

**MINISTRY OF AGRICULTURE
AND LAND RECLAMATION (MALR)
ARAB REPUBLIC OF EGYPT**

**THE PROJECT FOR THE MASTER
PLAN STUDY**

FOR

RURAL DEVELOPMENT

**THROUGH IMPROVING
MARKETING OF AGRICULTURAL
PRODUCE**

FOR

**SMALL SCALE FARMERS
IN UPPER EGYPT**

**FINAL REPORT
(APPENDIXES)**

AUGUST 2012

JAPAN INTERNATIONAL COOPERATION AGENCY

**SANYU CONSULTANTS INC.
NTC INTERNATIONAL CO., LTD.**

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Table of Contents of APPENDIXES of IMAP Final Report

APPENDIX 1. Study Team Members and Counterparts

APPENDIX 2. Minutes of the Meetings

APPENDIX 3. Implementation of the Pilot Projects

APPENDIX 4. Supplementary Documents and Statistics

4.1 Ministry of Agriculture and Land Reclamation

4.2 Other Donor Activities

4.3 Participatory Workshops at Governorate

4.4 Interviews to Farmers

4.5 Economic Analysis of Master Plan

4.6 List of Village Agriculture Cooperatives in Minia and Assiut

4.7 Agriculture Statistics of Minia and Assiut

APPENDIX 1

STUDY TEAM MEMBERS AND COUNTERPARTS

List of Counterparts and JICA Study Team

Ministry of Agriculture and Land Reclamation Counterparts of IMAP project (MALR)

Dr. Abbas El Shenawy	Head of Agriculture Services and Follow up Sector
Dr. Safwat A. El- Haddad	Former Head of Agriculture Services and Follow up Sector
Dr. Salah Yousef	Former Head of Agriculture Services and Follow up Sector
Eng. Salah Moawad	Former Head of Agriculture Services and Follow up Sector
Eng. Mohamed Ala El Din	Head of Central Administration for Agriculture Cooperation
Eng. Abd El Rahman Salah	Former Head of Central Administration for Agriculture Cooperation
Dr. Alia Gooda	Head of Central Administration for Agriculture Extension Services
Eng. Hassan Saleh	Former Head of Central Administration for Agriculture Extension
Eng. Mohsen Abdo Ali	Head of Central Administration for Governorates Affairs
Eng. Mostafa Abd El Allem	General Director, Central Administration for Foreign Agriculture Relations
Dr. Anwar Fawzi Lasheen	Director of Cotton Improvement Fund
Eng. Mohamed Abd Allah	General Manager of Marketing, Central Administration for Agriculture Cooperation
Eng. Osama Saad	General Coordinator, Central Administration for Agriculture Cooperation
Eng. Radwan Ali Reda	General Director of Planning and training in the Central Administration for Agriculture Extension
Ms. Nagwa Hefsle	Secretary, Agriculture Services and Follow up Sector
Ms. Shaza Roushdy	Phyloscuialry Specialist, Agriculture Services and Follow up Sector
Eng. Islam Euvis	SPS Specialist
Ms. Marwa Foad	Project Officer, Central Administration for Foreign Agriculture Affairs

Minia Agricultural Directorate Counterparts of IMAP project

Dr. Hasan Mahmud Hasan	Undersecretary of Minya Agriculture Directorate
Eng. Mohamed Abd Allah	Former Undersecretary of Minya Agriculture Directorate
Eng. Ali Mohamed	Head of General Department for Agriculture Cooperation
Eng. Tag El Melook	Manager of Intensification Project

Eng. Essam El Deen A. Mohsen	Former General Director for Agriculture Cooperation
(Ms) Dr. Maha Abd El-Azeem	Head of Orientation and Cooperative in General Department for Agricultural Cooperation
(Ms) Eng. Hanan Alhergawy	Staff of Marketing & Yield Sec. In Cooperative Marketing
Eng. Hassan Gomaah Hassan	Head of Rural Women Center
Eng. Maged Nessim Labib	Staff of The Project in General Department for Agri. Cooperation
Eng. George Fawzy Giries	Head of Horticulture & Vegetable in General Department for Agricultural Affairs
Ms. Rokya Essa	Former Head of Rural Woman Center
Mr. Yousef Kheer	Former Officer of Intensification Project
Ms. Fatma Abd El Hameed	Former Head of Extension sector

Assuit Agricultural Directorate Counterparts of IMAP project

Eng. Ahmed Refaat Mohamed	Undersecretary, Head of Agriculture Department in Assuit
Eng. Essam El-Deen Ahmed	Head of General Department for Agriculture Cooperation
Eng. Ali Abdallah Ahmed	Horticulture Engineer/ Social Affairs
Eng. Safwat Naeem Hakeem	Horticulture Engineer/ Agriculture Advisory
Eng. Gamal Samuel Habib	Head of Horticulture Department
Eng. Mohamed Ahmed Mohamed Bakr	Head of Marketing Section in GD of Agriculture Cooperation
Eng. Alber Adeeb Botros	Head of vegetables and Medical plants sector
Eng. Amin Ebrahim Khalel	Horticulture Officer
Dr. Emad El Deen foad	Researcher Professor in Assuit ARC

Social Fund for Development (SFD)

Mr. Ahmed Saleh Fadl	Deputy Manager, Agriculture Department
Mr. Hatim Kamal	Agri-business officer
Ms. Howaida El Howary	Senior Manager

African Development Bank (AFDB)

Ms. Gehan Ibrahim El Sokkary	Representative
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JICA Study Team

Mr. Akihiko Hata	Team Leader / Rural Development
Mr. Fumimichi Obu	Farmers Organization / Extension services
Mr. Mitsuo Nishiya	Agriculture
Mr. Shinichi Arai	Agriculture Marketing
Mr. Toshinori Kudo	Agro- Processing
Mr. Hideyo Shimazu	Rural Community and Gender
Mr. Keiichiro Kobayashi	Rural Economy
Mr. Kota Hirayama	Agriculture Finance / Project Coordination

APPENDIX 2
MINUTES OF THE MEETINGS

SCOPE OF WORK

THE PROJECT FOR THE MASTER PLAN STUDY

FOR

RURAL DEVELOPMENT

THROUGH IMPROVING MARKETING OF AGRICULTURAL PRODUCE

FOR SMALL SCALE FARMERS IN UPPER EGYPT

AGREED UPON BETWEEN

MINISTRY OF AGRICULTURE AND LAND RECLAMATION

AND

JAPAN INTERNATIONAL COOPERATION AGENCY

Cairo, 22nd December, 2009

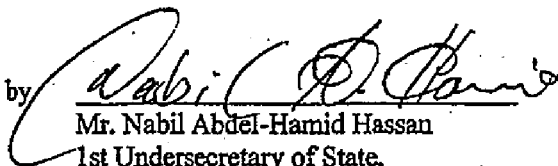


Dr. Safwat A. El-Haddad,
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt



Mr. Nobuhiro Ikuro
Chief Representative,
Egypt Office,
Japan International Cooperation Agency

Witnessed by



Mr. Nabil Abdel-Hamid Hassan
1st Undersecretary of State,
Head of the Cooperation Sector
with Asian Countries, Australia and
New Zealand,
Ministry of International Cooperation
The Arab Republic of Egypt

I. INTRODUCTION

In response to the official request of the Government of the Arab Republic of Egypt (hereinafter referred to as "the Government of Egypt"), the Government of Japan decided to conduct the Project for the Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt (hereinafter referred to as "the Study") in accordance with the Agreement on Technical Cooperation between the Government of Japan and the Government of Egypt, signed in Cairo on 15th June, 1983 (hereinafter referred to as "the Agreement").

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation programs of the Government of Japan, will jointly undertake the Study with the authorities concerned of the Government of Egypt represented by the Ministry of Agriculture and Land Reclamation (hereinafter referred to as "MALR").

The present document sets forth the Scope of Work with regard to the Study.

II. OBJECTIVES OF THE STUDY

The objectives of the Study are:

1. To formulate a Master Plan for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt, after the verification by the Pilot Projects.
2. To provide opportunities the counterpart personnel to obtain relevant skills and technology through formulating the Master Plan.

III. STUDY AREA

The Study will cover Minia and Assiut Governorates.

IV. SCOPE OF THE STUDY

In order to achieve the objectives mentioned above, the Scope of Work for the Study shall cover the followings:

Phase 1: Basic Survey for Master Plan

Draft Master Plan and plan for Pilot Projects shall be formulated through collection of basic data and their analysis.

Phase 2: Implementation of Pilot Projects

Pilot Projects shall be implemented, and then the Master Plan shall be finalized through feedback from the implementation of the Pilot Projects.

Phase 1: Basic Survey for Master Plan

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1. Data collection and situation analysis

- (1) Review of the existing data, information and reports on agricultural and rural development including the social and economic development program, the relevant institutions and organizations in Arab Republic of Egypt, especially in Upper Egypt.
- (2) Baseline survey for supplementary data collection on the following aspects in the above-mentioned Study Area:
 - a. Natural, social and economic conditions
 - b. Farming system, land ownership and agricultural production
 - c. Household economies of small-scale farmers
 - d. Farmers organizations and extension services
 - e. Role and position of women in the field of agriculture
 - f. Post-harvest and processing system
 - g. Marketing of agricultural produce
 - h. Agricultural finance
 - i. Others

2. Identification of potentials and constraints for attaining rural development of the Study Area including:

- a. Strengthening of farmers organizations
- b. Strengthening of extension services for profitable crop production
- c. Improvement of post-harvest system (sorting, packing, cooling storage, processing, quality control, etc.)
- d. Improvement of market system
- e. Better access to agricultural finance system
- f. Others

3. Conceptualization of draft Master Plan

- (1) Formulation of strategies in line with the above potentials and constraints identified
- (2) Formulation of short-term and mid/long-term action plans

4. Selection and planning of Pilot Projects

- (1) Selection of Pilot Projects according to the criteria prepared through the Study
- (2) Design of Pilot Projects

Phase 2: Implementation of Pilot Projects

1. Pilot Projects

- (1) Preparation of Pilot Projects (required materials and facilities)
- (2) Implementation of Pilot Projects with capacity development of organizations concerned
- (3) Monitoring and evaluation of Pilot Projects

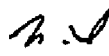
2. Finalization of the Master Plan

V. SCHEDULE OF THE STUDY

The Study will be carried out in accordance with the tentative schedule as attached in the Appendix. The schedule is tentative and subject to be modified when both parties agree upon any necessity that may arise during the course of the Study.



3



VI. REPORTS

JICA shall prepare and submit following reports in English to the Government of Egypt.

1. Inception Report:

Thirty (30) copies will be submitted at the commencement of the first work period in Egypt. This report will contain the schedule and methodology of the Study.

2. Progress Report (1):

Thirty (30) copies will be submitted at the completion of the first work period in Egypt.

3. Interim Report :

Thirty (30) copies will be submitted at the commencement of the second work period in Egypt. This report will contain draft Master Plan and plan of Pilot Projects.

4. Progress Report (2):

Thirty (30) copies will be submitted at the midst of the second work period in Egypt. The report will summarize the progress of Pilot Projects.

5. Progress Report (3):

Thirty (30) copies will be submitted at the completion of the second work period in Egypt. The report will summarize the preliminary evaluation and findings of Pilot Projects.

6. Draft Final Report:

Forty (40) copies will be submitted at the commencement of the third work period in Egypt. The Government of Egypt shall submit its comments within one (1) month after the receipt of the Draft Final Report.

7. Final Report:

Fifty (50) copies will be submitted within one (1) month after the receipt of the comments on the Draft Final Report.

VII. STEERING COMMITTEE

For the smooth and effective Study, a steering committee consisting of the following members will be established. The Chairperson may invite representatives from other relevant organizations, whenever necessary.

1) Egyptian Side

- Head of Agriculture Services and Follow up Sector, MALR (Chairperson)
- Head of Economic Affairs Sector, MALR
- Vice President of Agricultural Research Center and Supervisor of Extension Sector, MALR
- Supervisor, Central Administration for Foreign Agricultural Relations, MALR
- Representatives of Agricultural Directorates of Minia and Assiut Governorates

2) Japanese Side

- JICA study team leader
- Chief Representative of JICA Egypt Office

3) Observers

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- Representative of Embassy of Japan
- Representative of Ministry of Industry and Trade, Egypt

VIII. UNDERTAKINGS OF THE GOVERNMENT OF EGYPT

1. In accordance with the provisions of the Agreement, the Government of Egypt shall accord privileges, exemptions and benefits to the Japanese study team (hereinafter referred to as "the Team") as follows:
 - (1) To facilitate smooth implementation of the Study, the Government of Egypt shall take the following necessary measures;
 - a. To provide necessary facilities to the Team for remittance as well as utilization of the funds introduced into Egypt from Japan in connection with the implementation of the Study.
 - b. To bear claims, if any arise, against the members of the Team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the members of the Team.
 - (2) MALR shall, at its own expense, provide the Team with the following in cooperation with other agencies concerned:
 - a. Security-related information on as well as measures to ensure the safety of the Team,
 - b. Information on as well as support in obtaining medical service,
 - c. Available data and information related to the Study,
 - d. Counterpart personnel,
 - e. Suitable office spaces with necessary equipment and furniture, and
 - f. Credentials or identification cards.
2. MALR shall act as the counterpart agency to the Team and also as the coordinating body in relation with other governmental and non-governmental organizations concerned for the smooth implementation of the Study.
3. The Agriculture Services and Follow up Sector, MALR shall assign a necessary number of counterpart personnel in accordance with areas of the Team members and submit the list of counterpart personnel at the beginning of the Study.
4. In accordance with the laws and regulations in force in the Arab Republic of Egypt, the Government of Egypt will take necessary measures to provide services of the Egyptian counterpart personnel and related personnel at its own expense.
5. The Egyptian side will provide the Team with suitable office spaces with telephone lines in Cairo, Minia and Assiut Governorates and prepare them by the commencement of the Study.

IX. UNDERTAKINGS OF JICA

For the implementation of the Study, JICA will take the following measures:

1. To dispatch, at its own expenses, the Team to Egypt:
2. To pursue technology and skills transfer to the Egyptian counterpart personnel in the course of the Study; and

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3. To accept the Egyptian counterparts for training in Japan on specific relevant subjects when necessary.

X. CONSULTATION

MALR and JICA shall consult with each other in respect of any matter that may arise from or in connection with the Study.

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APPENDIX

Tentative Schedule for "the Project for the Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt"

	2010												2011												2012																																																											
	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8																																																						
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Phase 2	Phase 2																																																																																			
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Work in Japan																																																																																				
Reports	Inc/R												PR(1)												Inc/R												PR(2)												PR(3)												D/R												F/R											
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1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes the need for transparency and accountability in financial reporting.

2. The second part of the document outlines the various methods and techniques used to collect and analyze data. It includes a detailed description of the experimental procedures and the statistical tools employed.

3. The third part of the document presents the results of the study, including a comparison of the different methods and a discussion of the implications of the findings.

4. The final part of the document provides a conclusion and a list of references. It also includes a section on the limitations of the study and suggestions for future research.

MINUTES OF MEETING

THE PROJECT FOR THE MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT
THROUGH IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR SMALL SCALE FARMERS IN UPPER EGYPT

AGREED UPON BETWEEN

MINISTRY OF AGRICULTURE AND LAND RECLAMATION

AND

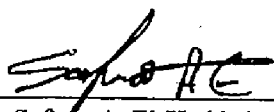
JAPAN INTERNATIONAL COOPERATION AGENCY

In response to the official request of the Government of the Arab Republic of Egypt (hereinafter referred to as "Egypt"), the Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Preparatory Study Team (hereinafter referred to as "the Team") for the Project for the Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt (hereinafter referred to as "the Study"), headed by Ms. Michiko Umezaki, to Egypt from August 5 to August 17, 2009.

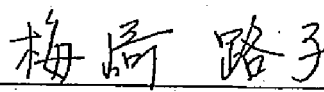
During its stay in Egypt, the Team made field visits in the Study area, and held a series of discussions with the officials of Ministry of Agriculture and Land Reclamation (hereinafter referred to as "MALR") and other authorities concerned of the Government of Egypt. The list of those who attended those meetings is attached as Annex 1.

As a result of the discussions, MALR and the Team agreed to the matters referred to in the documents attached hereto.

Cairo, August 16, 2009



Dr. Safwat A. El-Haddad
Head of Agricultural Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation (MALR)
The Arab Republic of Egypt



Ms. Michiko Umezaki
Deputy Director General,
Rural Development Department,
Japan International Cooperation Agency
(JICA)

I. DRAFT OF THE SCOPE OF WORK (S/W)

The Scope of Work (S/W) is an official document which defines contents of the study. The draft of S/W, attached as Annex 2, was prepared and confirmed through a series of discussions by both sides.

The draft S/W will be finalized and signed between MALR and JICA Egypt Office after notification of approval by JICA headquarters.

II. RESULTS OF DISCUSSIONS

The followings were also agreed by both Egyptian and Japanese sides in relation to the draft S/W for the Study.

(1) Contents of the Study

- 1) Master Plan Study shall address the major issues and development strategies for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt.

This Study shall cover the followings:

Phase 1: Draft Master Plan and plan for Pilot Projects shall be formulated through collection of basic data and their analysis.

Phase 2: Pilot Projects shall be implemented, and then the Master Plan shall be finalized with feedback from the implementation of the Pilot Projects.

- 2) Phase 1 will be completed within one year in order to start Pilot Projects immediately.

The Master plan should include short-term and mid/long-term action plans.

The Pilot Projects shall be implemented in Phase 2.

The criteria for selection of Pilot Projects will be decided in Phase 1.

- 3) This Study shall cover the agricultural products except marine and animal products.
- 4) The Study shall cover Minia and Assiut Governorates.
- 5) The duration of the Study shall be 30 months.

(2) Steering Committee

For the smooth and effective Study, a steering committee consisting of the following members will be established. The Chairperson may invite representatives from other relevant organizations, whenever necessary.

1) Egyptian Side

- Head of Agricultural Services and Follow up Sector, MALR (Chairperson)
- Head of Economic Affairs Sector, MALR
- Vice President of Agricultural Research Center and Supervisor of Extension Sector, MALR
- Supervisor, Central Administration for Foreign Agricultural Relations, MALR
- Representatives of Agricultural Directorates of Minia and Assiut Governorates

2) Japanese Side

- JICA Study Team Leader
- Chief Representative of JICA Egypt Office

3) Observers

- Representative of Embassy of Japan
- Representative of Ministry of Industry and Trade, Egypt

(3) Counterpart Personnel

The Agricultural Services and Follow up Sector, MALR shall assign a necessary number of counterpart personnel in accordance with the areas of Japanese team members for the Study and submit the list of counterpart personnel to JICA Egypt office before the beginning of the Study.

(4) Counterpart Training in Japan

The Egyptian counterparts will be invited to Japan for training on specific relevant subjects.

(5) Travel Allowance for Counterpart Personnel

Domestic travel allowance for counterpart personnel should be borne by the Egyptian side according to the Agreement on Technical Cooperation between the Government of Japan and the Government of Egypt.

(6) Report

The Final Report would be open to the public in order to maximize the utilization of the results of the Study.

(7) Office Space

The Egyptian side promised to provide the Japanese study team with suitable office spaces with telephone lines in Cairo, Minia and Assiut Governorates, and to prepare them by the commencement of the Study

END

Egyptian side**Ministry of Agriculture and Land Reclamation**

Dr. Safwat A. El-Haddad	Head of Agricultural Services and Follow up Sector
Prof. Dr. Ahlam El Naggar	Head of Economic Affairs Sector
Prof. Dr. Mohamed M. El- Garhi	Vice President of Agricultural Research Center Supervisor of Extension Sector
Dr. Faddia Nosseir	Supervisor, Central Administration for Foreign Agricultural Relations
Eng. Hassan M. Saleh	Head of Central Amd. for Agricultural Extension
Eng. Mohsen Abd Adly	Head of Central Administration for Agricultural Directorates
Eng. Hamdy Assi	Head of Central Administration for Agricultural Cooperatives

Minia Governorate

Dr. Ahmed Diao El-Din	Governor
Eng. Mohamed Abdella	Under-Secretary
Eng. Essam El-din Abdel Mohsen	General Director, Agricultural Cooperatives Department

Assuit Governorate

Mr. Abd El- Rahman Rashed	Secretary General
Eng. Abd El-Aziz Ali Mohamed Haredy	General Director, Agricultural Directorate in Assuit

Principal Bank for Development and Agricultural Credit (PBDAC)

Mr. Ali I. Shaker	Chairman
Mr. Sayyed Abd El-fadel	General Chairperson of Management, Assuit Branch

Japanese side**JICA Preparatory Study Team**

Ms. Michiko Umezaki	Team Leader
Dr. Kazuo Nakabayashi	Farmers Organizations, Extension
Ms. Yuka Seo	Cooperation Planning

JICA Egypt Office

Mr. Nobuhiro Ikuro	Chief Representative
Mr. Masakatsu Komori	Senior Representative
Mr. Osamu Tanaka	Representative
Dr. Koji Kitamura	JICA Expert

Embassy of Japan

H.E. Kaoru Ishikawa

Mr. Yasuaki Nakamura

Ambassador

First Secretary

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(DRAFT)
SCOPE OF WORK

THE PROJECT FOR THE MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT
THROUGH IMPROVING MARKETING OF AGRICULTURAL PRODUCE
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Cairo, , 2009

Dr. Safwat A. El-Haddad
Head of Agricultural Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt

Mr. Nobuhiro Ikuro
Chief Representative,
Egypt Office,
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Witnessed by

Mr. Nabil Abdel-Hamid Hassan
1st Undersecretary of State,
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I. INTRODUCTION

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

The present document sets forth the Scope of Work with regard to the Study.

II. OBJECTIVES OF THE STUDY

The objectives of the Study are:

1. To formulate a Master Plan for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt, after the verification by the Pilot Projects.
2. To let counterpart personnel learn relevant skills and technology through formulating the Master Plan.

III. STUDY AREA

The Study will cover Minia and Assiut Governorates.

IV. SCOPE OF THE STUDY

In order to achieve the objectives mentioned above, the Scope of Work for the Study shall cover the followings:

Phase 1: Draft Master Plan and plan for Pilot Projects shall be formulated through collection of basic data and their analysis.

Phase 2: Pilot Projects shall be implemented, and then the Master Plan shall be finalized through feedback from the implementation of the Pilot Projects.

Phase 1: Basic Survey for Master Plan

1. Data collection and situation analysis
 - (1) Review of the existing data, information and reports on agricultural and rural development including the social and economic development program and the relevant institutions and organizations in Arab Republic of Egypt, especially in Upper Egypt.

(2) Baseline survey for supplementary data collection on the following aspects in the above-mentioned Study Area:

- a. Natural, social and economic conditions
- b. Farming system, land ownership and agricultural production
- c. Household economies of small-scale farmers
- d. Farmers organizations and extension services
- e. Role and position of women in the field of agriculture
- f. Post-harvest and processing system
- g. Marketing of agricultural produce
- h. Agricultural finance
- i. Others

2. Identification of potentials and constraints for attaining rural development of the Study Area including:

- a. Strengthening of farmers organizations
- b. Strengthening of extension services for profitable crop production
- c. Improvement of post-harvest system (sorting, packing, cooling storage, processing, quality control, etc.)
- d. Improvement of market system
- e. Better access to agricultural finance system
- f. Others

3. Conceptualization of draft Master Plan

- (1) Formulation of strategies in line with the above potentials and constraints identified
- (2) Formulation of short-term and mid/long-term action plans

4. Selection and planning of Pilot Projects

- (1) Selection of Pilot Projects according to the criteria prepared through the Study
- (2) Design of Pilot Projects

Phase 2: Implementation of Pilot Projects

1. Pilot Projects

- (1) Preparation of Pilot Projects (required materials and facilities)
- (2) Implementation of Pilot Projects with capacity development of organizations concerned
- (3) Monitoring and evaluation of Pilot Projects

2. Finalization of Master Plan

V. SCHEDULE OF THE STUDY

The Study will be carried out in accordance with the tentative schedule as attached in the Appendix. The schedule is tentative and subject to be modified when both parties agree upon any necessity that will arise during the course of the Study.

VI. REPORTS

JICA shall prepare and submit following reports in English to the Government of Egypt.

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Thirty (30) copies will be submitted at the commencement of the first work period in Egypt. This report will contain the schedule and methodology of the Study.

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Thirty (30) copies will be submitted at the completion of the first work period in Egypt.

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Thirty (30) copies will be submitted at the commencement of the second work period in Egypt. This report will contain draft Master Plan and plan of Pilot Projects.

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Thirty (30) copies will be submitted at the midst of the second work period in Egypt. The report will summarize the progress of Pilot Projects.

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6. Draft Final Report:

Forty (40) copies will be submitted at the commencement of the third work period in Egypt. The Government of Egypt shall submit its comments within one (1) month after the receipt of the Draft Final Report.

7. Final Report:

Fifty (50) copies will be submitted within one (1) month after the receipt of the comments on the Draft Final Report.

VII. STEERING COMMITTEE

For the smooth and effective Study, a steering committee consisting of the following members will be established. The Chairperson may invite representatives from other relevant organizations, whenever necessary.

- Head of Agricultural Services and Follow up Sector, MALR (Chairperson)
 - Head of Economic Affairs Sector, MALR
 - Vice President of Agricultural Research Center and Supervisor of Extension Sector, MALR
 - Supervisor, Central Administration for Foreign Agricultural Relations, MALR
 - Representatives of Agricultural Directorates of Minia and Assiut Governorates
- 2) Japanese Side
- JICA Study Team Leader
 - Chief Representative of JICA Egypt Office
- 3) Observers
- Representative of Embassy of Japan
 - Representative of Ministry of Industry and Trade, Egypt

VIII. UNDERTAKINGS OF THE GOVERNMENT OF EGYPT

In accordance with the provisions of the Agreement, the Government of Egypt shall accord privileges, exemptions and benefits to the Japanese study team (hereinafter referred to as "the Team") as follows:

1. To facilitate smooth implementation of the Study, the Government of Egypt shall take the following necessary measures:
 - (1) To provide necessary facilities to the Team for remittance as well as utilization of the funds introduced into Egypt from Japan in connection with the implementation of the Study.
 - (2) To bear claims, if any arise, against the members of the Team resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties in the implementation of the Study, except when such claims arise from gross negligence or willful misconduct on the part of the members of the Team.
2. Ministry of Agriculture and Land Reclamation (MALR) shall act as the counterpart agency to the Team and also as the coordinating body in relation with other governmental and non-governmental organizations concerned for the smooth implementation of the Study.
3. MALR shall, at its own expense, provide the Team with the following in cooperation with other agencies concerned:
 - (1) Security-related information on as well as measures to ensure the safety of the Team,
 - (2) Information on as well as support in obtaining medical service,
 - (3) Available data and information related to the Study,
 - (4) Counterpart personnel,
 - (5) Suitable office spaces with necessary equipment and furniture, and
 - (6) Credentials or identification cards.

IX. UNDERTAKINGS OF JICA

For the implementation of the Study, JICA will take the following measures:

1. To dispatch, at its own expenses, the Team to Egypt.
2. To pursue technology and skills transfer to the Egyptian counterpart personnel in the course of the Study.
3. To accept the Egyptian counterparts for training in Japan on specific relevant subjects.

X. CONSULTATION

MALR and JICA shall consult with each other in respect of any matter that may arise from or in connection with the Study.

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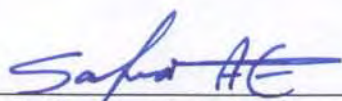
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**MINUTES OF THE MEETING
ON
THE FIRST STEERING COMMITTEE
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT**

**AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Cairo, 22nd April, 2010



Dr. Safwat A. El-Haddad,
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt



Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as “JICA”) and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as “MALR”) agreed the contents of Scope of Work (S/W) for “The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt” (hereinafter referred to as “the Project”) in December, 2009. In accordance with the S/W, JICA dispatched the study team for the Project (hereinafter referred to as “the Team”) in April 2009.

The Team submitted thirty (30) copies of the Inception Report to MALR. Then the Team conducted the seminars in Minia and Assiut governorates to introduce the main contents of the Inception Report. The seminars were held on 14th April in Minia and on 18th April in Assiut. After these seminars, this first steering committee was held on 22nd April at MALR.

1. Opening Remarks

The committee meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The chairman expressed the appreciation of the continuous cooperation of the Government of Japan with the Government of Egypt.

2. Introduction of Attendants

There were 16 attendants in the meeting and a brief self-introduction by each attendant was made.

3. Presentation on the Inception Report of the Project and activities in April 2010

The team leader presented the contents of the Inception Report, which includes Introduction, The Project Area, and Basic Approach of the Project. The team leader also presented the comments from the seminars and meetings in Minia and Assiut together with some issues and schedule. Following are the questions and answers, and comments made in this steering committee.

4. Discussion

1. Dr. Safwat gave the following comments;

- 1.1 The study team should concentrate on district and village levels because the governorates are too broad to implement the project.
- 1.2 We need some treatment on agricultural products to improve income of farmers, and women in rural areas can do such treatment so the team should also focus on female in villages.
- 1.3 The traditional extension system is not favorable because it is like giving a medicine to farmers. We would rather consider making the extension system change into providing the information about how farmers can select products and when farmers produce agricultural products for both outside and inside of Egypt by themselves.

2. The head of the Central Administration (CA) for Agriculture Extension questioned whether the Master Plan would be the final output of this project. The team leader answered that the final output of the Project is the Master Plan as questioned, but this Master Plan will serve for the future development in the Project area and therefore formulating practical Master Plan is one of the objectives of the Project.

3. The head of CA for Agriculture Extension commented that the team should not only focus on

agricultural marketing, but also adding value to the produce. The team leader added that we would consider value addition from the production stage to post-harvest stage as we need good products for marketing.

4. The head of CA for Agriculture Extension suggested that it is better to form associations of farmers for agricultural marketing after the termination of the Project for considering the sustainability. Responding the comment, the team leader suggested studying the case of SHAMS Project, which was implemented by the international NGO, CARE under the finance of USAID. The team leader explained that SHAMS Project created farmers' associations as community development association (CDA) and it is said the significant number of the associations are still active even after the termination of the project in 2007 and we should learn the lessons from them for sustainability. The team leader added that the team would study not only CDA but also the cooperatives as a possible form of farmers' association.
5. The Chairman remarked that the Project only focuses on agricultural products and dairy products are not included according to the Scope of Work agreed upon implementing the Project. The officer from African Development Bank added that the project of the Social Fund for Development (SFD) would cover dairy products so we could complement each other.
6. The head of CA for Agriculture Extension indicated that we need to tackle with reducing the cost of agricultural production as the issue of high production cost was raised in the governorate officers. He further suggested that organizing farmers for input sharing would be helpful to reduce the cost of production and to get high returns. The Chairman also added that it is necessary to improve from procurement to marketing for good agricultural practice.
7. The officer of the African Development Bank (AfDB) indicated that a lot of small scale farmers borrow money from traders with the advantage of the traders. Then she commented that the study team should pay attention to this kind of situation and think about credit accessibility of small scale farmers.
8. The officer of AfDB commented that involvement of private sector is also important such as supermarkets and exporters, who can inform us what they need. The team leader responded that we also think the necessity to study about market demand and we will collect the information about market demand and try to put the information through to farmers.
9. The team leader explained that the team will consider targeting domestic market as the first tage of the improving marketing. Then the officer of AfDB pointed out that there are two segments in the domestic market; local market and market for high-class such as hotels.
10. The officer of AfDB gave her view that honestly farmers do not trust each other and they do not understand to work as a team or group and therefore, it is important to look at team building and teaching farmers to work as a team.
11. The Chairman told the team that the team should visit the site of farmers' field school project

(FFS) and collect successful stories in different areas to tell farmers these success stories. He also mentioned three types of farmers that should be taken into consideration; 1) try to do new things immediately, 2) start new things after they see stories by themselves, and 3) avoid other participants and try to do exclusively.

12. The officer of AfDB confirmed with the committee members that men with small scale farmland go out looking for off-farm job and women are mostly engaged in farming and commented that the women who work mainly work for agriculture should be addressed as a common issue.
13. The Project Officer of JICA Egypt Office remarked that the Master plan is to suggest projects and pilot project covers only little part of the Master Plan. The Chairman replied that we will also look at the projects after the Master Plan.
14. The Chairman commented that existing extension system and cooperative system of the Ministry should be improved through the Project.
15. JICA expert remarked that the Master plan should be practical one so the detailed preparation is essential before the pilot project.
16. The steering committee members agreed with the abbreviation of the Project title as "IMAP"

After the discussion, the chairman wrapped the meeting up by saying appreciation for the participants. The next steering committee should be held before the planning process.

 End

Attached paper-1

Attendants of the Steering Committee on 22nd April, 2010

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Safwat A. El-Haddad	Head of Agriculture Service and Follow up Sector (chairperson)
Mr. Hassan Saleh	CA for Agricultural Extension, Head of CAAEE
Mr. Mostafa Abdel Alim	CA for Foreign Agricultural Relations
Mr. Mohamed Abudalla	Representatives of Agricultural Directorates of Minia Governorate
Mr. Ahmed Rifat Mohamed	Representatives of Agricultural Directorates of Assiut Governorate
Mr. Abd El Rahman Salah	CA for Agriculture Cooperation
Mr. Osama Saad	CA for Agriculture Cooperation
Ms. Shaga Roushady	Phyloscialry Specialist
Mr. Islum Euvis	SPS Specialist
Mr. Mohasen Abdoaly	Head of CE for Governorate Affairs

African Development Bank

Ms. Gehane Ibrahim El Sockary Representative

Embassy of Japan

Mr Yasuaki Nakamra First Secretary

JICA Egypt Office

Mr. Shigeru Otake Senior Representative
Mr. Sherif Ahmed Yousri Project Officer
Dr. Koji Kitamura JICA Expert

JICA Study Team

Mr. Akihiko Hata Team Leader/Rural Development
Mr. Toshinori Kudo Agro-processing
Mr. Kota Hirayama Agricultural Finance

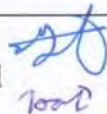
**MINUTES OF THE MEETING
ON
THE SECOND STEERING COMMITTEE
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT**

**AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Cairo, 25th July 2010



Dr. Salah Yusef, Youssef
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt



Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as “JICA”) and the Ministry of Agriculture and Land Reclamation (MALR) agreed the contents of Scope of Work (S/W) for “The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt” (the Project) in December, 2009. In accordance with the S/W, JICA dispatched the study team for the Project (the Team) in April 2009.

The first steering committee meeting on this Project was held on 22nd April 2010 at MALR and the Team started intensive field survey. The Team carried out a series of workshops at Governorate / District level and village level and visited villages of specialty crops, research institutions, private companies, farmers’ associations etc. in the course of the field survey. Prior to this second Steering Committee meeting, the Team held meetings with the Governorate and District officers in Minia and Assiut Governorates on 18th and 21st July 2010 respectively to share the progress of the field survey and agree with the candidate pilot sites.

1. Opening Remarks

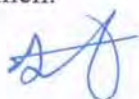
The second Steering Committee meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The Chairman greeted the participants of the meeting and expressed the appreciation of the cooperation of the Government of Japan with the Government of Egypt.

2. Presentation on the Progress of the Project from May to July 2010

The Team Leader presented the progress of the Project, which includes Introduction, field survey briefing, constraints, needs and potential identified through the field survey, Master Plan and Pilot Project as next step, ideas for development, focused crops and candidate pilot sites and issues to agree. Following are the questions and answers, and comments made in this steering committee.

3. Discussion

1. About the constraints identified through the village workshops such as “farmland is small”, “production cost is high” etc., the Chairman pointed out that the voice of landless should be clarified since the issues such as size of land or production cost are not for landless (farm laborers).
2. About the number of extension staff to the population discussed as a constraint, the Head of Central Administration for Agricultural Extension (CAAE) indicated that current number of the extension staff may not be appropriate but it depends on the mobility of the staff.
3. The Head of CAAE suggested applying Farmers Field School approach to implement the Pilot Project.
4. About helping rural women and youth through micro-project, the Head of CAAE indicated that training women and youth for handicraft making use of locally available materials could be one of the options and there are extension staffs specialized for helping women.



5. The representative of Social Fund for Development (SFD) inquired about how SFD and the Project can cooperate. The Team Leader answered that the Team will keep exchanging information with SFD in the course of the study.
6. The Chairman indicated that not only processing, which is to change shape of the produce, but also maintaining the shape and quality of produce by good packaging should be considered. *Value added including separating arils of pomegranate is also needed as other approaches such as juicing... etc.* *Memo* *ST*
7. Following issues the Team raised were basically agreed by the Committee: 1) the M/P follows the "Sustainable Agriculture Development Strategy 2030" as the upper plan, 2) definition of small-scale farmers is less than 3 feddan (less than 5 feddan for new land) and different approaches according to the farmland size should be considered, 3) landless and rural women should be taken into consideration even with income generation activities other than marketing of agricultural produce (e.g. animal products processing could also be taken into consideration according to the significance to the landless and women). The Team will carry out further survey based on the agreement.
8. It was agreed that the next Steering Committee meeting will be held in November when the Team prepares the draft Mater Plan unless any necessity of the meeting arises by that time.

After the discussion, the Chairman wrapped up the meeting by expressing appreciation for the participants and the meeting was closed.

ST
End

Attached paper-1

Attendants of the Steering Committee on 25th July, 2010

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Salah Yusef <i>Youssef</i>	Head of Agriculture Service and Follow up Sector (chairperson)
Mr. Abd El Rahman Salah <i>AS</i>	Head of CA for Agriculture Cooperation
Mr. Hassan Saleh <i>HS</i>	Head of CA for Agricultural Extension
Mr. Mostafa Abdel Alim	General Director, CA for Foreign Agricultural Relations
Mr. Mohasen Abdoaly	Head of CA for Governorate Affairs
Mr. Mohamed Abudalla	Undersecretary, Agricultural Directorate of Minia Governorate
Mr. Ahmed Rifat Mohamed	Undersecretary, Agricultural Directorate of Assiut Governorate
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation
Ms. Shaza Roushady	Phyloscialry Specialist, Agriculture Services and Follow up Sector

Social Fund for Development (SFD)

Mr. Ahmed Saleh Fadl Agriculture Department

Embassy of Japan

Mr Yasuaki Nakamra First Secretary

JICA Egypt Office

Mr. Nobuhiro Ikuro	Senior Representative
Mr. Osamu Tanaka	Representative
Mr. Sherif Ahmed Yousri	Project Officer

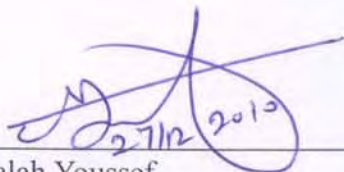
JICA Study Team

Mr. Akihiko Hata	Team Leader/Rural Development
Mr. Fumimichi Obu	Farmers Organization
Mr. Mistuo Nishiya	Agriculture
Mr. Shinichi Arai	Agricultural Marketing

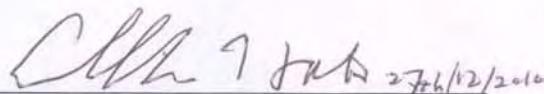
*MINUTES OF THE MEETING
ON
THE THIRD STEERING COMMITTEE
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT*

*AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY*

Cairo, 13th December 2010



Dr. Salah Youssef,
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt



Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as "MALR") agreed the contents of Scope of Work (S/W) for "The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt" (hereinafter referred to as "the Project") in December, 2009. In accordance with the S/W, JICA dispatched the Study Team for the Project (hereinafter referred to as "the Team") in April 2009.

On 30th November 2010, the Study Team submitted the 30 copies of Progress Report (1), which consists of the draft Master Plan and proposed pilot projects, to the Agricultural Services and Follow-up Sector. This Third Steering Committee meeting was held to present the contents of the report.

The Third Steering Committee meeting was held on 8th December 2010 but it was agreed that the Committee needed further discussion on the proposed Pilot Projects. Therefore, the meeting was held again on 13th December 2010. The following summarize the discussions on the both two meetings.

(1) December 8, 2010

1. Opening Remarks

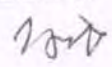
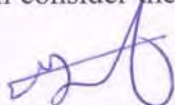
The meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The Chairman greeted the participants of the meeting and expressed his appreciation for the cooperation of the Government of Japan with the Government of Egypt. Followed by the self introduction of the participants, the representative of JICA Egypt Office expressed his appreciation and expectation for the cooperation between the two countries as his opening remarks.

2. Presentation on the Progress Report (1)

The Team Leader presented the contents of the Progress Report (1) which consists of the draft Master Plan and proposed Pilot Projects to be implemented from March 2011 to April 2012. Following are the questions and answers, and comments made in the meeting:

3. Discussion

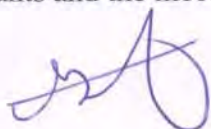
- 1) The Chairman asked for clarifying the period of the Project. The team leader answered that the timeframe of the projects proposed in the draft Master Plan is set as short-term (5 years) and mid/long term period (6 to 18 years), but this Project for Master Plan Study itself will end by August 2012 and therefore, the timeframe of the proposed projects in the draft Master Plan is after this Study ends. The team leader added that during this Master Plan Study period, some parts of the proposed projects in the short term in the draft Master Plan will be implemented as Pilot Projects.
- 2) JICA expert asked for the definition of small scale farmers. The team leader explained that around 70% of the farmers (land owners) in the Project area are with less than 1 feddan, but our definition of small scale farmers is less than 3 feddan in old land and less than 5 feddan in new land. The share of farmers cultivating from 1 feddan to 3 feddan is around 20% or less. We still consider these farmers as small scale and expect that they could be a driving force of



small scale farmers to promote agricultural marketing.

- 3) The head of CA for Agriculture Cooperation commented that the Project should achieve concrete results. So far, the team has done just gathering information and data collection. This project should do appreciated things from farmers. The team leader answered that so far the work has been done as scheduled and the Pilot Projects will be implemented from March 2011 for around one year.
- 4) The Chairman gathering the comments from the Egyptian participants and gave following comments:
 - 4-1) There was a suggestion to establish modern marketing center by the former Head of Agriculture Services and Follow up Sector, but that has not been included in the proposed Pilot Projects. The team leader explained that the team told the former Chairman to study about the suggested idea for the Master Plan but the Pilot Project would be selected within the limited implementation period and budget (the concept of the suggested idea has been proposed in the mid & long term activities in the draft Master Plan).
 - 4-2) The Projects should start from next year, not after the study and also there was a question on why the period of Pilot Projects is only one year. JICA representative answered that that has already been agreed by the scope of work between Egyptian side and Japanese side. He also explained that this is the first occasion for JICA to carry out this kind of study in Upper Egypt and therefore it was considered to start with small scale project. He added that we have to examine which projects and how they work well through the Pilot Projects to consider for further cooperation. The Chairman responded to discuss within the scope of work.
 - 4-3) Pilot Projects do not mean small scale or preliminary projects. The target of the project should not be from zero to one but from zero to five. For example, on the drying process improvement of basil proposed as the pilot (improving drying yard), this seems just a small step. Using drying machine would be much better than just improving drying yard (from horizontal drying to vertical drying). The proposed Pilot Projects seem just a step from zero to one, but the project should be planned to target higher vision. The team leader answered that the proposed Pilot Projects were planned with the counterparts in the Governorates based on the situation analysis and the consideration on the capacity of small scale farmers and farmers' organization to be proper development of small scale farmers.
- 5) The Chairman suggested that committee should take more time to evaluate the relevance of the proposed Pilot Projects and therefore should hold another meeting on 13th at 12:00. The Committee members agreed with his suggestion. JICA representative requested to produce written comments and it was agreed that the comments from the members will be forwarded to the office of the Chairman by 12th and the team leader will collect them.

After the discussion, the Chairman wrapped up the meeting by expressing appreciation for the participants and the meeting was closed.



(2) December 13, 2010

Opening Remarks for second meeting

The Chairman stated that the purpose of today's meeting is to make the Project more successful. JICA representative expressed his appreciation for the comments on the Progress Report (1) from the Committee and explained that the main purpose of the Pilot Projects is to give feedback to the final Master Plan within the limited time scale.

Discussion

The Committee had prepared the comments on the Pilot Projects consisting four points and handed it to JICA Study Team prior to this second meeting. The Study Team prepared the answers to the comments and the team leader presented them. Following are the result of the discussion.

1) Comment-1: Market information system Establishment equipment with computer and mobile

1-1) The Team Leader explained that the comment seems no conflict with the proposed Pilot Projects and it was confirmed by the Committee.

2) Comment-2: Quality raising - drying unit for one crop at least

2-1) For basil drying system proposed in Assiut, the team leader explained why sun drying system has been proposed rather than electrical drying system based on the cost benefit analysis. The counterpart personnel from Assiut also recommended the relevance of the sun drying system in the target area. Then the Committee agreed with sun drying system for the Pilot Project.

2-2) Introducing drying unit for other crops such as onion and garlic in Minia was proposed. The team leader explained the difficulties to introduce drying unit for such crops as it would require large-scale to process such crops to make a good products. The counterpart personnel in Minia requested to reconsider the possibility of introducing small drying unit. It was agreed that the Study Team would consider the possibility again for the Pilot Projects.

3) Comment-3: Unit for manufacturing tomato paste, pomegranate juicing

3-1) The Team Leader explained that the comment seems no conflict with the proposed Pilot Projects and it was confirmed by the Committee.

3-2) About the capacity of tomato paste making, the Study Team has proposed 100kg per day of input, but the Chairman said that the capacity should be 5 tones per day or 2 tons per day to make the bigger impacts. The Chairman emphasized that we need to consider what the proper size for achieving success. The issue of the capacity was also discussed from the marketing point of view and also viewpoint of installation, operation and management of the facilities within the limited period of the one-year Pilot Project. As the result of the discussion, it was agreed that the Study Team will study the capacity again for the Pilot Projects.

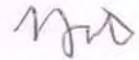
The committee agreed on introducing machine of 200-300 Kg of tomatoes/day to produce tomato paste -

4) Comment-4: Extension program cover all aspects facilitated with proper instrumentations

4-1) The team leader explained that the activities for demonstration farm for introducing improved varieties, intercropping and other things will be organized from marketing improvement point of views. Also the counterpart personnel from Minia explained the importance of the above demonstration activities. It was agreed that the components of demonstration farm will be maintained as proposed by the Study Team.

After the discussion, The Chairman expressed his appreciation for the effort of the 9 months intensive studies and the meeting was closed.

End



Attached paper-1

Attendants of the Steering Committee on 8th December, 2010 (1st meeting)

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Salah Youssef	Head of Agriculture Service and Follow up Sector (Chairperson)
Mr. Abd El Rahman Salah	Head of CA for Agriculture Cooperation
Mr. Mostafa Abdel Alim	General Director, CA for Foreign Agricultural Relations
Mr. Mohasen Abdoaly	Head of CA for Governorate Affairs
Dr. Anwar Fawzi Lasheen	Head of Cotton Improvement Fund
Mr. Mohamed Abudalla	Undersecretary, Agricultural Directorate of Minia Governorate
Mr. Ahmed Rifat Mohamed	Undersecretary, Agricultural Directorate of Assiut Governorate
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation
Ms. Shaza Roushady	Phytosainty Specialist, Agriculture Services and Follow up Sector

Social Fund for Development (SFD)

Mr. Ahmed Saleh Fadl	Deputy Manager
Ms. Howaida El Howry	Senior Manager

African Development Bank (AfDB)

Ms. Gehane Ibrahim El Sokyary	Senior Economist
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Embassy of Japan

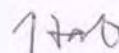
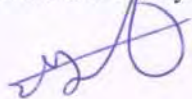
Mr Yasuaki Nakamra	First Secretary
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JICA Egypt Office

Mr. Daisuke Iijima	Representative
Mr. Sherif Ahmed Yousri	Project Officer
Dr. Koji Kitamura	JICA Expert (Policy Advisor)

JICA Study Team

Mr. Akihiko Hata	Team Leader / Rural Development
Mr. Fumimichi Obu	Farmers Organization / Extension Services
Mr. Shinichi Arai	Agricultural Marketing
Mr. Kota Hirayama	Agricultural Finance



Attached paper-2

Attendants of the Steering Committee on 13th December, 2010 (2nd Meeting)

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Salah Youssef	Head of Agriculture Service and Follow up Sector (chairperson)
Mr. Abd El Rahman Salah	Head of CA for Agriculture Cooperation
Mr. Hassan Saleh	Head of CA for Agricultural Extension
Mr. Mostafa Abdel Alim	General Director, CA for Foreign Agricultural Relations
Ms. Marwa Fouada	Project Officer, CA for Foreign Agricultural Relations
Mr. Mohasen Abdoaly	Head of CA for Governorate Affairs
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation
Mr. Essam EL-Deen A. Mohsen	General Director of Agricultural Cooperation in Minia Governorate
Mr. Essam El-Deen Ahmed	Head of Horticulture Department in Assiut Governorate

Social Fund for Development (SFD)

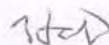
Mr. Ahmed Saleh Fadl	Deputy Manager
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JICA Egypt Office

Mr. Shigeru Otake	Senior Representative
Mr. Daisuke Iijima	Representative
Mr. Sherif Ahmed Yousri	Project Officer
Dr. Koji Kitamura	JICA Expert (Policy Advisor)

JICA Study Team

Mr. Akihiko Hata	Team Leader/Rural Development
Mr. Fumimichi Obu	Farmers Organization
Mr. Shinichi Arai	Agricultural Marketing
Mr. Kota Hirayama	Agricultural Finance



**MINUTES OF THE MEETING
ON
THE FOURTH STEERING COMMITTEE
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT**

**AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Cairo, 16th March 2011



Dr. Salah Youssef,
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt



Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as “JICA”) and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as “MALR”) agreed the contents of Scope of Work (S/W) for “The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt” (hereinafter referred to as “the Project”) in December, 2009. In accordance with the S/W, JICA dispatched the Study Team for the Project (hereinafter referred to as “the Team”) in April 2009.

The Team prepared Interim Report in which the comments of JICA HQ to the Progress Report (1) were reflected and on 2nd March 2011, the Team submitted the 30 copies of the Interim Report, which consists of the draft Master Plan and plan of pilot project implementation, to the Agricultural Services and Follow-up Sector. This Fourth Steering Committee meeting was held to present the contents of the report.

The Fourth Steering Committee meeting was held on 16th March 2011. The following summarize the discussions on the meeting.

1. Opening Remarks

The meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The Chairman greeted the participants of the meeting and expressed his appreciation for resuming the project in spite of the difficult situation in Japan due to the earthquake occurred recently.

The representative of JICA Egypt Office also expressed his appreciation to the participants and informed that the Phase 2 of the Project can now start although it was little delayed under the current circumstances in Egypt.

2. Presentation on the Interim Report

The Team Leader presented the contents of the Interim Report focusing on the major modification from the Progress Report (1) and also the plan of the Pilot Projects. He also explained that the Team would make effort to adjust a half month delay from the original schedule due to the current circumstances. Following are the comments made in the meeting:

3. Discussion

- 1) Communication between the Central Administration in Cairo and the Project Governorates in Minia and Assiut should be strengthened. The Team leader responded to make more effort for the communication among the counterparts in Cairo and Governorates.
- 2) Cooperative work between the Team and the counterparts should also be strengthened to learn the methods of the Master Plan Study and the relevance of the counterpart personnel would be confirmed. The Team leader explained that the Team has been working with the relevant counterpart personnel in Minia and Assiut since the Phase 1.
- 3) The officer from SFD inquired whether the pilot project would be taken over by agriculture cooperatives or private firms and SFD can cooperate to the group of farmers by providing loans. The Team leader explained that the pilot project would basically go with agriculture cooperatives, i.e. farmer organizations and welcomed the cooperation of SFD for the future.



- 4) Next Steering Committee would be held as required before the mid-term evaluation of the Pilot project, which would be late September 2011.

After the discussion, The Chairman declared that the Pilot Projects has now commenced and the meeting ended.

End



Attendants of the Steering Committee on 16th March, 2011

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Salah Youssef	Head of Agriculture Service and Follow up Sector (Chairperson)
Mr. Abd El Rahman Salah	Head of CA for Agriculture Cooperation
Dr. Alia Gooda	Head of CA for Agriculture Extension Services
Mr. Mostafa Abdel Alim	General Director, CA for Foreign Agricultural Relations
Mr. Mohasen Abdoaly	Head of CA for Governorate Affairs
Dr. Anwar Fawzi Lasheen	Head of Cotton Improvement Fund
Dr. Hassan Mahmoud Hassan	Head of Minia Agriculture Directorate
Mr. Essam El-Deen Ahmed	Head of Horticulture Department in Assiut Governorate
Ms. Marwah Mohamed Mokktar	CA for Foreign Agricultural Relations
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation
Ms. Shaza Roushady	Phytosainty Specialist, Agriculture Services and Follow up Sector

Social Fund for Development (SFD)

Mr. Ahmed Saleh Fadl	Deputy Manager
Mr. Hatim Kamal	Agri-business Officer

Embassy of Japan

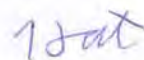
Mr Yasuaki Nakamra	First Secretary
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JICA Egypt Office

Mr. Daisuke Iijima	Representative
Mr. Sherif Ahmed Yousri	Project Officer
Dr. Koji Kitamura	JICA Expert (Policy Advisor)

JICA Study Team

Mr. Akihiko Hata	Team Leader / Rural Development
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**MINUTES OF THE MEETING
ON
THE FIFTH STEERING COMMITTEE
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT**

**AGREED UPON BETWEEN
MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Cairo, 29th June, 2011



Dr. Salah Youssef,
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation
The Arab Republic of Egypt



Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as “JICA”) and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as “MALR”) agreed with the contents of Scope of Work (S/W) for “The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt” (hereinafter referred to as “the Project”) in December, 2009. In accordance with the S/W, JICA dispatched the study team for the Project (hereinafter referred to as “the Team”) in April 2010.

After the 4th steering committee meeting held on 16th March 2011, the implementation of the Pilot Projects started. The Pilot Projects consist of Marketing Support of Agricultural Produce, Post-harvest Processing, Production Improvement, and Promoting Horticulture Crop. This fifth Steering Committee meeting is to present the progress of the Pilot Projects after three months and a half since they started.

1. Opening Remarks

The fifth Steering Committee meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The Chairman greeted the participants of the meeting and expressed his appreciation of the cooperation of the Governorate of Japan with the Governorate of Egypt.

2. Presentation on the Progress of the Pilot Projects from March to June 2011

The Team Leader firstly reviewed the outline of the Master Plan and then presented the progress of the Pilot Projects. Following are the questions and answers, and comments made in this steering committee.

3. Discussion

- 1) The representative of the Social Fund for Development (SFD) explained that SFD has just launched the new project “RIEEP (Rural Income and Economic Enhancement Project)” funded by African Development Bank and as the Pilot Project of IMAP has a lot of similar activities with RIEEP, the coordination between the projects is important. He added that there are similar activities for taking place by UNDP and USAID. The Committee members agreed to promote coordination between these donors.
- 2) Regarding SMS service; the Chairman explained that the Agriculture Extension Sector has already had SMS services for farmers and the Ministry is considering recruiting specialists in this mobile extension services to respond enquirers from farmers. The Chairman also pointed out that sending information should take the same approach as SMS service in Agriculture Extension Sector to be more effective and efficient. Dr. Alia, the head of Agriculture Extension Sector and the Team assented to have a meeting and discuss how to collaborate each other.
- 3) Dr. Kitamura pointed out the importance of the quality of information. The Chairman responded that SMS is just the first step and the second step would be voice mail, and the specialists are considered to assign for this service so that they can improve the quality of information. Dr. Kitamura added that the specialists should not be just an expert of IT technology but also the one in the field of agriculture.



4) Dr. Anwar gave following comments:

- The first thing we have to do is to know what farmers need, and then decide the contents of information. For example, providing wholesale market price in Cairo to small scale farmers seems not so useful, as the production of individual small scale farmer is too little to supply to such market. Teaching farmers on grading is also important to sell their produce.
- Establishing specialized cooperative for marketing will help communities for marketing themselves. Traders will deal with this specialized cooperative so the cooperative will play a role as a middleman instead of traders. Providing loans from this kind of specialized cooperatives is also important to encourage farmers more active in Upper Egypt.
- Not only adding value activities, but also learning new techniques such as irrigation and cultivation method is helpful for farmers.

5) On Tuta Absoluta, a pest against tomato crop being an issue in the demo-farm of the Pilot Projects, the Chairman explained that the MALR has the program for controlling Tuta Absoluta and he will share the information about the program with the Team.

and leaf miners

6) The Team Leader explained about the delay of basil drying yard construction work due to the delay of obtaining the permission of land allocation for the site. The undersecretary of Agriculture Directorate in Assiut also explained the background to the issue of the land allocation. Mr. Iijima, the representative of JICA Egypt office, explained that the construction of basil drying yard has to start by mid July in order to use the drying yard for at least one month after construction to verify the effects during the Pilot period, as the basil harvesting ends by mid November. Then he stated that we need to set the deadline on 14th July 2011 to finalize the decision whether to cancel the construction of the drying yard if the land permission was not issued by that date. The Steering Committee members accepted the statement.

7) Mr. Osama said that extending these pilot activities to other areas is important and the Chairman agreed that sharing experience of this project with farmers from other areas is very important.

The Team Leader confirmed that the next Steering Committee will be held in late September or beginning of October. After the discussion, the Chairman wrapped up the meeting by expressing appreciation for the participants and the meeting was closed.

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Attached paper-1

Attendants of the Steering Committee on 29th June, 2011

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Salah Youssef	Head of Agriculture Service and Follow up Sector (chairperson)
Mr. Mohamed Ala El Din	Head of CA for Agriculture Cooperation
Dr. Alia Gouda	Head of CA for Agriculture Extension Services
Mr. Mostafa Abdel Alim	General Director, CA for Foreign Agricultural Relations
Ms. Marwa Fouda	Project Officer, CA for Foreign Agricultural Relations
Dr. Anwar Fawzi Lasheen	Professor, Agricultural Research Center
Mr. Ahmed Rifat Mohamed	Undersecretary, Agricultural Directorate of Assiut Governorate
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation

Social Fund for Development (SFD)

Mr. Hatim Kamal	Agri-business Officer
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Embassy of Japan

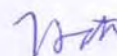
Mr. Kazuya Masuda	First Secretary
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JICA Egypt Office

Mr. Shigeru Otake	Senior Representative
Mr. Daisuke Iijima	Representative
Dr. Koji Kitamura	JICA Advisor

JICA Study Team

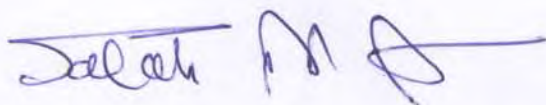
Mr. Akihiko Hata	Team Leader/Rural Development
Mr. Shinichi Arai	Agricultural Marketing
Mr. Kota Hirayama	Agricultural Finance/ Project Coordination
Dr. Nermeen Medhat	Interpreter



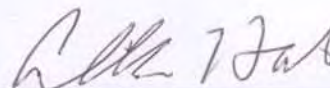
**MINUTES OF THE MEETING
ON
THE SIXTH STEERING COMMITTEE MEETING
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT**

**AGREED UPON BETWEEN
THE MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Cairo, 3rd October, 2011



Eng. Salah Moawad
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation (MALR)
The Arab Republic of Egypt



Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as “JICA”) and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as “MALR”) agreed the contents of the Scope of Work (S/W) for “The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt” (hereinafter referred to as “IMAP”) in December, 2009. In accordance with the S/W, JICA dispatched the study team for the Project (hereinafter referred to as “the Team”) in April 2010.

The implementation of the Pilot Project of IMAP has started since March 2011 and the progress of the first three months and a half was presented at the 5th Steering Committee meeting. The Pilot Project includes Marketing Support of Agricultural Produce, Post-harvest Processing, Production Improvement, and Promoting Horticulture Crop. This 6th Steering Committee meeting is to present the mid-term progress of the Pilot Project implementation.

1. Opening Remarks

The meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The Chairman greeted the participants of the meeting and expressed his appreciation for the cooperation of the Governorate of Japan with the Government of Egypt.

Mr. Nobuhiro Ikuro, the Chief Representative of JICA Egypt Office, greeted the participants of the meeting and expressed his appreciation for the cooperation of the Government of Egypt. He stated that JICA is to assist the Egyptian Government in achieving the economic and social development by supporting the agriculture which plays an important role in the Egyptian economy and provides food security for the increasing population and with the same spirit of cooperation the IMAP project will achieve the expected target for improving the living condition of small scale farmers.

2. Presentation on the Progress of the Pilot Project from July to September 2011

The Team Leader presented the progress of the Pilot Project by the mid September 2011, issues to be considered for the future implementation, and the schedule. Following are the questions and answers, and comments made in the meeting:

3. Discussion

- 1) Mr. Ahmed Saleh from the Social Fund for Development (SFD) mentioned that SFD has started the project with African Development Bank in the same area and the findings in this presentation are important for their activities. He further mentioned that one of the main roles of the SFD is to give loans to farmers and Small Medium Enterprises so that the information of the Pilot Project is useful to know the benefits of small projects in rural areas and some of the agricultural cooperatives seem to have the ability to run small business according to the experience of the Study Team, so the SFD might also be able to support agricultural cooperatives for running small businesses in the future.
- 2) Dr. Kitamura pointed out that the goal of this project is to increase the income of small scale farmers and promote poverty reduction in Upper Egypt and this Master Plan and Pilot Project are supporting marketing aspects; however, there is no component for selling actual value added products. He asked how we can examine the possibility of selling actual value added products.

Not

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- 3) The Team leader replied that the activity of marketing support is just sending price information through SMS and we will further examine if the information dissemination would actually contribute to increasing income of farmers by using the information. Also, He explained that in the Pilot the Team is trying to communicate with traders who are interested in products from the Pilot Project and the processed products will be sold in the village and direct shops in the agricultural offices, and through these activities, the Team will monitor if farmers are able to get higher income or the traders buy quality products at higher price.
- 4) The Chairman mentioned following:
- If the MALR intervenes with the information dissemination activity, the problem of sending cost will be solved.
 - We should think about storing of processed products because if products can not be sold, the products will be damaged.
 - We should give trainings to farmers and women in villages to introduce high productivity method and new technologies.
 - Producing and expanding organic materials are also important. Price of organic products is different from non-organic products. Therefore, giving awareness of organic materials to farmers is important.
 - Agricultural Cooperatives are main point of success, and the SFD will be able to give financial support to them.

After the discussion, the Chairman wrapped up the meeting by expressing appreciation for the participants and the meeting was closed.

End

20/11/14

Jaleh

Attached paper-1

Attendants of the Steering Committee Meeting on 3rd October, 2011

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Mr. Salah Moawad	Head of Agriculture Services and Follow up Sector (chairperson)
Mr. Mohamed Ala El Din	Head of CA for Agriculture Cooperation
Dr. Alia Gouda	Head of CA for Agricultural Extension
Mr. Mostafa Abdel Alim	General Director, CA for Agricultural International Cooperation
Mr. Mohamed Abudalla	General Manager of Marketing, CA for Agriculture Cooperation
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation
Dr. Anwar Fasheen	Professor, Agricultural Research Center
Ms. Shaza Roushady	Phytosanitary Specialist, Agriculture Services and Follow up Sector
Ms. Nagwa Hefsle	Secretary, Agriculture Services and Follow up Sector

Social Fund for Development (SFD)

Mr. Ahmed Saleh Fadl	Deputy Manager, Agriculture Department
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JICA Egypt Office

Mr. Nobuhiro Ikuro	Chief Representative
Mr. Sherif Ahmed Yousri	Project Officer
Dr. Koji Kitamura	JICA Expert (Policy Advisor)

JICA Study Team

Mr. Akihiko Hata	Team Leader / Rural Development
Mr. Obu Fumimichi	Farmers' Organization / Extension Services
Mr. Shinichi Arai	Agricultural Marketing
Mr. Kota Hirayama	Agricultural Finance / Project Coordination
Mr. Mena Maged	Interpreter

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**MINUTES OF THE MEETING
ON
THE SEVENTH STEERING COMMITTEE MEETING
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT**

**AGREED UPON BETWEEN
THE MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY**

Cairo, 24th April, 2012

EL-shenawy

Dr. Abbas El Shenawy
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation (MALR)
The Arab Republic of Egypt

Akihiko Hata

Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as "MALR") agreed the contents of the Scope of Work (S/W) for "The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt" (hereinafter referred to as "IMAP") in December, 2009. In accordance with the S/W, JICA dispatched the study team for the Project (hereinafter referred to as "the Team") in April 2010.

The implementation of the Pilot Projects of IMAP has started since March 2011 and the progress of the pilot project was presented at the 5th and 6th Steering Committee meeting. The Pilot Projects include Marketing Support of Agricultural Produce, Post-harvest Processing, Production Improvement, and Promoting Horticulture Crop. The Pilot Project implementation is coming to an end at the end of April 2012 and the Team prepared the Progress Report (3) and submitted the 30 copies of the report to the Agriculture Services and Follow Up Sector. This 7th Steering Committee meeting is to present the contents of the report at the occasion of ending the implementation of the Pilot Projects.

1. Presentation on the Progress Report (3)

The meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. Then the Team Leader presented the contents of the Progress Report (3), which consist of the results of the Pilot Project implementation and lessons and recommendations, and the direction toward the final Master Plan. The following is the questions and answers, and comments made in the meeting upon the presentation:

2. Discussion

- 1) The chairperson mentioned that the presentation was a good summary of the Pilot Projects. He also stated that MALR would like to continue the project because Egypt still needs assistance, especially for small scale farmers.
- 2) Mr. Essam from Assiut Agriculture Directorate mentioned the following requests and comments:
 - Cold storage to store agricultural produce is proposed to develop, so that farmers can store it and can sell it at higher price in off-season, and farmers can also store their processed products
 - The cooperatives of the processing units have been trying to improve their processed products based on consumer preferences and they further need to make effort for reducing labor cost of processing units.
 - If there is a machine which can remove pomegranate seeds automatically, the operation would be greatly improved because they remove pomegranate seeds manually now.
 - It needs to improve the basil drying yard: expanding the size of drying yard, installing a toilet, equipping with a machine for extracting basil oil, and using the yard for other medical and aromatic plants.
 - It is proposed to utilize agricultural waste such as maize stem and waste of tomato and establish bio control laboratory.

- It is proposed to train staff at the governorate level so that they can train others.
- 3) The chairperson said that the Pilot Projects are excellent and make a certain profit. We hope that Japanese side will continue the financial support. The projects made awareness of small scale farmers to increase their incomes. He also told that Japanese technology will contribute to the project in Egypt, especially things like basil oil extracting machine.
 - 4) Mr. Hatem from SFD stated that they have many projects for small scale farmers such as RIEEP. SFD is implementing four projects now with other donors such as IFAD. He mentioned two ways of working: providing financial support to agricultural cooperatives to run their businesses and providing financial support to individual farmers directly. Any individual farmers are able to utilize the SFD services.
 - 5) The chairperson mentioned that small scale farmers with the experience of this project can get soft loans from SFD. This is one of the ways to expand this project indirectly.
 - 6) The Team Leader replied that SFD is one of the available financial resources for future development. In fact, SFD has been the member of the Steering Committee of IMAP.
 - 7) Dr. Anwar from the Cotton Improvement Fund commented that this project is very good because two approaches applied; how to manage crops and how to add value to crops. He emphasized that we should focus on each good point of this and transfer new technology to farmers. In this way, farmers will be able to manage their own crops in the demo farms. Farmers can also process their own crops; therefore, they should continue this direction.
 - 8) Mr. Radwan from the Extension Sector commented that we are using intercropping for agriculture production intensification in many governorates, and there is a good result. The idea of intercropping is good. He added the importance of farmers' selection. As for bio fertilizer, they have already distributed through extension workers. We have a protocol with private companies in terms of bio fertilizer.
 - 9) The chairman also commented that this project is just a beginning so that this should be continued.
 - 10) Undersecretary from Minia Agriculture Directorate stated the following:
 - The project period was very short, but in Minia, roof planting system has been implemented and we hope this would be expanded, especially for New Minia city because the city is very far from the town and we should consider transportation fee as we can convert from home consumption into selling stage.
 - Regarding marketing through the cooperative, this is just started and a shop has been established at the district level to collect agricultural produce from farmers.
 - For the demo-farms, extension workers did not have experience in bio-fertilizers. Now,

we saw the difference between wheat with bio and wheat with chemicals. Therefore, we are asking more demo-farms to display the technology.

- Garlic was improved with its quality a lot so that if they can expand the project next season, they will be able to export their garlic and if we can make farmers produce garlic in January so that they can export it higher price.
- It is important that providing training for first graduate staff or establishment of laboratory to apply new technology.

11) Dr. Kitamura commented that coordination with other donors is very important. The Ministry needs further discussion on how to coordinate with other donors.

After the discussion, the Chairman wrapped up the meeting by expressing appreciation for the participants and the meeting was closed.

End

Attached paper-1

Attendants of the Steering Committee Meeting on 24th April, 2012

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Abbas El Shenawy	Head of Agriculture Services and Follow up Sector (chairperson)
Mr. Mohamed Ala El Din	Head of CA for Agriculture Cooperation
Dr. Hasan Mahmod Hasan	Undersecretary of Minia Agriculture Directorate
Mr. Essam El deen Ahmed	General Director of Agriculture Affairs, Assiut Agriculture Directorate
Mr. Radwan Ali Reda	General Director of Planning and Training in the CA AE
Mr. Mostafa Abdel Alim	General Director, CA for Agricultural International Cooperation
Mr. Mohamed Abudalla	General Manager of Marketing, CA for Agriculture Cooperation
Mr. Osama Saad	General Coordinator, CA for Agriculture Cooperation
Dr. Anwar Fasheen	Director of Cotton Improvement Fund
Ms. Nagwa Hefslé	Secretary, Agriculture Services and Follow up Sector

Social Fund for Development (SFD)

Mr. Hatem Kamal	Deputy Manager, Agriculture Department
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Embassy of Japan

Mr. Kazuya Masuda	First Secretary
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JICA Egypt Office

Mr. Shigeru Otake	Senior Representative
Mr. Daisuke Iijima	Representative
Mr. Sherif Ahmed Yousri	Project Officer
Dr. Koji Kitamura	JICA Expert (Policy Advisor)

JICA Study Team

Mr. Akihiko Hata	Team Leader / Rural Development
Mr. Mitsuo Nishiya	Agriculture
Mr. Shinichi Arai	Agricultural Marketing
Mr. Kota Hirayama	Agricultural Finance / Project Coordination
Mr. Mena Maged	Interpreter

EL-shenawy

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*MINUTES OF THE MEETING
ON
THE EIGHTH STEERING COMMITTEE MEETING
FOR
THE PROJECT FOR MASTER PLAN STUDY
FOR
RURAL DEVELOPMENT THROUGH
IMPROVING MARKETING OF AGRICULTURAL PRODUCE
FOR
SMALL SCALE FARMERS IN UPPER EGYPT*

*AGREED UPON BETWEEN
THE MINISTRY OF AGRICULTURE AND LAND RECLAMATION
AND
THE JAPAN INTERNATIONAL COOPERATION AGENCY*

Cairo, 28th June, 2012

EL-shenawy

Dr. Abbas El Shenawy
Head of Agriculture Services and
Follow up Sector,
Ministry of Agriculture and Land
Reclamation (MALR)
The Arab Republic of Egypt

Akihiko Hata

Mr. Akihiko HATA
Team Leader of the Study Team
Japan International Cooperation Agency
(JICA)

Japan International Cooperation Agency (hereinafter referred to as "JICA") and the Ministry of Agriculture and Land Reclamation (hereinafter referred to as "MALR") agreed the contents of the Scope of Work (S/W) for "The Project for The Master Plan Study for Rural Development through Improving Marketing of Agricultural Produce for Small Scale Farmers in Upper Egypt" (hereinafter referred to as "IMAP") in December, 2009. In accordance with the S/W, JICA dispatched the study team for the Project (hereinafter referred to as "the Team") in April 2010.

In the course of the project, the Pilot Projects of IMAP were implemented from March 2011 to April 2012. The Pilot Projects included Marketing Support of Agricultural Produce, Post-harvest Processing, Production Improvement, and Promoting Horticulture Crop. Based on the lessons learned from the Pilot Projects, the Team prepared the Draft Final Report and submitted the 40 copies of the report to the Agriculture Services and Follow Up Sector. This 8th Steering Committee meeting is to present the contents of the report.

1. Presentation on the Draft Final Report

The meeting began with the introduction by the Chairman, the Head of Agriculture Services and Follow up Sector. The Chairman thanked JICA for the cooperation and wished to extend the project because this project is to help and increase the income of small scale farmers.

Then the Team Leader presented the contents of the Draft Final Report, which consist of the development projects of the Master Plan, implementation arrangement, conclusion and recommendations. The following is the questions and answers, and comments made in the meeting upon the presentation:

2. Discussion

- 1) Mr. Osama thanked JICA and the Team for implementing this project to improve the livelihood of Upper Egypt in cooperation with the ministry and assured for following up the post-project in Minia and Assiut.
- 2) Mr. Osama requested to provide the Arabic translation of the report. The Chairman also mentioned that the Arabic translation of the report would benefit more for Egyptian side. The Team leader replied that according to the S/W the official report will be submitted in English, but the Team with its capacity will provide the Arabic translation for the important parts of the report.
- 3) The Chairman asked the Steering Committee members to prepare comments within one month. Mr. Iijima from JICA Egypt Office asked the Egyptian side to give many comments as this Master Plan belongs to MALR.

The Chairman expressed his gratitude to the committee members and wished to continue the communication between Egypt and Japan to improve the living standard of the small scale farmers, which is the priority of MALR, and the meeting was closed.

End

EL-shenawy

12/11

Attached paper-1

Attendants of the Steering Committee Meeting on 28th June, 2012

(at the MALR, Cairo)

Ministry of Agriculture and Land Reclamation (MALR)

Dr. Abbas El Shenawy	Head of Agriculture Services and Follow up Sector (Chairman)
Mr. Mohamed Ala El Din	Head of CA for Agriculture Cooperation
Dr. Anwar Lasheen	Director of Cotton Improvement Fund
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