Appendices

Appendix 1.1 Scope of Work of the Study on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta

SCOPE OF WORK

for

THE STUDY ON
INTEGRATED MANGROVE MANAGEMENT
THROUGH COMMUNITY PARTICIPATION
IN THE AYEYAWADY DELTA
IN THE UNION OF MYANMAR

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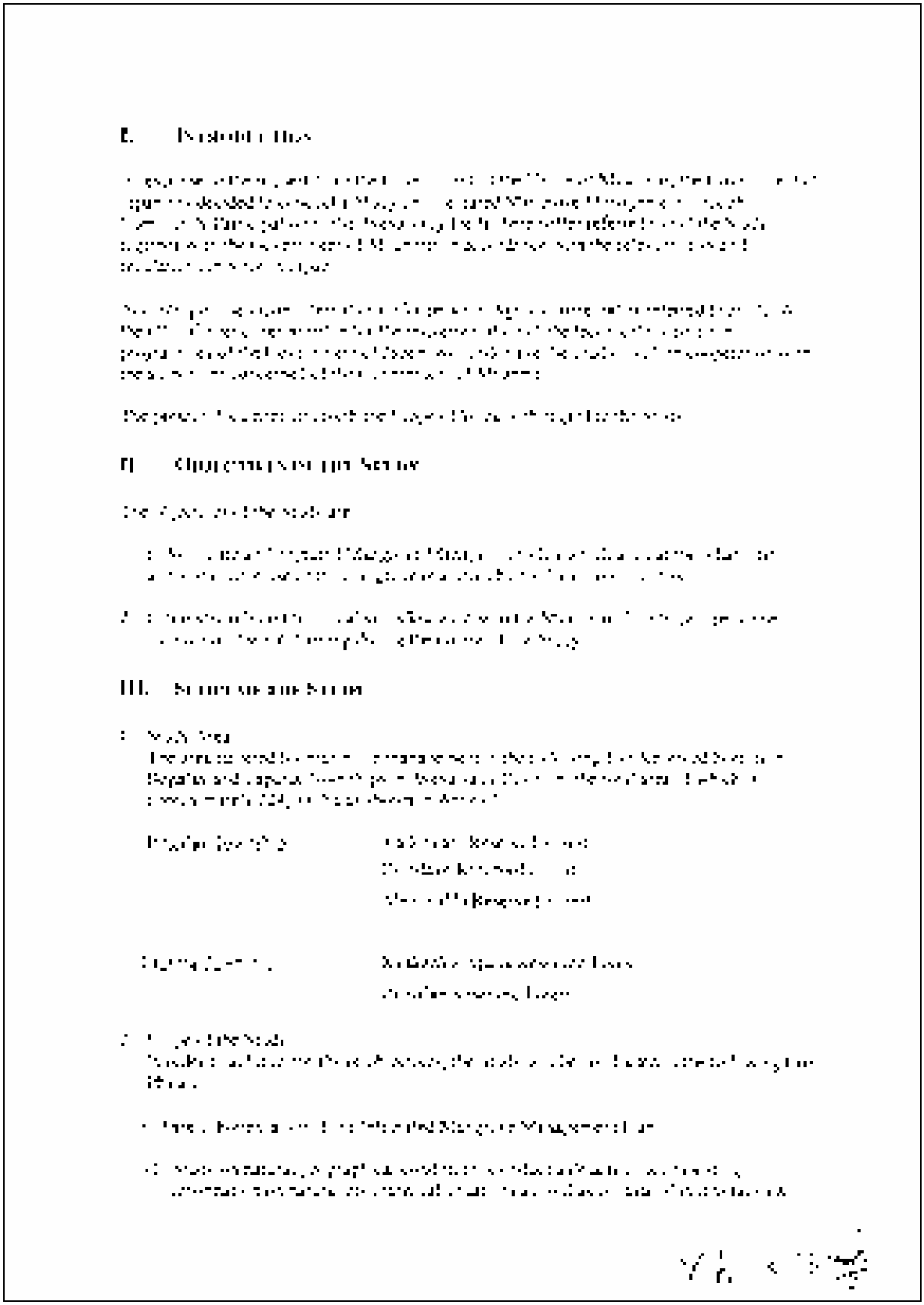
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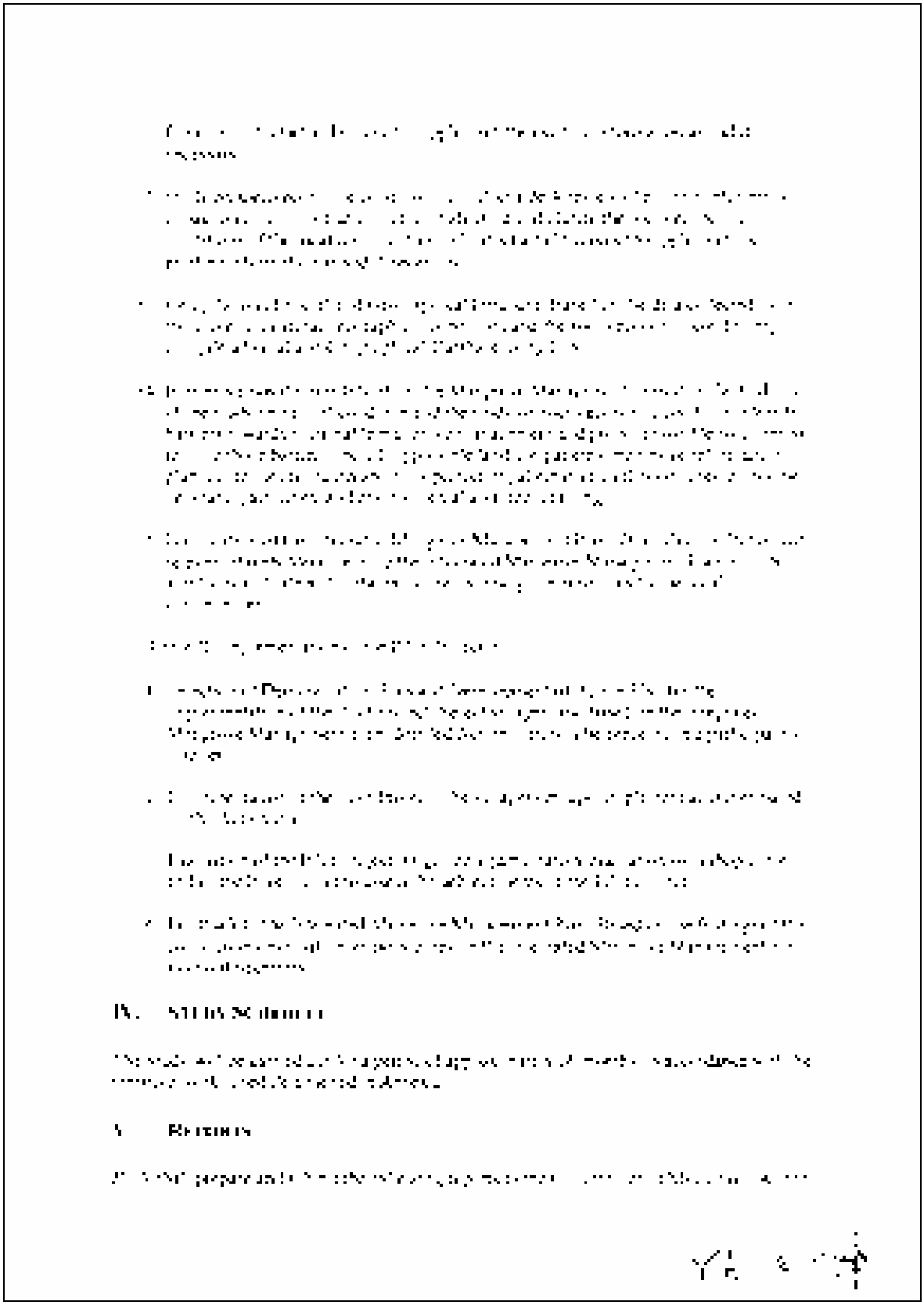
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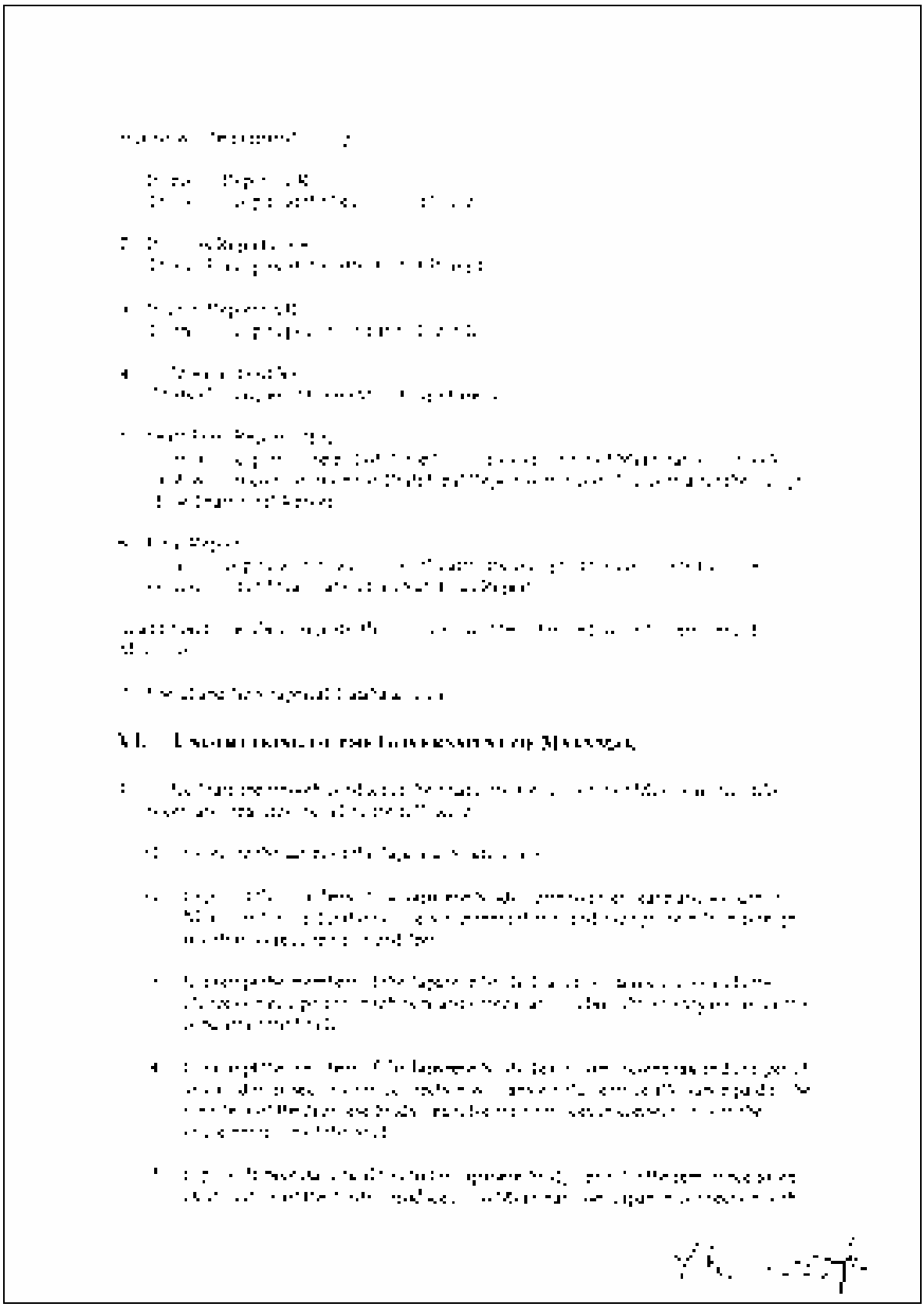
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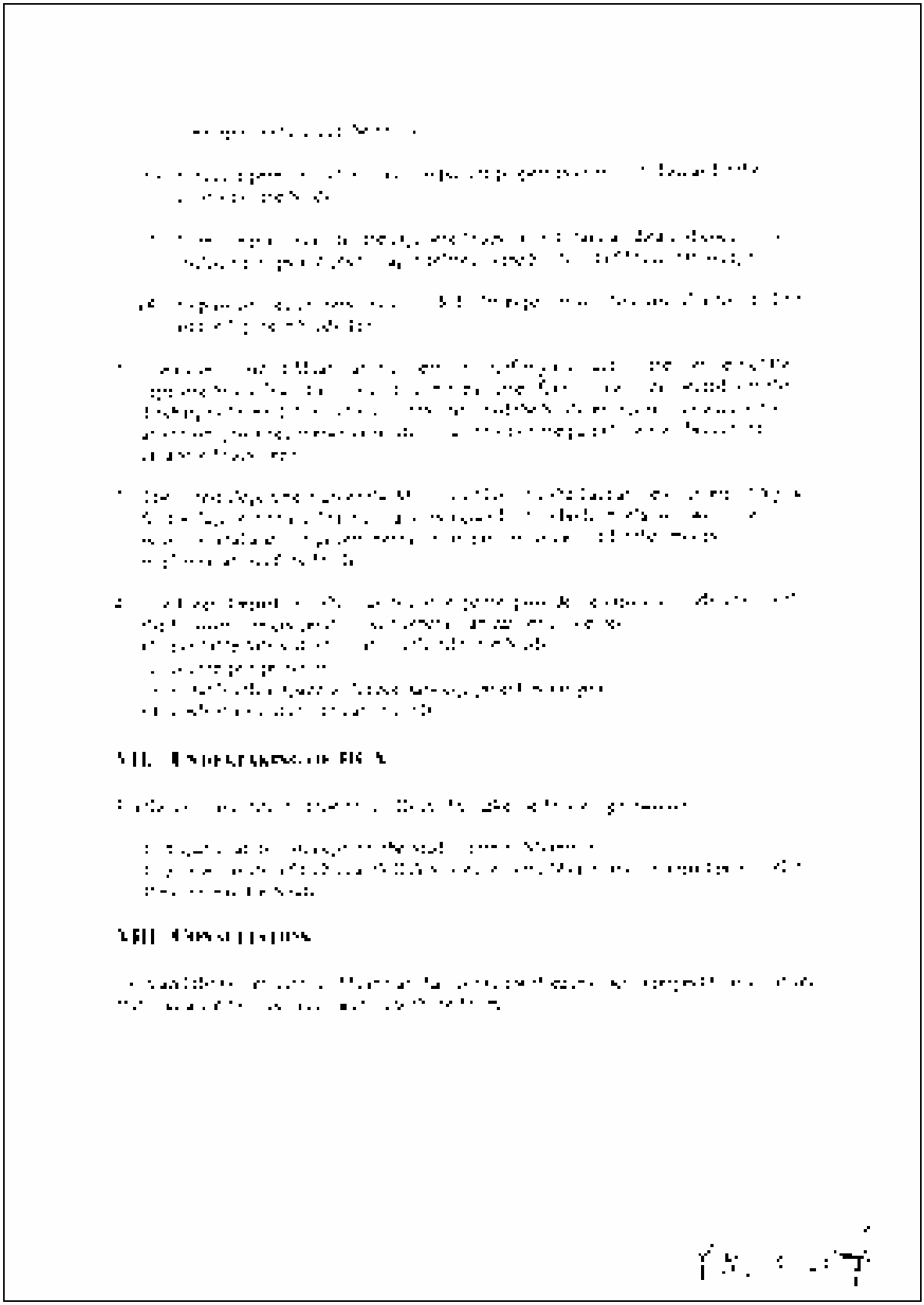
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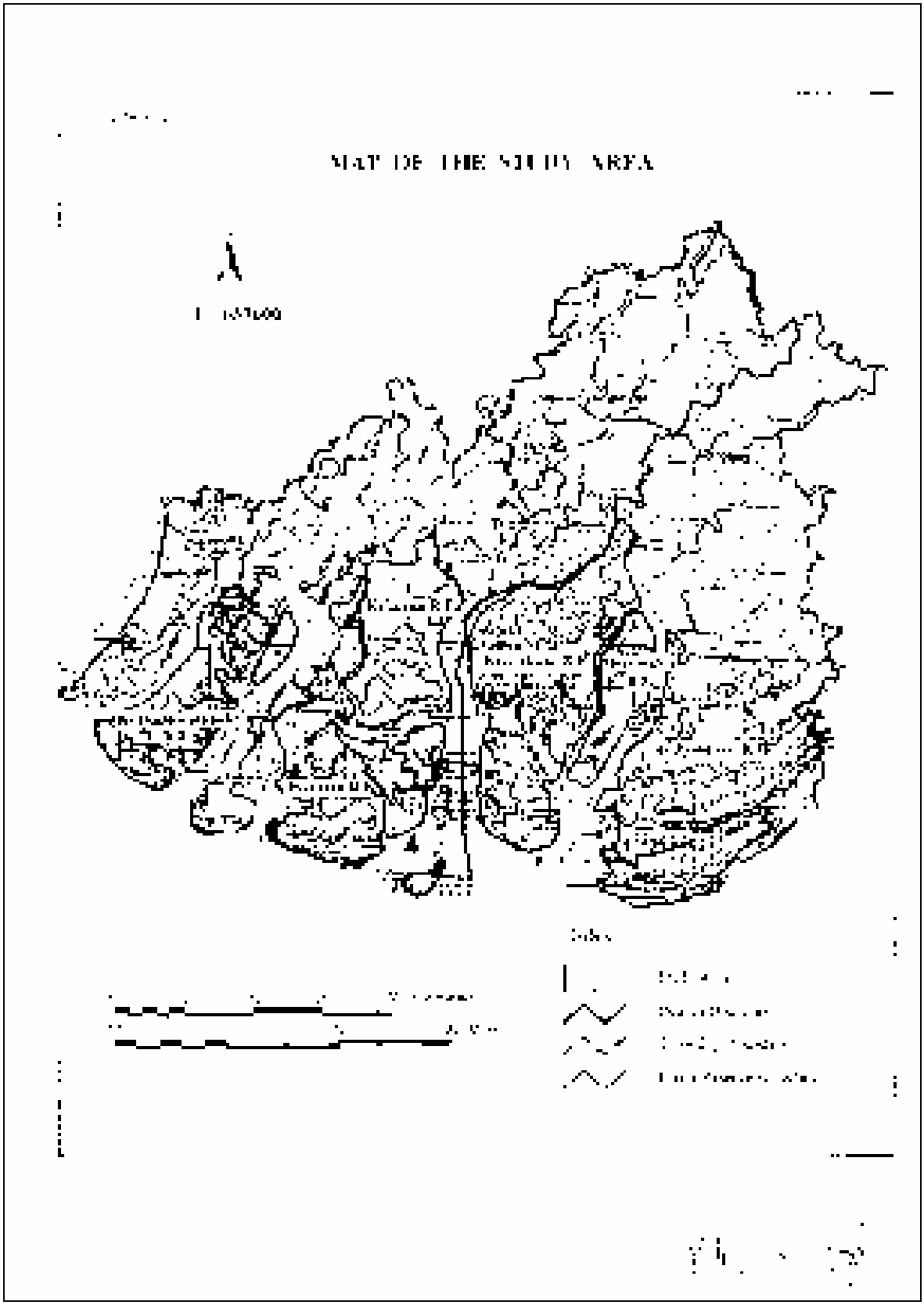
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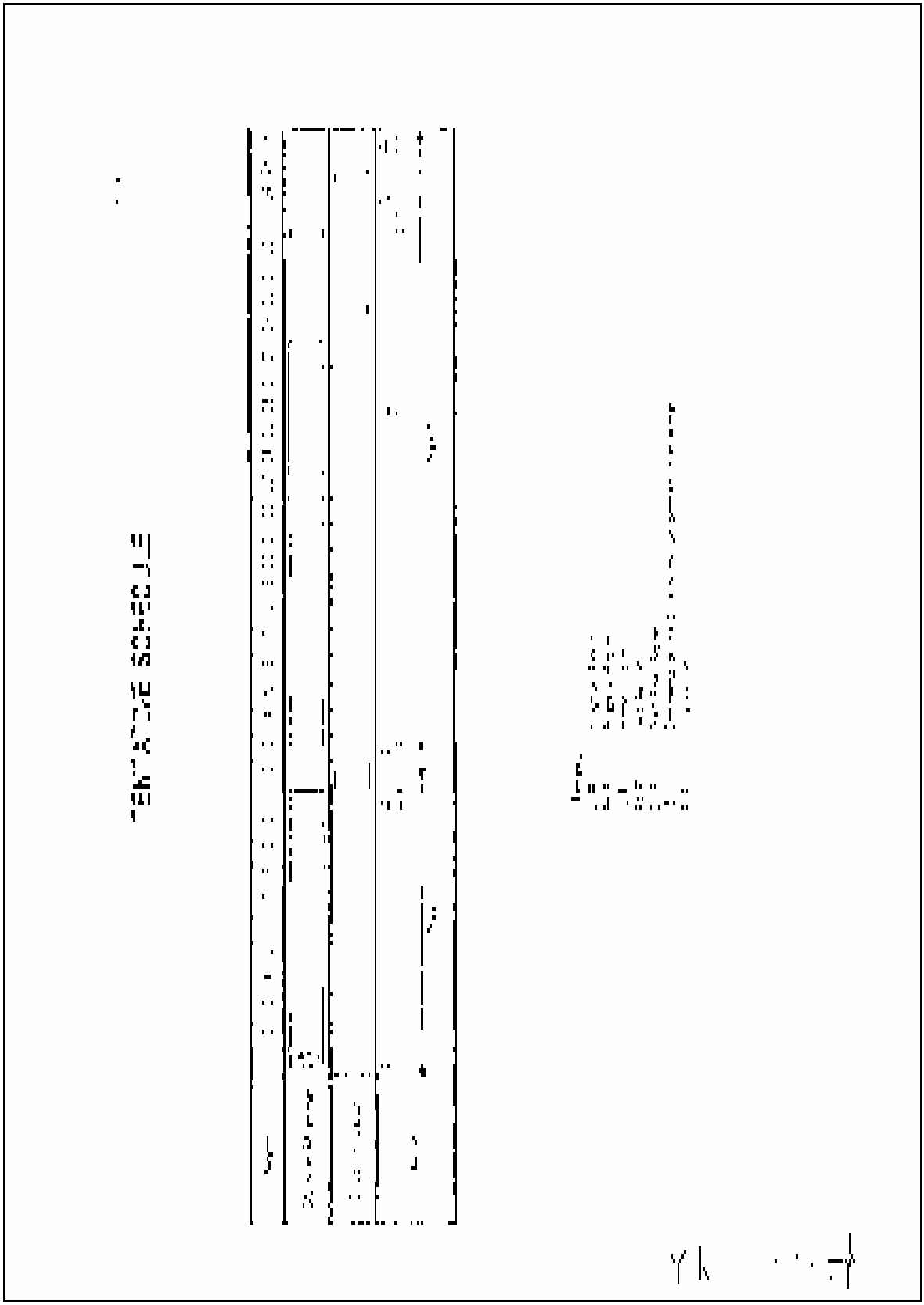












Appendix 1.2 Minutes of Meeting on the Scope of Work

MINUTES OF MEETING

ON THE SCOPE OF WORK FOR
THE STUDY ON INTEGRATED MANGROVE MANAGEMENT
THROUGH COMMUNITY PARTICIPATION
IN THE AYEYAWADY DELTA
IN THE UNION OF MYANMAR

The Preparatory Study Team (hereinafter referred to as "the Team") organized by Japan International Cooperation Agency (hereinafter referred to as "JICA") headed by Mr. Yukihide KATSUTA visited the Union of Myanmar from 16 September to 28 September 2001 for the purpose of discussing and confirming the Scope of Work for the Study on Integrated Mangrove Management through Community Participation in the Ayeyawady Delta in the Union of Myanmar (hereinafter referred to as "the Study").

The Team held series of discussions with the officials from the Forest Department, Ministry of Forestry and other relevant agencies on the Scope of Work for the Study. The list of participants who attended those meetings is attached in the Annex.

As the result of the discussion, the Forest Department, Ministry of Forestry and the Team agreed upon the Scope of Work for the Study.

The main issues discussed by both parties in relation to the Scope of Work are shown in the document attached hereto.

Yangon, 27 September 2001

U Shwe Kyaw
Director General
Forest Department
Ministry of Forestry

Mr. Yukihide KATSUTA
Leader
Preparatory Study Team
Japan International Cooperation Agency

(Attached Document)

1. **Importance of Community Participation in Mangrove Management**
   The importance of community participation was raised as an issue in order to have an effective management of mangrove resources. This means that the local communities are the major players in managing the mangrove resources and that their participation from the early stage of planning process is critical in having a successful resources management. In addition, it was also discussed that it is equally important to give attention to women and inhabitants under poverty.

2. **Concept of Integrated Management**
   The main concern of the Study is to develop a management plan so that the mangrove resources can be used sustainably. For this purpose, it is essential not only to make efforts from the point of view of the forest sector, but also to integrate the concern of all relevant sectors, including local community development, agriculture, fisheries, and livestock into the plan.

3. **Organizing Local Workshops**
   Through the course of developing the Integrated Mangrove Management Plan, Local Workshops, inviting relevant agencies and stakeholders, will be held at each township to exchange ideas on the Management of Mangrove Resources.

4. **Selection of the Target Villages for the Pilot Project**
   A pilot project will be implemented at one reserved forest targeting several villages within the selected reserved forest. At the beginning of Phase II, one reserved forest, including target villages will be selected based on the findings of the field works conducted in Phase I.

5. **Compilation of GIS-based Social and Geographical Database**
   The Social and Geographical Database which will be compiled under the Study will build upon the existing GIS-based socioeconomic database and land use database, that are developed by the Forest Department.

   The GIS will include natural, biophysical and socioeconomic data and will be compiled at the village level and compartment level. The compilation of the Social and Geographical Database will include the following works:
   a. Rearrangement of the existing database as and if necessary
   b. Modification of GIS software to secure easy operation of the database
   c. Incorporation of the Integrated Mangrove Management map onto the Social and Geographical Database

While the Forest Department will make the GIS resources such as software and hardware available to the Japanese Study Team, the Japanese Study Team will procure the consumables at its own expense.

6. **Usage of Aerial Photograph**
The Study will explore the possibility of using the aerial photos as a geographical reference when conducting field surveys and formulating the Integrated Mangrove Management Plan.

7. **Usage of Existing Information**
The Study will utilize existing information including socio-economic data already collected and a land use map.

8. **Counterpart Personnel**
Forest Department will assign counterpart personnel for each Japanese Expert before the arrival of the Japanese Study Team.

In the event counterpart personnel will be assigned from other agencies, the Forest Department will make an official request to the respective agencies.

9. **Establishment of the Steering Committee**
In order to develop an Integrated Mangrove Management Plan, it is essential to incorporate issues related to agriculture, fisheries, and livestock into the Management Plan. It was therefore agreed that a steering committee, including relevant agencies, would be established to provide policy advice on the Study. The committee will be chaired by the Director-General of the Forest Department with the committee members from: (i) Forest Department, Ministry of Forestry; (ii) Ministry of Agriculture and Irrigation; and (iii) Ministry of Livestock and Fisheries. In addition, UNDP and/or FAO will be invited as an observer when necessary.

The committee will meet whenever new study reports are prepared by the Japanese Study Team, and/or as necessity arises. The first steering committee will be held at the arrival of the Japanese Study Team to present the inception report to the committee members.

10. **Equipment for the Study**
It was discussed that the following equipment be procured by JICA for the conduct of the Study. The Team agreed that those equipment would be needed for the Study and would make a request to JICA headquarters for consideration:
(1) Photocopy Machine

(2) Fax Machine
(3) Portable Generator(s)

With regards to the fax machine, the Forest Department will apply for the permission to connect a fax line from the Ministry of Communication on behalf of the Japanese Study Team.

11. Office Space

The Forest Department will provide an office space at the Forest Department in Yangon for the use of the Japanese Study Team. The office will be equipped with telephone and basic furniture.

In addition, Byonemwe Forest Camp, Bogalay Township, will be also made available for the Japanese Study Team. The Japanese Study Team will decide on where to establish the base camp in the Study Area.

12. Training of Counterpart Personnel

The Forest Department requested that the Myanmar counterpart personnel be given training opportunities for effective transfer of relevant technical skills. Though JICA Development Study Scheme itself does not provide training opportunities, the Team took note of the importance of training and would consult with relevant sections at JICA headquarters to explore training possibilities.

13. Opening of the Final Report to the Public

Both parties agreed that the final report of the Study would be open to all interested parties to facilitate the dissemination of the Study.

14. Organizing Dissemination Seminar

At the end of Phase II, a dissemination seminar will be jointly organized by the two parties to present the Integrated Mangrove Management Plan and to disseminate the findings of the Study.

ANNEX

LIST OF PARTICIPANTS

1. ***Myanmar Side***

(1) Planning and Statistics Department, Ministry of Forestry

U Soe Tint	Director General

(2) Forest Department, Ministry of Forestry

U Shwe Kyaw	Director General
U Kyi Maung	Director, Planning and Statistics Division
U Saw Eh Dah	Director, Training and Research Development Division
U Tin Cho	National Project Director for UNDP/FAO/MYA/99/008
U Maung Maung Than	Assistant Director, Planning and Statistics Division
U Win Myint	Maung Mya District Forest Officer
U Tin Than Myo	Laputta Township Forest Officer
U Thaung Ngwe	Bogalay Township Forest Officer

2. ***Japanese Side***

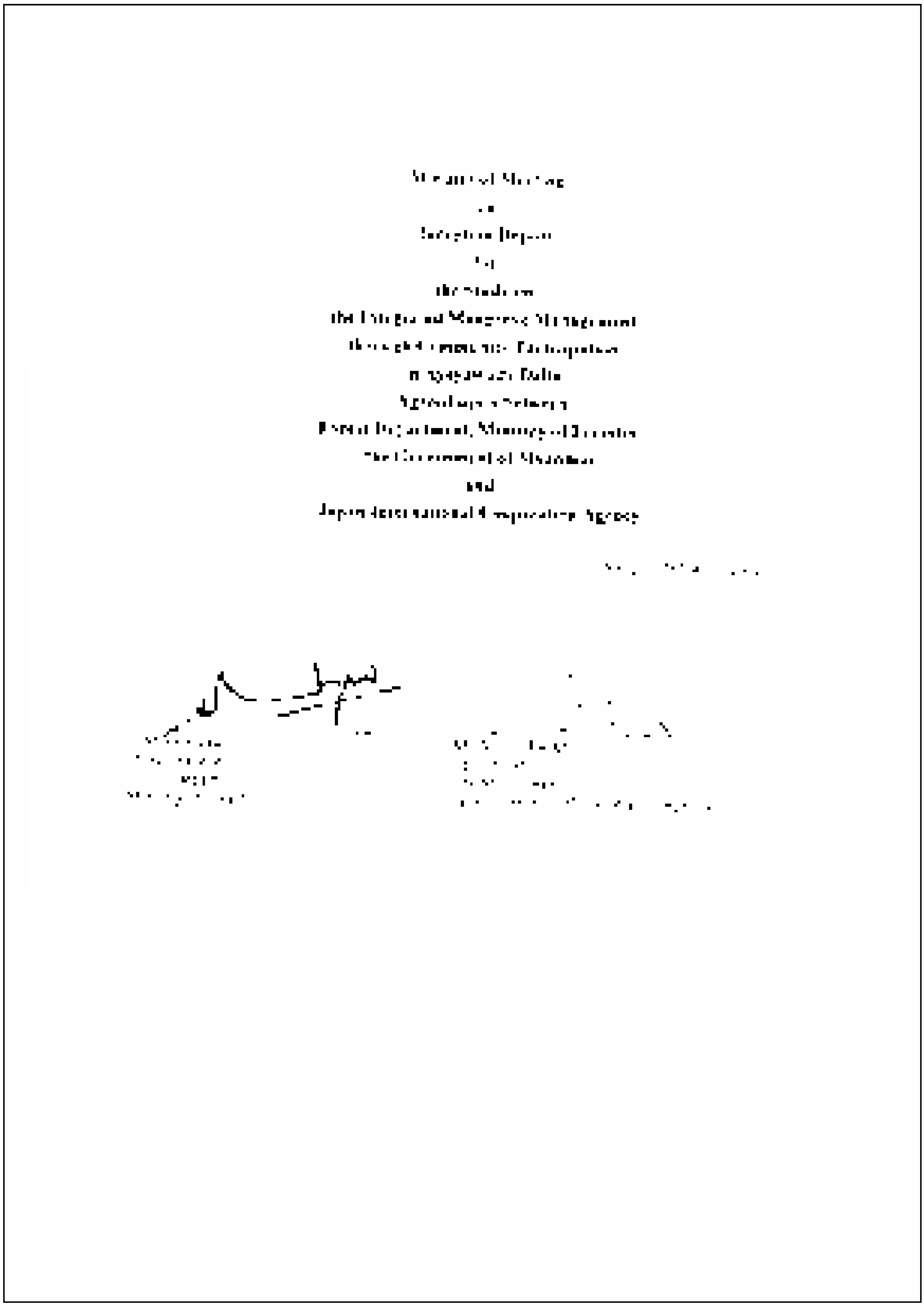
(1) Preparatory Study Team

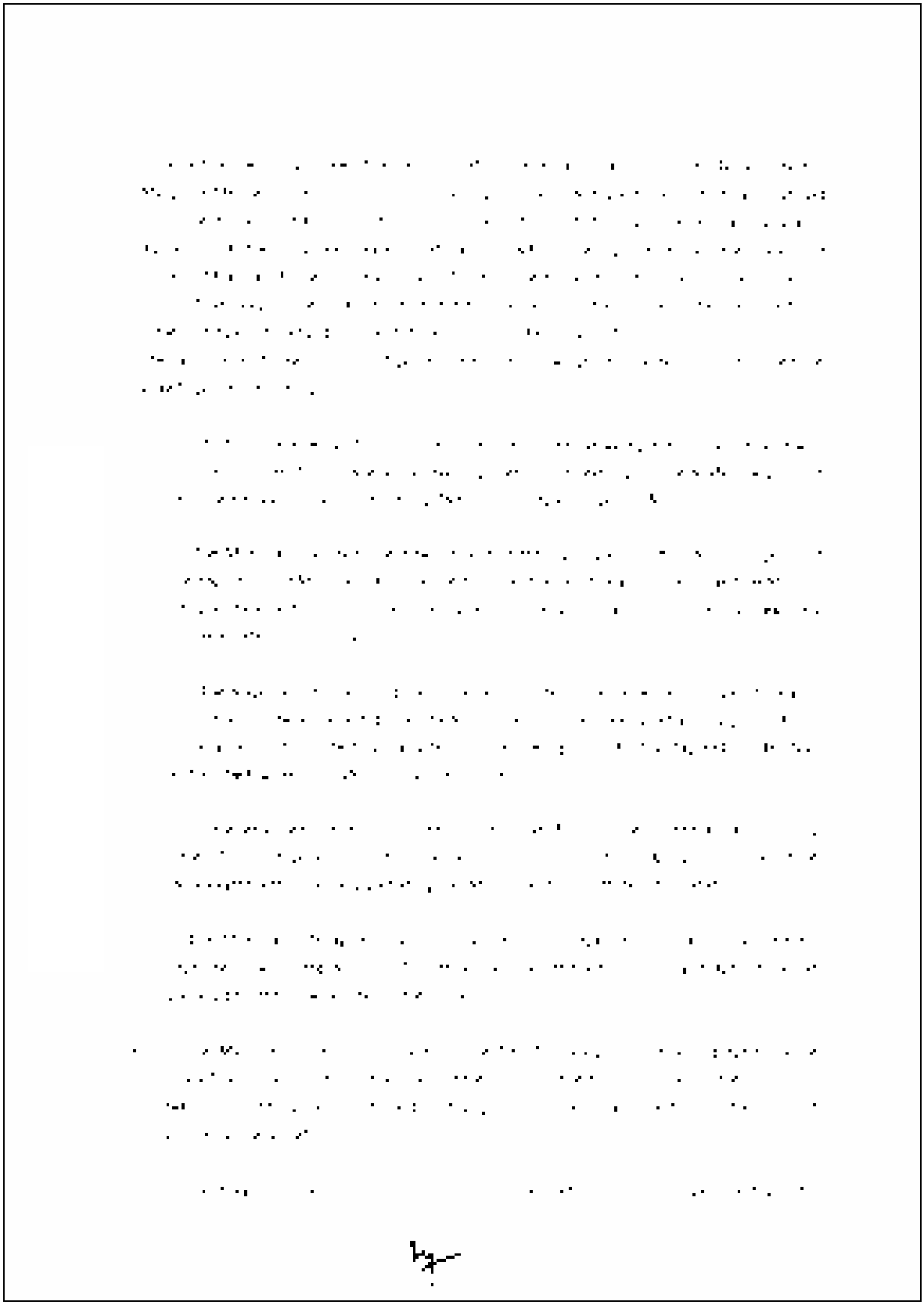
Mr. Yukihide KATSUTA	Leader
Dr. Shozo NAKAMURA	Member
Ms. Machiko KAMIYA	Member
Mr. Hideo SAKAMOTO	Member
Dr. Tsuneo KUME	Member
Mr. Shuichi MIYABE	Member

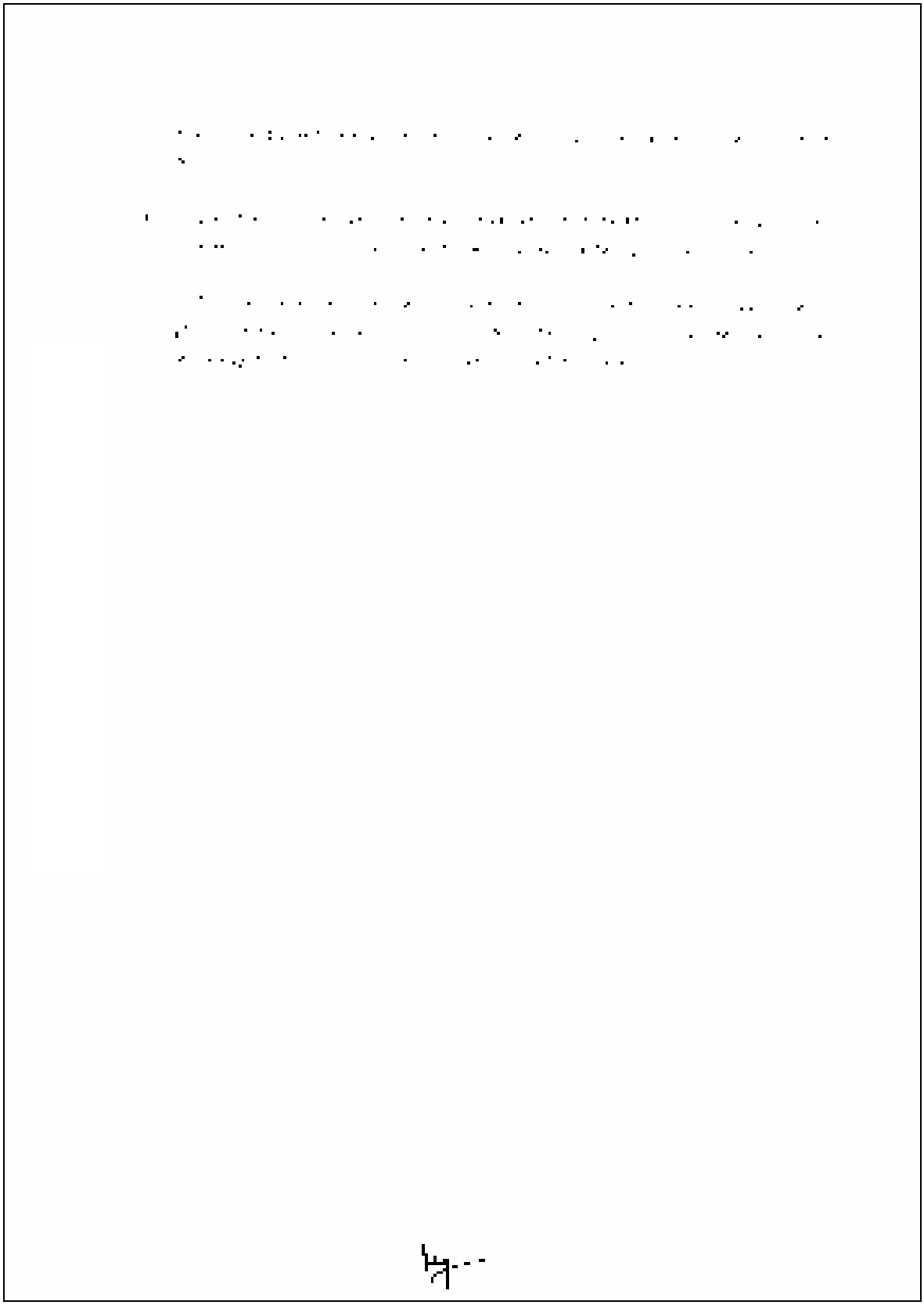
(2) JICA Myanmar Office

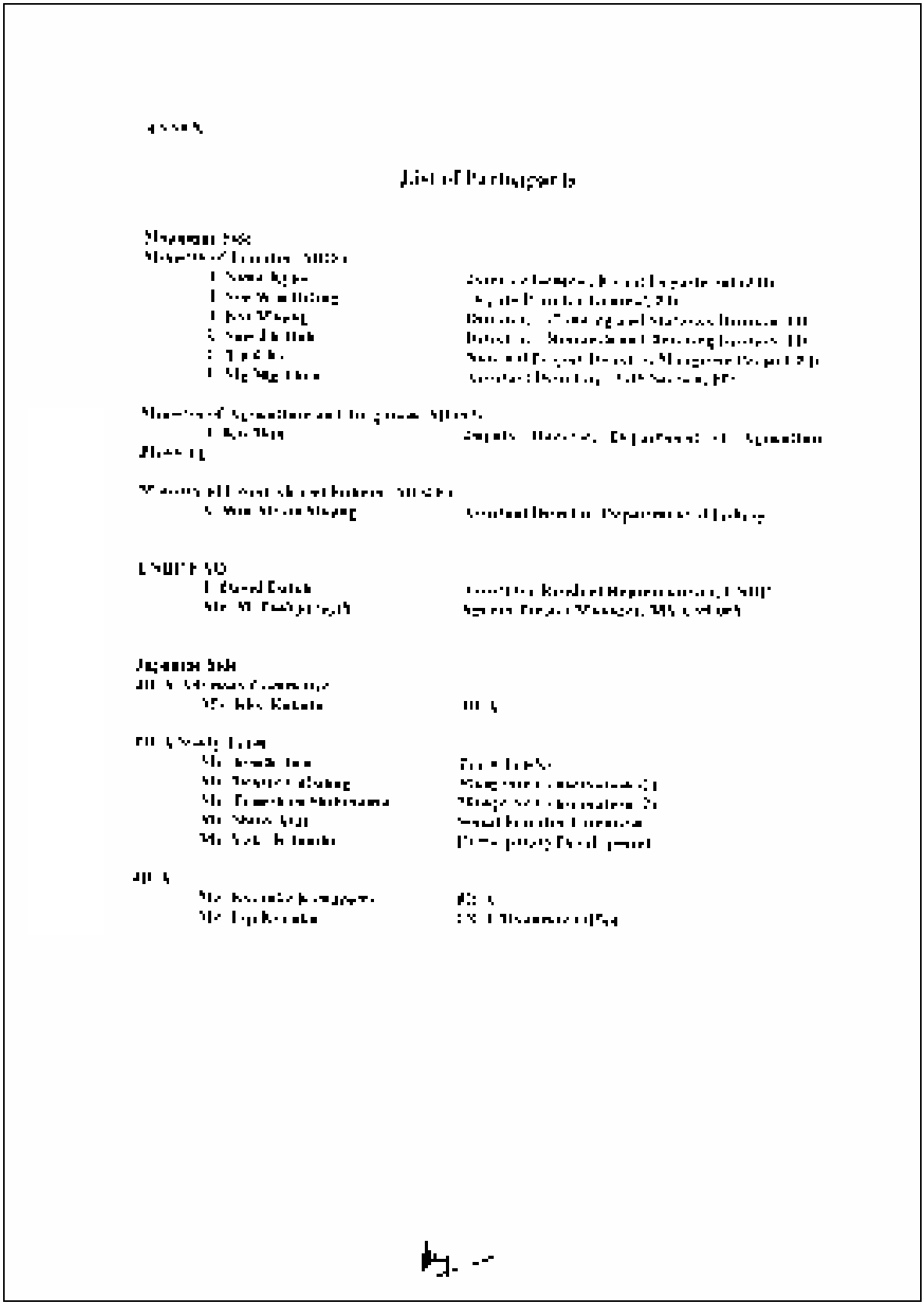
Mr. Eiji KOZUKA	Assistant Resident Representative
U Kyaw Lwin Oo	Programme Assistant

Appendix 2.1 Minutes of Meeting on the Inception Report



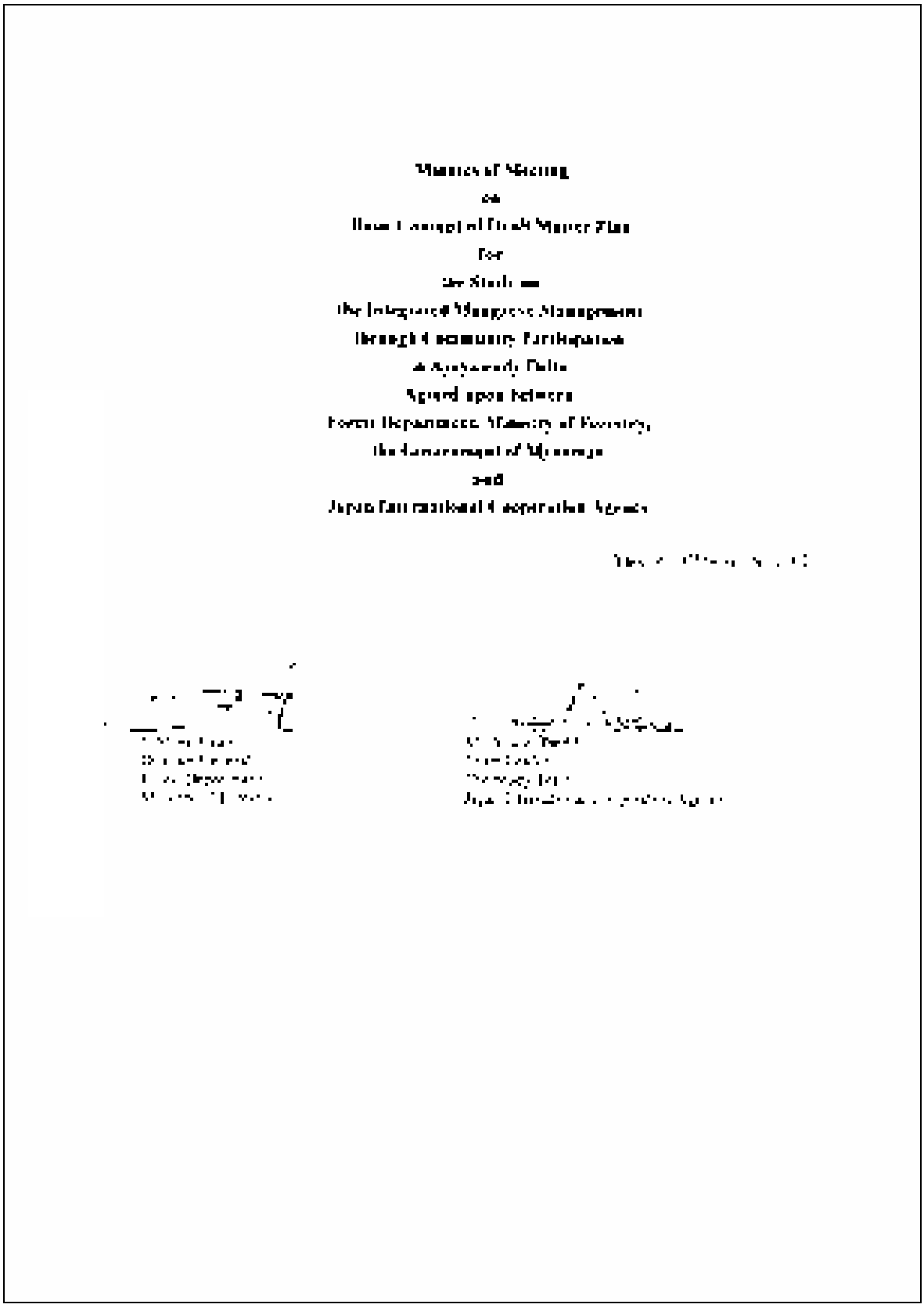


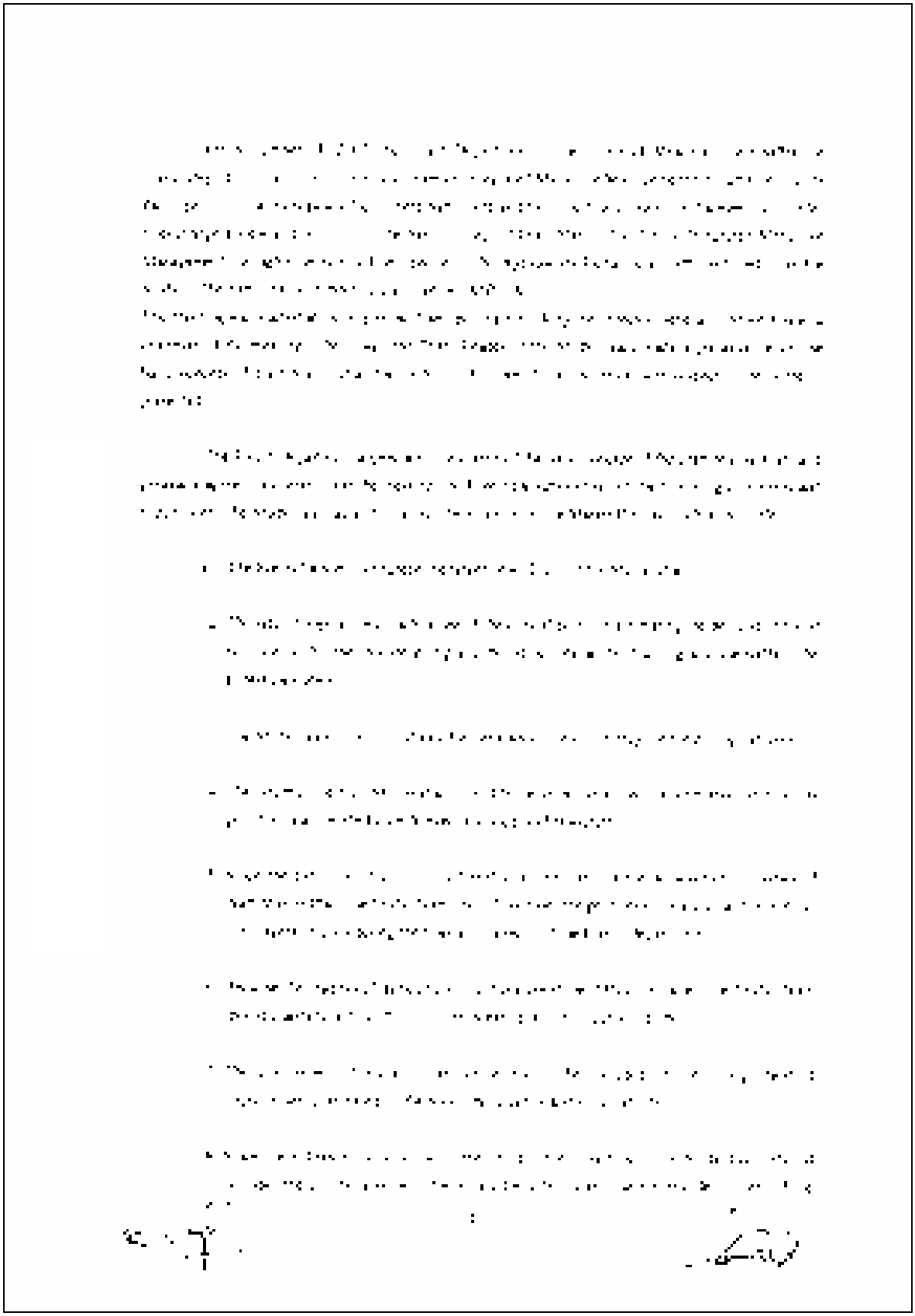


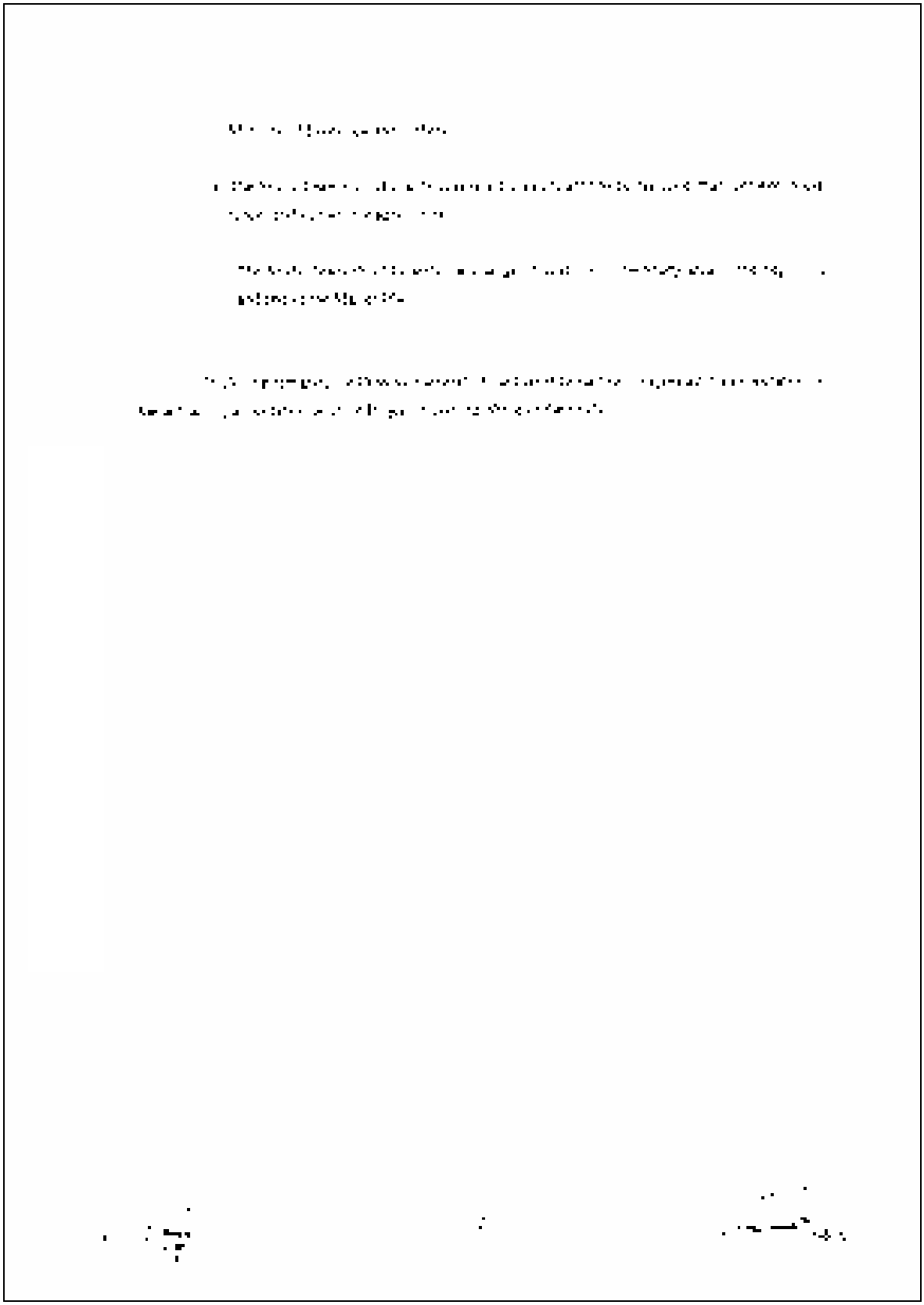


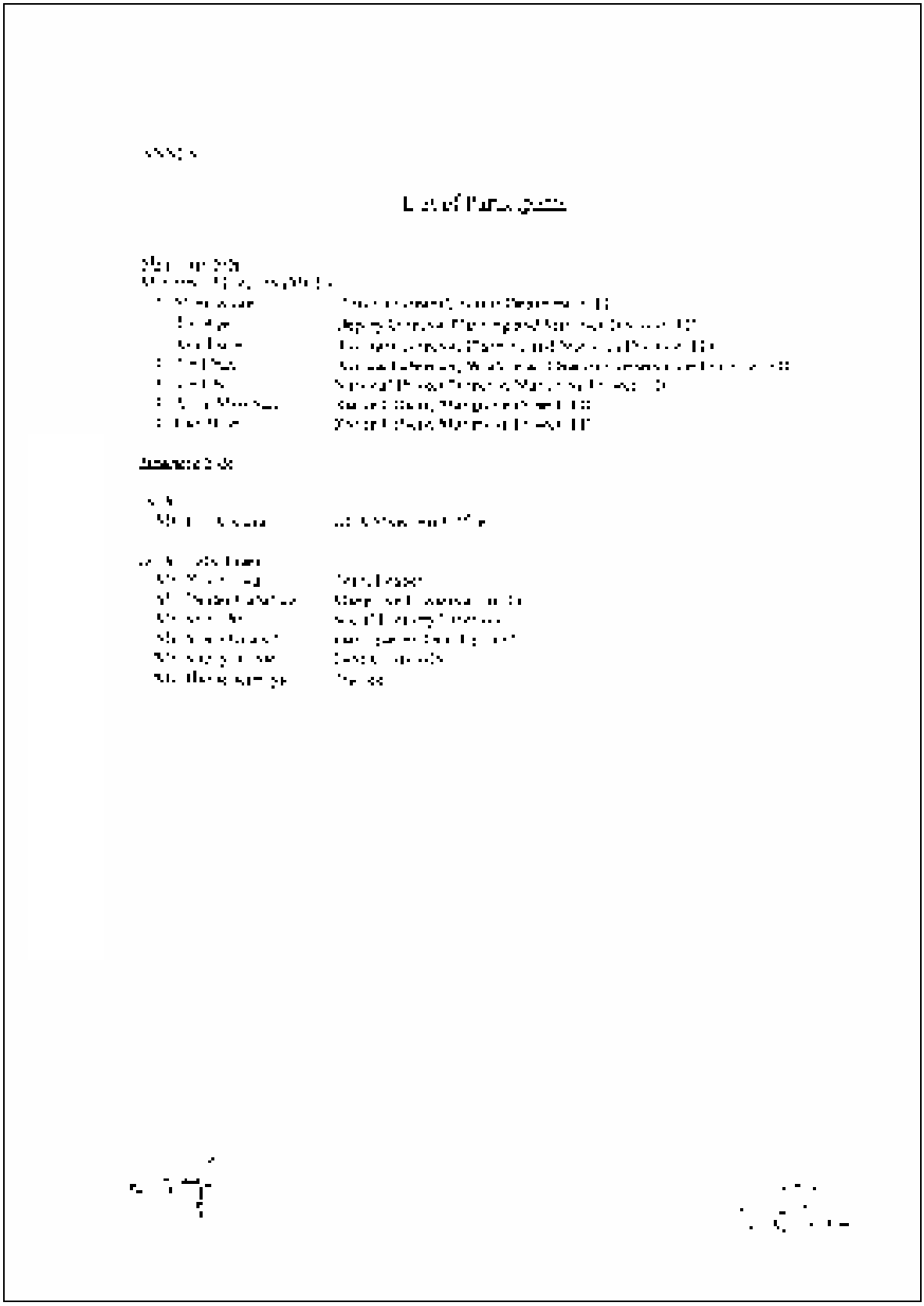
List of Participants

Appendix 2.2 Minutes of Meeting on Basic Concept of Draft Master Plan

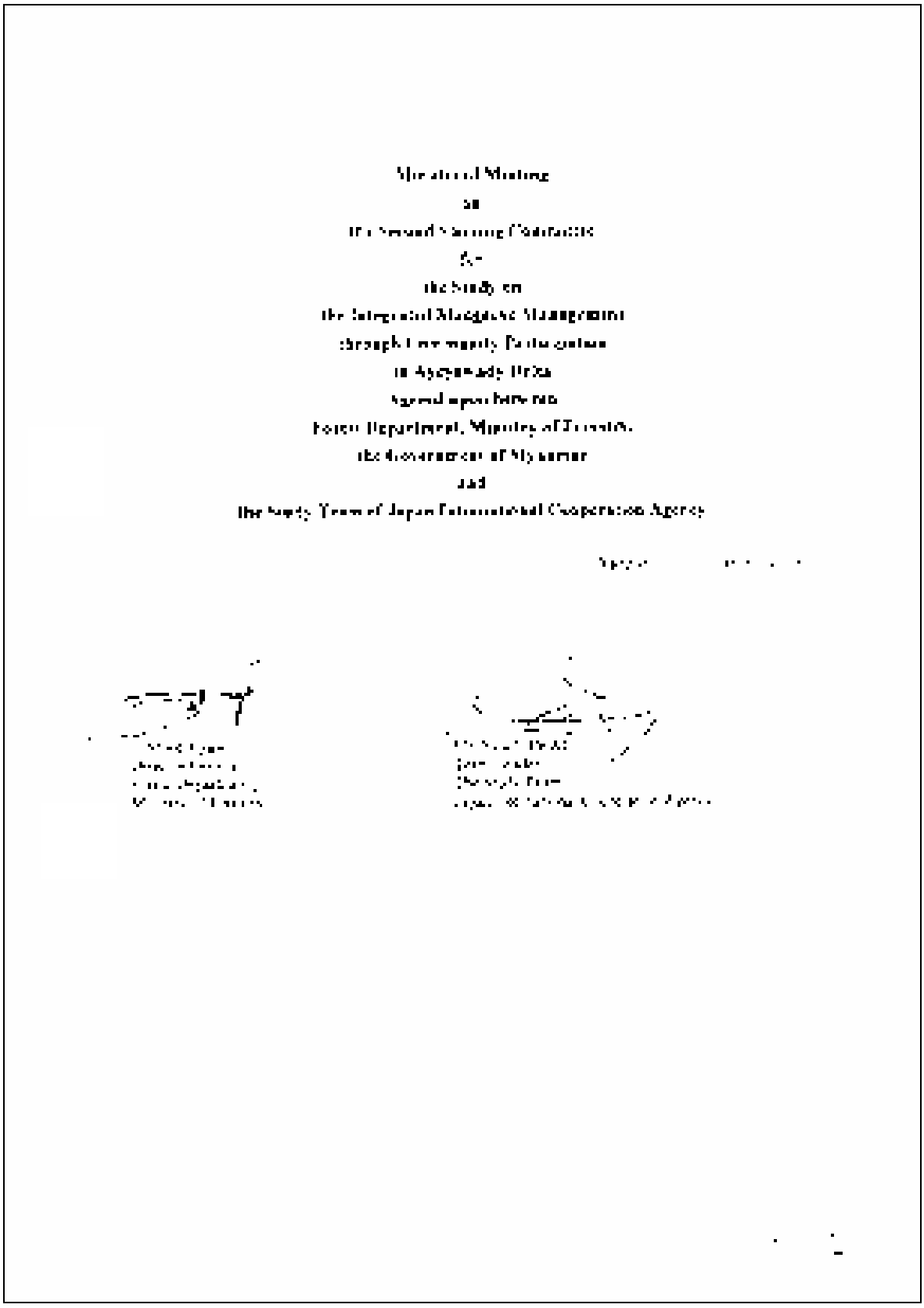


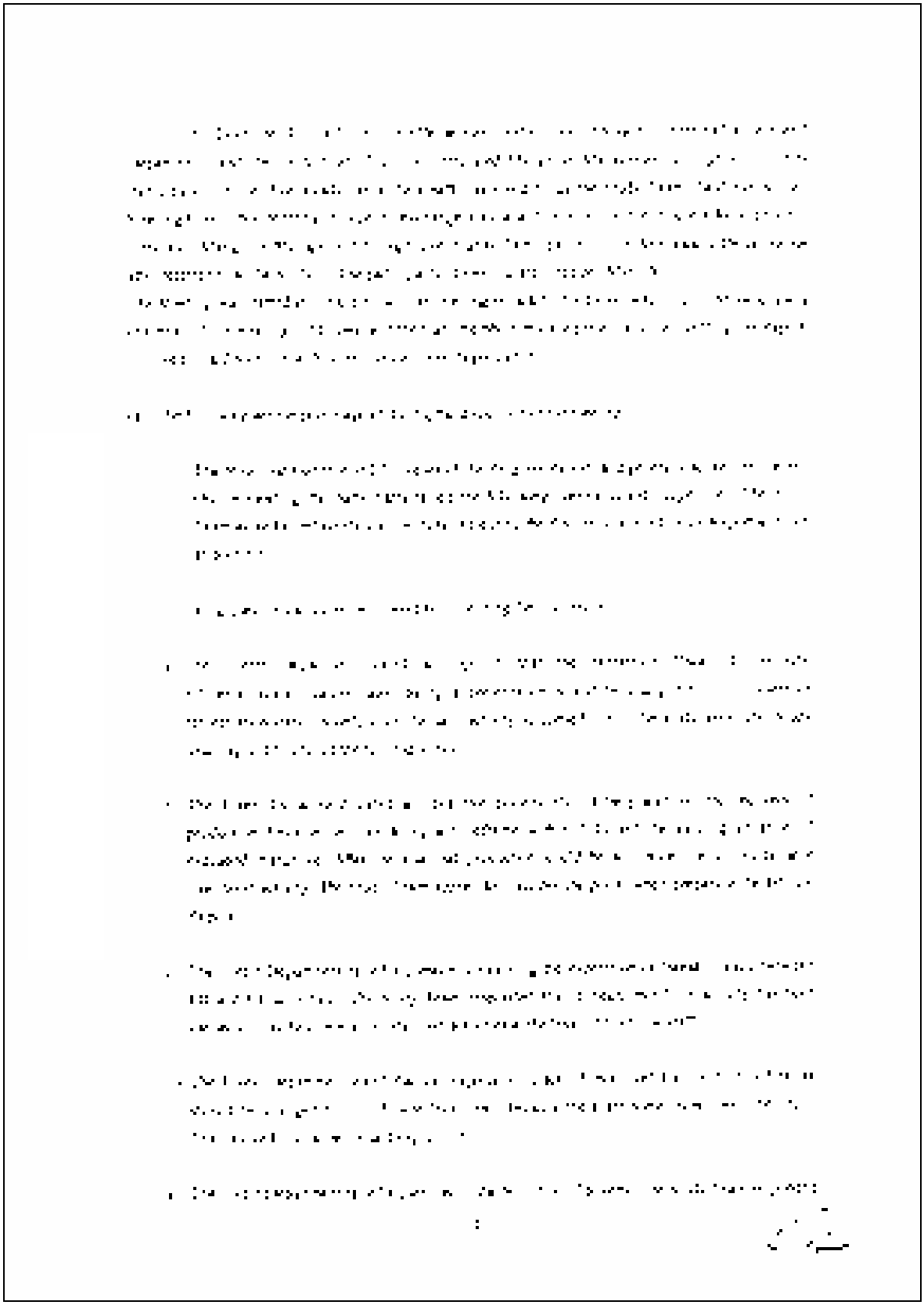


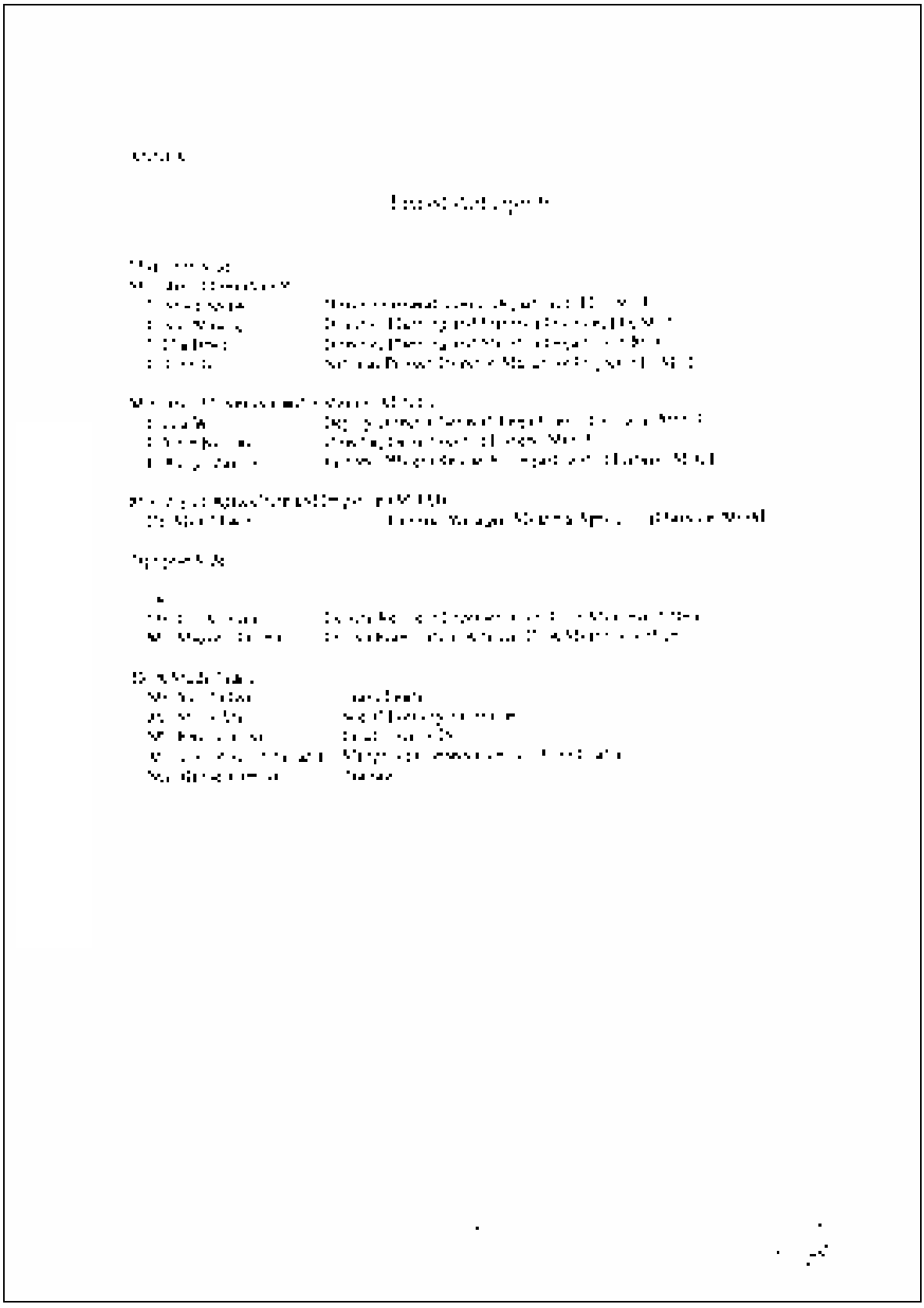




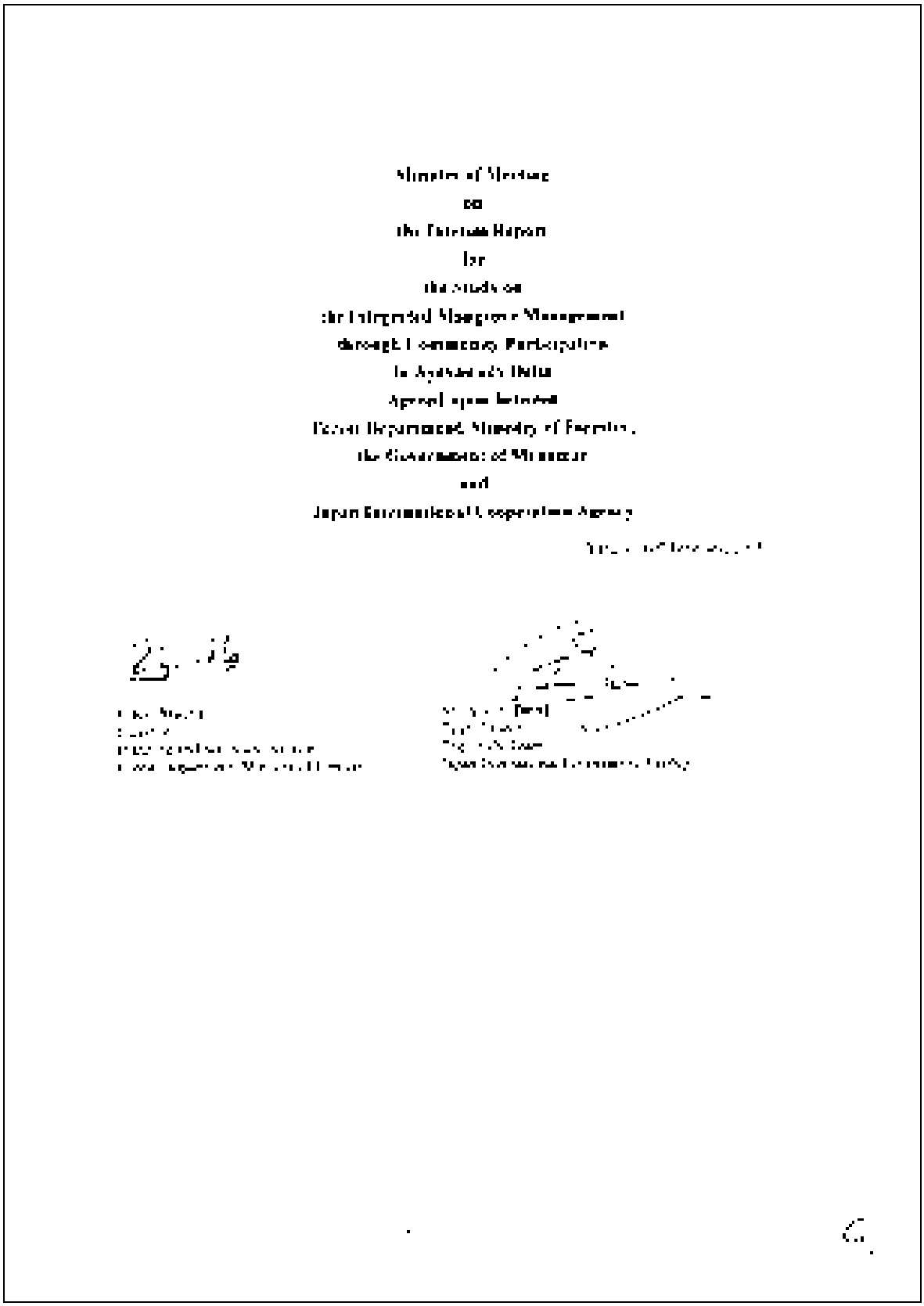
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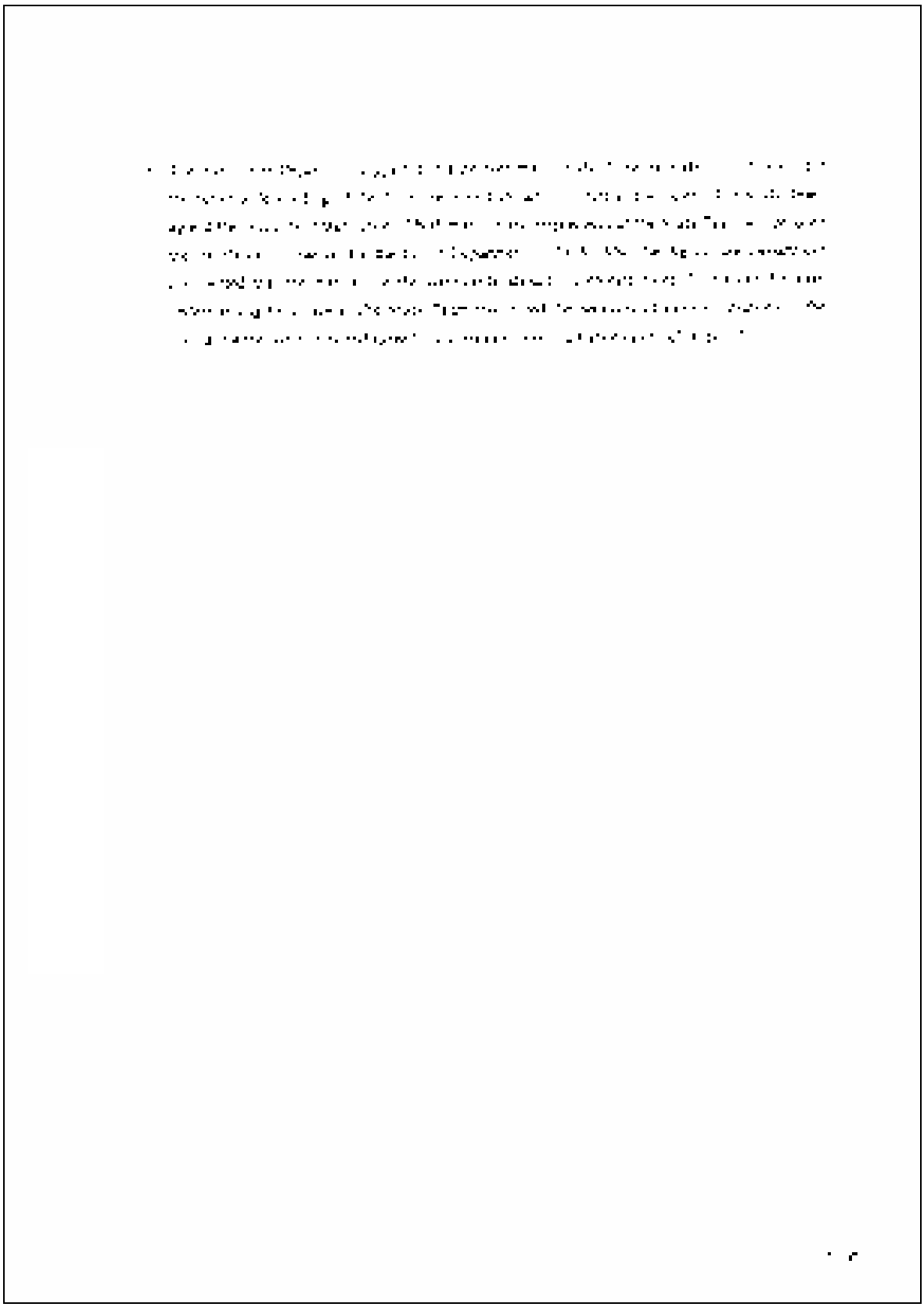


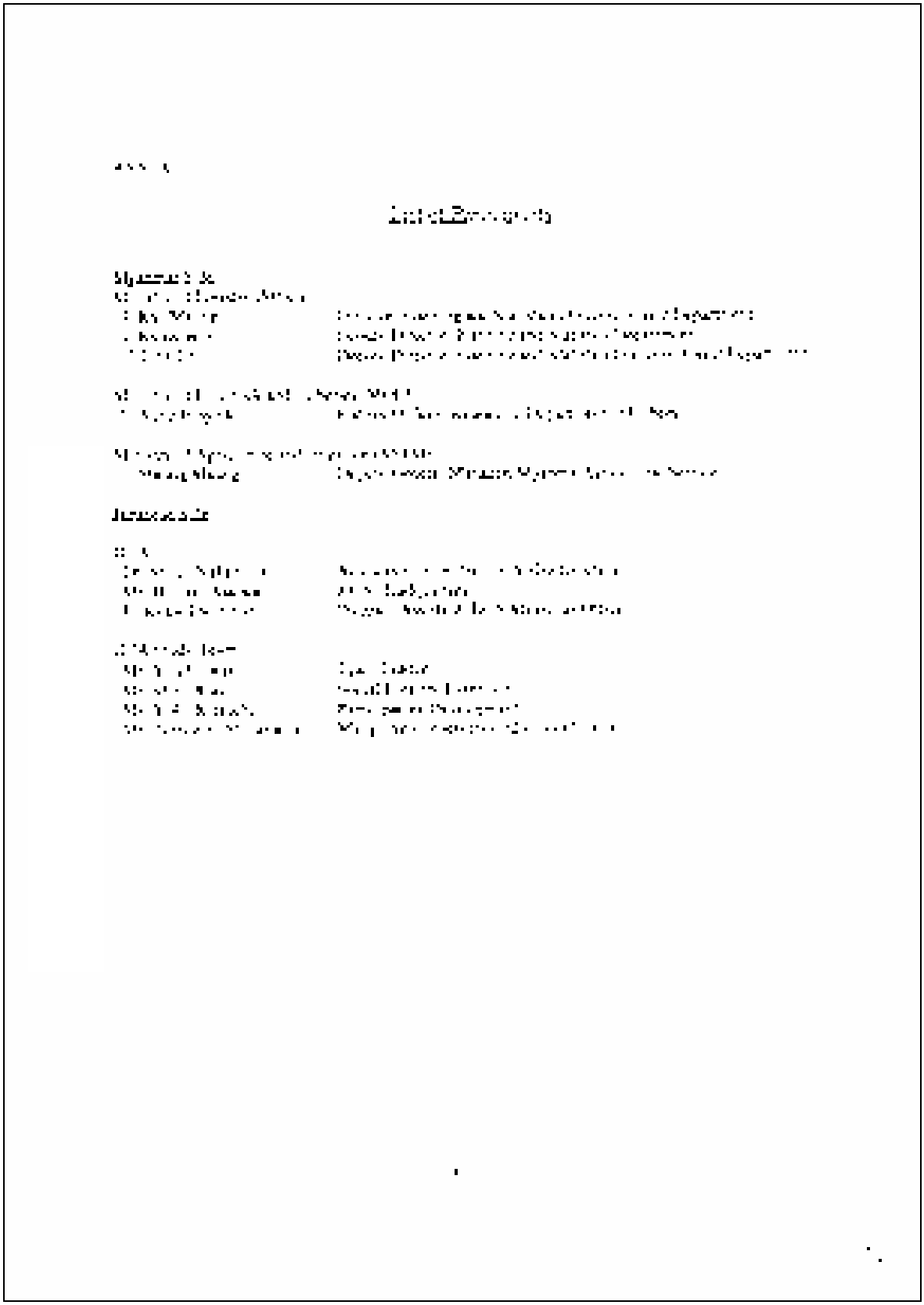




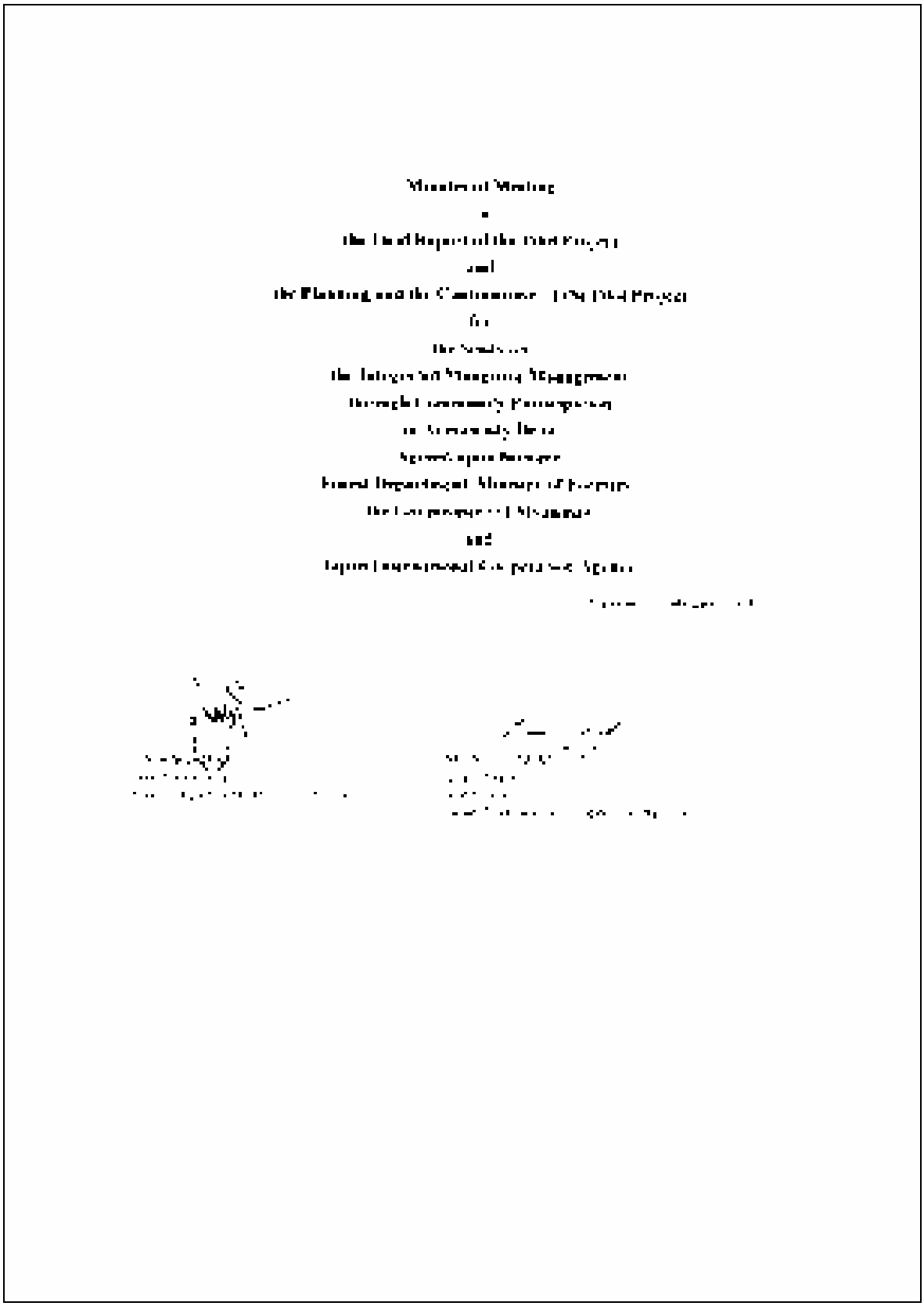
Appendix 2.4 Minutes of Meeting on the Interim Report

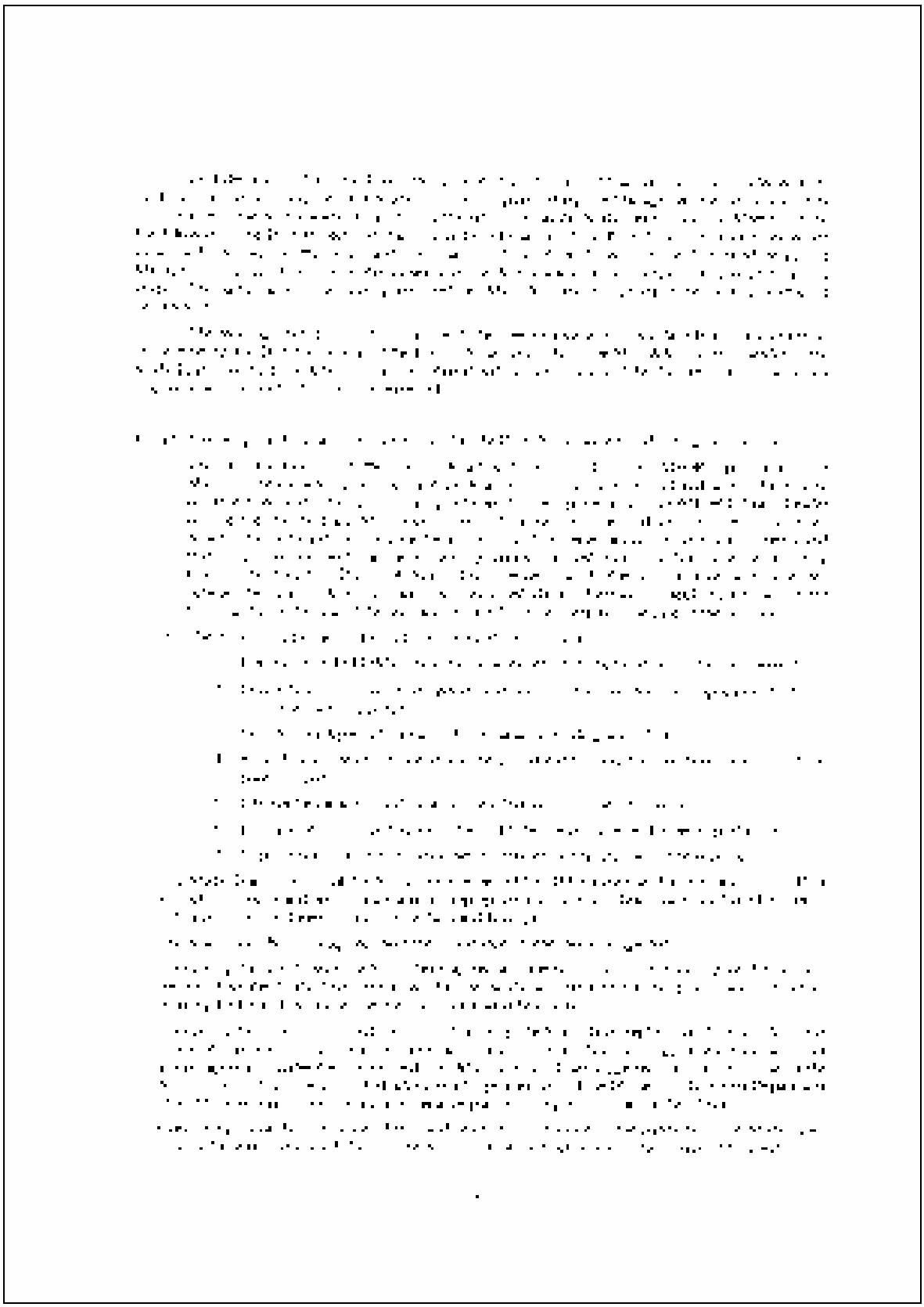


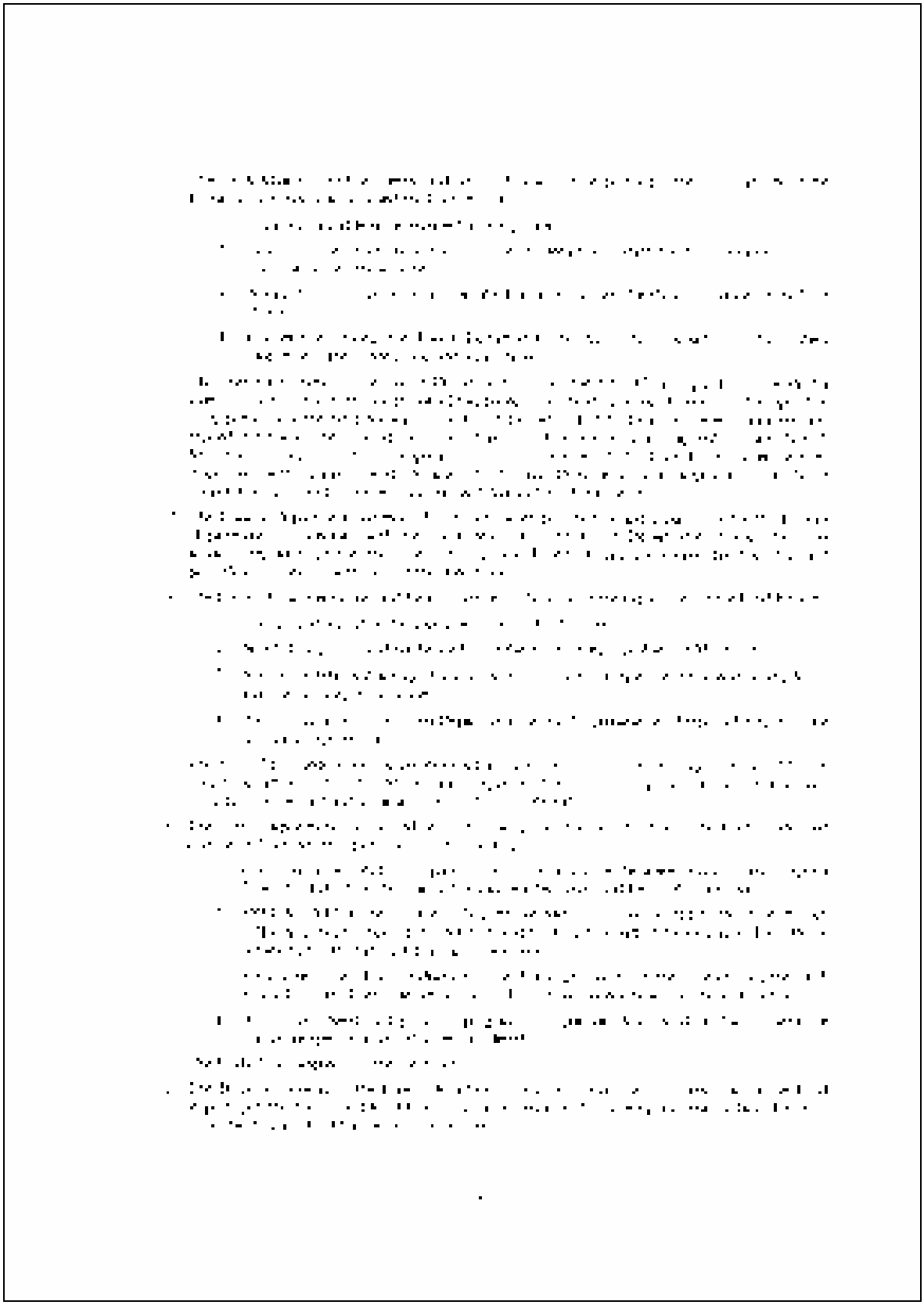


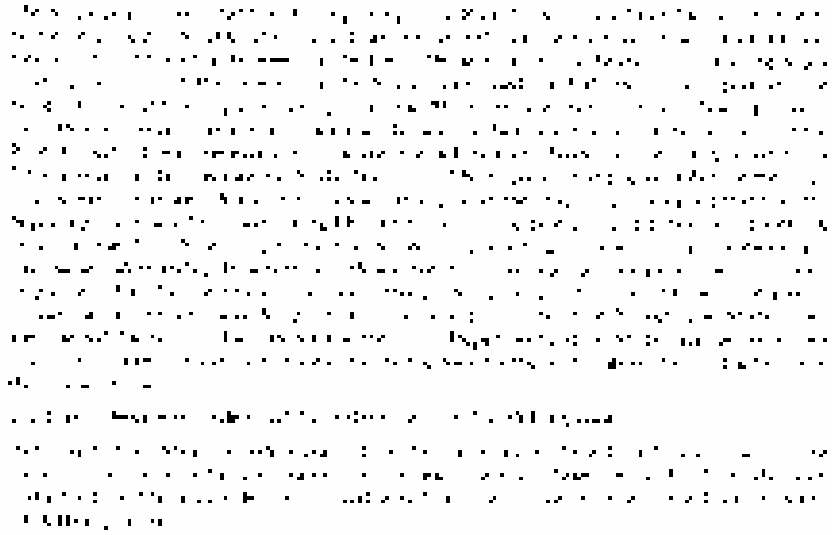


Appendix 2.5 Minutes of Meeting on the Field Report (1)

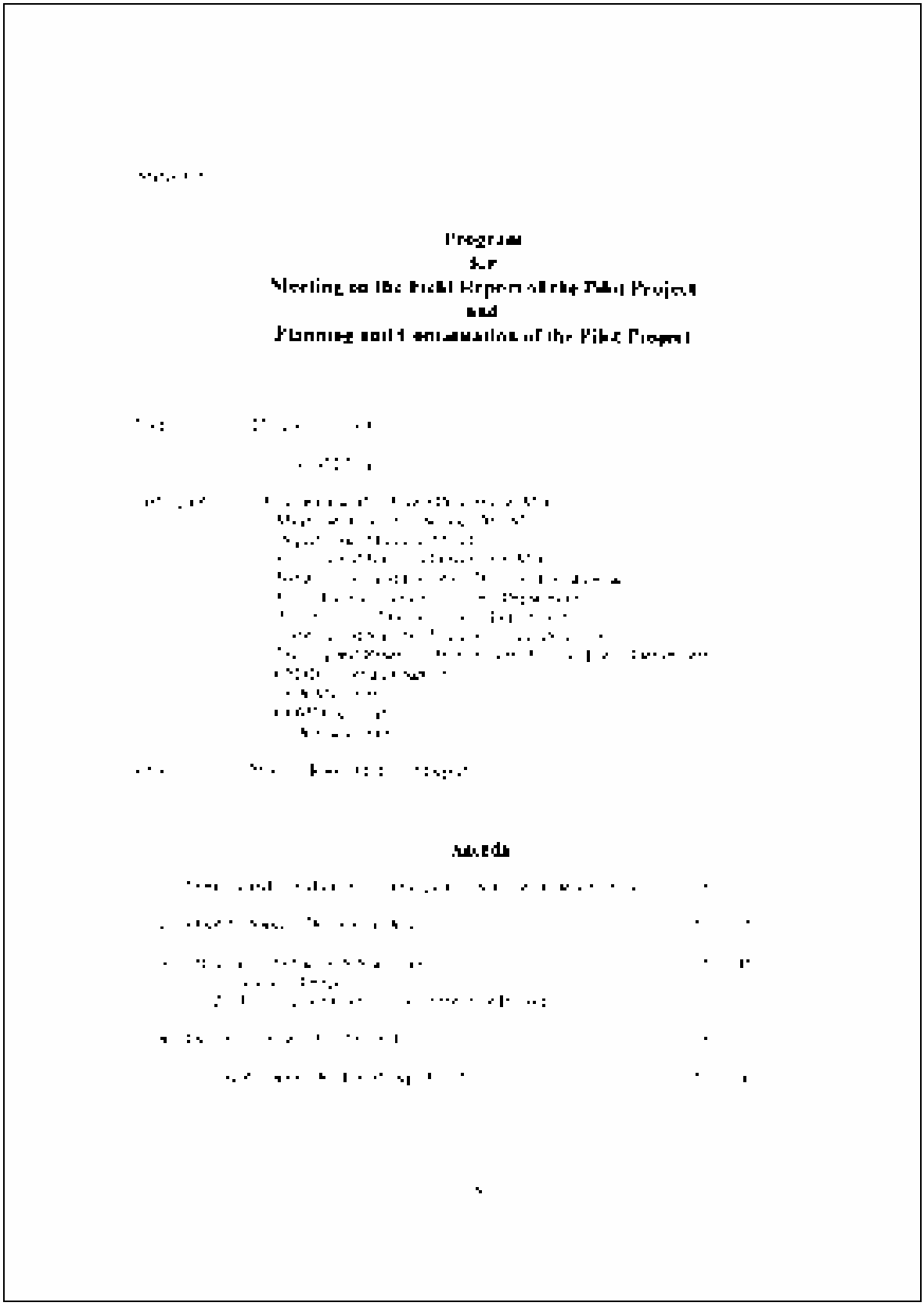




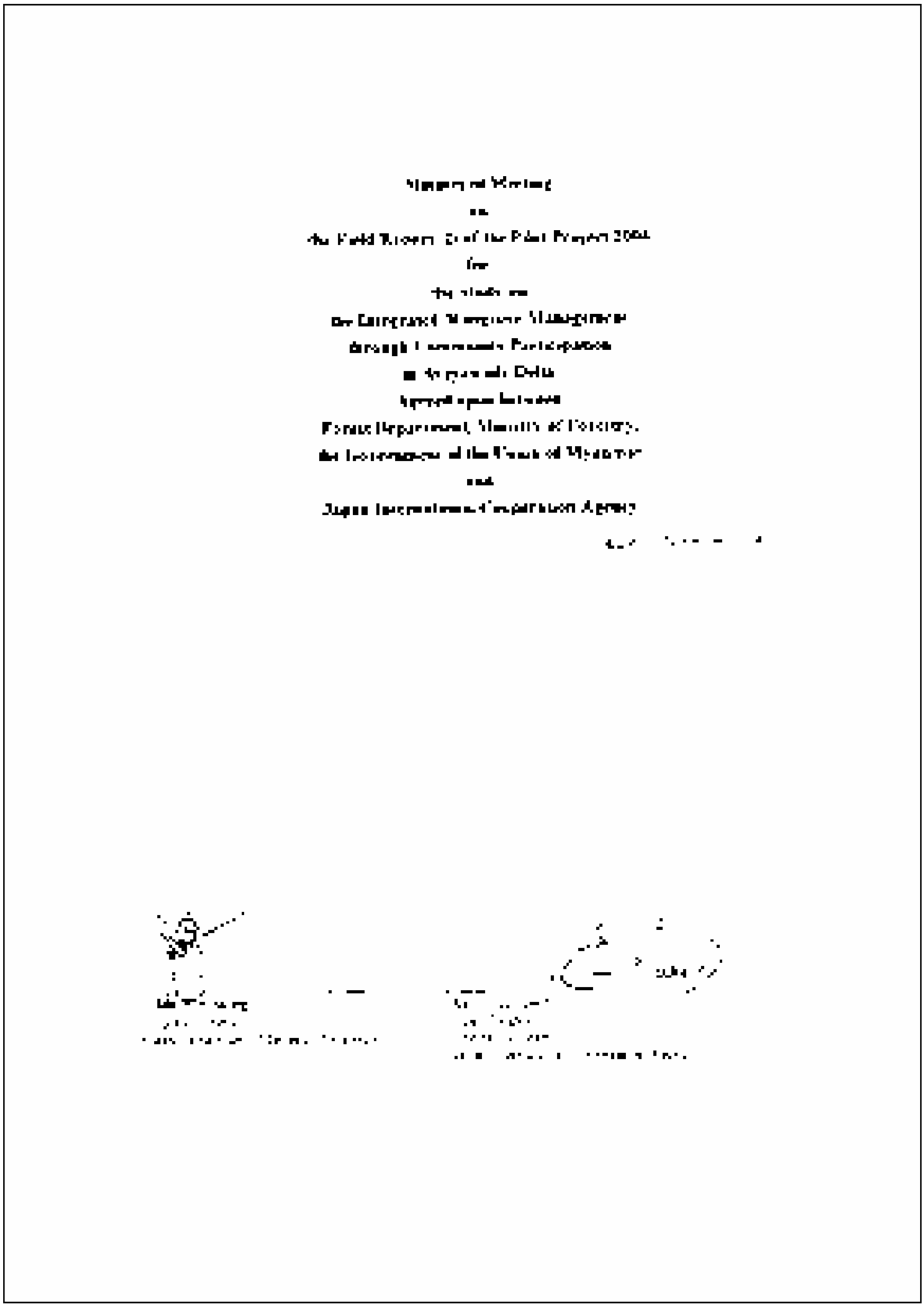


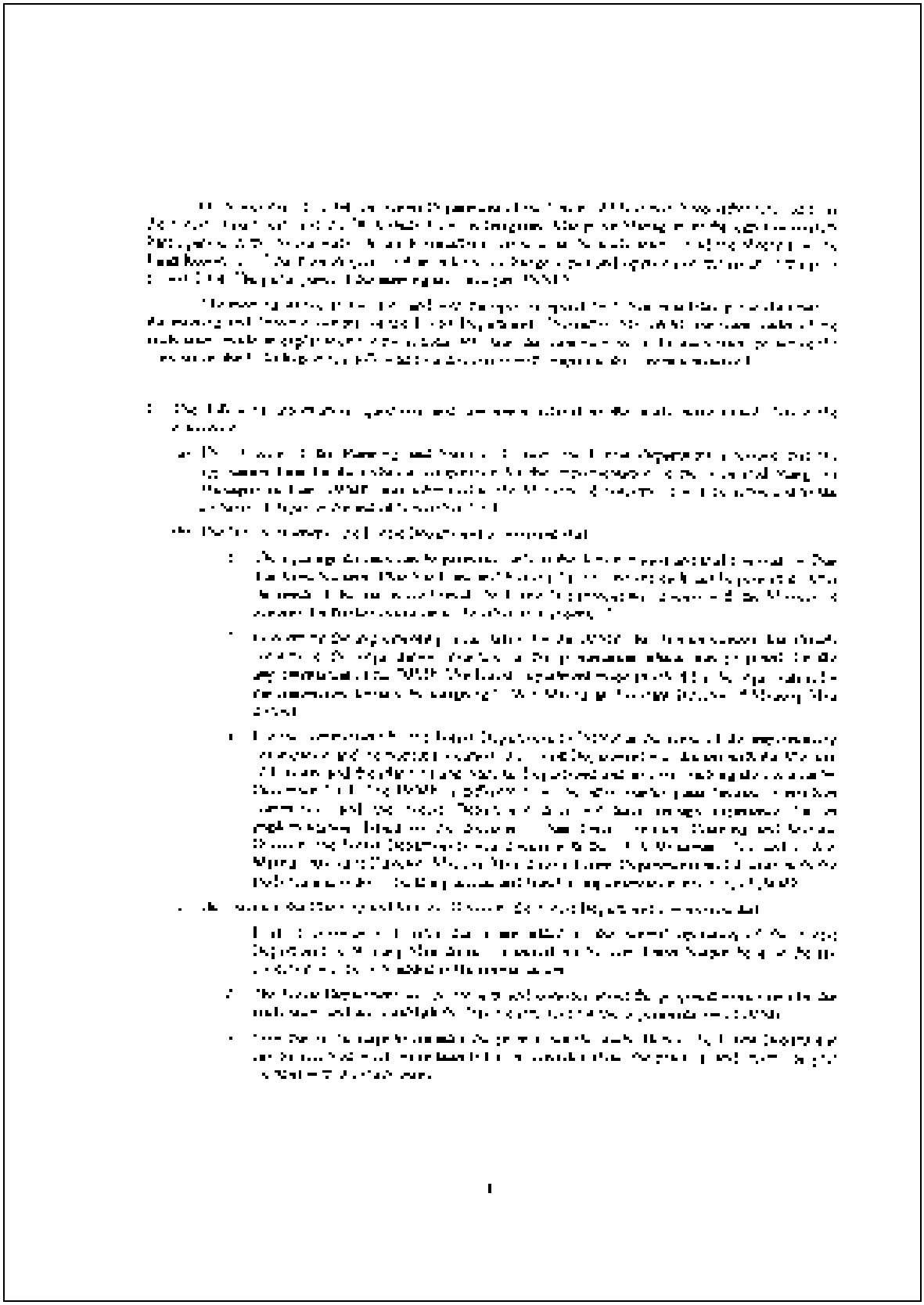


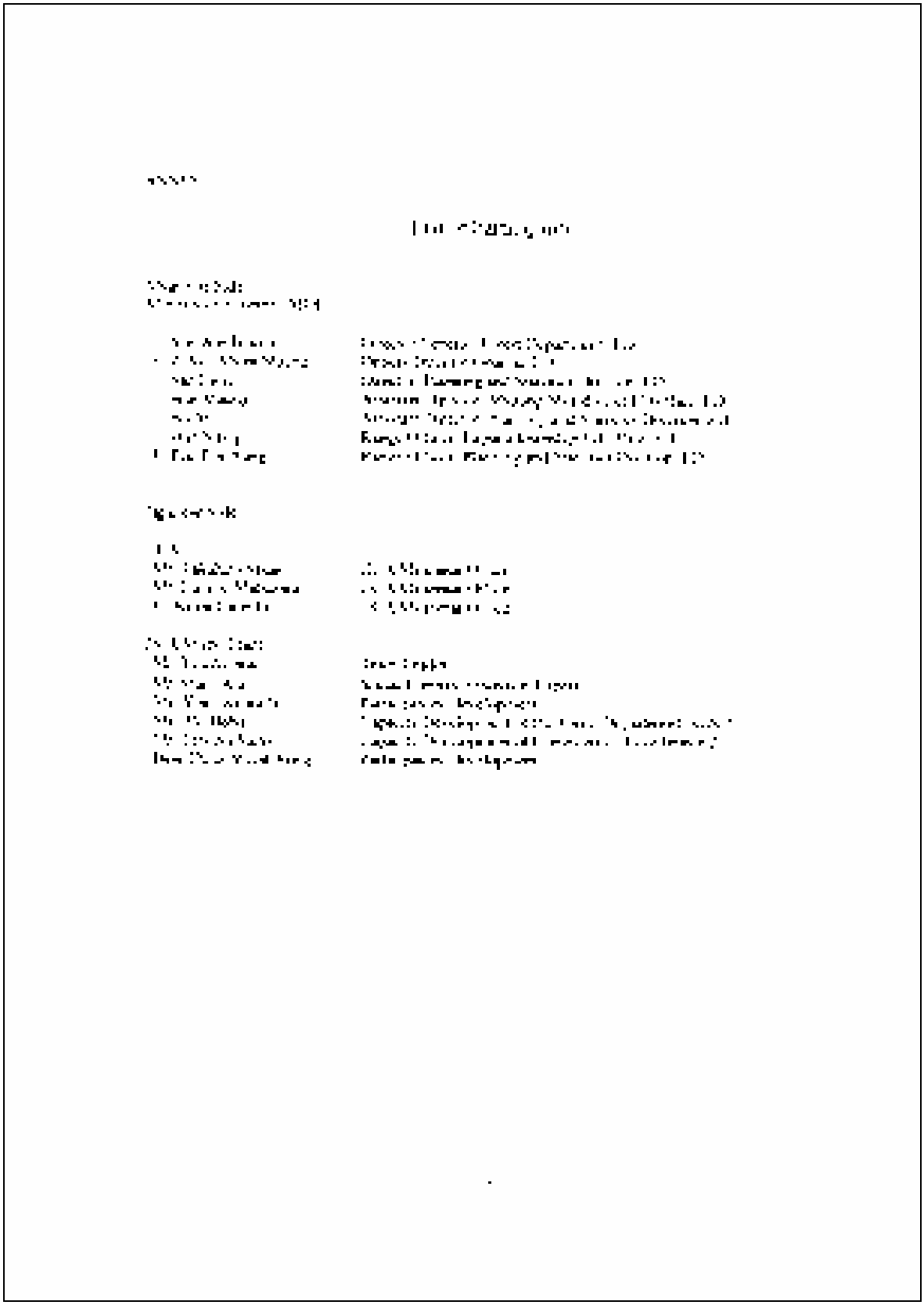




Appendix 2.6 Minutes of Meeting on the Field Report (2)







Ministerial Meeting

on

the Draft Final Report

for

the Study on the Integrated Mangrove Management

through Community Participation in Ang Thong Province

Agreed upon between

Royal Forest Department, Ministry of Agriculture,

the United Republic of Tanzania

and

Japan International Cooperation Agency









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