

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Bonifacio Drive, Port Area
MANILA

097.12 DPWH
07-29-2005

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SPECIAL ORDER)

No.)

Series of 2005)

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SUBJECT : Creation of a Joint Coordinating Committee (JCC) for the JICA Technical Cooperation Project for Strengthening the Flood Management Function of DPWH (Project ENCA, Phase II)

Pursuant to the Record of Discussions dated June 30, 2005 between the Japan International Cooperation Agency and the Authorities Concerned of the Government of the Philippines represented by the Department of Public Works and Highways on the Project for Strengthening the Flood Management Function of DPWH (Project ENCA, Phase II), a Joint Coordinating Committee (JCC) for the said project is hereby created with the following composition:

Chairperson: Assistant Secretary Raul C. Asis, DPWH

Members:

Philippine side

1. Project Director, PMO-FCSEC, DPWH
2. Director, Planning Service, DPWH
3. Director, Bureau of Research & Standards, DPWH
4. Director, Bureau of Design, DPWH
5. Director, Bureau of Construction, DPWH
6. Director, Bureau of Maintenance, DPWH
7. Project Director, PMO-MFCDP I, DPWH
8. Project Director, PMO-MFCDP II, DPWH
9. Director, Infrastructure Staff, NEDA
10. Director, Project Monitoring Staff, NEDA
11. Other persons concerned designated by the Chairperson

Japanese side

1. Chief Advisor
2. Coordinator
3. Other Japanese experts
4. Members(s) of missions dispatched by JICA
5. Representative(s) of JICA Philippine Office
6. Other person (s) concerned appointed by Chief Advisor

Note: Official(s) of the Embassy of Japan may attend the Committee Meetings as observer(s).

The Committee shall perform the following functions:

1. To supervise the annual work plan of the Project in line with the Project Design Matrix and the Plan of Operations.
2. To review the annual and overall progress of the Project and to evaluate the accomplishment of the annual targets and achievement of the objectives.
3. To find out proper ways and means for solution of the major issues arising from or in connection with the Project.

This Order takes effect immediately.

HERMOGENES E. EBBANE JR.
Vign Acting Secretary



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RECORD OF DISCUSSIONS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
AUTHORITIES CONCERNED OF THE GOVERNMENT OF THE PHILIPPINES
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE PROJECT
FOR
STRENGTHENING THE FLOOD MANAGEMENT FUNCTION
OF
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

In response to the request of the Government of the Philippines, the Government of Japan has decided to conduct the technical cooperation concerning the Project for Strengthening the Flood Management Function of the Department of Public Works and Highways (hereinafter referred to as "the Project").

Accordingly, Japan International Cooperation Agency (hereinafter referred to as "JICA"), the official agency responsible for the implementation of the technical cooperation scheme of the Government of Japan, will cooperate with the authorities concerned of the Government of the Philippines for the Project.

JICA and the Philippine authorities concerned had a series of discussions on the framework of the Project. As a result of the discussions and in accordance with the provisions of the Agreement on Technical Cooperation between the two Governments, JICA and the Philippine authorities concerned agreed on the matters referred to in the document attached hereto.

Manila, June 30, 2005



Mr. Shozo Matsuura
Resident Representative
Philippine Office
Japan International Cooperation Agency
Japan



Mr. Manuel M. Bonoan
Undersecretary
Department of Public Works and Highways
Republic of the Philippines

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN JICA AND THE PHILIPPINE GOVERNMENT

1. The Government of the Philippines will implement the Project for Strengthening the Flood Management Function of the Department of Public Works and Highways (hereinafter referred to as "the Project") in cooperation with JICA.
2. The Project will be implemented in accordance with the Master Plan which is given in Annex I.

II. MEASURES TO BE TAKEN BY JICA

In accordance with the laws and regulations in force in Japan, JICA will take, at its own expense, the following measures according to the normal procedures under the Colombo Plan Technical Cooperation Scheme.

1. DISPATCH OF JAPANESE EXPERTS

JICA will provide the services of the Japanese experts as listed in Annex II.

2. PROVISION OF MACHINERY AND EQUIPMENT

JICA will provide such machinery, equipment and other materials (hereinafter referred to as "the Equipment") necessary for the implementation of the Project as listed in Annex III. The Equipment will become the property of the Government of the Philippines upon being delivered C.I.F. (cost, insurance and freight) to the Philippine authorities concerned at the ports and/or airports of disembarkation.

3. TRAINING OF PHILIPPINE PERSONNEL IN JAPAN

JICA will receive the Philippine personnel connected with the Project for technical training in Japan.



III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF THE PHILIPPINES

1. The Government of the Philippines will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period of Japanese technical cooperation, through full and active involvement in the Project by all related authorities, beneficiary groups and institutions.
2. The Government of the Philippines will ensure that the technologies and knowledge acquired by the Philippine nationals as a result of Japanese technical cooperation will contribute to the economic and social development of the Philippines.
3. The Government of the Philippines will grant in Philippine privileges, exemptions and benefits to the Japanese experts referred to in II-1 above and their families, which are no less favorable than those accorded to experts of third countries working in the Philippines under the Colombo Plan Technical Cooperation Scheme.
4. The Government of the Philippines will ensure that the Equipment referred to in II-2 above will be utilized effectively for the implementation of the Project in consultation with the Japanese experts referred to in Annex II.
5. The Government of the Philippines will take necessary measures to ensure that the knowledge and experience acquired by the Philippine personnel from technical training in Japan will be utilized effectively in the implementation of the Project.
6. In accordance with the laws and regulations in force in the Philippines, the Government of the Philippines will take necessary measures to provide at its own expense :



- (1) Services of the Philippine counterpart personnel and administrative personnel as listed in Annex IV ;
 - (2) Land, buildings and facilities as listed in Annex V ;
 - (3) 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 under II-2 above ;
 - (4) Means of transport and travel allowances for the Japanese experts for official travel within the Philippines ; and
 - (5) Suitably furnished accommodation for the Japanese experts and their families.
7. In accordance with the laws and regulations in force in the Philippines, the Government of the Philippines will take necessary measures to meet :
- (1) Expenses necessary for transportation within the Philippines of the Equipment referred to in II-2 above as well as for the installation, operation and maintenance thereof ;
 - (2) Customs duties, internal taxes and any other charges, imposed in the Philippines on the Equipment referred to in II-2 above ; and
 - (3) Running expenses necessary for the implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

1. The Undersecretary for Planning and Technical Services of the Department of Public Works and Highways will bear overall responsibility for the administration



and implementation of the Project.

2. The Director of the Flood Control and Sabo Engineering Center will be responsible for the managerial and technical matters of the Project.
3. The Japanese Team Leader will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
4. The Japanese experts will give necessary technical guidance and advice to the Philippine counterpart personnel on technical matters pertaining to the implementation of the Project.
5. For the effective and successful implementation of technical cooperation for the Project, a Joint Coordinating Committee will be established whose functions and composition are described in Annex VI.

V. JOINT EVALUATION

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

VI. CLAIMS AGAINST JAPANESE EXPERTS

The Government of the Philippines undertakes to bear claims, if any arises, against the Japanese experts engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in the Philippines except for those arising from the willful misconduct or gross negligence of the Japanese experts.

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VII. MUTUAL CONSULTATION

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

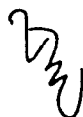
VIII. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

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

IX. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be five (5) years from July 1, 2005.

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| ANNEX I | MASTER PLAN |
| ANNEX II | LIST OF JAPANESE EXPERTS |
| ANNEX III | LIST OF MACHINERY AND EQUIPMENT |
| ANNEX IV | LIST OF PHILIPPINE COUNTERPART AND ADMINISTRATIVE
PERSONNEL |
| ANNEX V | LIST OF LAND, BUILDINGS AND FACILITIES |
| ANNEX VI | JOINT COORDINATING COMMITTEE |



ANNEX I MASTER PLAN

1. Super Goal

Water-induced disasters are mitigated through improved effectiveness of flood control and sabo structures and other measures implemented by DPWH for sustainable development.

2. Overall Goal

More effective and appropriately designed flood control and sabo structures/facilities are constructed by DPWH in accordance with technical standards, guidelines and manuals.

3. Project Purpose

The flood management function of DPWH is strengthened through research and development, training, information management, implementation of pilot projects and creation of the internal support mechanism.

4. Outputs

- (1) Pilot projects are implemented using the technical standards, guidelines and manuals.
- (2) Research is conducted for developing/updating technical standards, guidelines and manuals; and assessing efficient countermeasures for flood control and sabo.
- (3) A sufficient number of personnel of DPWH are trained on flood control and sabo engineering.
- (4) Information Management System is established for a more effective flood management function of DPWH.
- (5) DPWH creates the internal mechanism to sustain the development of technology and organization in the field of flood control and sabo engineering.

5. Activities

- (1-1) Collect available data/information regarding the selected pilot sites through survey and investigation, and interviews with local residents.
- (1-2) Formulate Master Plan(s) for pilot rivers.
- (1-3) Conduct Feasibility Studies on the pilot projects identified in the Master Plan.
- (1-4) Conduct hydraulic experiments for the pilot projects.
- (1-5) Conduct detailed design of the pilot projects.
- (1-6) Supervise the construction of the pilot projects.
- (1-7) Conduct post evaluation of the completed pilot projects.
- (1-8) Prepare/submit reports.
- (2-1) Conduct field survey and investigation including disaster survey.
- (2-2) Conduct hydraulic experiments for other offices/organizations' technical requirements and to further improve the technical standards, guidelines and manuals.
- (2-3) Monitor usage/applicability of the technical standards, guidelines, manuals and other outputs of the project.
- (2-4) Make reports and recommendations.
- (3-1) Continue training on structure planning & design, construction supervision and maintenance.
- (3-2) Commence training on planning and design of sabo works.
- (3-3) Evaluate the training.
- (4-1) Conduct coordination meetings/seminars with related agencies/organizations regarding flood and sabo management.
- (4-2) Issue bulletins and annual reports.
- (4-3) Accumulate and compile data and information.
- (5-1) Hold consultative meetings regularly to strengthen the internal mechanism.
- (5-2) Prepare a plan/document on the sustainability of the project gains.



ANNEX II LIST OF JAPANESE EXPERTS

1. Long-term experts

- Chief Advisor
- Coordinator
- Sabo Engineering
- River Engineering

2. Short-term experts

- Sediment discharge analysis
- Run-off analysis
- Hydraulic experiments
- Feasibility studies of the pilot projects
- Other fields as required

Note: The fields, number and terms of assignment of the short-term experts will be finalized in consideration of the progress of the Project through mutual consultations for each Japanese fiscal year.

ANNEX III LIST OF MACHINERY AND EQUIPMENT

1. A set of equipment needed for surveying and updating manuals such as (a) vehicle(s), survey equipment, a large-format printer for mapping, etc.
2. A set of equipment needed for hydraulic experiments and research, such as a personal computer system, etc.
3. A set of equipment needed for establishing an information filing and dissemination system such as a photocopy machine, printing equipment for publication, etc.



ANNEX IV LIST OF PHILIPPINE COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Overall responsibility for the administration and implementation of the Project
Manuel M. Bonoan, Undersecretary for Planning and Technical Services of DPWH
2. Responsibility for managerial and technical matters of the Project
Resito V. David, MNSA, Project Director of FCSEC, DPWH
3. Counterpart and Administrative Staff
In addition to the Project Director and the Project Manager, 14 technical positions and 7 administrative positions are approved by Department of Budget and Management as follows, although currently 5 positions are vacant.

- (1) Project Manager of FCSEC
Dolores M. Hipolito

(2) Staff Members

Position	Number of staff	Vacant positions within the number
Engineer V	3	
Engineer IV	3	including 1 currently vacant position
Engineer III	4	
Draftsman III	1	
Laboratory Technician III	1	
Information Technology Officer I	1	
Librarian II	1	currently vacant
Human Resource Management Officer IV	1	currently vacant
Administrative Officer III	1	
Budget Officer III	1	
Accountant III	1	currently vacant
Artistic Illustrator II	1	currently vacant
Clerk III	1	
Driver II	1	
Total number of Staff	21	including 5 vacant positions

ANNEX V LIST OF LAND, BUILDINGS AND FACILITIES

The office building, its facilities and the dormitory building for the trainees in the Napindan Hydraulic Control Structure (NHCS) Compound is provided for the Project, together with the hydraulic laboratory installed by the Japanese Grant Aid.