

**RECORD OF DISCUSSIONS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
AUTHORITIES CONCERNED OF THE REPUBLIC OF MADAGASCAR
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE PROJECT FOR RICE PRODUCTIVITY IMPROVEMENT
IN CENTRAL HIGHLAND**

With regard to the Minutes of Meetings between the Preliminary Study Team organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Malagasy authorities concerned dated on May 29th, 2008, JICA had a series of discussions with the Malagasy authorities concerned with regard to desirable measures to be taken by JICA and the Government of the Republic of Madagascar for the successful implementation of the Project for Rice Productivity Improvement in Central Highland.

As a result of the discussions, and in accordance with the provisions of the Agreement on Technical Cooperation between the Government of Japan and the Government of the Republic of Madagascar, signed in Antananarivo on November 24th, 2003 (hereinafter referred to as "the Agreement"), JICA and the Malagasy authorities concerned agreed on the matters referred to in the document attached hereto.

Done in duplicate in English and French languages, each text being equally authentic. In case of any divergence of interpretation, the English text shall prevail.

Antananarivo, 1st December, 2008



Mr. TOGAWA Toru
Chief Representative
JICA Madagascar Office
Japan International Cooperation Agency
Japan



Dr. RAMANOELINA Panja
Minister of Agriculture, Livestock and Fishery
The Republic of Madagascar

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN JICA AND THE GOVERNMENT OF THE REPUBLIC OF MADAGASCAR

1. The Government of the Republic of Madagascar (hereinafter referred to as "GOM") will implement the Project for Rice Productivity Improvement in Central Highland (hereinafter referred to as "the Project") in cooperation with JICA.
2. The Project will be implemented in accordance with the summary of the Project given in Annex I.

II. MEASURES TO BE TAKEN BY JICA

In accordance with the laws and regulations in force in Japan and the provisions of Article III of the Agreement, JICA, as the executing agency for Technical Cooperation by the Government of Japan (hereinafter referred to as "GOJ"), will take, at its own expense, the following measures according to the normal procedures of its technical cooperation scheme.

1. DISPATCH OF EXPERTS

JICA will provide the services of the experts as listed in Annex II. The provision of Article VIII of the Agreement will be applied to the above-mentioned experts.

2. PROVISION OF MACHINERY AND EQUIPMENT

JICA will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The provision of Article VII-1 of the Agreement will be applied to the Equipment.

3. TRAINING OF MALAGASY PERSONNEL IN JAPAN AND/OR IN THIRD COUNTRIES

JICA will provide training for the Malagasy personnel connected with the Project in Japan and/or in third countries.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF MADAGASCAR

1. The GOM will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through full and active involvement in the Project by all related authorities, beneficiary groups and institutions.
2. The GOM will ensure that the technologies and knowledge acquired by the Malagasy nationals as a result of Japanese technical cooperation will contribute to the economic and social development of the Republic of Madagascar.
3. In accordance with the provisions of Article V of the Agreement, the GOM will grant in the Republic of Madagascar privileges, exemptions and benefits to the experts referred to in II-1 above and their families, which are no less favorable than those granted to experts of third countries or international organizations performing similar missions.
4. In accordance with the provisions of Article IV and VII of the Agreement, the GOM will take the measures necessary to receive and use the Equipment provided by JICA under II-2 above and equipment, machinery and materials carried in by the experts referred to in II-1 above.
5. The GOM will take necessary measures to ensure that the knowledge and experience acquired by the Malagasy personnel from technical training in Japan and/or in third countries will be utilized effectively in the implementation of the Project.
6. In accordance with the provisions of Article V of the Agreement, the GOM will

provide the services of Malagasy counterpart personnel and administrative personnel as listed in Annex V.

7. In accordance with the provisions of Article V of the Agreement, the GOM will provide the buildings and facilities as listed in Annex V.
8. In accordance with the laws and regulations in force in the Republic of Madagascar, the GOM will take necessary measures to supply or replace at its own expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided through JICA under II-2 above.
9. In accordance with the laws and regulations in force in the Republic of Madagascar, the GOM will take necessary measures to meet the running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The Secretary General of the Ministry of Agriculture, Livestock and Fishery (hereinafter referred to as "MAEP"), as the Project Director, will bear overall responsibility for the administration and the implementation of the Project.
2. The Director General of Agriculture, MAEP, as the Project Manager, will be responsible for coordination, implementation and administration of the Project at the national level.
3. The Directors of Department of Regional Rural Development of MAEP (hereinafter referred to as "DRDR") in the three focal Regions, namely Alaotra-Mangoro, Bongolava, and Vakinankaratra, as the Co-Project Managers, will be responsible for coordination, implementation and administration of the Project at the regional level.



4. The Chief Advisor will provide necessary recommendations and advice to the Secretary General of MAEP, the General Director of Agriculture of MAEP, and the Directors of DRDR in the three focal Regions on any matters pertaining to the implementation of the Project.
5. The experts will provide necessary technical guidance and advice to the Malagasy counterpart personnel on technical matters pertaining to the implementation of the Project.
6. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.

V. JOINT EVALUATION

Evaluation of the Project will be conducted jointly by JICA and the Malagasy authorities concerned, at the middle and during the last six months of the cooperation term in order to examine the level of achievement.

VI. CLAIMS AGAINST JAPANESE EXPERTS

In accordance with the provision of Article VI of the Agreement, the GOM undertakes to bear claims, if any arises, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Republic of Madagascar except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

There will be mutual consultation between JICA and GOM on any major issues arising from, or in connection with this Attached Document.

VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For the purpose of promoting support for the Project among the people of Madagascar, the GOM will take appropriate measures to make the Project widely known to the Malagasy people.

IX. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five (5) years from the date of the first Japanese expert's arrival in the Republic of Madagascar.

ANNEX I	SUMMARY OF THE PROJECT
ANNEX II	LIST OF EXPERTS
ANNEX III	LIST OF MACHINERY AND EQUIPMENT
ANNEX IV	LIST OF MALAGASY COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX V	LIST OF LAND, BUILDINGS AND FACILITIES
ANNEX VI	JOINT COORDINATING COMMITTEE (JCC)



ANNEX I SUMMARY OF THE PROJECT

1. Overall Goals

Rice production in central highland is increased.

2. Project Purpose

Productivity of rice is increased in model sites.

3. Outputs

1. Integrated technical packages for rice productivity improvement are developed through the Project.
2. Seed multiplication and distribution systems are promoted under the Project.
3. Linkage among stakeholders in the focal Regions is strengthened.
4. Technical instruction materials are created for disseminating integrated technical packages.

4. Activities

- 0-1. Determine model sites in each focal Region.
- 0-2. Identify issues and problems of targeted farmers (Conduct baseline survey).

- 1-1. Review existing technical information and material.
- 1-2. Formulate and conduct verification experiment according to regional conditions.
- 1-3. Conduct experiment on cultivation techniques (soil and water management, pest and weed control, etc.).
- 1-4. Conduct experiment on postharvest technology.
- 1-5. Develop and promote agricultural machinery.

- 2-1. Conduct training on seed gene management.
- 2-2. Conduct training on techniques of seed certification.
- 2-3. Provide technical guidance to seed producers (CMS¹ and seed producing farmers).
- 2-4. Propose improved seed distribution systems.

- 3-1. Hold regular meetings among stakeholders.
- 3-2. Conduct necessary training of trainers (e.g. CDR²).
- 3-3. Demonstrate technical packages in model sites.
- 3-4. Conduct seminar/workshop to farmers' associations.
- 3-5. Conduct necessary study tours/exchange visits.

- 4-1. Collect and review current available material.
- 4-2. Develop technical instruction material (brochures, posters, technical sheets, etc).
- 4-3. Utilize broadcast to disseminate technical information (TV/Radio).

¹ Centre Multiplicateur de Semences: Seed Multiplication Centre

² Conseiller au Développement Rural: Rural Development Advisor

ANNEX II LIST OF EXPERTS

The experts, who will be in charge of the following fields, will be dispatched to the Project:

1. Long-term experts

- (1) Chief Advisor / Agricultural Development
- (2) Project Coordinator / Dissemination
- (3) Rice Production
- (4) Farm Management

2. Short-term Experts

- (1) Agricultural Machinery
- (2) Agricultural Economics / Marketing
- (3) Farmers' Organization
- (4) Postharvest
- (5) IEC

Note: Detail of the fields, number and terms of the experts shall be determined during the process of detail design of the Project.

ANNEX III LIST OF MACHINERY AND EQUIPMENT

Part of machinery and equipment necessary for the effective implementation of the Project will be provided by the Japanese side in consideration of the progress of the Project and budgets.

1. Vehicle(s)
2. Office equipment
3. Other necessary equipment



ANNEX IV LIST OF MALAGASY COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Counterpart personnel

(1) Project Director

Secretary General, MAEP

(2) Project Manager

General Director of Agriculture, MAEP at the national level

(3) Co-Project Managers

The Directors of DRDR in the three focal Regions (Alaotra-Mangoro, Bongolava, and Vakinankaratra) at the Regional level

(4) Counterpart personnel in the following field

1) Staff from respective DRDR

2) Researcher(s) from FOFIFA in respective Regions and from the headquarters

3) Technician(s) from CMS Sakay and Anosiboribory

4) Technician(s) and instructors from CFAMA

5) Staff from related departments of MAEP

6) Others if necessary

2. Administrative personnel

(1) Administrative staff

(2) Other supporting staff necessary for the project implementation (e.g. driver)

ANNEX V LIST OF LAND, BUILDINGS AND FACILITIES

1. Land, buildings and facilities necessary for the implementation of the Project
2. Rooms and space necessary for installation and storage of the Equipment
3. Office space and necessary facilities for the JICA experts and related members
4. Other facilities mutually agreed upon as necessary



ANNEX VI JOINT COORDINATING COMMITTEE (JCC)

1. Function

The Joint Coordinating Committee (JCC) will be established to oversee the Project. The JCC will meet at least once a year and whenever necessity arises. The main functions of JCC are:

- (1) To examine and approve the Annual Plan of Operation (APO) to be formulated by the Project in accordance with the Record of Discussions;
- (2) To review the overall progress of the Project and activities carried out under the above-mentioned APO in particular;
- (3) To review and exchange views on major issues arising from or in connection with the Project and recommend corrective measures;
- (4) To review and approve the PDM if necessity arises
- (5) To review coordination and synergetic effects among the Project and other JICA's projects in the field of irrigation and/or rice cultivation; and
- (6) To facilitate coordination with other relevant authorities.

2. Composition

(1) Chairperson:

Secretary General, MAEP

(2) Malagasy Side:

- 1) General Director of Agriculture, MAEP
- 2) Director of Rural Engineering, MAEP
- 3) Director of Agricultural Dissemination and Producers' Organization Support (DVAAOP), MAEP
- 4) Director of Planning and Partnership (DPDP), MAEP
- 5) Director of DRDR Alaotra-Mangoro, MAEP
- 6) Director of DRDR Bongolava, MAEP
- 7) Director of DRDR Vakinankaratra, MAEP
- 8) Director of FOFIFA, MAEP
- 9) Director of CFAMA, MAEP
- 10) Director of CMS Anosyboribory, MAEP
- 11) Director of CMS Sakay, MAEP
- 12) Representative from Ministry of Finance and Budget
- 13) Representative from Presidency

(3) Japanese side:

- 1) Chief Advisor / Agricultural Development (Japanese Expert)
- 2) Expert(s) designated by the Chief Advisor
- 3) Representative(s) of Japanese financial cooperation project(s) under the Program
- 4) Representative of JICA Madagascar Office

Note:

- Official(s) of the Embassy of Japan may attend the JCC as an observer(s).
- Chairperson can request and admit attend to other relevant personnel as observers.



MINUTES OF MEETINGS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
AUTHORITIES CONCERNED OF THE REPUBLIC OF MADAGASCAR
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE PROJECT FOR RICE PRODUCTIVITY IMPROVEMENT
IN CENTRAL HIGHLAND

In line with the Record of Discussions on the Project for Rice Productivity Improvement in Central Highland in Madagascar (hereinafter referred to as “the Project”), which was signed in Antananarivo on 1st December, 2008 by Ministry of Agriculture, Livestock and Fishery and Japan International Cooperation Agency (hereinafter referred to as “JICA”), both parties had additional discussions on the details of the Project.

As a result, both sides agreed on the matters pertaining to the Project including the Tentative Project Design Matrix and the Tentative Plan of Operation attached hereto. Both parties understood that the Tentative Project Design Matrix and the Tentative Plan of Operation are subject to change within the framework of the Record of Discussions when the necessity arises during the course of implementation of the Project.

Being done one in duplicate in French and English languages, each text being equally authentic. In case of any divergence of interpretation, the English text shall prevail.

Antananarivo, 1st December, 2008



Mr. TOGAWA Toru
Chief Representative

JICA Madagascar Office
Japan International Cooperation Agency
Japan



Dr. RAMANOELINA Panja
Minister of Agriculture, Livestock and Fishery
The Republic of Madagascar

THE ATTACHED DOCUMENT

I. TENTATIVE PROJECT DESIGN MATRIX

The framework of the Project is shown in the form of the Project Design Matrix (hereinafter referred to as "PDM") in Annex I, which specifies the objectives, outputs and activities. The PDM shall be used for monitoring and evaluating activities and achievements of the Project. The PDM may be modified upon the approval of the Joint Coordinating Committee (hereinafter referred to as "JCC").

II. TENTATIVE PLAN OF OPERATION

The tentative Plan of Operation (hereinafter referred to as "PO") is shown in Annex II. The PO may be modified upon the approval of JCC.

III. REGIONAL TECHNICAL MANAGEMENT COMMITTEES

For effective and successful implementation of the Project, the Regional Technical Management Committees (RTMC) will be established at the regional level in the three focal Regions in order to discuss management and technical matters relating to the Project specific to the regional level. The functions and the composition of RTMC are described in Annex 3.

IV. REGIONAL PLAN OF OPERATION

The Regional Plan of Operation, which is the detailed PO for each focal Region, shall be created by each focal Region headed by the Directors of Department of Regional Rural Development of MAEP (hereinafter referred to as "DRDR") consulting with Ministry of Agriculture, Livestock and Fishery (hereinafter referred to as "MAEP"). The Regional Plans of Operation will be approved in the RTMC in each Region, and will be submitted to JCC.

V. PROVISION OF BUILDINGS AND FACILITIES

The Malagasy side will provide the office spaces and facilities at the headquarters of MAEP and in three focal Regions at its own expenses. The Project offices in the three focal Regions will be located in the offices of DRDR or more relevant places.

- ANNEX I TENTATIVE PROJECT DESIGN MATRIX (PDM)
- ANNEX II TENTATIVE PLAN OF OPERATION (PO)
- ANNEX III REGIONAL TECHNICAL MANAGEMENT COMMITTEES (RTMC)

ANNEX I TENTATIVE PROJECT DESIGN MATRIX (PDM)

Title: The Project for Rice Productivity Improvement in Central Highland in Madagascar
 Duration: 2007 to 2012 (5 years)
 Target Area: Five Regions in Central Highland in Madagascar (Alaotra-Mangoro, Bongolava, and Vakinankaratra as focal Regions, and Analamanga and Itasy)
 Target Groups: Rice farmers in the Project's target area
 Implementing Agencies: DRDR in the three focal Regions
 Collaborating Agencies: FOFIFA, CFAMA & CMS in the three focal Regions

Prepared: November, 2008; Version 0

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
Overall Goals Rice production in central highland is increased.	Rice production is improved by 0% in Central highland areas by 2018.	Agricultural Statistical Reports & Data	1. Rice price does not drastically decrease. 2. Farmers can utilize necessary credit services 3. Regions can provide budget for green revolution.
Project Purpose Productivity of rice is increased in model sites.	1. Average rice yield of participating farmers in model sites is increased by 0/ha. 2. Technical and managerial capacity of participating farmers in model sites is improved.	Baseline Survey Impact Survey Site Observation Project Reports & Annual Reports	1. There are no adverse weather conditions. (cyclones, drought, hail stones, etc.) 2. The price of agricultural inputs (e.g., fertilizer, pesticide) is stable for farmers.
Outputs 1. Integrated technical packages for rice productivity improvement are developed through the Project. 2. Seed multiplication and distribution systems are promoted under the Project. 3. Linkage among stakeholders in the focal Regions is strengthened. 4. Technical instruction materials are created for disseminating integrated technical packages.	1. Types and Number of improved & newly introduced techniques are increased. 2-1. Production and distribution of quality rice seeds of recommended varieties around model sites. 2-2. Number of seed inspectors who took training 3-1. Numbers and agreement to be taken action in the stakeholder meetings 3-2. Number of meetings and participants/organization to plan and implement seminars. 4. Types and Number of created technical instruction material.	Baseline Survey Report Annual Reports Site Observation Farming survey (Monitoring & Impact Study) Project Reports Project Activity Record & Meeting Records Training Evaluation Reports	1. The counterparts do not frequently leave or change at the position in the attached organization. Pre-condition 1. Peace and economic stability are maintained in Madagascar. 2. The cooperation and demarcation for the Project among MAEP and related organization (such as FOFIFA, DRDR, CMS, CFAMA) is secured. 3. The rice seed multiplication policy is not changed in Madagascar.
Activities 0-1. Determine model sites in each focal Region 0-2. Identify issues and problems of targeted farmers (Conduct baseline survey) 1-1. Review existing technical information and material 1-2. Formulate and conduct verification experiment according to regional conditions 1-3. Conduct experiment on cultivation techniques (soil and water management, pest and weed control, etc.) 1-4. Conduct experiment on postharvest technology 1-5. Develop and promote agricultural machinery 2-1. Conduct training on seed gene management 2-2. Conduct training on techniques of seed certification 2-3. Provide technical guidance to seed producers (CMS and seed producing farmers) 2-4. Propose improved seed distribution systems. 3-1. Hold regular meetings among stakeholders 3-2. Conduct necessary training of trainers (e.g. CDR). 3-3. Demonstrate technical packages in model sites. 3-4. Conduct seminar/workshop to farmers' associations. 3-5. Conduct necessary study tours/exchange visits. 4-1. Collect and review current available material. 4-2. Develop technical instruction material (brochures, posters, technical sheets, etc). 4-3. Utilize broadcast to disseminate technical information (TV/Radio).	Inputs Japanese side 1. Experts 1.1. Long-term Experts (depends on necessity) Chief Advisor / Agricultural Development, Project Coordinator / Dissemination, Rice Production, Farm Management (*Detail of the fields, number and terms of the experts shall be determined during the process of detail design of the Project.) 1.2. Short-term Experts (depends on necessity) Agricultural Machinery, Farmers' Organization, Postharvest, IEC, Agricultural Economics / Marketing (*Detail of the fields, number and terms of the experts shall be determined during the process of detail design of the Project.) Third Country Experts (ex. Agricultural Machinery) 2. Training • Training in Japan and/or third countries 3. Equipment delivery • Vehicle(s). Office equipment, etc • Other necessary Input expenses	Inputs Madagascar side 1. Human Resources: Counterpart and Administrative personnel 2. Building, office spaces and necessary facilities for the Project activities 3. Local cost (Operational cost for the Project implementation)	

ANNEX II TENTATIVE PLAN OF OPERATION (PO)

Tentative Plan of Operation (PO) Project for Rice Productivity Improvement in Central Highland in Madagascar

	2009	2010	2011	2012	2013
0. Select model sites	■				
0-1. Determine model sites in each focal Region					
0-2. Identify issues and problems of targeted farmers (Conduct baseline survey)	■				
1. Develop integrated technical packages					
1-1. Review existing technical information and material	■	■	■	■	■
1-2. Formulate and conduct verification experiment	■	■	■	■	■
1-3. Conduct experiment on cultivation techniques (soil and water management, pest and weed control)	■	■	■	■	■
1-4. Conduct experiment on postharvest technology	■	■	■	■	■
1-5. Develop and promote agricultural machinery	■	■	■	■	■
2. Promote seed multiplication system					
2-1. Conduct training on seed gene management	■	■	■	■	■
2-2. Conduct training on techniques of seed certification	■	■	■	■	■
2-3. Provide technical guidance to seed producers (CMS and seed producing farmers)	■	■	■	■	■
2-4. Propose improved seed distribution systems	■	■	■	■	■
3. Strengthen linkage among stakeholders in the focal Regions					
3-1. Hold regular meetings among stakeholders	■	■	■	■	■
3-2. Conduct necessary training of trainers (e.g. CDR)	■	■	■	■	■
3-3. Demonstrate technical packages in model sites	■	■	■	■	■
3-4. Conduct seminar/workshop to farmers' associations	■	■	■	■	■
3-5. Conduct necessary study tours/exchange visits	■	■	■	■	■
4. Create technical instruction materials for disseminating integrated technical packages					
4-1. Collect and review current available material	■	■	■	■	■
4-2. Develop technical instruction material (brochures, posters, technical sheets, etc)	■	■	■	■	■
4-3. Utilize broadcast to disseminate technical information (TV/Radio)	■	■	■	■	■
Vakinankaratra (High altitude & Cool)	■	■	■	■	■
Bongolava (Rainfed)	■	■	■	■	■
Analamanga	■	■	■	■	■
Itasy	■	■	■	■	■
Monitoring and Evaluation					

Preparatory stage
 Intensive stage
 Follow-up stage
 After-care stage

ANNEX III REGIONAL TECHNICAL MANAGEMENT COMMITTEE (RTMC)

1. Function

The Regional Technical Management Committees (RTMC) will be established in the three focal Regions (Alaotra-Mangoro, Bongolava, and Vakinankaratra) in order to discuss management and technical matters relating to the Project specific to the regional level. The RTMC will hold monthly meetings and whenever necessity arises. The main functions of RTMC are:

- (1) To formulate Annual Plan of Operation (APO) for respective regions;
- (2) To monitor and review the overall progress of the activities carried out under the APO for respective regions;
- (3) To discuss on major issues arising from or in connection with the Project; and
- (4) To facilitate coordination with other relevant authorities in the respective regions.

2. Composition

(1) Chairperson:

Director of DRDR in the Region

(2) Malagasy Side:

- 1) Director of Regional Research Stations of FOFIFA in the Region
- 2) Director of CMS and CFAMA in the Region
- 3) Director of DDR in the Region
- 4) Representative of the District (to be determined after the model site was specified)
- 5) Representative of the Commune (to be determined after the model site was specified)
- 6) Representative of farmers (representative of a farmer association)

(3) Japanese side:

- 1) Chief Advisor / Agricultural Development
- 2) Expert(s) designated by the Chief Advisor

3. Observers

- 1) Project counterparts

Note:

- Chairperson can request and admit attend to other relevant personnel as observers.