			Conclusion		
1	Okazaki San asks about the MNF and Macro Meter pits in Pilot Block			Aquiles San informs that they have finished the 3 MNF pits and they have planned to construct in different location the Macro Meter as an instruction by Techniccal Director Saul Vasquez.		
2	Okazaki San suggested that its better to construction and "special" Pit in the highest part of the Pilot Block. There it will be installed the macro meter, the ball valves with pressure gages, and also an space to stick the ultrasonic flow meter device.			Both agreed to do that and MR will start according to these suggestions.		
3	Okazaki san and Mr Aquiles discuss to start leak survey in advance because valve delivery is delay. And acoustic survey will start from January 27.			Mr Aquiles will prepare map, customer list, survey device and workers.		
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	Jan 25, 2010	<b>Time:</b>	from	9:30am	to	10:30pm
<b>Venue:</b>	ANDA 5 <sup>th</sup> floor, PRODEC-ANDA office					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team			NRW Reduction Action Team (Metropolitan)			
■ NRW Reduction Action Team (Central)			NRW Reduction Action Plan (Western)			
Power-Saving Management Team			Sewerage Planning Team			
Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
José Luís Hércules		CR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		JET Assistant		JICA		
<b>Main Subject:</b>						
1. <b>Discussion of Pilot Block</b>						
Topic						
	Contents of Discussion				Conclusion	
1	Mr. Hércules explained that they have a 50% of advance regarding the detailed map of San Rafael Cedros. They will have the General Department of Cadastre of ANDA. They will be in charge of update all the drawing of all ANDA systems and networks.					
2	Mr. Hercules explained that they have finished the construction of pits. They are only waiting for the valves to start all additional activities.					
3	Okazaki san and Mr Herecules discuss to start the leak survey in advance because valve delivery is delay. And acoustic survey will start from January 25.				Mr Herecules will prepare map, customer list, device and workers.	
Actions to be taken			by Whom		until When	

**Record of Meeting/Discussion**

Prepared by Akihiko Okazaki

Date: February 4, 2011

<b>Date:</b>	2/2/2011	<b>Time:</b>	from 15:00	to 15:40
<b>Venue:</b>	Salon de Usos Múltiples, 5to Piso, Sede ANDA			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input type="checkbox"/>	Others			
<b>Attendants El Salvador side</b>				
	<b>Name</b>	<b>Position</b>	<b>Department/Organization</b>	
	Sr. Camilo Marroquín	Técnico Área Comercial	Región Metropolitana	
	Ing. José Luis Hércules Ávalos	Ingeniero Colaborador	Región Central	
	Arq. Luis Federico Díaz	Técnico en Ingeniería	Región Central	
	Sr. José Neftalí Batrez Serpad	Jefe de Operaciones	Región Central	
	Arq. Douglas Agustín Orellana	Unidad de Catastro	Región Occidental	
	Licda. Iris Arévalo	Encargada de Comunicaciones	Región Occidental	
	Ing. José Humberto Guzmán	Jefe de Operaciones	Región Occidental	
	Sr. Marlon Ernesto Guzmán	Técnico Colaborador	Región Occidental	
<b>JICA El Salvador office</b>				
<b>Attendants JICA Experts (Name)</b>				
	Akihiko Okazaki	Takemasa Mamiya	Yasuhiro Aoki	
	Manuel Rivera			
<b>Main Subject:</b>				
Work Plan in this month				
<b>Topic</b>	<b>Contents of Discussion</b>		<b>Conclusion</b>	
1	Revised work plan is explained to C/P teams by JET.		Accepted	
2	JET explained about making working-manual of NRW reduction which include purpose and contents.		Selected person responsible.	
3				
4				
	<b>Actions to be taken</b>	<b>by Whom</b>	<b>until When</b>	

## Record of Meeting/Discussion

Prepared by Akihiko Okazaki  
Date: February 11, 2011

<b>Date:</b>	9 - 10/2/2011	<b>Time:</b>	from 22:00	to 27:00
<b>Venue:</b>	Residencial Corinto			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team <input checked="" type="checkbox"/> NRW Reduction Action Team (Metropolitan)				
<input type="checkbox"/> NRW Reduction Action Team (Central) <input type="checkbox"/> NRW Reduction Action Plan (Western)				
<input type="checkbox"/> Power-Saving Management Team <input type="checkbox"/> Sewerage Planning Team				
<input type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
Sr. Camilo Marroquín		Técnico Área Comercial		Región Metropolitana
JICA エルサルバドル事務所				
<b>Attendants JICA Exparts (Name)</b>				
Akihiko Okazaki				
Manuel Rivera				
<b>Main Subject:</b>				
Training for pinpoint survey at night in Corinto.				
Topic	Contents of Discussion			Conclusion
1	How to use the water leak detector.			
2	How to distinguish the leak sound by water leak detector.			
3	How to identify the leak sound at valve or fittings using by the listening stick.			
4				
Actions to be taken			by Whom	until When

## Record of Meeting/Discussion

Prepared by Akihiko Okazaki  
Date: February 16, 2011

<b>Date:</b>	14 - 15/2/2011	<b>Time:</b>	from 22:00	to 27:00
<b>Venue:</b>	Distrito Centro Sur, municipio de Santa Ana			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team		<input type="checkbox"/> NRW Reduction Action Team (Metropolitan)		
<input type="checkbox"/> NRW Reduction Action Team (Central)		<input checked="" type="checkbox"/> NRW Reduction Action Plan (Western)		
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team		
<input type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
Arq. Douglas Agustín Orellana		Unidad de Catastro		Región Occidental
Licda. Iris Arévalo		Encargada de Comunicaciones		Región Occidental
Ing. José Humberto Guzmán		Jefe de Operaciones		Región Occidental
Sr. Marlon Ernesto Guzmán		Técnico Colaborador		Región Occidental
JICA エルサルバドル事務所				
<b>Attendants JICA Expats (Name)</b>				
Akihiko Okazaki				
Manuel Rivera				
<b>Main Subject:</b>				
Training for pinpoint survey at night in Santa Ana.				
Topic	Contents of Discussion			Conclusion
1	How to use the water leak detector.			
2	How to distinguish the leak sound by water leak detector.			
3	How to identify the leak sound at valve or fittings using by the listening stick.			
4				
Actions to be taken			by Whom	until When

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*Project for Organizational Strengthening and Operational Improvement for ANDA*

## INCORPORATED STAFF IN NRW REDUCTION TEAM, WESTERN REGION

N°	Name	Position
1	Mr. Victor Hugo Zaldivar	Communications
2	Mr. Mauricio Reynaldo García	Operations
3	Mr. Jose Luis romero	Operations
4	Mr. Jaime Ernesto Escobar	Operations
5	Mr. Guillermo Antonio Cañas	Operations
6	Mr. Bernardo Antonio Contreras	Operations
7	Mr. Ilisian romeo Axume	Operations
8	Mr. Ricardo Aguilera	Operations
9	Mr. Hugo Escobar	Operations
10	Mr. Miguel Angel sosa	Operations
11	Mr. Jose Isidro cuellar	Operations
12	Ms. Alma Marinero	Cooperators (Internship Students)
13	Ms. Lourdes Guevara	Cooperators (Internship Students)
14	Ms. Jacqueline Nuñez	Cooperators (Internship Students)

## Record of Meeting/Discussion

Prepared by Akihiko Okazaki  
Date: February 23, 2011

<b>Date:</b>	21 - 22/2/2011	<b>Time:</b>	from 22:00	to 27:00
<b>Venue:</b>	Distrito Centro, municipio de San Rafael Cedros			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team		<input type="checkbox"/> NRW Reduction Action Team (Metropolitan)		
<input checked="" type="checkbox"/> NRW Reduction Action Team (Central)		<input type="checkbox"/> NRW Reduction Action Plan (Western)		
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team		
<input type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
Ing. José Luis Hércules Ávalos		Ingeniero Colaborador		Región Central
Arq. Luis Federico Díaz		Técnico en Ingeniería		Región Central
Sr. José Neftalí Batrez Serpad		Jefe de Operaciones		Región Central
JICA エルサルバドル事務所				
<b>Attendants JICA Exparts (Name)</b>				
Akihiko Okazaki				
Manuel Rivera				
<b>Main Subject:</b>				
Training for pinpoint-survey at night in San Rafael Sedros.				
Topic	Contents of Discussion			Conclusion
1	How to use the water leak detector.			
2	How to distinguish the leak sound by water leak detector.			
3	How to identify the leak sound at valve or fittings using by the listening stick.			
4				
Actions to be taken			by Whom	until When

Form RMD

*Project for Organizational Strengthening and Operational Improvement for ANDA*

List of participants in all Central Region Activities:

1. José Luis Hércules Avalos, Operations Department, projects coordinator
2. Luis Federico Díaz, Operations Department, engineer
3. Mario Arévalo, Billing Department
4. Filadelfo Edgardo Lopez, Saravia, Cadastre Unit
5. Luis Guillermo Aparicio Navarrete, Cadastre Unit
6. José Roberto Miranda Henríquez, Cadastre Unit
7. José Neftaly Batres Serpas, Operation Department
8. Francisco Velasco, Operations Department
9. Hector José Argumedo, Operations Department
10. José Julio Sandoval, Operations Department
11. Perfecto Rocha, Operations Department
12. Berny Javier Alvarenga, Operations Department
13. Walter Omar Sandoval, Operations Department
14. José Ricardo Castillo, Operations Department
15. Juan Carlos Mejía, Operations Department
16. Edwin Saúl Castro, Operations Department
17. Jaime Roberto Gomez, Operations Department
18. Rosa Eveyn Alvarenga, New Services Department
19. Elva Lidia Peña, New Services Department
20. Alicia del Carmen Martinez, New Services Department
21. Ruth Patricia Zuniga, New Services Department.



## Record of Meeting/Discussion

Prepared by Akihiko Okazaki  
Date: February 28, 2011

<b>Date:</b>	24/2/2011		<b>Time:</b>	from	10:00	to	15:00
<b>Venue:</b>	Residencial Corinto						
<b>Meeting/Discussion among</b>							
<input type="checkbox"/> NRW Reduction Management Team		<input checked="" type="checkbox"/> NRW Reduction Action Team (Metropolitan)					
<input type="checkbox"/> NRW Reduction Action Team (Central)		<input type="checkbox"/> NRW Reduction Action Plan (Western)					
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team					
<input type="checkbox"/> Others							
<b>Attendants El Salvador side</b>							
Name		Position			Department/Organization		
Sr. Camilo Marroquín		Técnico Área Comercial			Región Metropolitana		
JICA エルサルバドル事務所							
<b>Attendants JICA Exparts (Name)</b>							
Akihiko Okazaki							
Manuel Rivera							
<b>Main Subject:</b>							
Training for Confirmation survey in Colint.							
Topic	Contents of Discussion					Conclusion	
1	How to use the correlator.						
2	How to use the drilling machine and borling bar for leak confirmation.						
3	How to identify the leak point by confirmation survey						
4							
Actions to be taken				by Whom		until When	

**Record of Meeting/Discussion**Prepared by Akihiko Okazaki  
Date: March 1, 2011

<b>Date:</b>	28/2/2011	<b>Time:</b>	from	10:00	to	15:00
<b>Venue:</b>	Distrito Centro, municipio de San Rafael					
<b>Meeting/Discussion among</b>						
<input type="checkbox"/> NRW Reduction Management Team <input type="checkbox"/> NRW Reduction Action Team (Metropolitan)						
<input checked="" type="checkbox"/> NRW Reduction Action Team (Central) <input type="checkbox"/> NRW Reduction Action Plan (Western)						
<input type="checkbox"/> Power-Saving Management Team <input type="checkbox"/> Sewerage Planning Team						
<input type="checkbox"/> Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ing. José Luis Hércules Ávalos		Ingeniero Colaborador		Región Central		
Arq. Luis Federico Díaz		Técnico en Ingeniería		Región Central		
Sr. José Neftalí Batrez Serpad		Jefe de Operaciones		Región Central		
<b>JICA エルサルバドル事務所</b>						
<b>Attendants JICA Expats (Name)</b>						
Akihiko Okazaki						
Manuel Rivera						
<b>Main Subject:</b>						
Training for confirmation survey in San Rafael Sedros.						
Topic	Contents of Discussion				Conclusion	
1	How to use the correlator.					
2	How to use the drilling machine and boring bar for leak confirmation.					
3	How to identify the leak point by confirmation survey					
4						
Actions to be taken			by Whom		until When	

# Record of Meeting/Discussion

Prepared by Akihiko Okazaki  
Date: March 2, 2011

<b>Date:</b>	1/3/2011	<b>Time:</b>	from 10:00	to 12:00
<b>Venue:</b>	Residencial Corinto			
<b>Meeting/Discussion among</b>				
<input type="checkbox"/> NRW Reduction Management Team		<input checked="" type="checkbox"/> NRW Reduction Action Team (Metropolitan)		
<input type="checkbox"/> NRW Reduction Action Team (Central)		<input type="checkbox"/> NRW Reduction Action Plan (Western)		
<input type="checkbox"/> Power-Saving Management Team		<input type="checkbox"/> Sewerage Planning Team		
<input type="checkbox"/> Others				
<b>Attendants El Salvador side</b>				
Name		Position		Department/Organization
Sr. Camilo Marroquín		Técnico Área Comercial		Región Metropolitana
JICA エルサルバドル事務所				
<b>Attendants JICA Expats (Name)</b>				
Akihiko Okazaki				
<b>Main Subject:</b>				
Training for confirmation survey in Colint				
Topic	Contents of Discussion			Conclusion
1	How to use the correlator.			
2	How to use the drilling machine and boring bar for leak confirmation.			
3	How to identify the leak point by confirmation survey			
4				
Actions to be taken			by Whom	until When

## 第4年次

**Record of Meeting/Discussion**

<b>Date:</b>	May 31, 2011	<b>Time:</b>	from	9:30am	to	10:30am
<b>Venue:</b>	Colint (Site)					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team      ■ NRW Reduction Action Team (Metropolitan) NRW Reduction Action Team (Central)      NRW Reduction Action Plan (Western) Power-Saving Management Team      Sewerage Planning Team Others						
<b>Attendants El Salvador side</b>						
Name		Position		Department/Organization		
Ms. Dina Leiva		MR Action Team		ANDA		
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET		JICA		
Manuel Rivera		Project Assistant		JICA		
<b>Main Subject:</b>						
1. Assistance for data logger installation on Macro meter in Colint(pilot area)						
2.						
Topic	Contents of Discussion			Conclusion		
1	Ms. Dina is a new member instead of Mr. Aquiles, and she has not experience for the data logger installation. JET demonstrated how to connect and collecting a data by the data logger.			MR team and JET make an appointment to meet at site on Thursday two days later, and JET show the how to collect the data by the communication base		
2	Ms Dina gave a Map which are pointed replacement of non working meter, illegal connection and leak point. However, leak pointed are incomplete			Mr Camilo came back from his vacation and will be arranged .		
3						
4						
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	June 2, 2011	<b>Time:</b>	from	13:30am	to	14:00am
<b>Venue:</b>	Colint					
<b>Meeting/Discussion among</b>						
NRW Reduction Management Team		NRW Reduction Action Team (Metropolitan)				
NRW Reduction Action Team (Central)		NRW Reduction Action Plan (Western)				
Power-Saving Management Team		Sewerage Planning Team				
Others						
<b>Attendants El Salvador side</b>						
Name		Position			Department/Organization	
Ms. Dina Leiva		MR Action Team			ANDA	
<b>Attendants JICA (Name)</b>						
Akihiko Okazaki		JET			JICA	
Manuel Rivera		Project Assistant			JICA	
<b>Main Subject:</b>						
1. Assistance for data logger collection from data logger						
2.						
Topic	Contents of Discussion				Conclusion	
1	JET could not show the transferring the data by communication base because Ms. Dina did not bring it.				ET bring back it to office and collect the data by another communication base. Then JET show the data transferring method to MR team later.	
2						
3						
4						
Actions to be taken				by Whom		until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 07 mm 06 2011	<b>Time:</b>	From 14:00 to 15:20
<b>Venue:</b>	1st floor of ANDA building		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input checked="" type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Douglas Orellana	WR	ANDA
	Marlon Guzman	WR	ANDA
	Luis Díaz	CR	ANDA
	Dina Leiva	MR	ANDA
	Camilo Marroquín	MR	ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Yasuhiro Aoki	JET	JICA Expert Team
	Takemasa Mamiya	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b>			
Elaboration of NRW Manual. Cost benefit activities and WR advances.			
Topic	Contents of meeting	Conclusion	
1	Okazaki San explains that the manual has to be finish before Mamiya San departure, 30 of July. Also Okazaki San suggest to divide points of Manual by region.	3 regions agree and they suggest and agree to divide manual points in order to revise and/or provide information on next meeting next Tuesday at same hour.  WR will work points: 1 to 4. CR will work point: 5 MR will work point: 6	
2	Okazaki San, also provide a manual to be used as refferece or sample to have a better guide how to work all the information.	-	
3	Douglas also, suggested that it is better to work methodology and theory only on first 4 points of manual. From point 5 all the explanation and description of activities has to be very technical and very specific.	- Okazaki San Agrees this point, and comments that will be more easy to understand for any other staff who join the activities.	

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4	Also Okazaki San, explain that the 3 regions need to start working the Cost-Benefit as we did for model block. Okazaki San provided a sample of the model block cost-benefit file and also provided to the 3 regions a CD with the format how to make the cost-benefit. (WR will take more time because they haven't start 2 <sup>nd</sup> stage of activities).	<ul style="list-style-type: none"> <li>- The regions will contact Okazaki San for any questions or comments. After Okazaki San departure they can also have the support of Mamiya San.</li> <li>- Okazaki San will also provide to 3 regions all the format files and sheets used at site in order to include these in manual.</li> </ul>	
5	WR explains that they are still working with their own resources but they will try that Mr. Valdés can have a meeting with Mr. Fortín, president of ANDA in order to have the approval for additional personnel to finish the project activities.	<ul style="list-style-type: none"> <li>- They will send advance of valve installation drawn in map.</li> <li>- Marlon Guzman will provide also report of leakage repairings made of last 2 months in Pilot Block.</li> </ul>	
6	Okazaki San asked MR about leakage point that are not showed in last updated map. Mr. Camilo says that they didn't add those leak points because they were repaired by Ciudad Corinto community.	<ul style="list-style-type: none"> <li>- MR will send an updated map with all the information required by Okazaki San (additional leak repairings made by Ciudad Corinto Community).</li> </ul>	
Actions to be taken		by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 14 mm 06 2011	<b>Time:</b>	From 14:00 to 15:40
<b>Venue:</b>	1st floor of ANDA building		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input checked="" type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Douglas Orellana	WR	ANDA
	Marlon Guzman	WR	ANDA
	José Luis Hércules	CR	ANDA
	Luis Díaz	CR	ANDA
	Dina Leiva	MR	ANDA
	Camilo Marroquín	MR	ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Takemasa Mamiya	JET	JICA Expert Team
	Mariana Taylor	Interpreter	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> Elaboration of NRW Manual. Cost benefit activities and WR advances.			
Topic	Contents of meeting	Conclusion	
1	We all checked the informations collected by action teams. Only CR has no much advance. The 3 action teams decide that for next Tuesday they will try to finish all the point and titles of the manual at least to have a brief idea of each point.	3 regions will divide the next 3 points WR will work points: 9 CR will work point: 8 MR will work point: 7	
2	The actions teams agree to have 3 meetings between them before the next Tuesday, in order to discuss all the point and present on next meeting the first complete erares in order to be translated and checked by Okazaki San.	-	
3	Okazaki San submit the results of MNF to MR and CR. He explained that it is good result for both regions.	-	
4	Okazaki San and Manuel San provide digital docuements to support the elaboration of manual. This files are samples of manuals, pictures, and others.	- Actios teams will include this informations and some images to the manual.	



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5	Okazaki San ask MR an CR to prepare Cost Benefit analysis.	-
6	We also agree to make video for manual in WR.	- Mr. Douglas agree to prepare all the equipment to elaborate and film all activities.
7	Mr. Hercules and Mr. Luiz Díaz provide the Data Logger and Communicator Base. Okazaki San will download the information to computer.	- On next visit we will return these equipment to CR.
Actions to be taken		by Whom
		until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 15 mm 06 2011	<b>Time:</b>	From 10:00 to 1:40
<b>Venue:</b>	Western Region Office		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input checked="" type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Douglas Orellana	WR	ANDA
	Marlon Guzman	WR	ANDA
	Iris Arévalo	WR	ANDA
			ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> Visit to WR Pilot Block. We checked			
Topic	Contents of meeting		Conclusion
1	We checked the valves installed by Action Team with their own resources.		The advance of valve installation is 50%. There is no pit build until now.
2	After the verification of installed valves we had a meeting in WR office. Mr. Douglas explained again that they have the budget ready to be used for activities but they don't have the approval to hire additional personnel with that budget. WR Manager, Mr. Valdes, will have a meeting today regarding this with Mr. President of ANDA, Marco Fortin.		- Manuel and Okazaki San asked Douglas to send reply tomorrow to know about the resolution of this topic.
3	Manuel and Okazaki San asked action team if they will be ready before Okazaki San departure. Mr. Douglas says that it almost impossible.		- Okazaki San will leave instructions to Manuel to conduct 1 <sup>st</sup> and 2 <sup>nd</sup> MNF in Santa Ana.
Actions to be taken		by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 21 mm 06 2011	<b>Time:</b>	From 14:00 to 15:40
<b>Venue:</b>	1st floor of ANDA building		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input checked="" type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Douglas Orellana	WR	ANDA
	Marlon Guzman	WR	ANDA
	Dina Leiva	MR	ANDA
	Camilo Marroquín	MR	ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Takemasa Mamiya	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> Elaboration of NRW Manual advances.			
<b>Topic</b>	<b>Contents of meeting</b>	<b>Conclusion</b>	
1	MR and WR provide information advanced until today. Douglas San changed the structure of contents with the purpose to understand better the order of contents according sequence of activities.	Mr. Douglas suggest to have another meeting to work with advances.	
2	Okazaki San suggest to add footer on pages to link the information between equipment description and activities description.	-	
3	Next Meeting between action team: Friday 24 of June. From 9:00 to 16:00. Venue: MR. After this meeting 3 action team will send advance to expert team in order to be revised. Monday 27 of June. From 9:00 to 16:00. Wednesday 29 of June. From 9:00 to 16:00.	-	
4	Meeting with expert team: Thursday 30 of June. From 9:00 to 16:00. JET Office. Tuesday 5 of July. From 9:00 to 16:00. JET Office. Here Okazaki San will provide corrections and suggestions.	-	
Actions to be taken		by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 22 mm 06 2011	<b>Time:</b>	From 10:00 to 11:40
<b>Venue:</b>	MR REGION		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Dina Leiva	MR	ANANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> DATA LOGGER explanation			
Topic	Contents of meeting	Conclusion	
1	Okazaki San instructs and explains to Dina Leiva about using data logger installation, download information and analysis of graphics.	Dina Leiva will use this informations for reports and analysis.	
2	Okazaki San wants to have meeting tomorrow to check leak point with map and lists.	Next meeting will be held tomorrow.	
3		-	
	Actions to be taken	by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 23 mm 06 2011	<b>Time:</b>	From 10:00 to 11:40
<b>Venue:</b>	MR REGION		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Dina Leiva	MR	ANDA
	Camilo Marroquín	MR	ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> Leak points update			
Topic	Contents of meeting	Conclusion	
1	Okazaki San and Action Teams confirm leakage points one by one with map and list of Ciudad Corinto Pilot Block.	All the leak points where checked	
2	Dina also update this information to the auto cad file.	- Dina will send map with updated information.	
3	Okazaki San also asks action team to work in cost-benefit analysis and also the pendant readings.	-	
	Actions to be taken	by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 29 mm 06 2011	<b>Time:</b>	From 10:00 to 11:40
<b>Venue:</b>	CENTRAL REGION OFFICE		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Luis Díaz	CR	ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> MNF ultra sonic flow meter spare part instalation			
Topic	Contents of meeting		Conclusion
1	Okazaki San installed spare part of ultra sonic flor meter device.		
2	Also Okazaki San asked Mr. Luis Díaz to finish the micro meter readings and also the cost benefits.		Mr. Luis will send all required information tomorrow.
3			-
Actions to be taken		by Whom	until When

## Record of Meeting/Discussion

<b>Date:</b>	dd 29 mm 06 2011	<b>Time:</b>	From 14:00 to 15:00
<b>Venue:</b>	METROPOLITAN REGION OFFICE		
<b>Meeting/Discussion among</b>			
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
<b>Attendants El Salvador side</b>			
	Name	Position	Department/Organization
	Dina Leiva	MR	ANDA
	Camilo Marroquin	MR	ANDA
<b>Attendants JICA</b>			
	Akihiko Okazaki	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
<b>Main Subject:</b> MNF ultra sonic flow meter spare part installation			
Topic	Contents of meeting	Conclusion	
1	Okazaki San installed spare part of ultra sonic flor meter device.		
2	Also Okazaki San asked Camilo Marroquin to finish the micro meter readings and Dina also the cost benefits.	Mr. Camilo says that he will try to push intranet department to upload the reading informationg in order to make report.	
3	Ms. Dina says that she doesn't know how to do the cost-benefit analisis.	Okazaki San explained briefly how to start working on it. Also Okazaki San recommended to ask support of other 2 regions.	
Actions to be taken		by Whom	until When

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## Record of Meeting/Discussion

Date:	dd 14 mm 07 2011	Time:	From 10:30 to 11:40
Venue:	CENTRAL REGION OFFICE		
Meeting/Discussion among			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input checked="" type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
Attendants: El Salvador side			
Name		Position	Department/Organization
Jose Luis Hercules		CR	ANDA
Luis Diaz		CR	ANDA
Attendants: JICA			
Mamuel Rivera		Assistant	JICA Expert Team
Main Subject: Cost-Benefit analysis revision			
Topic	Contents of meeting	Conclusion	
1	Action team revise point by point just to make sure that all the items are correct.		
2	Action team is waiting report from Cadaster department just to know how much money they spend on the materiales for repairings. They will also revise once again before send it to JET.	Mr. Luis will send all required information between today or tomorrow.	
3			
Actions to be taken		by Whom	until When



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## Record of Meeting/Discussion

Date:	dd 14 mm 07 2011	Time:	From 9:30 to 10:30
Venue:	METROPOLITAN REGION OFFICE		
Meeting/Discussion among			
<input type="checkbox"/>	NRW Reduction Management Team	<input checked="" type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input type="checkbox"/>	Others		
Attendants: El Salvador side			
	Name	Position	Department/Organization
	Dina Leiva	MR	ANDA
	Camillo Marroquin	MR	ANDA
Attendants: JICA			
	Manuel Rivera	Assistant	JICA Expert Team
Main Subject: Cost-Benefit analysis revision			
Topic	Contents of meeting	Conclusion	
1	Dina says that Mr. Beltran was in charge of the repairs and she is waiting for his report.	Mr. Beltran will return from vacation next Monday.	
2	Dina Leiva it is not sure about the the NRW average BEFORE and AFTER of analysis	Manuel explained that she has to refer to the data in monthly report where she can found all that data already fixed with the formula.	
3	Ms. Dina has a doubt on the JICA MATERIAL COST.	JET explained that this item is already done by Okazaki San. So she doesn't need to fix or modify anything.	
4	She will send cost benefit analysis to JET as soon she finish.		
	Actions to be taken	by Whom	until When

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## Record of Meeting/Discussion

Date:	dd mm yy 2011	Time:	From 11:30 to 2:30
Venue:	JET OFFICE		
Meeting/Discussion among			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Team (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input checked="" type="checkbox"/>	Others		
Attendants: El Salvador side			
	Name	Position	Department/Organization
	Dina Leiva	MR	ANDA
	Carmelo Marroquin	MR	ANDA
	Douglas Ovallana	WR	ANDA
Attendants: JICA			
	Takemasa Mamiya	JET	JICA Expert Team
	Manuel Rivera	Assistant	JICA Expert Team
Main Subject: NRW Manual analysis revision			
Topic	Contents of meeting	Conclusion	
1	Action team check all the information collected by 3 regions	Still waiting for Central Region information. CR could not attend because they said they had to attend another emergencies.	
2	Mamiya San exposes comments about elaboration of NRW Manual: <ul style="list-style-type: none"> <li>- The Actions teams should explain that the District Meter Area (DMA) is just the beginning of this activities. They should be clear that at this point there is no selection of DMA, it is establishment of activities in order to keep working in all ANDA systems.</li> <li>- It is important that actions teams elaborate this manual having in mind that this should be friendly with new ANDA staff or any other person without experience with this activities.</li> <li>- There are several points that need more explanation such as: Isolation, purpose of MNF and others.</li> </ul>		
3	The actions teams also will add at the end of each chapter a topic of experiences in order to share complications or special cases they founded on field.		

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+	Action teams will modify all the suggestions made by mamiya san.	
		Action teams will deliver next draft on August 9. They will also come all day to JET office to have meeting between them.
Actions to be taken		by Whom                      until When

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## Record of Meeting/Discussion

Date:	dd 28 mm 10 2011	Time:	From 09:00 to 16:00
Venue:	Central Region meeting hall		
Meeting/Discussion among			
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Teams (Metropolitan)
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team
<input checked="" type="checkbox"/>	Others		
Attendants: El Salvador side			
	Name	Position	Department/Organization
	Douglas Orellana	WR	ANDA
	Camilo Marroquin	MR	ANDA
	Dina Leiva	MR	ANDA
	Jose Luis Hércules	CR	ANDA
	Luis Diaz	CR	ANDA
Attendants: JICA			
	Takemasa Mamiya	JET	JET
	Manuel Rivera	Assistant	JICA Expert Team
Main Subject: NRW Manual			
Topic	Contents of meeting	Conclusion	
1	Action Teams had doubt about Criteria for selection of model and pilot block.	Mamiya san explained that these actions teams or ANDA don't need to follow any criteria for selection. At this point ANDA should continue working all block from worked areas.  If they want to move to another ANDA systems to apply NRW techniques they need to have only like basic characteristics of the area to work such as pressures, length and GIS activities.	
2	Also there was a discussion about the average tarif	Mamiya San explained that there was a confusion. The average tarif is NOT the result of dividing \$0.21 of \$0.78 as production costs. The correct answer is that that average becomes from dividing Total billed m3 between total commercial income. The result:US \$0.484	

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3	Mamiya can asked to divide pendant chapters. They have to finish this before Monday 31 of October Morning time.	C. 3: Dina Leiva C. 4-2: Marlon Guzmán C. 5 y 6: Luis Díaz C. 7: Camilo Marroquín C. 12: José Luis Hércules C. 13: Douglas Orellana
4	Also the order of presentation between action teams members was defined. They have 10 minutes of each participation.	C. 1-3: Douglas Orellana C. 4: Marlon Guzmán C. 5-6: Luis Díaz C. 7-8: Dina Leiva C. 9-10: Camilo Marroquín C. 11-12: Luis Hércules C. 13: Douglas Orellana
Actions to be taken		by Whom
	until When	

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## Record of Meeting/Discussion

Date:	Wed 31 Mar 10 2011	Time:	From 10:30	to 12:30
Venue:	Western Region Manager Office			
Meeting/Discussion among				
<input type="checkbox"/>	NRW Reduction Management Team	<input type="checkbox"/>	NRW Reduction Action Team (Metropolitan)	
<input type="checkbox"/>	NRW Reduction Action Team (Central)	<input type="checkbox"/>	NRW Reduction Action Plan (Western)	
<input type="checkbox"/>	Power-Saving Management Team	<input type="checkbox"/>	Sewerage Planning Team	
<input checked="" type="checkbox"/>	Others			
Attendants: El Salvador side				
	Name	Position	Department/Organization	
	Angel Valdes	WR Manager	ANDA	
	Douglas Ovalana	WR	ANDA	
	Mauricio Garcia	WR	ANDA	
Attendants: JICA				
	Manuel Rivara	Assistant	JICA Expert Team	
Main Subject: NRW Manual				
Topic	Contents of meeting	Conclusion		
1	Manual ask WR Action team about real situation. The work plan is changed every day and right now we don't have much time for delays before the end of the project.	Mr. Valdes says that on last meeting Mr. Technical Director promised 2 weeks for finishing the pendant activities. But WR Manager is worried now because he still doesn't have the budget to pay the additional staff. Anyhow, Mr. Valdes it is pretty sure that they can finish on time with own resources.		
2	Mr. Douglas explained that from now the Pilot Block is only 75% isolated. They still need to do some fixing such as bypass, connections, etc.	Mr. Valdes ask Douglas to make new dates for work plan, and we they arrange the following work schedule:  20111102: - Finalization of Isolation check and fixing  20111103: - Data Logger Installation/ - Micro and Macro Measurement from 3 to 5 of Nov / - 1 <sup>st</sup> MNF (From 22:00). 20111107-10 - Leak Repair and Micro Meter substitution  20111111 - 2 <sup>nd</sup> MNF		

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Project for Organizational Strengthening and Operational Improvement for ANIDA

3	<p>Also, Luis Caballero, Billing department, will be in charge of micro reading</p> <p>Mr. Mauricio Garcia, will be in charge of micro meter replacement and leak repair in company with Douglu Orellana.</p>	
4	<p>About Manual, Douglas says he will try to finish everything in order, he has also some Presidency activities to work, also isolation and pilot block activities and also Manual.</p> <p>The other regions had finished their part. Douglas and Marlon are still trying to start.</p> <p>Also WR has NOT advanced in Pilot Block report. They will do it when Pilot block activities are finished.</p>	
	<p>NOTE: Mr. Douglas seems to be very frustrated and preoccupied. Mr. Valdes sent message to Mammya San:</p> <p>"Please tell Mammya San that we are very delayed but we will do our biggest effort these last days to finish on time".</p>	
Actions to be taken		by Whom
		until When