

Mongolia
National Emergency Management Agency (NEMA)

**THE PROJECT FOR STRENGTHENING
THE NATIONAL CAPACITY OF EARTHQUAKE
DISASTER PROTECTION AND PREVENTION
IN MONGOLIA**

PROJECT COMPLETION REPORT

ANNEX II

JANUARY 2020

JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)

ORIENTAL CONSULTANTS GLOBAL CO., LTD.

KOKUSAI KOGYO CO., LTD.

OYO INTERNATIONAL CORPORATION

URBAN DISASTER RESEARCH INSTITUTE

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19-077

Mongolia
National Emergency Management Agency (NEMA)

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Project Design Matrix


Version 1
Dated Dec. 7th, 2016

Project Title: Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia
Implementing Agency: National Emergency Management Agency (NEMA)
Target Group: NEMA, Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, General State Inspection Agency, Emergency Management Department of the Capital City (EMDC), Construction Quality and Safety Department, Master Planning Agency of Capital City

Period of Project: December 2016 to November 2019
Project Site: Mongolia

Overall Goal	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
<p>Narrative Summary</p> <p>Seismic risk will be reduced.</p>	<ol style="list-style-type: none"> Number of the approved guideline, rules, provisions Number of white paper open to public Number of the executed seismic assessment Number of the seismic strengthened building Number of implemented activities on disaster risk reduction education 	<p>Study by NEMA</p>	<p>The policy on disaster risk reduction will not be changed in Mongolia.</p>		
<p>Project Purpose</p> <p>The Capacity of National Emergency Management Agency will be enhanced through the activities for strengthening the countermeasures for seismic risk.</p>	<ol style="list-style-type: none"> The number of the approved guidelines and agreement The number of the data on disaster risk reduction which newly established and improved 	<p>Project report</p>	<p>NEMA expands the pilot activities in other aimags and sums.</p>		
<p>Outputs</p> <ol style="list-style-type: none"> Capacity for data collection on disaster risk reduction and coordination among related organizations will be enhanced. Capacity of public administration officer related with the seismic assessment and seismic strengthening for buildings will be enhanced. Implementing plan on disaster risk reduction education and awareness raising activities will be developed and realized. 	<ol style="list-style-type: none"> The number of guidelines, operational rules, provisions which are developed. <ol style="list-style-type: none"> The number of the draft of agreement developed and participants who participated in the training programs on agreements White paper on disaster risk reduction Guideline for seismic assessment <ol style="list-style-type: none"> The number of the participants in the training program on seismic assessment Guideline for seismic strengthening The number of the training program on seismic strengthening The number of the cases of delivering classes on disaster risk reduction based on the activities of the Project <ol style="list-style-type: none"> The number of visits in Training Center 	<p>Project report</p> <p>Project report</p> <p>Project report</p> <p>Ordinance of Ministry of Education, Culture and Science</p> <p>Ordinance of NEMA</p>	<ol style="list-style-type: none"> The counterparts from NEMA, the Ministry of Construction and the Urban Development and the Ministry of Education continue to work in the same position. Participants in training programs continue to work in the same position. The relation among related organizations is maintained. Exchange information is maintained among the related organizations. 		

Activities	The Mongolian Side	The Japanese Side	Important Assumption
<p>1.1.1 To identify problems and challenges on implementation of legal frameworks of disaster risk reduction</p>	<p>Assignment of counterparts - Project Director - Project Managers - Project Coordinator - Project Members</p>	<p>Dispatch of Experts - Leader - Disaster Risk Management - Disaster Risk Reduction Framework - Disaster Risk Reduction Information - Seismic Strengthening Assessment</p>	
<p>1.1.2 To develop guidelines on improvement of legal frameworks and plans, assessment of disaster risk and database on disaster risk reduction</p>	<p>For Output 1 - Policy Coordination and Cooperation Department, NEMA - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Disaster Research Institute, NEMA - Emergency Management Department of Capital City (EMDC)</p>	<p>- Disaster Risk Reduction at Community Level - Educational Material Development</p>	
<p>1.1.3 To develop new regulation and the drafts(note 1-1)) of revised version of regulation on implementation of Law of disaster protection</p>			
<p>1.2.1 To develop the draft of the agreement (note 1-2)) which shows the coordination and cooperation among NEMA and related organizations</p>			
<p>1.2.2 To realize training programs for disseminating the agreement mentioned in 1.2.1 and strengthening the coordination structure among organizations related with disaster risk reduction</p>			
<p>1.3.1 To identify problems and challenge of monitoring, report, evaluation and disclosure of disaster protection plan at national and local levels (note 1-3))</p>		<p>Provision of Equipment - Equipment for seismic assessment - Earthquake simulation experience equipment for Training Center such as shaking table</p>	
<p>1.3.2 To revise these plans and make a manual for the revision of disaster protection plan</p>		<p>Training in Japan and/or the third countries</p>	
<p>1.3.3 To improve the present system (note 1-4)) which collect and analyze information on disaster risk reduction</p>			
<p>1.3.4 To develop white paper on disaster risk reduction which let the Mongolian people know the progress on implementation, monitoring, evaluation of disaster risk reduction plan at national and local levels through the activities of 1.3.1 to 1.3.3</p>			
<p>1.3.5 To improve the system of database on seismic strength of buildings, infrastructure and lifeline (note 1-5))</p>			
<p>2.1.1 To analyze the manual of seismic assessment of buildings and lifeline (note 2-1)) based on the context of the Law of Disaster Protection and develop the draft of revised version</p>	<p>For Output 2 - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Ministry of Construction and Urban Development - Master Planning Agency of Capital City - General State Inspection Agency</p>		

<p>2.1.2 To develop guidelines-methodologies (note 2-2)) which show the method for implementing seismic assessment for buildings and lifelines, and how to use equipment</p> <p>2.1.3 To implement training programs (note 2-3)) for enhancing the knowledge and capacity of experts who assess the seismic strength of buildings and lifeline</p> <p>2.2.1 To develop guidelines-methodologies on seismic strengthening and reconstruction of buildings</p> <p>2.2.2 To support the introduction and dissemination of seismic strengthening techniques for reconstructing collective housing, kindergarten, schools, hospital, national buildings and design the reconstruction and seismic strengthening of each type of buildings a pilot</p> <p>2.2.3 To realize training programs with the participation of NEMA for enhancing knowledge and capacity of the experts who implement seismic strengthening of buildings</p>	<p>Pre-Conditions</p>	
<p>3.1.1 To develop a guideline which shows contents, method and implementation way of disaster risk reduction education in kindergarten and schools based on Law of Disaster Protection</p> <p>3.1.2 To develop textbooks, supplementary readers and educational materials related with disaster risk reduction education in kindergarten and primary and secondary schools</p> <p>3.1.3 To implement training programs for the instructors (note 3-1)) of Teacher Training Institutes and experts of educational department in local governments, using the guideline and materials developed in 3.1.1 and 3.1.2 respectively</p>		<p>For Output 3</p> <ul style="list-style-type: none"> - Disaster Prevention Department, NEMA - Ministry of Education, Culture and Science - Teacher Training Institute - Educational Research Institute - Emergency Management Department at aimag level

<p>3.1.4 To implement the training program for teachers by the instructors and experts who received the training programs mentioned in 3.1.3</p> <p>3.2.1 To develop comprehensive work plan (note 3-2)) for disaster risk reduction education and raising awareness at national and local levels</p> <p>3.2.2 To develop materials for the training on disaster risk reduction education and raising awareness, and implement the training for the target groups (note 3-3)) in pilot areas</p> <p>3.2.3 To develop and implement educational and training program for implementing disaster prevention and simulation program in Training Center</p>		<p><Issues and countermeasures></p>
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Notes

1-1) Amended Law of Disaster Protection "8.2 Rules of risk evaluation", "9.3 Guidelines and methodologies to develop disaster management plan", "12.1 Guidelines for preparation system", and "13.2 Rules and regulations of disaster management", and etc..

1-2) Contracts, cooperation plan and MoU are equivalent to agreement mentioned in the PDM

- 1-3) National level, UB city and two provinces are the target areas
- 1-4) Improvement of existing "Disaster Information Sharing System"
- 1-5) Improve existing database for sharing with related agencies (Components of the database system of UB city are under investigation)
- 2-1) Buildings: Buildings, Road and Bridge Lifeline: Warm water pipeline, Water supply and sewerage, electric transmission and distribution facilities
- 2-2) Guidelines are regarded as operational guidelines by Resolution of Minister
- 2-3) Target: Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, UB city, General State Inspection Agency, province level officers in charge of buildings, infrastructure and lifeline association of architects, association of design engineers etc.
- 3-1) Instructors of Institute of Teacher's Professional Development, experts of training departments of provinces and cities, and certificated teacher's instructors
- 3-2) A document to clarify the targets, implementers and instructors of public education and training, and the contents of required education and training activities for the purpose of ensuring of nationwide implementation of education and training program to all the necessary target stakeholders
- 3-3) Target groups: (1) Staff of NEMA Disaster Prevention Department/ Emergency Operation Department, Training Center, and Emergency Management Departments of Cities, Provinces, and Districts, (2) Members in charge of disaster prevention in Disaster Protection Services at National, Province and City levels, (3) Heads of governor's offices of Provinces, Soums, and Districts (4) Heads of Bags and Khorroos, (5) Coordinators of civil activities in Provinces, Districts, and Khorroos and (6*) Volunteers (*only in pilot areas)
- 3-4) The facility that the EMDC is constructing and preparing for providing DRR training and education to the citizens in Khan Uul district in UB city.

Project Design Matrix

Version 2
Dated Jun. 5th, 2019

Project Title: Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia
Implementing Agency: National Emergency Management Agency (NEMA)
Target Group: NEMA, Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, General State Inspection Agency, Emergency Management Department of the Capital City (EMDC), Construction Quality and Safety Department, Master Planning Agency of Capital City

Period of Project: December 2016 to November 2019

Project Site: Mongolia	Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal	Seismic risk will be reduced.	<ol style="list-style-type: none"> The formulation of Disaster Protection Plans at Regional Level will be continued by referring the guidelines developed through the activity in the Project. The White Paper for Disaster Risk Reduction will be developed every year based on the system established through the activity in the Project. The implementation of Seismic Evaluation for public facilities will be continued across the country by referring the guidelines developed through the activity in the Project. The implementation of Seismic Evaluation for infrastructures and lifelines will be continued across the country by referring the guidelines developed through the activity in the Project. The fostering engineers who have expertise in Seismic Strengthening of buildings will be continued based on the system established through the activity in the Project. The implementation of School Disaster Risk Reduction Education will be continued across the country by referring the guidelines developed through the activity in the Project. The Activity of Disaster Risk Reduction Education and Raising Awareness for the public will be continued across the country under NEMA's initiative based on the system established through the activity in the Project. 	Study by NEMA	The policy on disaster risk reduction will not be changed in Mongolia.		
Project Purpose	The Capacity of National Emergency Management Agency will be enhanced through the activities for strengthening the countermeasures for seismic risk.	<ol style="list-style-type: none"> The number of the approved guidelines, rules, and provisions: <ul style="list-style-type: none"> •Related to OUPUT 1 Activity: XX (approved) / 9 (planned to be developed) •Related to OUPUT 2 Activity: XX (approved) / 7 (planned to be developed) •Related to OUPUT 3 Activity: XX (approved) / 2 (planned to be developed) The number of the Earthquake Disaster Protection Plans formulated or revised based on the guidelines developed through the activity in the Project: <ul style="list-style-type: none"> •XX (approved) / 5 (planned to be developed : National Level, 2 Aimag, 2 Districts) Following systems for Earthquake Disaster Risk Reduction are taken root in NEMA based on the approved guidelines, rules, and provisions: <ul style="list-style-type: none"> •Formulation and Revision of Regional Earthquake Disaster Protection Plan •Development of White Paper for Disaster Risk Reduction •Collection and Management of Disaster Related Information •Implementation of Earthquake Risk Assessment •Promotion of Disaster Risk Reduction Education and Awareness Raising 	Project report	NEMA expands the pilot activities in other aimags and sums.		
Outputs	<ol style="list-style-type: none"> Capacity for data collection on disaster risk reduction and coordination among related organizations will be enhanced. Capacity of public administration officer related with the seismic assessment and seismic strengthening for buildings will be enhanced. Implementing plan on disaster risk reduction education and awareness raising activities will be developed and realized. 	<ol style="list-style-type: none"> 1.1 The number of guidelines, operational rules, provisions which are developed. 1.2 The number of the draft of agreement developed and participants who participated in the training programs on agreements <ul style="list-style-type: none"> 1.3 White paper on disaster risk reduction 2.1 Guideline for seismic assessment 2.2 Guideline for seismic strengthening The number of the training program on seismic strengthening 3.1 The number of the cases of delivering classes on disaster risk reduction based on the activities of the Project 3.2 The number of visits in Training Center 	<p>Project report</p> <p>Project report</p> <p>Ordinance of Ministry of Education, Culture and Science</p> <p>Ordinance of NFMA</p>	<ol style="list-style-type: none"> The counterparts from NEMA, the Ministry of Construction and Urban Development and the Ministry of Education continue to work in the same position. Participants in training programs continue to work in the same position. The relation among related organizations is maintained. Exchange information is maintained among the related organizations. 		

Activities	Inputs	Important Assumption
<p>1.1.1 To identify problems and challenges on implementation of legal frameworks of disaster risk reduction</p> <p>1.1.2 To develop guidelines on improvement of legal frameworks and plans, assessment of disaster risk and database on disaster risk reduction</p> <p>1.1.3 To develop new regulation and the drafts(note 1-1)) of revised version of regulation on implementation of Law of disaster protection</p> <p>1.2.1 To develop the draft of the agreement (note 1-2)) which shows the coordination and cooperation among NEMA and related organizations</p> <p>1.2.2 To realize training programs for disseminating the agreement mentioned in 1.2.1 and strengthening the coordination structure among organizations related with disaster risk reduction</p> <p>1.3.1 To identify problems and challenge of monitoring, report, evaluation and disclosure of disaster protection plan at national and local levels (note 1-3))</p> <p>1.3.2 To revise these plans and make a manual for the revision of disaster protection plan</p> <p>1.3.3 To improve the present system (note 1-4)) which collect and analyze information on disaster risk reduction</p> <p>1.3.4 To develop white paper on disaster risk reduction which let the Mongolian people know the progress on implementation, monitoring, evaluation of disaster risk reduction plan at national and local levels through the activities of 1.3.1 to 1.3.3</p> <p>1.3.5 To improve the system of database on seismic strength of buildings, infrastructure and lifeline (note 1-5))</p> <p>2.1.1 To analyze the manual of seismic assessment of buildings and lifeline (note 2-1)) based on the context of the Law of Disaster Protection and develop the draft of revised version</p>	<p>The Mongolian Side</p> <p>Assignment of counterparts</p> <ul style="list-style-type: none"> - Project Director - Project Managers - Project Coordinator - Project Members <p>For Output 1</p> <ul style="list-style-type: none"> - Policy Coordination and Cooperation Department, NEMA - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Disaster Research Institute, NEMA - Emergency Management Department of Capital City (EMDC) 	<p>The Japanese Side</p> <p>Dispatch of Experts</p> <ul style="list-style-type: none"> - Leader - Disaster Risk Management - Disaster Risk Reduction Framework - Disaster Risk Reduction Information - Seismic Strengthening Assessment - Seismic Strengthening Method - Seismic Strengthening Design - Disaster Risk Reduction Education - Disaster Risk Reduction at Community Level - Educational Material Development <p>Provision of Equipment</p> <ul style="list-style-type: none"> - Equipment for seismic assessment - Earthquake simulation experience equipment for Training Center such as shaking table <p>Training in Japan and/or the third countries</p>

2.1.2 To develop guidelines-methodologies (note 2-2)) which show the method for implementing seismic assessment for buildings and lifelines, and how to use equipment

2.1.3 To implement training programs (note 2-3)) for enhancing the knowledge and capacity of experts who assess the seismic strength of buildings and lifeline

2.2.1 To develop guidelines-methodologies on seismic strengthening and reconstruction of buildings

2.2.2 To support the introduction and dissemination of seismic strengthening techniques for reconstructing collective housing, kindergarten, schools, hospital, national buildings and design the reconstruction and seismic strengthening of each type of buildings a pilot


2.2.3 To realize training programs with the participation of NEMA for enhancing knowledge and capacity of the experts who implement seismic strengthening of buildings

3.1.1 To develop a guideline which shows contents, method and implementation way of disaster risk reduction education in kindergarten and schools based on Law of Disaster Protection

3.1.2 To develop textbooks, supplementary readers and educational materials related with disaster risk reduction education in kindergarten and primary and secondary schools

3.1.3 To implement training programs for the instructors (note 3-1)) of Teacher Training Institutes and experts of educational department in local governments, using the guideline and materials developed in 3.1.1 and 3.1.2 respectively

For Output 3
 - Disaster Prevention Department, NEMA
 - Ministry of Education, Culture and Science
 - Teacher Training Institute
 - Educational Research Institute
 - Emergency Management Department at aimag level

	Pre-Conditions	
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<p>3.1.4 To implement the training program for teachers by the instructors and experts who received the training programs mentioned in 3.1.3</p> <p>3.2.1 To develop comprehensive work plan (note 3-2)) for disaster risk reduction education and raising awareness at national and local levels</p> <p>3.2.2 To develop materials for the training on disaster risk reduction education and raising awareness, and implement the training for the target groups (note 3-3)) in pilot areas</p> <p>3.2.3 To develop and implement educational and training program for implementing disaster prevention and simulation program in Training Center</p>	<p style="text-align: center;"><Issues and countermeasures></p>
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Notes

1-1) Amended Law of Disaster Protection "8.2 Rules of risk evaluation", "9.3 Guidelines and methodologies to develop disaster management plan", "12.1 Guidelines for preparation system", and "13.2 Rules and regulations of disaster management", and etc.

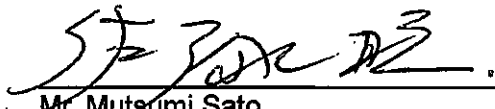
1-2) Contracts, cooperation plan and MoU are equivalent to agreement mentioned in the PDM

- 1-3) National level, UB city and two provinces are the target areas
- 1-4) Improvement of existing "Disaster Information Sharing System"
- 1-5) Improve existing database for sharing with related agencies (Components of the database system of UB city are under investigation)
- 2-1) Buildings, Road and Bridge Lifeline: Warm water pipeline, Water supply and sewerage, electric transmission and distribution facilities
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- 2-3) Target: Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, UB city, General State Inspection Agency, province level officers in charge of buildings, infrastructure and lifeline, association of architects, association of design engineers etc.
- 3-1) Instructors of Institute of Teacher's Professional Development, experts of training departments of provinces and cities, and certificated teacher's instructors
- 3-2) A document to clarify the targets, implementers and instructors of public education and training, and the contents of required education and training activities for the purpose of ensuring of nationwide implementation of education and training program to all the necessary target stakeholders
- 3-3) Target groups: (1) Staff of NEMA Disaster Prevention Department/ Emergency Operation Department, Training Center, and Emergency Management Departments of Cities, Provinces, and Districts, (2) Members in charge of disaster prevention in Disaster Protection Services at National, Province and City levels, (3) Heads of governor's offices of Provinces, Soums, and Districts (4) Heads of Bags and Khoroods, (5) Coordinators of civil activities in Provinces, Districts, and Khoroods and (6*) Volunteers (*only in pilot areas)
- 3-4) The facility that the EMDC is constructing and preparing for providing DRR training and education to the citizens in Khan Uul district in UB city.

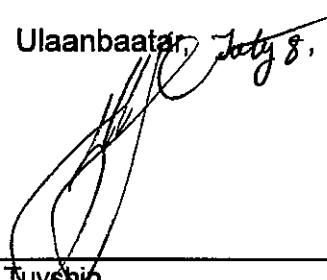
ANNEX 5 R/D, Minutes of JCC

RECORD OF DISCUSSIONS
ON
PROJECT FOR STRENGTHENING THE NATIONAL CAPACITY
OF EARTHQUAKE DISASTER PROTECTION AND PREVENTION
IN MONGOLIA
AGREED UPON BETWEEN
NATIONAL EMERGENCY MANAGEMENT AGENCY
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

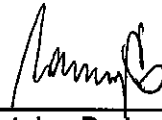
Ulaanbaatar *July 8, 2016*



Mr. Mutsumi Sato
Chief Representative
Mongolia Office
Japan International Cooperation Agency
Japan



Mr. Badral Tuvshin
Chief, Brigadier General
National Emergency Management Agency
Mongolia



Mr. Gantulga Badamkhatan
Director General
Development Financing and Debt
Management Department
Ministry of Finance
Mongolia

Based on the minutes of meetings on the Detailed Planning Survey on the Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia (hereinafter referred to as "the Project") signed on June 3, 2016 between National Emergency Management Agency (hereinafter referred to as "NEMA") and the Japan International Cooperation Agency (hereinafter referred to as "JICA"), JICA held a series of discussions with NEMA and relevant organizations to develop a detailed plan of the Project.

Both parties agreed the details of the Project and the main points discussed as described in the Appendix 1 and the Appendix 2 respectively.

Both parties also agreed that NEMA, the counterpart to JICA, will be responsible for the implementation of the Project in cooperation with JICA, coordinate with other relevant organizations and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of Mongolia.

The Project will be implemented within the framework of the Agreement on Technical Cooperation signed on December 5, 2003 (hereinafter referred to as "the Agreement") and the Notes Verbales exchanged on May 20, 2016 between the Government of Japan (hereinafter referred to as "GOJ") and the Government of Mongolia (hereinafter referred to as "GOM").

Appendix 1: Project Description

Appendix 2: Main Points Discussed

Appendix 3: Minutes of Meetings on Detailed Planning Study



5.5.

PROJECT DESCRIPTION

Both parties confirmed that there is no change in the Project Description in the minutes of meetings for Preparatory Survey on the Project signed on June 3, 2016 (Appendix 3).

I. BACKGROUND

In Mongolia, especially in western part, the earthquakes with magnitudes 8 on a Richter scale are recorded in the 20th century and recently the earthquake risk has been increasing, because several faults were discovered near Ulaanbaatar city, capital of Mongolia and densely concentrated with the half of the Mongolian people, and the number of both felt and unfelt earthquakes have been increased.

In this circumstance, JICA extended the following cooperation for the Emergency Management Department of the Capital City (EMDC) through the technical cooperation for development planning named "The Project for Strengthening the Capacity of Seismic Disaster Risk Management in Ulaanbaatar City" from February 2012 to October 2013.

- (1) Comprehensive seismic risk map based on hazard assessment and risk assessment for building
- (2) Review and recommendation of the revision of seismic disaster risk reduction plan
- (3) guideline for the construction of seismic mid-to-high-rise buildings
- (4) human capacity development (Training program in Japan, awareness raising events and campaigns)

Following this technical cooperation, National Emergency Management Agency (NEMA) submitted another technical cooperation request "the Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia" to the Government of Japan. After the several discussions between NEMA and JICA on the scope and activities in the project through visiting program between Mongolia and Japan in both directions, the project was agreed on the basis that the capacity development of NEMA will be focused.

II. OUTLINE OF THE PROJECT

Details of the Project are described in the Logical Framework (Project Design Matrix, hereinafter referred to as "PDM") (Annex 1) and the Plan of Operation (hereinafter referred to as "PO") (Annex 2).

1. Input

(1) Input by JICA

(a) Dispatch of Experts

Disaster risk reduction, seismic strengthening, disaster risk reduction



b.f.

education

(b) Training

Short-term training on related topics in Japan or other countries, as necessary.

(c) Machinery and Equipment

The detailed contents, specification and quantity of the equipment to be procured and installed for the Project implementation will be discussed in principle every year between the Mongolian counterpart personnel and the JICA experts, based on the annual plan of the Project within the allocated budget of the Japanese fiscal year.

In case of importation, the machinery, equipment and other materials under II-1(2) (c) above will become the property of the GOM upon being delivered C.I.F. (cost, insurance and freight) to the Mongolian authorities concerned at the ports and/or airports of disembarkation.

Input other than indicated above will be determined through mutual consultations between JICA and NEMA during the implementation of the Project, as necessary.

(2) Input by NEMA

NEMA will take necessary measures to provide at its own expense:

For NEMA's Activities

- (a) Services of NEMA's counterpart personnel and administrative personnel as referred to in II-1;
- (b) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided by JICA;
- (c) Running expenses necessary for the implementation of the Project;
- (d) Expenses necessary for transportation within Mongolia of the equipment referred to in II-1(1) as well as for the operation and maintenance thereof; and

For JICA's Experts

- (e) Suitable office space with necessary equipment;
- (f) Information as well as support in obtaining medical service;
- (g) Credentials or identification cards;
- (h) Available data (including maps and photographs) and information related to the Project;
- (i) Necessary facilities to the JICA experts for the remittance as well as utilization of the funds introduced into Mongolia from Japan in connection with the implementation of the Project.

2. Implementation Structure

The project organization chart is given in the Annex 3. The roles and assignments of relevant organizations are as follows:

(1) Authorities concerned of Mongolia

- (a) Counterpart

B.S.

Main counterpart organization is NEMA, and other related organizations involved in the pilot activities are also counterpart organizations which receive the benefit from the Project through NEMA.

(b) Mongolian counterpart working group

Mongolian counterpart working group (hereinafter referred to as "W/G") will be organized in order to implement project activities at output level of the project.

(2) Administration of authorities concerned of Mongolia

(a) Project Director

Deputy Chief of NEMA will be responsible for overall administration and implementation of the Project.

(b) Project Managers

Director of Policy Coordination and Cooperation Department of NEMA and Director of Disaster Operation Department of NEMA will be responsible for the managerial and technical matters of the Project.

(c) Project Coordinator

Senior officer of Disaster Operation Department of NEMA will be responsible for the coordination of daily operational matters of the Project.

(3) JICA Experts

The JICA experts will give necessary technical guidance, advice and recommendations to NEMA on any matters pertaining to the implementation of the Project.

(4) Joint Coordinating Committee

Joint Coordinating Committee (hereinafter referred to as "JCC") will be established in order to facilitate inter-organizational coordination. JCC will be held at least once a year and whenever deems it necessary. JCC will review the progress, revise the overall plan when necessary, approve an annual work plan, conduct evaluation of the Project, and exchange opinions on major issues that arise during the implementation of the Project. A list of proposed members of JCC is shown in the Annex 4.

3. Project Site(s) and Beneficiaries

(1) Project site

All the territory of Mongolia

(2) Beneficiaries

(a) Direct beneficiaries

NEMA, Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, Inspection Agency, Emergency Management Department of the Capital City (EMDC), Construction Quality and Safety Department, Master Planning Agency of Capital City

(b) Indirect beneficiaries

All Mongolian people



5.5.

4. Duration

Three years from the date of the arrival of the first expert at Mongolia.

5. Environmental and Social Considerations

NEMA will abide by 'JICA Guidelines for Environmental and Social Considerations' in order to ensure that appropriate considerations will be made for the environmental and social impacts of the Project.

III. UNDERTAKINGS OF NEMA

1. NEMA will take necessary measures to:

(1) ensure that the technologies and knowledge acquired by the Mongolia nationals as a result of Japanese technical cooperation contributes to the economic and social development of Mongolia, and that the knowledge and experience acquired by the personnel of Mongolia from technical training as well as the equipment provided by JICA will be utilized effectively in the implementation of the Project; and

(2) grant privileges, exemptions and benefits to the JICA experts referred to in II-5 above and their families, which are no less favorable than those granted to experts and members of the missions and their families of third countries or international organizations performing similar missions in Mongolia.

2. Other privileges, exemptions and benefits will be provided in accordance with the Agreement on Technical Cooperation signed on December 5, 2003 between the Government of Japan and GOM.

IV. MONITORING AND EVALUATION

JICA and NEMA will jointly and regularly monitor the progress of the Project through the Monitoring Sheets as shown in the Annex 5 based on the PDM and PO. The Monitoring Sheets will be reviewed every six (6) months.

Also, Project Completion Report as shown in the Annex 6 will be drawn up one (1) month before the termination of the Project.

JICA will conduct the following evaluations and surveys to verify sustainability and impact of the Project and draw lessons. NEMA is required to provide necessary support for them.

1. Ex-post evaluation three (3) years after the project completion, in principle
2. Follow-up surveys on necessity basis

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, NEMA will take appropriate measures to make the Project widely known to the people of Mongolia.

5.7.

VI. MISCONDUCT

If JICA receives information related to suspected corrupt or fraudulent practices in the implementation of the Project, NEMA and relevant organizations will provide JICA with such information as JICA may reasonably request, including information related to any concerned official of the government and/or public organizations of Mongolia.

NEMA and relevant organizations will not, unfairly or unfavorably treat the person and/or company which provided the information related to suspected corrupt or fraudulent practices in the implementation of the Project.

VII. MUTUAL CONSULTATION

JICA and NEMA will consult each other whenever any major issues arise in the course of Project implementation.

VIII. AMENDMENTS

The record of discussions may be amended by the minutes of meetings between JICA and NEMA. However, PO may be amended in the Monitoring Sheets.

The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the record of discussions.

- Annex 1 Logical Framework (PDM)
- Annex 2 Tentative Plan of Operation (PO)
- Annex 3 Project Organization Chart
- Annex 4 A List of Proposed Members of Joint Coordinating Committee
- Annex 5 Format of Monitoring Sheet
- Annex 6 Format of Completion Report



B.T.

MAIN POINTS DISCUSSED

Formal members of JCC will be determined in consultation with both of JICA and NEMA before the first round of JCC and confirmed in the Minutes of Meetings of the JCC .

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5.1.

Annex 1 Project Design Matrix

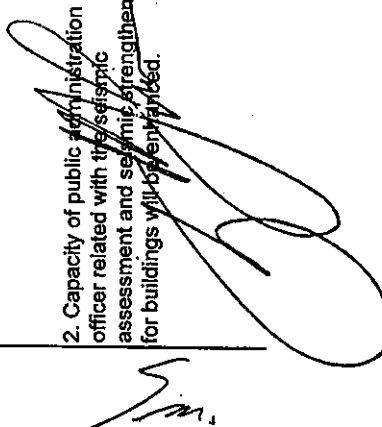
Version 0
Dated June 3, 2016

Project Title: Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia
Implementing Agency: National Emergency Management Agency (NEMA)
Target Group: NEMA, Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, General State Inspection Agency, Emergency Management Department of the Capital City (EMDC), Construction Quality and Safety Department, Master Planning Agency of Capital City

Period of Project: December 2016 to November 2019

Project Site: Mongolia

<u>Narrative Summary</u>	<u>Objectively Verifiable Indicators</u>	<u>Means of Verification</u>	<u>Important Assumption</u>	<u>Achievement</u>	<u>Remarks</u>
<p>Overall Goal Seismic risk will be reduced.</p>	<ol style="list-style-type: none"> 1. Number of the approved guideline, rules, provisions 2. Number of white paper open to public 3. Number of the executed seismic assessment 4. Number of the seismic strengthened building 5. Number of implemented activities on disaster risk reduction education 	<p>Study by NEMA</p>	<p>The policy on disaster risk reduction will not be changed in Mongolia.</p>		
<p>Project Purpose The Capacity of National Emergency Management Agency will be enhanced through the activities for strengthening the countermeasures for seismic risk.</p>	<ol style="list-style-type: none"> 1. The number of the approved guidelines and agreement 2. The number of the data on disaster risk reduction which newly established and improved 	<p>Project report</p>	<p>NEMA expands the pilot activities in other aimags and sums.</p>		
<p>Outputs 1. Capacity for data collection on disaster risk reduction and coordination among related organizations will be enhanced. 2. Capacity of public administration officer related with the seismic assessment and seismic strengthening for buildings will be enhanced.</p>	<ol style="list-style-type: none"> 1.1 The number of guidelines, operational rules, provisions which are developed. 1.2 The number of the draft of agreement developed and participants who participated in the training programs on agreements 1.3 White paper on disaster risk reduction 2.1 Guideline for seismic assessment <p>The number of the participants in the training program on seismic assessment</p> <ol style="list-style-type: none"> 2.2 Guideline for seismic strengthening <p>The number of the training program on seismic strengthening</p>	<p>Project report</p>	<ol style="list-style-type: none"> 1. The counterparts from NEMA, the Ministry of Construction and Urban Development and the Ministry of Education continue to work in the same position. 2. Participants in training programs continue to work in the same position. 3. The relation among related organizations is maintained. 4. Exchange information is maintained among the related organizations. 		



3. Implementing plan on disaster risk reduction education and awareness raising activities will be developed and realized.	3.1 The number of the cases of delivering classes on disaster risk reduction based on the activities of the Project 3.2 The number of visitors in Training Center	Ordinance of Ministry of Education, Culture and Science Ordinance of NEMA	
--	--	--	--

Activities	Inputs		Important Assumption
	The Mongolian Side	The Japanese Side	
<p>1.1.1 To identify problems and challenges on implementation of legal frameworks of disaster risk reduction</p> <p>1.1.2 To develop guidelines on improvement of legal frameworks and plans, assessment of disaster risk and database on disaster risk reduction</p> <p>1.1.3 To develop new regulation and the drafts (note 1-1) of revised version of regulation on implementation of Law of disaster protection</p> <p>1.2.1 To develop the draft of the agreement (note 1-2)) which shows the coordination and cooperation among NEMA and related organizations</p> <p>1.2.2 To realize training programs for disseminating the agreement mentioned in 1.2.1 and strengthening the coordination structure among organizations related with disaster risk reduction</p> <p>1.3.1 To identify problems and challenge of monitoring, report, evaluation and disclosure of disaster protection plan at national and local levels (note 1-3))</p> <p>1.3.2 To revise these plans and make a manual for the revision of disaster protection plan</p> <p>1.3.3 To improve the present system (note 1-4)) which collect and analyze information on disaster risk reduction</p>	<p>Assignment of counterparts</p> <ul style="list-style-type: none"> - Project Director - Project Managers - Project Coordinator - Project Members <p>For Output 1</p> <ul style="list-style-type: none"> - Policy Coordination and Cooperation Department, NEMA - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Disaster Research Institute, NEMA - Emergency Management Department of Capital City (EMDC) 	<p>Dispatch of Experts</p> <ul style="list-style-type: none"> - Leader - Disaster Risk Management - Disaster Risk Reduction Framework - Disaster Risk Reduction Information - Seismic Strengthening Assessment - Seismic Strengthening Method - Seismic Strengthening Design - Disaster Risk Reduction Education - Disaster Risk Reduction at Community Level - Educational Material Development 	<p>Provision of Equipment</p> <ul style="list-style-type: none"> - Equipment for seismic assessment - Earthquake simulation experience equipment for Training Center such as shaking table <p>Training in Japan and/or the third countries</p>

<p>1.3.4 To develop white paper on disaster risk reduction which let the Mongolian people know the progress on implementation, monitoring, evaluation of disaster risk reduction plan at national and local levels through the activities of 1.3.1 to 1.3.3</p> <p>1.3.5 To improve the system of database on seismic strength of buildings, infrastructure and lifeline (note 1-5))</p>	<p>For Output 2</p> <ul style="list-style-type: none"> - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Ministry of Construction and Urban Development - Master Planning Agency of Capital City - General State Inspection Agency 	<p>Pre-Conditions</p>
<p>2.1.1 To analyze the manual of seismic assessment of buildings and lifeline (note 2-1)) based on the context of the Law of Disaster Protection and develop the draft of revised version</p> <p>2.1.2 To develop guidelines-methodologies (note 2-2)) which show the method for implementing seismic assessment for buildings and lifelines, and how to use equipment</p> <p>2.1.3 To implement training programs (note 2-3)) for enhancing the knowledge and capacity of experts who assess the seismic strength of buildings and lifeline</p> <p>2.2.1 To develop guidelines-methodologies on seismic strengthening and reconstruction of buildings</p> <p>2.2.2 To support the introduction and dissemination of seismic strengthening techniques for reconstructing collective housing, kindergarden, schools, hospital, national buildings and design the reconstruction and seismic strengthening of early type of buildings</p> <p>2.2.3 To realize training programs with the participation of NEMA for enhancing knowledge and capacity of the experts who implement seismic strengthening of buildings</p>		

<p>3.1.1 To develop a guideline which shows contents, method and implementation way of disaster risk reduction education in kindergarten and schools based on Law of Disaster Protection</p> <p>3.1.2 To develop textbooks, supplementary readers and educational materials related with disaster risk reduction education in kindergarten and primary and secondary schools</p> <p>3.1.3 To implement training programs for the instructors (note 3-1)) of Teacher Training Institutes and experts of educational department in local governments, using the guideline and materials developed in 3.1.1 and 3.1.2 respectively</p> <p>3.1.4 To implement the training program for teachers by the instructors and experts who received the training programs mentioned in 3.1.3</p> <p>3.2.1 To develop comprehensive work plan (note 3-2)) for disaster risk reduction education and raising awareness at national and local levels</p> <p>3.2.2 To develop materials for the training on disaster risk reduction education and raising awareness, and implement the training for the target groups (note 3-3)) in pilot areas</p> <p>3.2.3 To develop and implement educational and training program for implementing disaster prevention and simulation program in Training Center</p>	<p>For Output 3</p> <ul style="list-style-type: none"> - Disaster Prevention Department, NEMA - Ministry of Education, Culture and Science - Teacher Training Institute - Educational Research Institute - Emergency Management Department at aimag level <p style="text-align: center;">▶</p> <p><issues and countermeasures></p>
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Notes

1-1) Amended Law of Disaster Protection "8.2 Rules of risk evaluation", "9.3 Guidelines and methodologies to develop disaster management plan", "12.1 Guidelines for preparation system", and "13.2 Rules and regulations of disaster management", and etc..

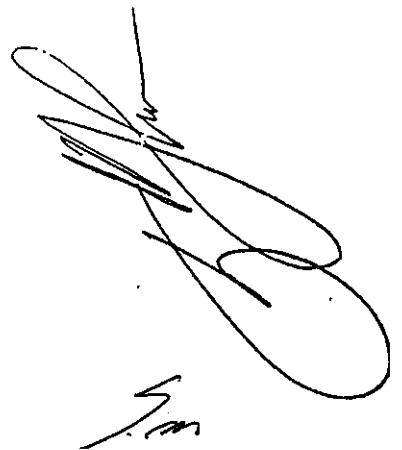
1-2) Contracts, cooperation plan and MoU are equivalent to agreement mentioned in the PDM

1-3) National level, UB city and two provinces are the target areas

1-4) Improvement of existing "Disaster Information Sharing System"

1-5) Improve existing database for sharing with related agencies (Components of the database system of UB city are under investigation)

- 2-1) Buildings: Buildings, Road and Bridge Lifeline: Warm water pipeline, Water supply and sewerage, electric transmission and distribution facilities
- 2-2) Guidelines are regarded as operational guidelines by Resolution of Minister
- 2-3) Target: Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, UB city, General State Inspection Agency, province level officers in charge of buildings infrastructure and lifeline, association of architects, association of design engineers etc.
- 3-1) Instructors of Institute of Teacher's Professional Development, experts of training departments of provinces and cities, and certificated teacher's instructors
- 3-2) A document to clarify the targets, implementers and instructors of public education and training, and the contents of required education and training activities for the purpose of ensuring of nationwide implementation of education and training program to all the necessary target stakeholders
- 3-3) Target groups: (1) Staff of NEMA Disaster Prevention Department/ Emergency Operation Department, Training Center, and Emergency Management Departments of Cities, Provinces, and Districts, (2) Members in charge of disaster prevention in Disaster Protection Services at National, Province and City levels, (3) Heads of governor's offices of Provinces, Soums, and Districts (4) Heads of Bags and Khoroods, (5) Coordinators of civil activities in Provinces, Districts, and Khoroods and (6*) Volunteers (*only in pilot areas)
- 3-4) The facility that the EMDC is constructing and preparing for providing DRR training and education to the citizens in Khan Uul district in UB city



Activity	Plan		Actual		Activity	Plan		Actual	
	Start	End	Start	End		Start	End	Start	End
2.1.2 To develop guidelines-methodologies which show the method for implementing seismic assessment for buildings and Refines, and how to use equipment									
2.1.3 To implement training programs for enhancing the knowledge and capacity of experts who assess the seismic strength of buildings and lifeline									
2.2.1 To develop guidelines-methodologies on seismic strengthening and reconstruction of buildings									
2.2.2 To support the introduction and dissemination of seismic strengthening techniques for reconstructing collective housing, kindergarten, schools, hospital, national buildings and design the reconstruction and seismic strengthening of each type of buildings as per									
2.2.3 To realize training programs with the participation of NEMA for enhancing knowledge and capacity of the experts who implement seismic strengthening of buildings									
Output 3:									
3.1.1 To develop a guideline which shows contents, method and implementation way of disaster risk reduction education in kindergarten and schools based on Law of Disaster Protection									
3.1.2 To develop textbooks, supplementary readers and educational materials related with disaster risk reduction education in kindergarten and primary and secondary schools									
3.1.3 To implement training programs for the instructors of Teachers Training Institutes and experts of educational department in local governments, using the guideline and materials developed in 3.1.1 and 3.1.2 respectively									
3.1.4 To implement the training program for teachers by the instructors and experts who received the training programs mentioned in 3.1.3									
3.2.1 To develop comprehensive work plan for disaster risk reduction education and raising awareness at national and local levels									
3.2.2 To develop materials for the training on disaster risk reduction education and raising awareness, and implement the training for the target groups in pilot areas									
3.2.3 To develop and implement educational and training program for implementing disaster prevention and simulation program in Training Center									
Output 4:									
4.1									
4.2									
Duration / Phasing									

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Annex 3: Project organization chart



Main Counterpart organization:

National Emergency Management Agency (NEMA)

Deputy Prime Minister

Permanent Council for Prevention of Earthquake Disasters

National Emergency Management Agency (NEMA)

Output 1: Capacity enhancement of NEMA

- ✓ Legal framework establishment
- ✓ Inter-ministerial coordination for DRR
- ✓ Periodical meeting by specific theme
- ✓ Monitoring and revision of national DRR plan
- ✓ White paper on DRR including relevant data collection

Ministry of Construction and Urban Development

Inspection Agency

Master Planning Agency of Capital City, Construction quality and safety department

Emergency Management Department of the Capital City (EMDC)

Ministry of Education, Culture and Science

Other ministries and organizations

Output 2: Seismic strengthened buildings (Pilot activity)

- ✓ Review of guideline for seismic strengthened mid-to-high-rise buildings
- ✓ Human resource development and on seismic assessment
- ✓ Seismic strengthening critical infrastructure such as government buildings, hospitals, schools

Output 3: Disaster Risk Reduction Education (Pilot activity)

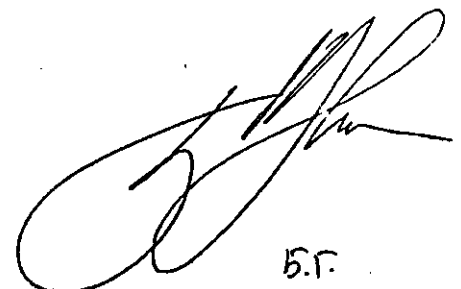

- ✓ Educational materials
- ✓ Human resource development
- ✓ DRR integrated in formal education
- ✓ Community-based DRR
- ✓ Raising awareness of DRR

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Annex 4 List of proposed members of Joint Coordination Committee

The JCC will be composed of the representatives of following organizations:

1. Chairperson: Chief of National Emergency Management Agency (NEMA)
2. Members:
 - (1) Mongolian side
 - a. Advisor in charge of Emergency Management of Deputy Prime Minister
 - b. Director of Policy coordination and cooperation Department, NEMA
 - c. Director of Disaster Operation Department, NEMA
 - d. Referent of National Security Council
 - e. State Secretary of Ministry of Construction and Urban Development
 - f. Director, Division of Preprimary and Primary Education of Ministry of Education, Culture and Science
 - g. Officer of Aid Policy Division, Development Financing and Debt Management Department, Ministry of Finance
 - h. Director of infrastructure and State Inspection Department, General State Inspection Agency
 - i. Director of Emergency Management Department of the Capital City (EMDC)
 - j. Director of Construction Quality and Safety Division, Master Planning Agency of Capital City
 - k. Vice Mayor of the Capital City in charge of Urban Development
 - (2) Japanese side
 - a. Chief Representative of JICA Mongolia office
 - b. Senior Representative of JICA Mongolia office
 - c. Officer in charge of the Project of JICA headquarter
3. Observer
 - a. The Embassy of Japan in Mongolia



Б.Г.

**Annex 5 Format of Monitoring Sheet
TO Chief Representative of JICA Mongolia OFFICE**

PROJECT MONITORING SHEET

Project Title : _____

Version of the Sheet: Ver.●● (Term: Month, Year - Month, Year) _____

Name: _____

Title: Chief Advisor _____

Submission Date: _____

I. Summary

1 Progress

1-1 Progress of Inputs

1-2 Progress of Activities

1-3 Achievement of Output

1-4 Achievement of the Project Purpose

1-5 Changes of Risks and Actions for Mitigation

1-6 Progress of Actions undertaken by JICA

1-7 Progress of Actions undertaken by Government of Mongolia

1-8 Progress of Environmental and Social Considerations (if applicable)

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

1-10 Other remarkable/considerable issues related/affect to the project (such as other JICA's projects, activities of counterparts, other donors, private sectors, NGOs etc.)

2 Delay of Work Schedule and/or Problems (if any)

2-1 Detail

2-2 Cause

2-3 Action to be taken

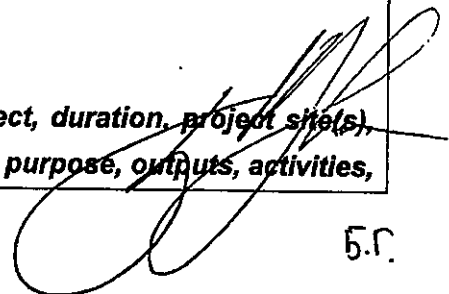
2-4 Roles of Responsible Persons/Organization (JICA, Government of Mongolia, etc.)

3 Modification of the Project Implementation Plan

3-1 PO

3-2 Other modifications on detailed implementation plan

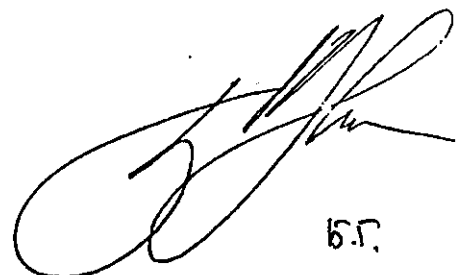
(Remarks: The amendment of R/D and PDM (title of the project, duration, project site(s), target group(s), implementation structure, overall goal, project purpose, outputs, activities,



and input) should be authorized by JICA HDQs. If the project team deems it necessary to modify any part of R/D and PDM, the team may propose the draft.)

4 Preparation of Government of Mongolia toward after completion of the Project

II. Project Monitoring Sheet I & II *as Attached*



6.7

Project Monitoring Sheet I (Revision of Project Design Matrix)

Project Title:

Implementing Agency:

Target Group:

Period of Project:

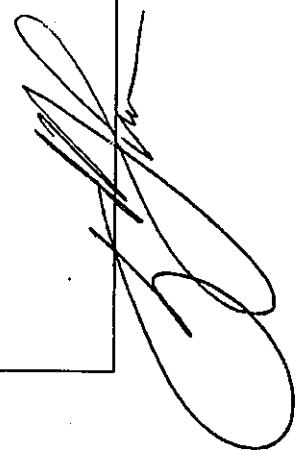
Project Site:

Version

Dated ●●,●●,●●

Model Site:

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal					
Project Purpose					
Outputs					



Activities	Inputs		Important Assumption
	The Japanese Side	The Cuban Side	
			Pre-Conditions
			<Issues and countermeasures>

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Annex 6 Format of Completion Report

I. Basic Information of the Project

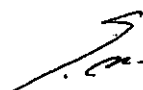
1. Country
2. Title of the Project
3. Duration of the Project (Planned and Actual)
4. Background (from Record of Discussions(R/D))
5. Overall Goal and Project Purpose (from Record of Discussions(R/D))
6. Implementing Agency

II. Results of the Project

1. Results of the Project
 - 1-1 Input by the Japanese side (Planned and Actual)
 - 1-2 Input by the ●● side (Planned and Actual)
 - 1-3 Activities (Planned and Actual)
2. Achievements of the Project
 - 2-1 Outputs and indicators
(Target values and actual values achieved at completion)
 - 2-2 Project Purpose and indicators
(Target values and actual values achieved at completion)
3. History of PDM Modification
4. Others
 - 4-1 Results of Environmental and Social Considerations (if applicable)
 - 4-2 Results of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

III. Results of Joint Review

1. Results of Review based on DAC Evaluation Criteria
2. Key Factors Affecting Implementation and Outcomes
3. Evaluation on the results of the Project Risk Management
4. Lessons Learnt



6.c.

IV. For the Achievement of Overall Goals after the Project Completion

- 1. Prospects to achieve Overall Goal**
- 2. Plan of Operation and Implementation Structure of the ●● side to achieve Overall Goal**
- 3. Recommendations for the ●● side**
- 4. Monitoring Plan from the end of the Project to Ex-post Evaluation**

(If the Project will be continuously monitored by JICA after the completion of the Project, mention the plan of post-monitoring here.)

ANNEX 1: Results of the Project

(List of Dispatched Experts, List of Counterparts, List of Trainings, etc.)

ANNEX 2: List of Products (Report, Manuals, Handbooks, etc.) Produced by the Project

ANNEX 3: PDM (All versions of PDM)

ANNEX 4: R/D, M/M, Minutes of JCC (copy) (*)

ANNEX 5: Monitoring Sheet (copy) (*)

(Remarks: ANNEX 4 and 5 are internal reference only.)

Separate Volume: Copy of Products Produced by the Project



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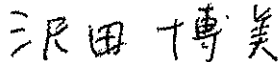
**MINUTES OF MEETINGS
BETWEEN
THE JAPANESE DETAILED PLANNING STUDY TEAM
AND
AUTHORITIES CONCERNED OF THE GOVERNMENT OF MONGOLIA
ON THE JAPANESE TECHNICAL COOPERATION PROJECT FOR
"PROJECT FOR STRENGTHENING THE NATIONAL CAPACITY OF
EARTHQUAKE DISASTER PROTECTION AND PREVENTION IN
MONGOLIA"**

Japan International Cooperation Agency (hereinafter referred to as "JICA") dispatched the Detailed Planning Study Team (hereinafter referred to as "the Team") headed by Ms. Hiromi SAWADA to Ulaanbaatar City in Mongolia from May 30, 2016 to June 3, 2016 for the purpose of preparation of the technical cooperation regarding "Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia (hereinafter referred to as "the Project")".

During its stay in Mongolia, the Team exchanged their views and had a series of meetings for the purpose of working out the framework and contents of the Project with authorities concerned of Mongolia (hereinafter referred to as "the Mongolian Side").

As a result, both sides have reached an agreement and mutual understanding on the matter referred to in the document attached hereto.

Ulaanbaatar City, June 3, 2016



Ms. Hiromi Sawada
Leader
Detailed Planning Study Team
Japan International Cooperation Agency
Japan



Mr. Badral Tuvshin
Chief, Brigadier General
National Emergency Management Agency
Mongolia



Mr. Gantulga Badamkhatan
Director General
Development Financing and Debt
Management Department
Ministry of Finance
Mongolia

ATTACHED DOCUMENT

1. Draft of Record of Discussions (R/D)

A draft of Record of Discussions (hereinafter referred to as "R/D"), which stipulates the project description as shown in Appendix 1, will be finalized and signed by JICA Mongolia Office and the Mongolian Side after the approval of implementation of the Project by JICA Headquarters and the preparation by the Mongolian Side respectively.

The Team explained that the Minutes of Meetings was a technical document to inscroll meeting results between the Team and the Mongolian Side as a preparation process to finalize R/D.

2. Project Design Matrix (PDM) and Plan of Operation (PO)

The Team explained that the Project Design Matrix (hereinafter referred to as "PDM") is commonly used in Japanese technical cooperation in order to manage and implement projects effectively and efficiently. It will also be used as a reference for monitoring and evaluating the Project.

As a result of meetings, both sides agreed to apply the tentative PDM as shown in Annex 1 of Appendix 1 to the Project under the mutual understanding that the Project is designed to make use of the outputs from the previous project named "the Project for Strengthening the Capacity of Seismic Disaster Risk Management in Ulaanbaatar City", implemented and supported by JICA from 2012 to 2013, and to implement "Sendai Framework for Disaster Risk Reduction 2015 to 2030", which was adopted in the Third United Nations World Conference on Disaster Risk Reduction, held in Sendai, Japan in March 2015. The Plan of Operation (hereinafter referred to as "PO") based on the PDM is shown in Annex 2 of Appendix 1.

The PDM and PO is to be flexibly revised according to the progress and achievements of the Project, upon approval by Joint Coordinating Committee (JCC), which is defined in R/D and will be established in order to facilitate inter-organizational coordination in the Project.

3. Project Period

The Team and the Mongolian Side agreed the project period as three years, based on the consideration of the time to acquire the expected outputs from each activity.

Sh J.A.B.T.

4. Project Implementing Structure and Assignment of Counterparts

The Team and the Mongolian side agreed the principal counterpart organization for the Project is NEMA and other related organizations are counterpart organizations which will receive necessary support from NEMA with the cooperation by JICA as shown in Annex 3 of Appendix 1:

Counterparts will be selected from the related organizations and grouped at output level of PDM as follows:

- (1) Output 1: Capacity enhancement of NEMA
 - Policy coordination and cooperation Department
 - Disaster Operation Department
 - Disaster Prevention Department
 - Disaster Research Institute
 - Emergency Management Department of the Capital City (EMDC) and relevant local governments
- (2) Output 2: Seismic strengthened buildings
 - Disaster Operation Department of NEMA
 - Disaster Prevention Department of NEMA
 - Ministry of Construction and Urban Development
 - General State Inspection Agency
 - Construction Quality and Safety Department, Master Planning Agency of Capital City
- (3) Output 3: Disaster Risk Reduction Education
 - Policy Coordination and Cooperation Department of NEMA
 - Disaster Operation Department of NEMA
 - Disaster Prevention Department of NEMA
 - Ministry of Education, Culture and Science
 - EMDC and relevant local governments

5. Provision of equipment

The Mongolian Side expressed the strong request on the provision of equipment for seismic assessment and disaster risk reduction education and raising awareness, especially earthquake experience system.

The Team recognized its importance for promoting raising awareness on earthquake disaster risk reduction efficiently and considered to include it in the Project on the following conditions from the viewpoint of the accountability of

budget execution:

- (1) During the implementation of the Project, the specification of the equipment will be determined based on the discussion on the relevance, purpose and plan of the equipment for the Project activity.
- (2) The Mongolian Side promises the operation and maintenance costs of the equipment will be covered by the Mongolian Side as described in R/D.
- (3) NEMA submits JICA the letter with the approved annual budget plan for promising the operation and maintenance costs of the equipment after determining when the equipment will be provided.

6. Sharing of the outputs from the Project

The Team and the Mongolian Side agreed to make use of the outputs from the Project for disseminating them not only in Mongolia but also internationally, based on the recognition that the Project will contribute to the implementation of "Sendai Framework for Disaster Risk Reduction 2015 to 2030", especially the Global Target which shows the national and local disaster risk reduction strategies by 2020.

Appendix 1 Draft of Record of Discussions

JK J.A.
B.T.

RECORD OF DISCUSSIONS

ON

**PROJECT FOR STRENGTHENING THE NATIONAL CAPACITY
OF EARTHQUAKE DISASTER PROTECTION AND PREVENTION
IN MONGOLIA**

AGREED UPON BETWEEN

NATIONAL EMERGENCY MANAGEMENT AGENCY

AND

JAPAN INTERNATIONAL COOPERATION AGENCY

Ulaanbaatar, , 2016

Mr. Mutsumi Sato
Chief Representative
Mongolia Office
Japan International Cooperation Agency
Japan

Mr. Badral Tuvshin
Chief, Brigadier General
National Emergency Management Agency
Mongolia

Mr. Gantulga Badamkhatan
Director General
Development Financing and Debt
Management Department
Ministry of Finance
Mongolia

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Based on the minutes of meetings on the Detailed Planning Survey on the Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia (hereinafter referred to as "the Project") signed on June 3, 2016 between National Emergency Management Agency (hereinafter referred to as "NEMA") and the Japan International Cooperation Agency (hereinafter referred to as "JICA"), JICA held a series of discussions with NEMA and relevant organizations to develop a detailed plan of the Project.

Both parties agreed the details of the Project and the main points discussed as described in the Appendix 1 and the Appendix 2 respectively.

Both parties also agreed that NEMA, the counterpart to JICA, will be responsible for the implementation of the Project in cooperation with JICA, coordinate with other relevant organizations and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of Mongolia.

The Project will be implemented within the framework of the Agreement on Technical Cooperation signed on December 5, 2003 (hereinafter referred to as "the Agreement") and the Notes Verbales exchanged on May 20, 2016 between the Government of Japan (hereinafter referred to as "GOJ") and the Government of Mongolia (hereinafter referred to as "GOM").

Appendix 1: Project Description

Appendix 2: Main Points Discussed

Appendix 3: Minutes of Meetings on Detailed Planning Study

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PROJECT DESCRIPTION

Both parties confirmed that there is no change in the Project Description in the minutes of meetings for Preparatory Survey on the Project signed on June 3, 2016 (Appendix 3).

I. BACKGROUND

In Mongolia, especially in western part, the earthquakes with magnitudes 8 on a Richter scale are recorded in the 20th century and recently the earthquake risk has been increasing, because several faults were discovered near Ulaanbaatar city, capital of Mongolia and densely concentrated with the half of the Mongolian people, and the number of both felt and unfelt earthquakes have been increased.

In this circumstance, JICA extended the following cooperation for the Emergency Management Department of the Capital City (EMDC) through the technical cooperation for development planning named "The Project for Strengthening the Capacity of Seismic Disaster Risk Management in Ulaanbaatar City" from February 2012 to October 2013

- (1) Comprehensive seismic risk map based on hazard assessment and risk assessment for building
- (2) Review and recommendation of the revision of seismic disaster risk reduction plan
- (3) guideline for the construction of seismic mid-to-high-rise buildings
- (4) human capacity development (Training program in Japan, awareness raising events and campaigns)

Following this technical cooperation, National Emergency Management Agency (NEMA) submitted another technical cooperation request "the Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia" to the Government of Japan. After the several discussions between NEMA and JICA on the scope and activities in the project through visiting program between Mongolia and Japan in both directions, the project was agreed on the basis that the capacity development of NEMA will be focused.

II. OUTLINE OF THE PROJECT

Details of the Project are described in the Logical Framework (Project Design Matrix, hereinafter referred to as "PDM") (Annex 1) and the Plan of Operation (hereinafter referred to as "PO") (Annex 2).

1. Input

- (1) Input by JICA

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- (a) Dispatch of Experts
Disaster risk reduction, seismic strengthening, disaster risk reduction education
- (b) Training
Short-term training on related topics in Japan or other countries, as necessary.
- (c) Machinery and Equipment
The detailed contents, specification and quantity of the equipment to be procured and installed for the Project implementation will be discussed in principle every year between the Mongolian counterpart personnel and the JICA experts, based on the annual plan of the Project within the allocated budget of the Japanese fiscal year.
In case of importation, the machinery, equipment and other materials under II-1(2) (b) above will become the property of the GOM upon being delivered C.I.F. (cost, insurance and freight) to the Mongolian authorities concerned at the ports and/or airports of disembarkation.

Input other than indicated above will be determined through mutual consultations between JICA and NEMA during the implementation of the Project, as necessary.

(2) Input by NEMA

NEMA will take necessary measures to provide at its own expense:

For NEMA's Activities

- (a) Services of NEMA's counterpart personnel and administrative personnel as referred to in II-6;
- (b) Supply or replacement of machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the equipment provided by JICA;
- (c) Running expenses necessary for the implementation of the Project;
- (d) Expenses necessary for transportation within Mongolia of the equipment referred to in II-1 (1) as well as for the operation and maintenance thereof; and

For JICA's Experts

- (e) Suitable office space with necessary equipment;
- (f) Information as well as support in obtaining medical service;
- (g) Credentials or identification cards;
- (h) Available data (including maps and photographs) and information related to the Project;
- (i) Necessary facilities to the JICA experts for the remittance as well as utilization of the funds introduced into Mongolia from Japan in connection with the implementation of the Project

2. Implementation Structure

The project organization chart is given in the Annex 3. The roles and assignments of relevant organizations are as follows:

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(1) Authorities concerned of Mongolia

(a) Counterpart

Main counterpart organization is NEMA, and other related organizations involved in the pilot activities are also counterpart organizations which receive the benefit from the Project through NEMA

(b) Mongolian counterpart working group

Mongolian counterpart working group (hereinafter referred to as "W/G" will be organized in order to implement project activities at output level of the project.

(2) Administration of authorities concerned of Mongolia

(a) Project Director

Deputy Chief of NEMA will be responsible for overall administration and implementation of the Project.

(b) Project Managers

Director of Policy Coordination and Cooperation Department of NEMA and Director of Disaster Operation Department of NEMA will be responsible for the managerial and technical matters of the Project.

(c) Project Coordinator

Senior officer of Disaster Operation Department of NEMA will be responsible for the coordination of daily operational matters of the Project.

(3) JICA Experts

The JICA experts will give necessary technical guidance, advice and recommendations to NEMA on any matters pertaining to the implementation of the Project.

(4) Joint Coordinating Committee

Joint Coordinating Committee (hereinafter referred to as "JCC") will be established in order to facilitate inter-organizational coordination. JCC will be held at least once a year and whenever deems it necessary. JCC will review the progress, revise the overall plan when necessary, approve an annual work plan, conduct evaluation of the Project, and exchange opinions on major issues that arise during the implementation of the Project. A list of proposed members of JCC is shown in the Annex 4.

3. Project Site(s) and Beneficiaries

(1) Project site

All the territory of Mongolia

(2) Beneficiaries

(a) Direct beneficiaries

NEMA, Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, Inspection Agency, Emergency Management Department of the Capital City (EMDC), Construction Quality and Safety Department, Master Planning Agency of Capital City

(b) Indirect beneficiaries

All Mongolian people

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4. Duration

Three years from the date of the arrival of the first expert at Mongolia.

5. Environmental and Social Considerations

NEMA will abide by 'JICA Guidelines for Environmental and Social Considerations' in order to ensure that appropriate considerations will be made for the environmental and social impacts of the Project.

III. UNDERTAKINGS OF NEMA

1. NEMA will take necessary measures to:

- (1) ensure that the technologies and knowledge acquired by the Mongolia nationals as a result of Japanese technical cooperation contributes to the economic and social development of Mongolia, and that the knowledge and experience acquired by the personnel of Mongolia from technical training as well as the equipment provided by JICA will be utilized effectively in the implementation of the Project; and
 - (2) grant privileges, exemptions and benefits to the JICA experts referred to in II-5 above and their families, which are no less favorable than those granted to experts and members of the missions and their families of third countries or international organizations performing similar missions in Mongolia.
2. Other privileges, exemptions and benefits will be provided in accordance with the Agreement on Technical Cooperation signed on December 5, 2003 between the Government of Japan and GOM.

IV. MONITORING AND EVALUATION

JICA and the NEMA will jointly and regularly monitor the progress of the Project through the Monitoring Sheets as shown in the Annex 5 based on the PDM and PO. The Monitoring Sheets will be reviewed every six (6) months. Also, Project Completion Report as shown in the Annex 6 will be drawn up one (1) month before the termination of the Project.

JICA will conduct the following evaluations and surveys to verify sustainability and impact of the Project and draw lessons. The NEMA is required to provide necessary support for them.

1. Ex-post evaluation three (3) years after the project completion, in principle
2. Follow-up surveys on necessity basis

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, NEMA will take appropriate

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measures to make the Project widely known to the people of Mongolia.

VI. MISCONDUCT

If JICA receives information related to suspected corrupt or fraudulent practices in the implementation of the Project, NEMA and relevant organizations will provide JICA with such information as JICA may reasonably request, including information related to any concerned official of the government and/or public organizations of Mongolia.

NEMA and relevant organizations will not, unfairly or unfavorably treat the person and/or company which provided the information related to suspected corrupt or fraudulent practices in the implementation of the Project.

VII. MUTUAL CONSULTATION

JICA and NEMA will consult each other whenever any major issues arise in the course of Project implementation.

VIII. AMENDMENTS

The record of discussions may be amended by the minutes of meetings between JICA and NEMA. However, PO may be amended in the Monitoring Sheets.

The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the record of discussions.

- Annex 1 Logical Framework (PDM)
- Annex 2 Tentative Plan of Operation (PO)
- Annex 3 Project Organization Chart
- Annex 4 A List of Proposed Members of Joint Coordinating Committee/
Steering Committee
- Annex 5 Format of Monitoring Sheet
- Annex 6 Format of Completion Report

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MAIN POINTS DISCUSSED

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Project Design Matrix

Project Title: Project for Strengthening the National Capacity of Earthquake Disaster Protection and Prevention in Mongolia
Implementing Agency: National Emergency Management Agency (NEMA)
Target Group: NEMA, Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, General State Inspection Agency, Emergency Management Department of the Capital City (EMDC), Construction Quality and Safety Department, Master Planning Agency of Capital City

Version 0
 Dated June 3, 2016

Period of Project: December 2016 to December 2019

Project Site: Mongolia

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
<p>Overall Goal Seismic risk will be reduced.</p>	<ol style="list-style-type: none"> 1. Number of the approved guideline, rules, provisions 2. Number of white paper open to public 3. Number of the executed seismic assessment 4. Number of the seismic strengthened building 5. Number of implemented activities on disaster risk reduction education 	<p>Study by NEMA</p>	<p>The policy on disaster risk reduction will not be changed in Mongolia.</p>		
<p>Project Purpose The Capacity of National Emergency Management Agency will be enhanced through the activities for strengthening the countermeasures for seismic risk.</p>	<ol style="list-style-type: none"> 1. The number of the approved guidelines and agreement 2. The number of the data on disaster risk reduction which newly established and improved 	<p>Project report</p>	<p>NEMA expands the pilot activities in other aimags and sums.</p>		
<p>Outputs</p> <ol style="list-style-type: none"> 1. Capacity for data collection on disaster risk reduction and coordination among related organizations will be enhanced. 2. Capacity of public administration officer related with the seismic assessment and seismic strengthening for buildings will be enhanced. 	<ol style="list-style-type: none"> 1.1 The number of guidelines, operational rules, provisions which are developed. 1.2 The number of the draft of agreement developed and participants who participated in the training programs on agreements 1.3 White paper on disaster risk reduction 2.1 Guideline for seismic assessment The number of the participants in the training program on seismic assessment 2.2 Guideline for seismic strengthening The number of the training program on seismic strengthening 	<p>Project report</p>	<ol style="list-style-type: none"> 1. The counterparts from NEMA, the Ministry of Construction and Urban Development and the Ministry of Education continue to work in the same position. 2. Participants in training programs continue to work in the same position. 3. The relation among related organizations is maintained. 4. Exchange information is maintained among the related organizations. 		

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			<p>Ordinance of Ministry of Education, Culture and Science Ordinance of NEMA</p>	
	<p>3.1 The number of the cases of delivering classes on disaster risk reduction based on the activities of the Project 3.2 The number of visitors in Training Center</p>			
<p>Activities</p> <p>1.1.1 To identify problems and challenges on implementation of legal frameworks of disaster risk reduction</p> <p>1.1.2 To develop guidelines on improvement of legal frameworks and plans, assessment of disaster risk and database on disaster risk reduction</p> <p>1.1.3 To develop new regulation and the draft (note 1-1)) of revised version of regulation on implementation of Law of disaster protection</p> <p>1.2.1 To develop the draft of the agreement (note 1-2)) which shows the coordination and cooperation among NEMA and related organizations</p> <p>1.2.2 To realize training programs for disseminating the agreement mentioned in 1.2.1 and strengthening the coordination structure among organizations related with disaster risk reduction</p> <p>1.3.1 To identify problems and challenge of monitoring, report, evaluation and disclosure of disaster protection plan at national and local levels (note 1-3))</p> <p>1.3.2 To revise these plans and make a manual for the revision of disaster protection plan</p> <p>1.3.3 To improve the present system (note 1-4)) which collect and analyze information on disaster risk reduction</p>	<p>Inputs</p> <p>The Mongolian Side</p> <p>Assignment of counterparts</p> <ul style="list-style-type: none"> - Project Director - Project Managers - Project Coordinator - Project Members <p>For Output 1</p> <ul style="list-style-type: none"> - Policy Coordination and Cooperation Department, NEMA - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Disaster Research Institute, NEMA - Emergency Management Department of Capital City (EMDC) 	<p>The Japanese Side</p> <p>Dispatch of Experts</p> <ul style="list-style-type: none"> - Leader - Disaster Risk Management - Disaster Risk Reduction Framework - Disaster Risk Reduction Information - Seismic Strengthening Assessment - Seismic Strengthening Method - Seismic Strengthening Design - Disaster Risk Reduction Education - Disaster Risk Reduction at Community Level - Educational Material Development <p>Provision of Equipment</p> <ul style="list-style-type: none"> - Equipment for seismic assessment - Earthquake simulation experience equipment for Training Center such as shaking table <p>Training in Japan and/or the third countries</p>	<p>Important Assumption</p>	

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<p>1.3.4 To develop white paper on disaster risk reduction which let the Mongolian people know the progress on implementation, monitoring, evaluation of disaster risk reduction plan at national and local levels through the activities of 1.3.1 to 1.3.3</p> <p>1.3.5 To improve the system of database on seismic strength of buildings, infrastructure and lifeline (note 1-5))</p>	<p>2.1.1 To analyze the manual of seismic assessment of buildings and lifeline (note 2-1)) based on the context of the Law of Disaster Protection and develop the draft of revised version</p> <p>2.1.2 To develop guidelines-methodologies (note 2-2)) which show the method for implementing seismic assessment for buildings and lifelines, and how to use equipment</p> <p>2.1.3 To implement training programs (note 2-3)) for enhancing the knowledge and capacity of experts who assess the seismic strength of buildings and lifeline</p> <p>2.2.1 To develop guidelines-methodologies on seismic strengthening and reconstruction of buildings</p> <p>2.2.2 To support the introduction and dissemination of seismic strengthening techniques for reconstructing collective housing, kindergarten, schools, hospital, national buildings and design the reconstruction and seismic strengthening of each type of buildings a pilot</p> <p>2.2.3 To realize training programs with the participation of NEMA for enhancing knowledge and capacity of the experts who implement seismic strengthening of buildings</p>
<p>For Output 2</p> <ul style="list-style-type: none"> - Disaster Operational Department, NEMA - Disaster Prevention Department, NEMA - Ministry of Construction and Urban Development - Master Planning Agency of Capital City - General State Inspection Agency 	
	<p style="text-align: center;">Pre-Conditions</p>

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<p>3.1.1 To develop a guideline which shows contents, method and implementation way of disaster risk reduction education in kindergarten and schools based on Law of Disaster Protection</p> <p>3.1.2 To develop textbooks, supplementary readers and educational materials related with disaster risk reduction education in kindergarten and primary and secondary schools</p> <p>3.1.3 To implement training programs for the instructors (note 3-1)) of Teacher Training Institutes and experts of educational department in local governments, using the guideline and materials developed in 3.1.1 and 3.1.2 respectively</p> <p>3.1.4 To implement the training program for teachers by the instructors and experts who received the training programs mentioned in 3.1.3</p> <p>3.2.1 To develop comprehensive work plan (note 3-2)) for disaster risk reduction education and raising awareness at national and local levels</p> <p>3.2.2 To develop materials for the training on disaster risk reduction education and raising awareness, and implement the training for the target groups (note 3-3)) in pilot areas</p> <p>3.2.3 To develop and implement educational and training program for implementing disaster prevention and simulation program in Training Center</p>	<p>For Output 3</p> <ul style="list-style-type: none"> - Disaster Prevention Department, NEMA - Ministry of Education, Culture and Science - Teacher Training Institute - Educational Research Institute - Emergency Management Department at allmag level 	<p style="text-align: center;">➔</p> <p style="text-align: center;"><issues and countermeasures></p>
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Notes

- 1-1) Amended Law of Disaster Protection "8.2 Rules of risk evaluation", "9.3 Guidelines and methodologies to develop disaster management plan", "12.1 Guidelines for preparation system", and "13.2 Rules and regulations of disaster management", and etc..
- 1-2) Contracts, cooperation plan and MoU are equivalent to agreement mentioned in the PDM
- 1-3) National level, UB city and two provinces are the target areas
- 1-4) Improvement of existing "Disaster Information Sharing System"
- 1-5) Improve existing database for sharing with related agencies (Components of the database system of UB city are under investigation)

- 2-1) Buildings, Road and Bridge Lifeline: Warm water pipeline, Water supply and sewerage, electric transmission and distribution facilities
- 2-2) Guidelines are regarded as operational guidelines by Resolution of Minister
- 2-3) Target: Ministry of Construction and Urban Development, Ministry of Education, Culture and Science, UB city, General State Inspection Agency, province level officers in charge of buildings, infrastructure and lifeline, association of architects, association of design engineers etc.
- 3-1) Instructors of Institute of Teacher's Professional Development, experts of training departments of provinces and cities, and certificated teacher's instructors
- 3-2) A document to clarify the targets, implementers and instructors of public education and training, and the contents of required education and training activities for the purpose of ensuring nationwide implementation of education and training program to all the necessary target stakeholders
- 3-3) Target groups: (1) Staff of NEMA Disaster Prevention Department/ Emergency Operation Department, Training Center, and Emergency Management Departments of Cities, Provinces, and Districts, (2) Members in charge of disaster prevention in Disaster Protection Services at National, Province and City levels, (3) Heads of governor's offices of Provinces, Soums, and Districts (4) Heads of Bags and Khorroos, (5) Coordinators of civil activities in Provinces, Districts, and Khorroos and (6*) Volunteers (*only in pilot areas)
- 3-4) The facility that the EMDC is constructing and preparing for providing DRR training and education to the citizens in Khan Uul district in UB city.

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Tentative Plan of Operations

Version 6
 District 00000000

Project Title	Reports	Year												Remarks	Issue	Solution	
		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025						
Equipment for seismic assessment Earthquake simulation response equipment for Training in disaster mitigation Comprehensive disaster risk reduction (training) In-country/field country training	Equipment																
	Equipment																
	Equipment																
	Equipment																
	Equipment																
	Equipment																
	Equipment																
	Equipment																
	Equipment																
	Equipment																
Equipment																	
Activities																	
Sub-Activities																	
1.1.1 To identify problems and challenges on implementation of legal frameworks of disaster risk reduction	Plan																
	Actual																
1.1.2 To develop guidelines on improvement of legal frameworks and plans, assessment of disaster risk and database on disaster risk reduction	Plan																
	Actual																
1.1.3 To develop new regulation and the draft of revised version of regulation on implementation of Law of disaster protection	Plan																
	Actual																
1.2.1 To develop the draft of the agreement which shows the coordination and cooperation among NEMA and related organizations	Plan																
	Actual																
1.2.2 To release training programs for disseminating the agreement mentioned in 1.2.1 and strengthening the coordination structure among organizations related with disaster risk reduction	Plan																
	Actual																
1.3.1 To identify problems and challenge of monitoring, report, evaluation and disclosure of disaster protection plan at national and local levels	Plan																
	Actual																
1.3.2 To revise the plan made in 1.3.1 and make a request for the revision of disaster protection plan	Plan																
	Actual																
1.3.3 To improve the present system which collect and analyze information on disaster risk reduction	Plan																
	Actual																
1.3.4 To elaborate white paper on disaster risk reduction which let the Mongolian people know the progress on implementation, monitoring, evaluation of disaster risk reduction plan at national and local levels through the activities of 1.3.1 and 1.3.2	Plan																
	Actual																
1.3.5 To improve the system of database on seismic strength of buildings, infrastructure and facilities	Plan																
	Actual																

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Output 2:

Activity	Phase 1		Phase 2		Phase 3		Phase 4		Phase 5		Phase 6		Phase 7		Phase 8		Phase 9		Phase 10			
	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual		
2.1.1 To analyze the manual of seismic assessment of buildings and revise based on the context of the Law of Disaster Protection and develop the draft of revised version																						
2.1.2 To develop guidelines-methodologies which show the method for implementing seismic assessment for buildings and infrastructures and how to use equipment																						
2.1.3 To implement training programs for enhancing the knowledge and capacity of experts who assess the seismic strength of buildings and infrastructures																						
2.2.1 To develop guidelines-methodologies on seismic strengthening and reconstruction of buildings																						
2.2.2 To support the introduction and dissemination of seismic strengthening techniques for reconstructing collective housing, kindergartens, schools, hospital, national buildings and design the reconstruction and seismic strengthening of each type of building a pilot																						
2.2.3 To realize training programs with the participation of NEMA for enhancing knowledge and capacity of the experts who implement seismic strengthening of buildings																						
Output 3:																						
3.1.1 To develop a guideline which shows contents, method and implementation way of disaster risk reduction education in kindergarten and schools based on Law of Disaster Protection																						
3.1.2 To develop textbooks, supplementary readers and educational materials related with disaster risk reduction education in kindergarten and primary and secondary schools																						
3.1.3 To implement training programs for the structure Teacher Training Institute and support of teacher training in local government using the guideline and materials developed in 3.1.1 and 3.1.2 respectively																						
3.1.4 To implement the training program for teachers by the instructors and experts who received the training programs mentioned in 3.1.3																						
3.2.1 To develop comprehensive work plan for disaster risk reduction education and raising awareness at national and local levels																						
3.2.2 To develop materials for the training on disaster risk reduction education and raising awareness, and implement the training for the target groups in pilot areas																						
3.2.3 To develop and implement educational and training program for implementing disaster prevention and simulation program in Training Center																						

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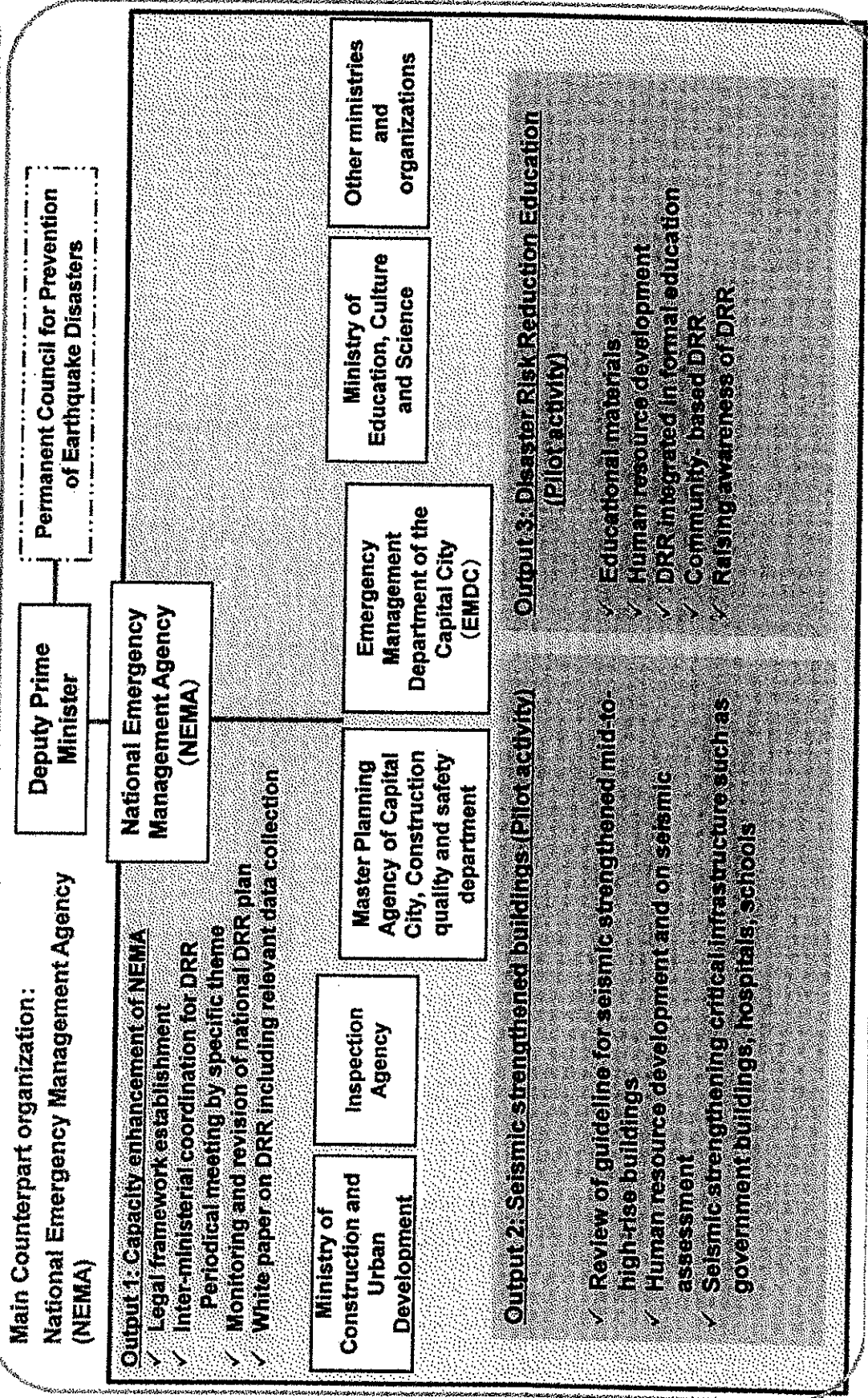
Output 4:	Action		2016		2017		2018		2019		2020		2021		2022		2023		2024		2025		Remarks	Issue	Solution	
	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action	Plan	Action				
4.1																										
4.2																										
Duration / Phasing																										
Monitoring Plan																										
Monitoring																										
Joint Coordinating Committee																										
Set-up the Detailed Plan of Operation																										
Submission of Monitoring Sheet																										
Monitoring Mission from Japan																										
Joint Monitoring																										
Post Monitoring																										
Regulatory Documents																										
Project Completion Report																										
Public Relations																										

Annex 3: Project organization chart



Project Purpose

Capacity development of the National Emergency Management Agency through strengthening its capacity and integration of earthquake risk



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Annex 4 List of proposed members of JCC

The JCC will be composed of the representatives of following organizations:

1. Chairperson: Chief of National Emergency Management Agency (NEMA)
2. Members:
 - (1) Mongolian side
 - a. Advisor in charge of Emergency Management of Deputy Prime Minister
 - b. Director of Policy coordination and cooperation Department, NEMA
 - c. Director of Disaster Operation Department, NEMA
 - d. Referent of National Security Council
 - e. State Secretary of Ministry of Construction and Urban Development
 - f. State Secretary of Ministry of Education, Culture and Science
 - g. Director General, Development Financing and Debt Management Department, Ministry of Finance
 - h. Director of infrastructure and State Inspection Department, General State Inspection Agency
 - i. Director of Emergency Management Department of the Capital City (EMDC)
 - j. Director of Construction Quality and Safety Division, Master Planning Agency of Capital City
 - k. Director of Institute of Astronomy Geophysics (IAG)
 - l. Vice Chair of the Capital City in charge of Urban Development
 - m. NGO
 - (2) Japanese side
 - a. Distinguished Technical Advisor to the President
 - b. Chief Representative of JICA Mongolia office
 - c. Officer in charge of the Project of JICA headquarter
3. Observer
 - a. The Embassy of Japan in Mongolia

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TO Chief Representative of JICA ●● OFFICE

PROJECT MONITORING SHEET

Project Title :

Version of the Sheet: Ver.●● (Term: Month, Year - Month, Year)

Name:

Title: Chief Advisor

Submission Date:

I. Summary

1 Progress

1-1 Progress of Inputs

1-2 Progress of Activities

1-3 Achievement of Output

1-4 Achievement of the Project Purpose

1-5 Changes of Risks and Actions for Mitigation

1-6 Progress of Actions undertaken by JICA

1-7 Progress of Actions undertaken by Gov. of ●●

1-8 Progress of Environmental and Social Considerations (if applicable)

1-9 Progress of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

1-10 Other remarkable/considerable issues related/affect to the project (such as other JICA's projects, activities of counterparts, other donors, private sectors, NGOs etc.)

2 Delay of Work Schedule and/or Problems (if any)

2-1 Detail

2-2 Cause

2-3 Action to be taken

2-4 Roles of Responsible Persons/Organization (JICA, Gov. of●●,etc.)

3 Modification of the Project Implementation Plan

3-1 PO

3-2 Other modifications on detailed implementation plan

(Remarks: The amendment of R/D and PDM (title of the project, duration, project site(s), target group(s), implementation structure, overall goal, project purpose, outputs, activities, and input) should be authorized by JICA HDQs. If the project team deems it necessary to modify any part of R/D and PDM, the team may propose the draft.)

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4 Preparation of Gov. of ●● toward after completion of the Project

II. Project Monitoring Sheet I & II *as Attached*

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Project Monitoring Sheet 1 (Revision of Project Design Matrix)

Project Title:
 Implementing Agency:
 Target Group:
 Period of Project:

Version
 Dated ●●,●●,●●

Model Site:

Overall Goal	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Narrative Summary					
Project Purpose					
Outputs					

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<p>Activities</p>	<p>Inputs</p> <p>The Japanese Side</p>		<p>The Cuban Side</p>	<p>Important Assumption</p>
<p>Pre-Conditions</p>				<p>Issues and countermeasures</p>

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Project Monitoring Sheet II (Revision of Plan of Operation)

Project Title	Year												Remarks	Issue	Solution	
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026				
Inputs																
Equipment																
Training in Japan																
In-country/Third country Training																
Activities																
Sub-Activities																
Output 1:																
1.1																
1.2																
Output 2:																
2.1																
2.2																
Output 3: Capacity of UPPN in the collection and management of information is strengthened																
3.1																
3.2																
Output 4:																
4.1																
4.2																
Duration / Phasing																
Monitoring Plans																
Monitoring																
Joint Coordinating Committee																
Set-up the Detailed Plan of Operation																
Subsidiary of Monitoring Sheet																
Monitoring Mission from Japan																
Joint Monitoring																
Post Monitoring																
Reports/Conclusions																
Project Completion Report																
Public Relations																

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Contents of the Project Completion Report

I. Basic Information of the Project

1. Country
2. Title of the Project
3. Duration of the Project (Planned and Actual)
4. Background (from Record of Discussions(R/D))
5. Overall Goal and Project Purpose (from Record of Discussions(R/D))
6. Implementing Agency

II. Results of the Project

1. Results of the Project
 - 1-1 Input by the Japanese side (Planned and Actual)
 - 1-2 Input by the ●● side (Planned and Actual)
 - 1-3 Activities (Planned and Actual)
2. Achievements of the Project
 - 2-1 Outputs and indicators
(Target values and actual values achieved at completion)
 - 2-2 Project Purpose and indicators
(Target values and actual values achieved at completion)
3. History of PDM Modification
4. Others
 - 4-1 Results of Environmental and Social Considerations (if applicable)
 - 4-2 Results of Considerations on Gender/Peace Building/Poverty Reduction (if applicable)

III. Results of Joint Review

1. Results of Review based on DAC Evaluation Criteria
2. Key Factors Affecting Implementation and Outcomes
3. Evaluation on the results of the Project Risk Management
4. Lessons Learnt

SK T.A
B.F.

IV. For the Achievement of Overall Goals after the Project Completion

- 1. Prospects to achieve Overall Goal**
- 2. Plan of Operation and Implementation Structure of the ●● side to achieve Overall Goal**
- 3. Recommendations for the ●● side**
- 4. Monitoring Plan from the end of the Project to Ex-post Evaluation**

(If the Project will be continuously monitored by JICA after the completion of the Project, mention the plan of post-monitoring here.)

ANNEX 1: Results of the Project

(List of Dispatched Experts, List of Counterparts, List of Trainings, etc.)

ANNEX 2: List of Products (Report, Manuals, Handbooks, etc.) Produced by the Project

ANNEX 3: PDM (All versions of PDM)

ANNEX 4: R/D, M/M, Minutes of JCC (copy) (*)

ANNEX 5: Monitoring Sheet (copy) (*)

(Remarks: ANNEX 4 and 5 are internal reference only.)

Separate Volume: Copy of Products Produced by the Project

SK O.A.
B.T.