

**RECORD OF DISCUSSIONS**

**FOR**

**THE PROJECT FOR SUSTAINABLE PLANNING AND  
IMPROVEMENT OF SOLID WASTE MANAGEMENT  
IN YANGON CITY  
(YANGON CITY DEVELOPMENT COMMITTEE AREA- YCDC)**

**AGREED UPON BETWEEN**

**YANGON CITY DEVELOPMENT COMMITTEE**

**OF**

**THE REPUBLIC OF THE UNION OF MYANMAR**

**AND**

**JAPAN INTERNATIONAL COOPERATION AGENCY**

**Dated August 06 2019**

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In response to the official request of the Government of the Republic of the Union of Myanmar to the Government of Japan, the Japan International Cooperation Agency (hereinafter referred to as "JICA") held a series of discussions with Yangon City Development Committee of the Republic of the Union of Myanmar (hereinafter referred to as "the Counterpart") and relevant organizations to develop a detailed plan of The Project for Sustainable Planning and Improvement of Solid Waste Management in Yangon City (Yangon City Development Committee Area - YCDC) (hereinafter referred to as "the Project").

The purpose of this record of discussions (hereinafter referred to as "the R/D") is to establish a mutual agreement for its implementation by both parties and to agree on the detailed plan of the Project as described in the followings and the Annexes, which will be implemented within the framework of the Note Verbales to be exchanged between the Government of Japan and the Government of the Republic of the Union of Myanmar.

The Counterpart 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 the Republic of the Union of Myanmar.

Both parties also agreed that the Project will be implemented in accordance with the "Basic Principles for Technical Cooperation" published in --- 2016 (hereinafter referred to as "the BP"), unless other arrangements are agreed in the R/D.

The R/D is delivered at Yangon as of the day and year first above written. The R/D may be amended by a minutes of meetings between both parties. The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the R/D.

For

JAPAN INTERNATIONAL  
COOPERATION AGENCY



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Masayuki KARASAWA  
Chief Representative  
JICA Myanmar Office

For

YANGON CITY DEVELOPMENT  
COMMITTEE



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H.E. U Maung Maung Soe  
Minister of Development Affairs,  
Yangon Region Government  
Mayor  
Yangon City Development Committee

- Annex 1 Main Points Discussed
- Annex 2 Project Description
- Annex 3 Implementation Structure
- Annex 4 List of Proposed Members of Joint Coordinating Committee

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## MAIN POINTS DISCUSSED

1. Project Scheme

The Project will be implemented under the scheme “Technical Cooperation for Development Planning”. In Technical Cooperation for Development Planning, JICA conducts necessary studies to support YCDC to formulate master plans, by dispatching members of JICA missions. Based on the results of this cooperation, YCDC is expected to formulate plans for sector development by utilizing the results, to implement plans by raising funds from international organizations and others, and/or to carry out the recommended organizational/institutional reforms and other proposed activities. Also, the Project will cover capacity development of YCDC staffs.

2. Project Title

Both sides agreed that project title is “The Project for Sustainable Planning and Improvement of Solid Waste Management in Yangon City (Yangon City Development Committee Area – YCDC)”.

3. Target Waste Planned in the Master Plan

YCDC explained that it is established by the Yangon City Development Law that YCDC is responsible for treatment of 5 types of waste such as Household Waste, Hazardous Waste, Hospital Waste, Industrial Waste and Construction Waste. Both parties agreed that the master plan will be formulated primarily focusing on Household Waste. Other 4 types of waste will also be included into the Master Plan at the basic information collection level.

4. Project Site

Both sides agreed that Project site is inside of YCDC’s administrative boundary.

5. Target year of the Master Plan

Both sides agreed that the target year for the Master Plan is the year 2040 for long-term, year 2030 for mid-term, and annual implementation plan for the first 3 years will also be developed based on the Master Plan.

6. Input by JICA

(1) Dispatch of experts by JICA

Experts of the following expertise will be provided by JICA. The number of expertise does not correspond directly to the number of experts, as two or more expertise may be assigned to one expert.

- (1) Chief Advisor/Solid waste management
- (2) Waste collection and transportation
- (3) Intermediate treatment and final disposal
- (4) 3Rs and public awareness

- (5) Financial/economic analysis
- (6) Environmental and Social Considerations
- (7) Institutional system/Training planning

(2) Training

Counterpart Training in Japan will be conducted.

7. Contents of Pilot Project

Both sides agreed that the pilot projects will possibly be implemented in following areas;

- (1) Improvement of collection of waste collection service fee
- (2) Improvement of waste collection service

8. Approval Procedure of the Proposed Master Plan

YCDC explained that drafted Master Plan will be submitted to the Executive Committee of YCDC to get approval at first. Then, after gained approval from the Executive Committee, drafted Master Plan will be submitted to the Cabinet of Yangon Regional Government for gaining endorsement at regional government level.

9. Implementing Structure

- (1) PCCD(Pollution Control and Cleansings Department) of YCDC will be an implementing agency of the Project
- (2) Secretary of YCDC will bear responsibility for the overall implementation and coordination of the Project as a Project Director.
- (3) Head of Department of PCCD will manage the Project on a regular basis, and be responsible for administrative and technical matters of the Project as a Project Manager.
- (4) Assistant Chief Engineer of PCCD will provide necessary support to the Project Manager in administrative and technical matters as a Project Coordinator.

10. Environmental and Social Considerations

With regard to the Section 10.1 of the BP, since the Project is categorized as B under the 'JICA Guidelines for Environmental and Social Considerations (April 2010)' (hereinafter referred to as "the Guideline"), the Project should include a Terms of Reference (TOR) for Environmental and Social Considerations including comparative analysis of alternative proposed plans based on the concept of Strategic Environmental Assessment (SEA) in line with the Guidelines as outlined below;

- (1) Analysis of the goals and objectives of the Mater Plan;
- (2) Analysis of possible alternative considering development constrains;
- (3) Analysis of the contents of the Master Plan;
- (4) Conducting scoping including choosing alternatives for analysis, a range of significant and potentially significant impacts, and study methods;
- (5) Conducting baseline surveys for Environmental and Social

- Considerations, including land use, natural environment, indigenous people and social and economic situation;
- (6) Review of existing institutional and organizational structure on environmental and social considerations in Myanmar, including;
    - 1) Laws, regulations, and standards related to environmental and social considerations (environmental impact assessment, resettlement, public participation, information disclosure, and others);
    - 2) Gaps between the JICA Guidelines and the legal framework of Myanmar on environmental and social considerations;
    - 3) Relevant organizations responsible for implementation of projects and their roles on environmental and social considerations including Environmental Impact Assessment (EIA) and SEA;
  - (7) Prediction of likely impacts of the proposed projects under the Master Plan based on the scoping;
  - (8) Evaluation of likely impacts of the plans and comparative analysis of alternative proposed plans, including the 'without project' option;
  - (9) Examination of the mitigation measures (to be avoided, minimized, and compensated);
  - (10) Examination of the monitoring methods (monitoring items, frequencies, and methods);
  - (11) Support to hold stakeholder meetings;
  - (12) Perform other duties deemed necessary.

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## PROJECT DESCRIPTION

(1) Expected Goal which will be attained after implementing the proposed plan  
Solid waste generated in Yangon City is properly and sustainably treated.

(2) Outputs

1. Master Plan on Solid Waste Management in Yangon City is formulated.
2. Knowledge and experience which contribute to Master Plan formulation and implementation are acquired through pilot projects.
3. Capacity of YCDC in solid waste management is strengthened through formulation of Master Plan and implementation of pilot projects.

(2) Activities

1. Review and analyze the current situation and issues
  - Law/regulation related to SWM (National and Local level)
  - Strategy/Plan related to SWM (National and Local level)
  - Socio-economic situation in Yangon city
  - Organizational/institutional structure related to SWM in Yangon city
  - Waste composition survey and future projection
  - Waste collection and transportation
  - Intermediate treatment
  - Final disposal
  - 3Rs and public awareness
  - Financial/economic management
  - Others
2. Formulating Solid Waste Management Master Plan for YCDC
  - Year 2040 for long-term
  - Year 2030 for mid-term
  - Annual implementation plan for the first 3 years
3. Implementing Pilot Projects
  - Plan details of the Pilot Projects (Contents, Target area etc.)
  - Implement Pilot Projects
  - Review of Pilot Projects

(4) Duration

Three (3) years from the arrival of the first experts.

(5) Other details

Other details are described in the Annexes as attached.

**List of Proposed Members of Joint Coordinating Committee for  
The Project for Sustainable Planning and Improvement of Solid Waste  
Management in Greater Yangon**

Joint Coordinating Committee (JCC) will be established in order to manage the Project, and its proposed members are listed below. JCC will be held at least once a year and whenever deems it necessary.

Main tasks are to discuss the progress and major issues that arise during the implementation of the Project.

**Myanmar Side**

- (1) Project Director (Chair of JCC)**  
Secretary, Yangon City Development Committee
  
- (2) Project Manager**  
Head of Department of Pollution Control and Cleansings Department
  
- (3) Project Coordinator**  
Assistant Chief Engineer of Pollution Control and Cleansings Department
  
- (4) Personnel from YCDC**
  - Pollution Control and Cleansings Department
  - City Planning and Land Administration
  - Engineering Department
  - Budget and Accounts Department
  - Other administration and department that the Myanmar side might consider necessary
  
- (5) Other persons that the Myanmar side might consider necessary (consultants, technicians, etc.)**

**Japanese Side**

- (1) JICA Experts**
  
- (2) Chief Representative, representatives and staff of JICA Myanmar Office**
  
- (3) Staff from JICA Headquarters, other domestic and foreign offices, if necessary**
  
- (4) Other persons that the Japanese side might consider necessary (consultants, technicians, etc.)**





# The Project for Sustainable Planning and Improvement of Solid Waste Management in Yangon City

(Yangon City Development Committee Area - YCDC) Project

## Implementation Structure

### Joint Coordinating Committee

#### Counterparts

PCCD, YCDC

Project Director

Project Manager

Project  
Coordinator

Staff from PCCD

#### Other persons from Myanmar side

- City Planning and Land Administration
- Engineering Department
- Budget and Accounts Department
- Others

#### JICA

JICA Experts

JICA Myanmar Office

JICA Headquarters

#### Other persons from Japan side

- Embassy of Japan in Myanmar
- Others