

Annex 2

(DRAFT)
SCOPE OF WORK

PROJECT FOR STUDY ON SMALL FARMING AND RURAL DEVELOPMENT PLAN
FOR
POVERTY REDUCTION IN SOUTH KHORASSAN

AGREED UPON BETWEEN

JIHAD-E-AGRICULTURE ORGANIZATION OF SOUTH KHORASSAN PROVINCE

AND

JAPAN INTERNATIONAL COOPERATION AGENCY

Tehran, Date

Mr. Mohammad Zari
Head ,
Jihad-e-Agriculture Organization of
South Khorassan Province

Mr. Makoto Ashino
Resident Representative,
Iran Office,
Japan International Cooperation Agency

Witnessed by

Dr. Janali Behzad Nasab
Director General,
Bureau of Specialized Organizations
& Economic and International Cooperation,
Ministry of Jihad-e-Agriculture,
The Islamic Republic of Iran



I. INTRODUCTION

In response to the official request of the Government of the Islamic Republic of Iran (hereinafter referred to as "the Government of Iran") for the technical cooperation on Project for Study on Small Farming and Rural Development Plan for Poverty Reduction in South Khorassan (hereinafter referred to as "the Study"), the Government of Japan decided to conduct the Study in accordance with relevant laws and regulations in force in Japan.

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 Iran.

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 sustainable livelihood improvement of small farmers in the targeted area after the verification in the pilot projects with farmers' participation

and

2. To carry out capacity development of counterpart personnel and relevant organizations in the course of the Study

III. STUDY AREA

The Study will cover about 15,026 ha of Markooh watershed basin (Alghurat –Tassharabard), Birjand Township in South Khorassan Province. The area is shown in the attachment 1,

IV. SCOPE OF THE STUDY

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

1. Baseline survey; Necessary data and information for phase 1 shall be collected and analyzed.
2. Phase1; Draft Master Plan shall be formulated and, then necessary preparation for pilot projects shall be completed.
3. Phase 2; Pilot projects shall be implemented, then the Master Plan shall be finalized through feedback from the implementation of the pilot projects.

Baseline survey

1. Data collection and situation analysis
 - (1) Review of the existing data, information and reports on poverty reduction in South Khorassan province
 - (2) Baseline survey for supplementary data collection on the following aspects in the Study area mentioned in article III.
Recognition of characteristics and potentials of



- a) Local natural system
 - b) Population and human resources
 - c) Cultural and social system
 - d) Economics and productions
 - e) Services and infrastructures necessary for production and production support
 - f) Others
2. Based on the result of the Baseline survey, identification of potentials and constraints for attaining rural development are studied such as;
- (1) Effective water use on-farm level
 - (2) Improvement of farming system and cultivation techniques
 - (3) Improvement of processing and marketing system of agricultural products
 - (4) Enhancement farmers' organization
 - (5) Enhancement of non-agricultural income sources
 - (6) Enhancement of environment and watershed conservation in the catchment area
 - (7) Enhancement of animal husbandry
 - (8) Others

Phase 1:

1. 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-term action plans
2. Selection and planning of Pilot Projects
 - (1) Selection of Pilot Projects and its sites according to the criteria prepared through the Study
 - (2) Design of Pilot Projects

Phase 2:

1. Implementation of Pilot Projects for verification of draft Master Plan
 - (1) Implementation of Pilot projects with capacity development of organization concerned
 - (2) Monitoring and evaluation of Pilots Projects
2. Finalization of Master Plan

V. SCHEDULE OF THE STUDY

The Study will be carried out in accordance with the tentative schedule as attachment 2. 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 both English and Persian to the Government of Iran.

1. Inception Report:

Five (5) English and fifteen (15) Persian copies will be submitted at the commencement of the first (1st) work period in Iran. This report will contain the schedule and methodology of the Study.

2. Progress Report (1):

Five (5) English and fifteen (15) Persian copies will be submitted after the Baseline survey. The report contains the progress of the study, which will include the results of the survey.



3. Interim Report:

Five (5) English and fifteen (15) Persian copies will be submitted after Phase 1. This report contains the interim progress of the study, which will include draft Master Plan.

4. Progress Report (2):

Five (5) English and fifteen (15) Persian copies will be submitted at the midst of Phase 2. The report contains the progress of Pilot Projects.

5. Progress Report (3):

Five (5) English and fifteen (15) Persian copies will be submitted at the midst of Phase 2. The report contains preliminary evaluation and findings of Pilot Projects.

6. Draft Final Report:

Ten (10) English and twenty (20) Persian copies will be submitted at the commencement of final survey in Iran. The Government of Iran shall submit its comments within one (1) month after the receipt of the Draft Final Report.

7. Final Report:

Ten (10) English and forty (40) Persian copies will be submitted within one (1) month after the receipt of the comments on the Draft Final Report.

VII. UNDERTAKINGS OF THE GOVERNMENT OF IRAN

In accordance with the provisions of the Agreement, the Government of Iran 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 Iran shall take the following necessary measures:
 - (1) To permit the members of the Team to enter, leave and sojourn in Iran for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees;
 - (2) To exempt the members of the Team from taxes, duties, and any other charges on equipment, machinery and other materials brought into Iran for the implementation of the study;
 - (3) To exempt the members of the Team from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to the members of the Team for their services in connection with the implementation of the study; and
 - (4) To provide necessary facilities to the Team for remittance as well as utilization of the funds introduced into Iran from Japan in connection with the implementation of the Study.
2. The Government of Iran shall bear claims, if any arises, 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 Team.



3. Ministry of Jihad-e-Agriculture (hereinafter referred to as “MOJA”) and Jihad-e-Agriculture Organization of South Khorassan Province (hereinafter referred to as “JAO”) 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.
4. MOJA and JAO 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.

VIII. 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 the Islamic republic of Iran.
2. To pursue technology and skills transfer to the Iranian counterpart personnel in the course of the Study.
3. To accept the Iranian counterparts for training in Japan on specific relevant subjects.
4. For the Study, necessary equipment and materials which are requested by the Iranian side would be provided by JICA, if JICA headquarters in Tokyo approve it.

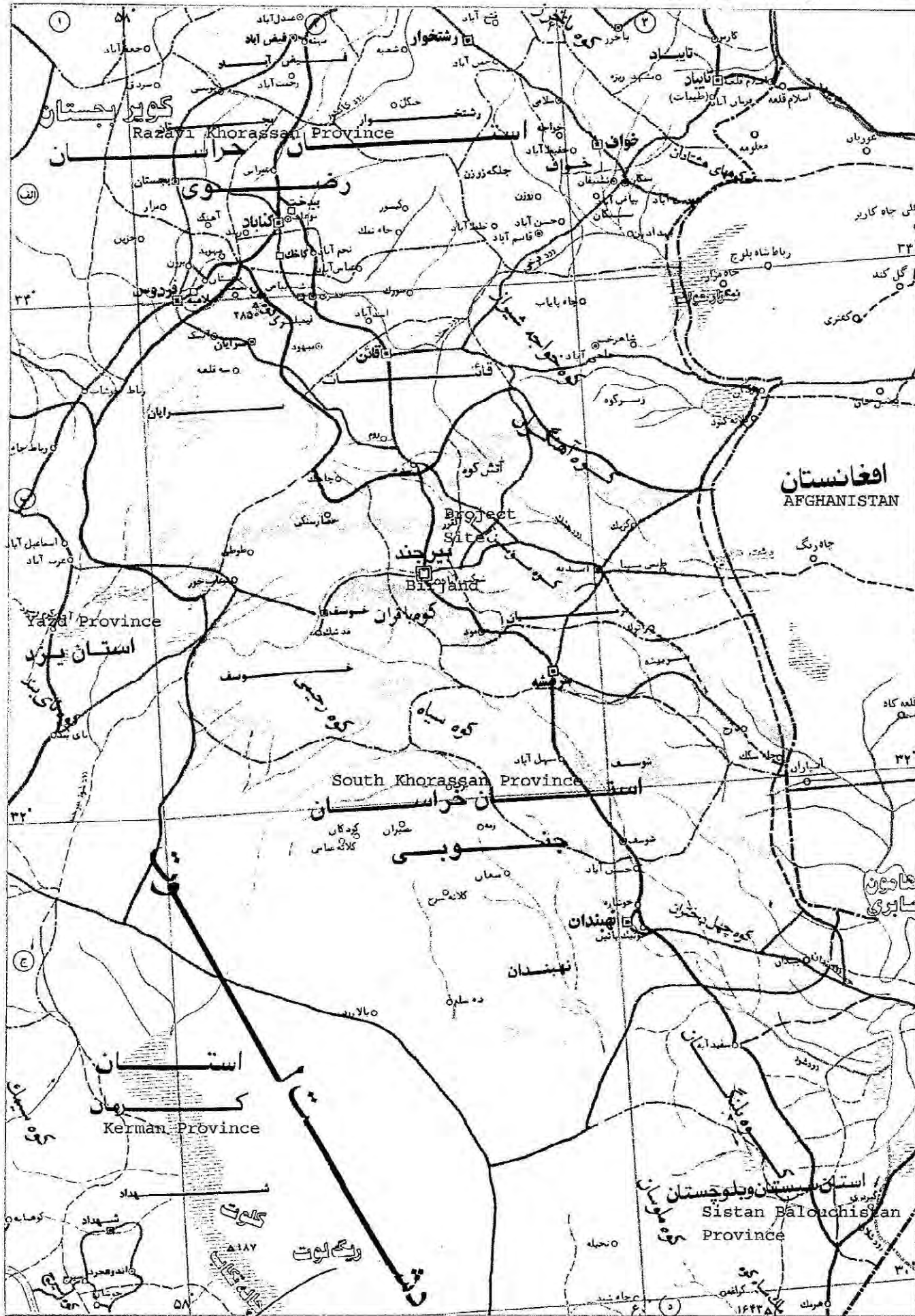
IX. CONSULTATION

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





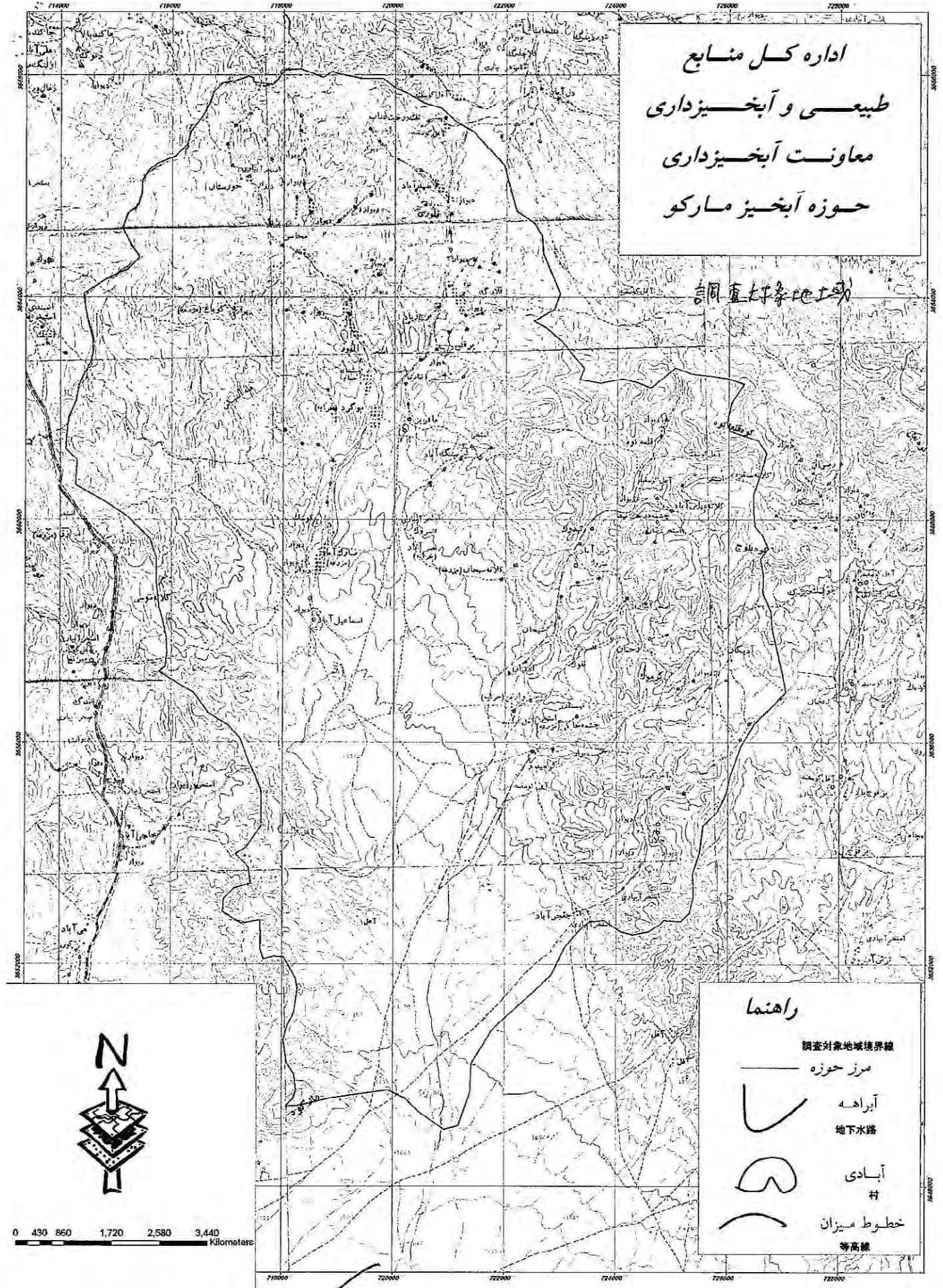
168
Fey



Handwritten notes and signatures at the bottom of the map, including the letters "KA" and "H".

اداره کل منابع
طبیعی و آبخیزداری
معاونت آبخیزداری
حوزه آبخیز مارکو

調查対象地域地図



راهنما

	調查対象地域境界線
	مرز حوزه
	آبراهه 地下水路
	آبادی 村
	خطوط میزان 等高線

0 430 860 1,720 2,580 3,440 Kilometers



Handwritten signatures and initials.

Attachment 2

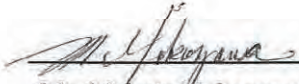
YEAR	Baseline Survey						Phase I		Phase II																																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36								
MONTH	2010						2011												2012												2013													
Baseline Survey																																												
Phase I																																												
Phase II																																												
Report																																												

Work in Japan
 Work in Iran


MINUTES OF MEETING ON THE INCEPTION REPORT
FOR
THE PROJECT FOR STUDY ON SMALL FARMING
AND RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN THE ISLAMIC REPUBLIC OF IRAN

BIRJAND, JULY 28, 2010

Mr. Gholamreza Hadarbadi
Director General
Jihad-e-Agriculture Organization of South
Khorassan Province



Mr. Makoto Yokozawa
Team Leader, JICA Study Team



The Study Team for the project for study on small farming and rural development plan for poverty reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team) organized by Japan International Cooperation Agency (JICA), headed by Mr. Makoto YOKOZAWA as the Team Leader, and the Steering Committee of provincial level headed by Mr. Gholamereza HADARBADI, Head of the Jihad-e-Agriculture Organization of South Khorassan Province (JAO) held a meeting and discussed on the Inception Report explained by the Study Team.

The list of attendants is attached in the Annex.

1. Submission of the Inception Report

JAO received 15 copies in Persian and 5 copies in English submitted by the Study Team on June 29, 2010.

2. Meeting

The meeting was held between the Study Team and the Steering Committee of provincial level at the conference room of the JAO in Birjand on July 28, 2010 to discuss on the Inception Report.

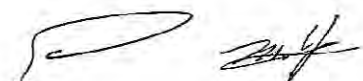
3. Presentation

The Study Team explained the Inception Report to the Steering Committee that contains the basic approach, methodology and schedule of the Study.

4. Summary of Discussion

The Iranian side confirmed that the contents of the Inception Report were prepared based on the conditions set forth in the Scope of Work for the Study. Based on the discussion, the Iranian side and the Study Team confirmed their agreement on the contents of the Inception Report. The Iranian side agreed that the Study Team would proceed to the next stage of the Study. Meanwhile, the following matters were discussed between both the parties.

- (a) "Poverty reduction" is understood as "livelihood improvement".
- (b) The Study Team respects Iranian culture and refers to projects succeeded in South Khorassan Province for implementation of the Study.
- (c) The Master-Plan will contribute to the return of the young generations to the villages from the long-term point of view.



LIST OF ATTENDANTS**Iranian Side****Ministry of Jihad-e-Agriculture**

Mr. Nikbakht	Vice-Minister in Economical Planning
Mr. Mohammad Azimi	Representative of International Affairs Bureau and Specialized Organizations of the Ministry
Mr. Nourmohammadi	Representative of Research Institute for Planning of Agricultural Economy and Rural Development in the Ministry
Mr. Ramazanbeigi	Represent of Planning Studies Ins. and Agricultural Economy and Rural Development in the Ministry
Mr. Dargahi	Representative of Deputy of Soil, Water and Industries in the Ministry

Jihad-e-Agriculture Organization in South Khorassan Province

Mr. Gholamereza Hadarbadi	Director General
Mr. Mohammadali Sajjadi	Representative of Supreme Leadership, Clergy
Mr. Mohammad Eslam Abbasi	Counterpart and Coordinator of the Study Team
Mr. Mohammad Amirabadi	Counterpart of the Study Team
Mr. Mohsen Arezumandan	Counterpart of the Study Team
Mr. Alireza Tahouneban	Counterpart of the Study Team
Mr. Mahmoud Ashrafigol	Deputy of Livestock Production
Mr. Mohammadreza Akbari	Deputy of Plant Production
Mr. Hamidreza Ramezani	Director of JAO Training Center
Mr. Mohammadali Golkari	Director of Fishery and Aquatics
Mr. Aliakbar Khushechin	Expert
Mr. Mohammad Ghasemi	Director of Agricultural Industries
Mr. Mohsen Arjangi	Coordination Director of Agriculture Extension
Mr. Alireza Nasrabadi	Vice-Director of Natural Source and Watershed Management
Mr. Kazem Mohammadpur	Supervisor of Research Center for Agricultural and Natural Source
Mr. Ramazan Taheri	Director of Rural Cooperative Organization

Others

Mr. Amini	Deputy of Planning in the Governor-Generalship
Mr. Mehdi Ronaghi	Deputy of Technical Affairs and Development, Representative of Birjand Governorship
Mr. Esmail Taghizade	Representative of Education Office of Governor-Generalship
Mr. Ahmadreza Rezaee	Representative of Governor-Generalship
Ms. Zahra Ghanbari	Inspection Expert, Representative of Environment Department
Mr. Mohammadali Nematnejad	Deputy of Operation and Maintenance, Regional Water Company



Japanese Side

Study Team

Mr. Makoto Yokozawa	Leader / Rural Development
Mr. Yasunobu Matoba	Irrigation and Drainage / Participatory Water Management
Mr. Michiaki Hosono	Farm Management
Mr. Ikutaro Ito	Agriculture and Livestock Products Processing and Distribution (1)
Mr. Ichiro Kajiura	Agriculture and Livestock Products Processing and Distribution (2)
Mr. Hiroshi Narusawa	Participatory Rural Development / Gender (1)
Mr. Yukimitsu Kobayashi	Coordinator / Assistant to Farm Management

JICA Expert on Agriculture and Rural Development in MOJA

Mr. Masashi Nakai



MINUTES OF THE MEETING ON THE INCEPTION REPORT
FOR
THE PROJECT FOR STUDY ON SMALL FARMING AND
RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN
THE ISLAMIC REPUBLIC OF IRAN

TEHRAN, AUGUST 3, 2010

Dr. J. A. Behzadnasab
Director General
Bureau for International Affairs
and Specialized Organizations,
Ministry of Jihad-e-Agriculture

Mr. Makoto Yokozawa
Team Leader
JICA Study Team

Amir M. J. Behzadnasab

M. Yokozawa

The Study Team for the study on small farming and rural development plan for poverty reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team) organized by Japan International Cooperation Agency (JICA), headed by Mr. Makoto YOKOZAWA as Team Leader, and the Steering Committee at national level headed by Dr. J. A. Behzadnasab, Director General, Bureau for Specialized Organization and Economic & International Affairs, Ministry of Jihad-e-Agriculture (MOJA) held a meeting and discussed the Inception Report submitted by the Study Team.

The list of attendants is attached in Annex.

1. Submission of the Inception Report

MOJA acknowledged that prior to the meeting, the Jihad-e-Agriculture Organization of South Khorassan Province (JAO) had received 15 copies of the report in Persian and 5 copies in English submitted by the Study Team on June 29, 2010.

2. Meeting

The meeting, chaired by Dr. J. A. Behzadnasab, Director General, Bureau for Specialized Organization and Economic & International Affairs, was held to discuss the Inception Report between the Study Team and the Steering Committee at national level at the Director General's office in Tehran on August 3, 2010.

3. Presentation

The Study Team explained the Inception Report to the Steering Committee that contains the basic approach, methodologies and the schedule of the Study.

4. Summary of Discussion

Recognizing the results of the Steering Committee at provincial level, the Iranian side confirmed that the contents of the Inception Report were prepared based on the conditions set forth in the Scope of Work for the Study signed between JAO and JICA on March 14, 2010. Based on discussions the Iranian side and the Study Team confirmed the agreement on the contents of the Inception Report. The Iranian side also agreed and suggested that the Study Team proceed to the subsequent stages of the Study for further information and data gathering for the Study. The Iranian side assured the Study Team of offering strong support in this regard.



List of attendees at the Steering Committee at national level

Date: August 3, 2010

Place: Director General's office,

Bureau for Specialized Organization and Economic & International Affairs

Chairperson

Dr. J. A. Behzadnasab

Director General

Bureau for International affairs and Specialized Organizations,

Ministry of Jihad-e-Agriculture (MOJA)

Member Ministries and Departments

Mr. Reza Nour Mohammadi

Senior Advisor, MOJA

Mr. Mohammad Motahari

Advisor, MOJA

Mr. Hassan Hosseini

Advisor Expert, MOJA

Mr. Mohammad Keikha

Director, Group of Soil, Water and Industries, MOJA

Mr. Bijan Dargahi

Expert of Qanats and Water Structures

Deputy, Group of Soil, Water and Industries, MOJA

Mr. Hassan Alipour

Chief, Agricultural Research of Extension and Education Organization (AREEO)

Mr. Abolghasem Eghbale

Expert, Livestock department, MOJA

Mohammad Reza Bakhshi

Expert, Institute for Planning Researches, MOJA

Mr. Amin Hadi Dindoust,

Deputy DG of Bureau for International Affairs & Specialized Organizations, MOJA

Mr. Mohammad Azimi,

Senior Expert of Bureau for International Affairs & Specialized Organizations, MOJA

Mr. Hossein Javaherian

Japan Desk Expert, Ministry of Foreign Affairs

Jihad-e-Agriculture Organization of South Khorassan Province (JAO)

Dr. Gholamreza Hadarbadi

Director General, JAO

Mr. Mohammad Eslam Abbasi

Head of Rural Development Group

Coordinator and Counterpart of the Study Team

Japan International Cooperation Agency (JICA)

Mr. Kenta Ono

Assistant Resident Representative

Mr. Majid Aliakbarian

Program Officer

Mr. Masashi Nakai

Expert in MOJA

(JICA Study Team)

Mr. Makoto Yokozawa

Team Leader

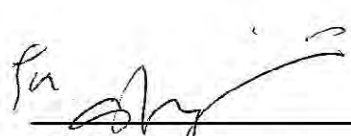
Mr. Yasunobu Matoba

Expert, Irrigation and Water Management

MINUTES OF MEETING ON THE PROGRESS OF WORK
FOR
THE PROJECT FOR STUDY ON SMALL FARMING
AND RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN THE ISLAMIC REPUBLIC OF IRAN

BIRJAND, NOVEMBER 22, 2010

Mr. Gholamreza Hadarbadi
Director General
Jihad-e-Agriculture Organization of South
Khorassan Province



Mr. Makoto Yokozawa
Team Leader, JICA Study Team

The Study Team for the project for study on small farming and rural development plan for poverty reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team) organized by Japan International Cooperation Agency (JICA), headed by Mr. Makoto YOKOZAWA as the Team Leader, and the Steering Committee of provincial level headed by Mr. Gholamereza HADARBADI, Head of the Jihad-e-Agriculture Organization of South Khorassan Province (JAO) held a meeting and discussed on the Progress of Work as explained below.

The list of attendants is attached in the Annex.

1. Submission of the Progress Report (1) and Notes on the Draft Master Plan and Pilot Projects

JAO received the Progress Report (1) (15 copies in Persian and 5 copies in English) and Notes on the Draft Master Plan and Pilot Projects that contained the explanation about ongoing formulation of the Draft Master Plan and Pilot Projects.

2. Meeting

The meeting was held between the Study Team and the Steering Committee of provincial level at the conference room of the JAO in Birjand on November 22, 2010 to discuss on the Progress Report (1) and the Notes on the Draft Master Plan and Pilot Projects.

3. Presentation

The Study Team explained the Progress Report (1) and the Notes on Draft Master Plan and Pilot Projects to the Steering Committee.

4. Summary of Discussion

The Iranian side confirmed that the contents of the Progress Report (1) were prepared and the Draft Master Plan and Pilot Projects were in preparation, based on the conditions set forth in the Scope of Work for the Study. Based on the discussion, the Iranian side and the Study Team confirmed their agreement on the contents of the Progress Report (1) and the Notes on the Draft Master Plan and Pilot Projects. Meanwhile, the following matters were discussed between both the parties.

- (a) The Steering Committee and the Study Team agreed that securing the availability of water for agriculture would be a key to improve the livelihood of villagers in the Study Area.
- (b) The Steering Committee and the Study Team agreed that traditional techniques of agriculture that were currently practiced in the Study Area would need to be replaced by newer techniques that are manageable by farmers in the Study Area.
- (c) The Study Team requested and the JAO agreed that both the parties would closely work together to finalize the Draft Master Plan and select appropriate Pilot Projects.



LIST OF ATTENDANTS**Iranian Side****Jihad-e-Agriculture Organization in South Khorassan Province**

Mr. Gholamreza Hadarbadi	Director General
Mr. Seyyed Mohammad Ali Sajjadi	Representative of Supreme Leadership, Clergy
Mr. Mohammad Hossein Akbari	Director of Extension coordination
Mr. Mohammad Eslam Abbasi	Counterpart and Coordinator of the Study Team
Mr. Mehdi Sadeghi	Counterpart of the Study Team
Mr. Ali Akbar Khouchechin	Expert
Mr. Mohammad Hassan Shabani	Counterpart of the Study Team
Mr. Mohammad Ali Sadeghian	Expert of Fishery
Mr. Reza Mirzaee	Counterpart of the Study Team
Mr. Mohammad Amirabadi	Counterpart of the Study Team
Mr. Mohammad Ghasemi	Director of Agricultural Industries
Mr. Mohammad Mehdi Zolghadr	Director of JAO Township
Mr. Mohsen Arezumandan	Counterpart of the Study Team
Mr. Alireza Tahouneban	Counterpart of the Study Team
Mr. Ali Asghar Zeinolabedini	Director of Technical and Agricultural Services Department, Rural Cooperative Organization of JAO Province
Mr. Seyyed Hamid Reza Ramezani	Director of JAO Training Center
Mr. Mahmoud Ashrafigol	Deputy of Livestock Production Improvement
Mr. Ali Azari Nasrabad	Member of Research Group and Research Vice-Director, Research Center for Agriculture and Natural Resources, JAO Province
Mr. Ali Reza Nasrabadi	Vice-Director, General Department of Natural Resources and Watershed Management
Mr. Bijan Dargahi	Expert, Deputy of Soil, Water and Industries

Others

Mr. Mohammad Ali Bijari	Director General of Coordination Bureau of Economical Affairs, General-Governorship of the Province
Mr. Esmacel Taghizade	Expert, Bureau of Training in General-Governorship
Ms. Fateme Doaguayn	Expert, General Department of Environment
Mr. Mohsen Adl	Civil Engineer, Governorship of Birjand
Mr. Mehdi Khazae Arab	Expert of Employment, Imam Khomeini Relief Committee

Japanese Side

Study Team

Mr. Makoto Yokozawa	Leader / Rural Development
Mr. Yasunobu Matoba	Irrigation and Drainage / Participatory Water Management
Mr. Michiaki Hosono	Farm Management
Mr. Ichiro Kajiura	Agriculture and Livestock Products Processing and Distribution (2)
Mr. Tomokazu Nagai	Farm Economy
Mr. Hiroshi Narusawa	Participatory Rural Development / Gender (1)
Mr. Yukimitsu Kobayashi	Coordinator / Assistant to Farm Management


JICA Expert on Agriculture and Rural Development in MOJA

Mr. Masashi Nakai




MINUTES OF MEETING ON THE INTERIM REPORT
FOR
THE STUDY ON SMALL FARMING AND
RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN
THE ISLAMIC REPUBLIC OF IRAN

TEHRAN, JULY 19, 2011



Mr. Ahmad HASHEMI
Acting Director General
Bureau for International Affairs and Specialized
Organizations,
Ministry of Jihad-e-Agriculture



Mr. Shigeru Takagi
Acting Leader, JICA Study Team

The Study Team for the study on small farming and rural development plan for poverty reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team) organized by Japan International Cooperation Agency (JICA), headed by Mr. Shigeru TAKAGI, Acting Leader, and the Steering Committee at national level headed by Mr. Ahmad HASHEMI, Acting Director General, Bureau for International Affairs and Specialized Organizations, Ministry of Jihad-e-Agriculture (MOJA) held a meeting and discussed the Interim Report submitted by the Study Team.

The list of attendants is attached in Annex.

1. Submission of the Interim Report

MOJA acknowledged that prior to the meeting the Jihad-e-Agriculture Organization of South Khorassan Province (JAO) had received 15 copies of the report in Persian and 5 copies in English submitted by the Study Team on June 23, 2011.

2. Meeting

The meeting, chaired by Mr. Ahmad HASHEMI, Acting Director General, Bureau for International Affairs and Specialized Organizations, was held to discuss the Interim Report between the Study Team and the Steering Committee at national level at the Namatie Jam Martyrs Meeting hall in Tehran on July 19, 2011.

3. Presentation

The Director General of Jihad-e-Agriculture Organization in South Khorassan Province presented the performed activities for the Study.

The Study Team explained the Interim Report including the Draft Master Plan, the proposed Pilot Projects and the progress of the study to the Steering Committee.

4. Summary of Discussion

The Iranian side confirmed that the contents of the Interim Report including the Draft Master Plan were prepared and the implementation of the Pilot Projects were discussed and agreed with Village heads, JAO and The Study Team in the Village heads meeting held on July 12, 2011 in Birjand. Based on the discussion, the Iranian side and the Study Team confirmed their agreement on the contents of the Interim Report, the Draft Master Plan and Pilot Projects. The comments will be considered for the future implementation of the Study. Meanwhile, the following matters were discussed between both parties.

- (a) The Steering Committee and the Study Team agreed that the implementation of the Pilot Projects by residents' self-independent manner is important for the finalization of the Master plan.

- (b) The Study Team requested, and MOJA and JAO agreed that all parties would closely work together to finalize the Draft Master Plan and implement the Pilot Projects.

LIST OF ATTENDANTS

Ministry Of Jihad-e-Agriculture

Mr. Ahmad Hashemi	Acting Director General Bureau for International Affairs and Specialized Organizations
Mr. Seyyed Reza Nour Mohammadi	Senior Expert, Research Institute
Mr. Tirdad Mahrad	Expert of Evaluation, Deputy of Livestock
Mr. Bijan Dargahi	Senior Expert of Qanat, Bureau of Soil, Water and Industries
Mr. Ezzatollah Abbasi	Director of Soil, Water and Industries Group Bureau of Function Evaluation
Ms. Khedmati	Bureau of Women's Affairs
Mr. Masashi Nakai	JICA Expert on Agriculture and Rural Development

Jihad-e-Agriculture Organization in South Khorassan Province

Mr. Gholamreza Hadarbadi	Director General
Mr. Mohammad Eslam Abbasi	Counterpart and Coordinator of the Study Team

Others

Mr. Hossein Javaherian	Japan Desk Expert Ministry of Foreign Affairs
Mr. Seyyed Hadi Mirkiani	Representative of Water Resources Management Company
Mr. Bashir Abrar	Interpreter

Japan International Cooperation Agency

Mr. Daimim Hanadate	JICA Resident Representative in Iran
Mr. Hideki Yukihira	Project Formulation Advisor
Mr. Ramin Bagher	Program Officer

Handwritten signature

Handwritten mark

JICA Study Team

Mr. Shigeru Takagi

Sub Leader, Regional Economy

Mr. Ikutaro Ito

Expert, Agricultural and Livestock Products Processing
/ Distribution (1)

Mr. Hiroshi Narusawa

Expert, Participatory Rural Development / Gender (1)

Mehran Mahboobi Matboo

Interpreter


Handwritten signature

Handwritten mark

MINUTES OF MEETING ON THE PROGRESS
FOR
THE STUDY ON SMALL FARMING AND
RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN
THE ISLAMIC REPUBLIC OF IRAN

BIRJAND, DECEMBER 14, 2011

Mr. Gholamereza HADARBADI
Director General
Jihad-e-Agriculture Organization of South
Khorassan Province



Mr. Shigeru Takagi
Acting Leader, JICA Study Team

The Study Team for the study on small farming and rural development plan for poverty reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team) organized by Japan International Cooperation Agency (JICA), headed by Mr. Shigeru TAKAGI, Acting Leader, and the Steering Committee at provincial level headed by Mr. Gholamereza HADARBADI, Director General, Jihad-e-Agriculture Organization of South Khorassan Province (JAO) held a meeting and discussed the progress of the Study.

The list of attendants is attached in Annex.

1. Meeting

The meeting, chaired by Mr. Gholamereza HADARBADI, Director General, Jihad-e-Agriculture Organization of South Khorassan Province, was held to discuss the progress of the Study between the Study Team and the Steering Committee at provincial level at the conference room of the JAO in Birjand on December 14, 2011.

3. Presentation

The Study Team explained the progress of the Study including the proposed Draft Master Plan and the performed activities of the Pilot Projects, and the future implementation of the Study to the Steering Committee.

1. Summary of Discussion

Based on the discussion, the Iranian side and the Study Team confirmed their agreement on the outline of the Draft Master Plan and the Pilot Projects of this year. The comments will be considered for the future implementation of the Study. Meanwhile, the following matters were discussed between both parties.

- (a) Both parties confirmed the outline of the Draft Master Plan and progress of the Pilot Projects of this year.
- (b) The Pilot Projects will be reviewed and discussed in the beginning of the next year by both parties.
- (c) The women's activities including organization and collection of member fee for their internal fund shall be effective and proposed in future projects.
- (d) Development of qanats will not be included in the Study, since Iranian side has more experiences and knowledge for the development.
- (e) The monitoring will be done before, during and after the pilot projects implementation, and then the results will be discussed.

G. Hadarbadi



LIST OF ATTENDANTSJihad-e-Agriculture Organization in South Khorassan Province

Mr. Gholamreza Hadarbadi	Director General
Mr. Mohammad Eslam Abbasi	Counterpart and Coordinator of the Study Team
Mr. Ali Akbar Khouchechin	Expert
Mr. Mohammad Noferesti	Director of Farming
Mr. Mohammad Hossein Akbari	Director of Extension
Mr. Seyed Abolghasem Atahosseini	Director of Horticulture
Mr. Nematollah Sharifzade	Director of Industries
Mr. Hossein Asghari	Director of Soil and Water and Technical Engineering Affairs
Mr. Mohammad Mahdi Zolghadr	Director of Birjand Township
Mr. Hassan Tavizi	Counterpart of Horticulture Management
Mr. Mohammad Amirabadi	Expert of Soil and Water
Mr. Manouchehr Shayesteh	Expert of Deputy of Planning
Mr. Mohammad Ali Sadeghian	Expert of Fishery
Mr. Mohsen Arezoumandan	Plant Production

Others

Mr. Mohammad Ali Sajjadi	General Director of Economic Affairs, General Governorship
Mr. Seyed Mahdi Ronaghi	Deputy of Technical Affairs and Development, Birjand Governorship
Mr. Ali Reza Nasrabadi	Vice-Director, Watershed Management Organization
Mr. Mohammad Ali Nematnejad	Deputy of Conservation, Regional Water Company
Mr. Hamid Reza Dastjerdi	Director, Engineering System
Mr. Mohammad Reza Kouzegaran	Vice-Director, Engineering System
Mr. Hojjat Ziaee	Expert, Agriculture Research Center
Ms. Faeze Barazandeh Moghaddam	Staff, Rural Cooperative Organization

JICA Study Team

Mr. Shigeru Takagi	Acting Leader, Regional Economy
Mr. Ikutaro Ito	Expert, Agricultural and Livestock Products Processing / Distribution (1)
Mr. Hiroshi Narusawa	Expert, Participatory Rural Development / Gender (1)
Mr. Mehran Mahboobi Matboo	Interpreter

MINUTES OF MEETING ON THE WORK PROGRESS
FOR
THE PROJECT FOR STUDY ON SMALL FARMING
AND RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN THE ISLAMIC REPUBLIC OF IRAN

BIRJAND, APRIL 30, 2012

Dr. Gholamreza Haderbadi
Director
Jihad-e-Agricultural Organization
in South Khorassan

Mr. Shigeru Takagi
Team Leader, JICA Study Team

The Study Team for the Project for Study on Small Farming and Rural Development Plan for Poverty Reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team), organized by Japan International Cooperation Agency (JICA) and headed by Mr. Shigeru TAKAGI, and the Steering Committee at provincial level, headed by Dr. Gholamreza HADERBADI, Director of the Jihad-e-Agricultural Organization of South Khorassan Province (JAO), held a meeting and discussed the progress of the Study.

The list of attendants is attached in the Annex.

1. Submission of the Progress Report 2

JAO received 15 copies in Persian and 5 copies in English, submitted by the Study Team on April 11, 2012, in a Technical Meeting held between the Study Team and JAO's counterparts, discussing the Progress Report 2 along with this year project activities, prior to the Steering Committee.

2. Meeting

The Steering Committee meeting, chaired by Mr. Gholamreza HADERBADI, was held to discuss the progress of the Study between the Study Team and the Steering Committee Members at provincial level in Birjand JAO conference room on April 30, 2012.

3. Speeches

Speeches were made by His Excellency Mr. Kinichi KOMANO, Japanese Ambassador in Iran, Mr. Mohammad Kazem ALAVI, Director General of Rural Affairs of the Governorship of South Khorassan, and Mr. Yasuto TAKEUCHI, Chief Representative of JICA in Iran, to appreciate the cooperation between the two countries and to point out the importance of the Study for assisting the rural population of the Province to improve their economic situations and overall livelihoods.

3. Presentation

Dr. Gholamreza HADERBADI and Mr. Shigeru TAKAGI explained the progress of the Study, focusing on the activities of the pilot projects, which was mainly based on the contents of the Progress Report 2.

4. Summary of Discussion

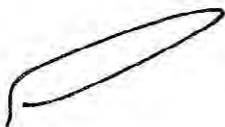
Based on the discussion, the Steering Committee and the Study Team confirmed the Study progress and further activities. The Steering Committee agreed that the Study Team would proceed to the next stage of the Study through the discussion with the counterpart personnel. Meanwhile, the following matters were discussed between the two parties.

- (a) The Iranian Committee members suggested the Study Team to include activities such as hand crafts, cultivation for ingenious pasture/herds, trial for vermi compost and microfinance in the on-going pilot projects.

- (b) The Iranian Committee members emphasized that feasibility and marketing are important factors for project's sustainability and also asked to introduce a Japanese rural development success model.
- (c) The Study Team answered that the pilot projects considered for this year will mainly concentrate and focus on activities bearing visible effects because that the study period is drawing to a close.
- (d) The Study Team agreed that sustainability is unquestionably very important for the projects, especially on the viewpoints of management by beneficiaries, and the introduction/discussion of a Japanese success model will be presented by the Study Team during this stage.

Both parties achieved a consensus on two important points concerning the Study and the pilot projects as follows.

- (a) Sustainability is a key factor to determine the success of the Study, and therefore, both the Study Team and the Iranian side will devote special efforts in building sustainability in the Master Plan proposed activities.
- (b) Involvement of the participants into income generating activities needs to be attempted in the pilot projects. For this purpose, the Study Team and the Iranian side will consider ways and means to make best use of the existing resources in the Study area and the Japanese experiences in rural development.



LIST OF ATTENDANTS**Iranian Side**Governorship of South Khorassan

Mr. Seyyed Mohammad Kazem Alavi Director General of Rural Affairs

Jihad-e-Agricultural Organization in South Khorassan Province

Dr. Gholamreza Haderbadi Director of JAO

Mr. Mohammad Reza Akbari Deputy Director of JAO, in Charge of Plants Production

Mr. Mehdi Farjami Fard Deputy Director, Department of Planning and Economic Affairs

Mr. Mohammad Eslam Abbasi Director, Planning and Research Group

Mr. Habibollah Sharifi Director, Department of Natural Resources and Watershed Management

Mr. Alireza Nasrabadi Deputy Director, Department of Natural Resources and Watershed Management

Mr. Mahmoud Ashrafi Gol Deputy Director, Department of Livestock Production

Mr. Saeid Hosseini Chief of Directorship

Mr. Mohsen Arezumandan Mofrad Expert

Mr. Nematollah Sharifzadeh Manager in Charge of Industry

Mr. Mahdi Noferesti Director of Birjand Township

Mr. Mohammad Hossein Akbari Director of Coordination, Management of Agricultural Extension

Ms. Sharare Shaybani Specialist in Charge of Rural Women Affairs

Mr. Alireza Zeraati Director of Public Relations Office

Ms. Reyhane Riyahi Expert of Public Relations

Mr. Ali Akbar Khouchechin Expert

Others

Mr. Hamid Reza Dastjerdi Director, Organization of Natural Resources and Agricultural Engineering System

Mr. Kazem Mohammad Poor Director, Natural Resources and Agricultural Research Center

Mr. Hojat Ziyaie Expert, Natural Resources and Agricultural Research Center

Japanese SideJapanese Embassy

H. E. Mr. Kinichi Komano Ambassador

Mr. Shigeki Omori First Secretary




JICA Iran Office

Mr. Yasuto Takeuchi

Chief Representative

Mr. Hideki Yukihiro

Project Formulation Advisor

Study Team

Mr. Shigeru Takagi

Leader / Rural Development

Mr. Tomokazu Nagai

Farm Economy

Mr. Yukimitsu Kobayashi

Coordinator / Assistant to Farm Management

Mr. Mehran Mahboobi Matboo

Interpreter



MINUTES OF MEETING ON THE DRAFT FINAL REPORT
FOR
THE PROJECT FOR STUDY ON SMALL FARMING
AND RURAL DEVELOPMENT PLAN FOR POVERTY REDUCTION
IN SOUTH KHORASSAN
IN THE ISLAMIC REPUBLIC OF IRAN

BIRJAND, JANUARY 14, 2013

Dr. Gholamreza Hadarbad
Director
Jihad-e-Agricultural Organization
in South Khorassan

Mr. Shigeru Takagi
Team Leader, JICA Study Team

The Study Team for the Project for Study on Small Farming and Rural Development Plan for Poverty Reduction in South Khorassan in the Islamic Republic of Iran (hereinafter referred to as the Study Team), organized by Japan International Cooperation Agency (JICA) and headed by Mr. Shigeru TAKAGI, and the Steering Committees at the national and provincial levels, chaired by Dr. Gholamreza HADARBADI, Director of the Jihad-e-Agricultural Organization of South Khorassan Province (JAO), held a meeting under the presence of officials of South Khorassan Governorship and JICA Iran Office, and discussed the Draft Final Report of the Study as explained below.

The list of attendants is attached in the Annex.

1. Submission of the Draft Final Report

Prior to the meeting, the Study Team submitted the Draft Final Report, which describes and analyzes the activities of the study components and proposes a Master Plan. JAO received 20 copies in Persian and 10 copies in English.

2. Meeting

The Steering Committee meeting, chaired by Dr. Gholamreza HADARBADI, was held to discuss the Draft Final Report at the Conference room of JAO on January 14, 2013.

3. Speeches

Speeches were made by Dr. Gholamreza HADARBADI and Mr. Yasuto TAKEUCHI, Chief Representative of JICA in Iran, to appreciate the cooperation between the two countries in conducting the Study and to point out the importance of using the Master Plan formulated by the Study for a sustainable development of the Study area.

3. Presentation

Mr. Shigeru TAKAGI summarized and explained the Draft Final Report to the Steering Committees.

4. Discussion

Based on the discussion, the Steering Committees and the Study Team basically confirmed their understanding and agreement on the contents of the Draft Final Report, after doing corrections based on the Steering Committees' view. Meanwhile, the following matters were discussed between the two parties.

- (a) The Steering Committees and the Study Team agreed that for improving the livelihoods of residents in the Study area, who face various constraints, such as the small size of land area, and reducing the outflow of population to urban areas, it is highly effective to implement small-scale projects, as suggested in the Master Plan, which: (1) assist them to improve the production of existing agricultural products, like barberry and jujube; (2) add value to these products through diversification of marketing channels, including processing; and (3) empower people, especially women, to get involved in income



generating activities.

- (b) The Steering Committees emphasized the necessity of “the Grant Assistance for Grassroots Projects (GGP)” by Government of Japan, to construct a direct sales shop, which the Master Plan proposes be managed by the Rural Women’s Cooperative that is currently under establishment in the Study area. The Steering Committees and the Study Team recognize that this activity is among critical initial steps to bring the Master Plan successful and therefore needs to be carefully followed. Mr. Yasuto TAKEUCHI informed the Steering Committees that the GGP application was currently under study in the Ministry of Foreign Affairs in Japan.
- (c) The Steering Committees reminded that the monitoring and evaluation that will follow the Study should address the effects of the pilot projects conducted by the Study on the socio-economic issues of the local people, especially impacts on their income, systematically analyzing the inputs, processes, activities, and outputs.
- (d) The Steering Committees also reminded that based on the results of the above-described monitoring and evaluation, the Ministry of Jihad-e-Agriculture will decide on how to implement the projects proposed by the Master Plan in the Study area.
- (e) The Steering Committees made some remarks on the Draft Final Report, to which the Study Team answered. The Steering Committees agreed to submit their official comments on the Draft Final Report by January 17, 2013, which will be taken into consideration in the Final Report.

W. Hadadbeigi

(Signature)

LIST OF ATTENDANTS**Iranian Side**Governorship of South Khorassan

Mr. Mohammad Ali Bijari General Director of Coordination of Economic and International Affairs

Ms. Masoumeh Sadat Jalili Hosseini General Director of Women Affairs

Governorship of Birjand

Mr. Seyyed Mehdi Rownaghi Deputy of Technical and Civil Affairs

Strategic Planning Affairs and Control

Ms. Fariba Fahim Yahyace Deputy of International Cooperation Center

Ministry of Jihad-e-Agriculture

Ms. Mina Razi Senior Expert (Bureau of International Affairs and Specialized Organizations)

Mr. Bahman Nasehi Advisor to Vice-Minister (Deputy of Agronomy)

Mr. Bijan Dargahi Qanats Senior Expert (Deputy of Soil and Water and Industries)

Mr. Manouchehr Adl Mohammadi Deputy of Livestock Production Affairs

Mr. Seyyed Reza Nour Mohammadi Director of Rural Development Projects, Institute of Researches of Agricultural Economy Planning and Rural Development

Jihad-e-Agricultural Organization in South Khorassan Province

Dr. Gholamreza Hadarbadi Director

Mr. Mohammad Reza Akbari Director of Plant Production

Mr. Mohammad Eslam Abbasi Director of Planning and Research Group

Mr. Mohammad Moudi Director of Agricultural Industries

Mr. Hossein Asghari Director of Soil and Water and Technical and Engineering Affairs

Mr. Mohammad Ali Golkari Director of Fisheries Management

Mr. Seyyed Ali Hashem Abadi Management of Planning and Budget

Mr. Mohsen Arezumandan Expert

Mr. Mohammad Amirabadi Expert in Irrigation

Mr. Hassan Tavizi Expert in Horticulture

Ms. Sharare Sheibani Expert of Rural Women Affairs

Mr. Reza Mirzaee Deputy of Products Improvement

Mr. Alireza Nasrabadi Deputy, Department of Natural Resources and Watershed Management




Mr. Abdollah Rezazade Director, Rural Cooperative Organization of the Province
Ms. Faeze Barazande Moghaddam Expert, Rural Cooperative Organization of the Province
Mr. Kazem Mohammadpoor Director, Natural Resources and Agricultural Research Center

Jihad-e-Agricultural Organization in Birjand Township

Mr. Mahdi Nofereesti Director
Mr. Mohammad Ali Maleknia Director of Training and Extension

Others

Mr. Mohammad Ali Nematnejad Deputy, Regional Water Company

Japanese Side

JICA Iran Office

Mr. Yasuto Takeuchi Chief Representative

Study Team

Mr. Shigeru Takagi Leader / Regional Economy
Mr. Tomokazu Nagai Farm Economy
Mr. Yukimitsu Kobayashi Coordinator / Assistant to Farm Management
Mr. Mehran Mahboobi Matboo Interpreter
Ms. Narjes Hajiabady Interpreter
Ms. Mahdieh Moodi Interpreter

Handwritten signature in blue ink

Handwritten signature in blue ink