

RECORD OF DISCUSSIONS
 BETWEEN
 JAPAN INTERNATIONAL COOPERATION AGENCY
 AND
 AUTHORITIES CONCERNED OF THE GOVERNMENT OF NEPAL
 ON
 JAPANESE TECHNICAL COOPERATION
 FOR
 THE SCHOOL HEALTH AND NUTRITION PROJECT

With regard to the Minutes of Meeting between the Japanese Preparatory Study Team and the Government of Nepal dated August 17 and December 25, 2007, Japan International Cooperation Agency (hereinafter referred to as "JICA") had a series of discussions, through the Resident Representative of JICA in Nepal, with the Nepalese authorities concerned on the framework of the Technical Cooperation for "The School Health and Nutrition Project".

As a result of the discussions, and in accordance with the provisions of the Agreement on Technical Cooperation between the Government of Japan and the Government of Nepal, signed in Kathmandu on September 3, 2003 (hereinafter referred to as "the Agreement"), JICA and Nepalese authorities concerned agreed on the matters referred to in the document attached hereto.



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Mr. Noriaki Niwa
 Resident Representative
 Japan International Cooperation Agency
 Nepal Office
 Japan

Kathmandu, April 03, 2008

Govinda Prasad Ojha

Dr. Govinda Prasad Ojha
 Director General
 Department of Health Services
 Ministry of Health and Population
 Nepal

Janardan Nepal

Mr. Janardan Nepal
 Director General
 Department of Education
 Ministry of Education and Sports
 Nepal



03 APR 2008

THE ATTACHED DOCUMENT

I. COOPERATION BETWEEN JICA AND THE GOVERNMENT OF NEPAL

1. The Government of Nepal will implement the Technical Cooperation for "School Health and Nutrition Project" (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 and the provisions of Article III of the Agreement, JICA, as the executing agency for technical cooperation by the Government of JAPAN, will take, at its own expense, the following measures according to the normal procedures of its technical cooperation scheme.

1. DISPATCH OF JAPANESE EXPERTS

JICA will provide the services of the Japanese experts as listed in Annex II. The provision of Article III (b) of the Agreement will be applied to the above-mentioned experts.

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 provision of Article III (e) of the Agreement will be applied to the Equipment.

3. TRAINING OF NEPALESE PERSONNEL IN JAPAN OR A THIRD COUNTRY

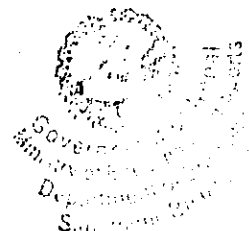
JICA will receive the Nepalese personnel connected with the Project for technical training in Japan or a third country.

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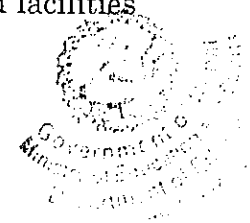


III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF NEPAL

1. The Government of Nepal 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 Nepal will ensure that the technologies and knowledge acquired by the Nepalese nationals as a result of the Japanese technical cooperation will contribute to the economic and social development of Nepal.
3. In accordance with the provisions of Article VI of the Agreement, the Government of Nepal will grant the Nepal privileges, exemptions and benefits to the Japanese experts referred to in II-1 above and their families.
4. In accordance with the provisions of Article VIII of the Agreement, the Government of Nepal will take the necessary measures to receive and use the Equipment provided by JICA under II-2 above and other equipment, machinery and materials carried in by the Japanese experts referred to in II-1 above.
5. The Government of Nepal will take necessary measures to ensure that the knowledge and experience acquired by the Nepalese personnel from technical training in Japan or a third country will be utilized effectively in the implementation of the Project.
6. In accordance with the provision of Article V (b) of the Agreement, the Government of Nepal will provide the services of Nepalese counterpart personnel and administrative personnel as listed in Annex IV.
7. In accordance with the provision of Article V (a) of the Agreement, the Government of Nepal will provide necessary space and facilities for the Project as listed in Annex V.

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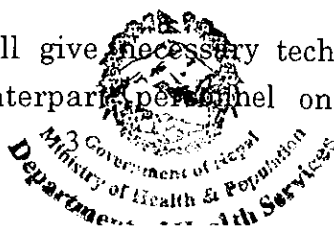
8. In accordance with the laws and regulations in force in Nepal, the Government of Nepal will take necessary measures to supply or replace at its own expense machinery, equipment, instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project other than the Equipment provided by JICA under II-2 above.
9. In accordance with the laws and regulations in force in Nepal, the Government of Nepal will take necessary measures to cover the running expenses for the smooth implementation of the Project.

IV. ADMINISTRATION OF THE PROJECT

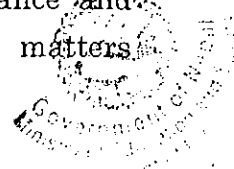
1. The Directors of Child Health Division, DOHS, MOHP and Administrative Division, DOE, MOES, as the Project Directors, will bear overall responsibility for the administration and implementation of the Project. Project Directors will make necessary coordination among related departments within MOHP and MOES and other concerned parties.
2. The Chief, Nutrition Section, Child Health Division, DOHS, MOHP and Deputy Director, Educational Material Management Section, Administration Division, DOE, MOES, as the Project Managers, will be responsible for the managerial and technical matters of the Project at the central level.
4. The Sindhupalchowk District and Syangia District Health Officers and Education Officers will be responsible for the coordination, management and technical matters of the project at the district level.
5. The Japanese Chief Advisor of the Project will provide necessary recommendations and advice to the Project Directors and the Project Managers on any matters pertaining to the implementation of the Project.
6. The Japanese experts will give necessary technical guidance and advice to Nepalese counterparts personnel on technical matters.

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pertaining to the implementation of the Project.

- 7. 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 Nepalese 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

In accordance with the provision of Article VII of the Agreement, the Government of Nepal 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 Nepal except for those arising from the willful misconduct or gross negligence of the Japanese experts.

VII. MUTUAL CONSULTATION

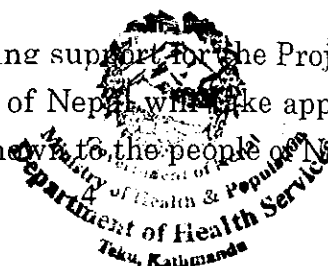
There will be mutual consultation between JICA and the Government of Nepal on any major issues arising from, or in connection with this Attached Document.

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

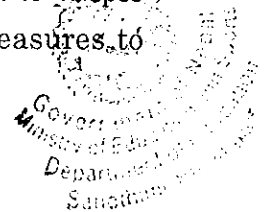
For the purpose of promoting support for the Project among the people of Nepal, the Government of Nepal will take appropriate measures to make the Project widely known to the people of Nepal.

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IX. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be four (4) years from June 1, 2008.

- ANNEX I MASTER PLAN
- ANNEX II LIST OF JAPANESE EXPERTS
- ANNEX III LIST OF MACHINERY AND EQUIPMENT
- ANNEX IV LIST OF NEPALESE COUNTERPART AND ADMINISTRATIVE PERSONNEL
- ANNEX V LIST OF OFFICE SPACE AND FACILITIES
- ANNEX VI JOINT COORDINATING COMMITTEE
- ANNEX VII AGREEMENT ON TECHNICAL COOPERATION BETWEEN THE GOVERNMENT OF JAPAN AND THE GOVERNMENT OF NEPAL

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ANNEX I MASTER PLAN

1. Project Title

School Health and Nutrition Project

2. Target Districts of the Project

Sindhupalchowk district and Syanja district

3. Overall Goal

Health and nutrition status of school-aged children is improved in Nepal.

4. Project Purpose

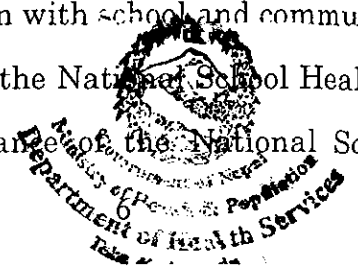
- Health and nutrition status of school-aged children is improved in the target districts.
- National School Health and Nutrition Strategy is practically institutionalized by the Ministry of Health and Population and the Ministry of Education and Sports.

5. Outputs

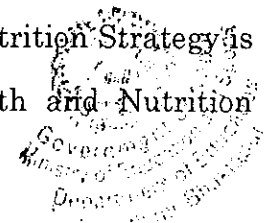
- (1) The teaching method on school health is improved with the use of a school health teaching package.
- (2) The awareness and capacity of key stakeholders are improved for the implementation of school health activities.
- (3) Health-service at school is improved.
- (4) The health-related knowledge, behavior, and habits of school-aged children are improved through school health activities.
- (5) Action plans based upon the National School Health and Nutrition Strategy (NSHNS) is executed and systematically promoted by the concerned offices at the district level in collaboration with school and community stakeholders.
- (6) A practical model based on the National School Health and Nutrition Strategy is developed under the guidance of the National School Health and Nutrition

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Advisory Committee (NSHNAC), and the plan of expanding the model is developed at the central level.

6. Activities

(0-1) To set up the following committees:

-District School Health and Nutrition Committee(DSHNC)

-School Health and Nutrition Committee(SHNC)

(0-2) To assign focal persons at District Health Office, and District Education Office,

() District Development Committee, Village Development Committee and schools

(1-1) To review the currently available teaching materials on health and nutrition in Nepal

(1-2) To develop guidelines and manuals for Training of Trainers (TOT) and other trainings for practical health and nutrition education, reviewing school health activities under 2-1, 2-2, 2-3 and 3

(2-1) To conduct TOT for appropriate personnel (resources person, etc.) for the training of key stakeholders

() (2-2) To conduct a cascade training for teachers/facilitators (by resource persons, etc.)

(2-3) To conduct follow-up training for teachers/facilitators and provide the latest information on health topics and services in collaboration with health service providers

(2-4) To support DSHNC to plan and implement awareness-raising campaigns for students and community people

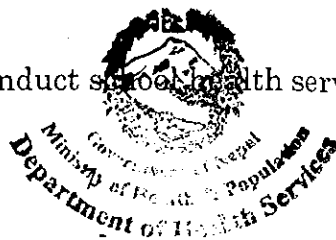
(3-1) To prepare a minimum health service package for school

(3-2) To support DSHNC to make Action Plans for the implementation of school health service activities

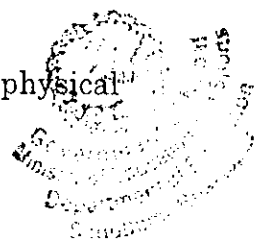
(3-3) To support target schools to conduct school health services such as physical

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check-ups, de-worming, tetanus immunizations for girl students, and iron supplement, in coordination with health facilities in the area

(3-4) To support school and district office to compile data gained through activities under 3-3

(4-1) To support SMC/SHNC to develop Action Plans at the community level through workshops with stakeholders such as health and educational officials, resource persons, teachers, health service providers, multi-sectoral organizations and community organizations

(4-2) To conduct a health-related class based on the teaching manuals

(4-3) To help improve sanitary environment at school in cooperation with teachers, students and community organizations

(4-4) To support the promotion of the activities of Child Clubs

(4-5) To develop out-reach programme, making use of the school health activities

(5-1) To select areas according to the following three groups in the target district:

Group A: Schools where a model will be developed

Group B: Schools where the model will be disseminated

Group C: Remote areas not covered by formal schools

(5-2) To conduct a base-line survey in order to identify constraints and potentials in implementing school health

(5-3) To develop Action Plans through workshops to promote school health in collaboration with relevant stakeholders

(5-4) To provide support for the implementation of school health activities

(5-5) To develop monitoring tools on school health

(5-6) To review the school health activities, including the school health package, by SMC/SHNC

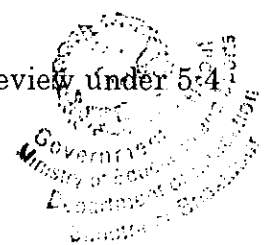
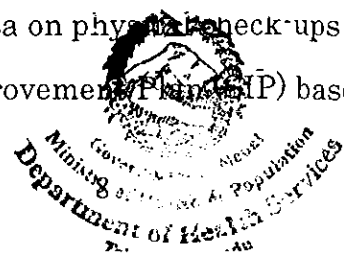
(5-7) To collect and analyze the data on physical check-ups

(5-8) To help alternate School Improvement Plan (SIP) based on the review under 5-4

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- (6-1) To disseminate NSHNS through workshops and provide technical support for regional and district offices
- (6-2) To review partners' good practices in school health and nutrition to feedback to the project's school health activities
- (6-3) To review the overall school health activities, including school health teaching package, for nationwide use
- (6-4) To review the drafted version of Guidelines for NSHNS and suggest revisions based on the practical experience gained through the school health activities
- (6-5) To document a practical model and manuals based on the reviews conducted under 6-2, 3, 4 and 5
- (6-6) To prepare an action plan of expanding the practical model to other districts
- (6-7) To conduct national workshop to disseminate the outcome of the school health activities to other districts as well as other relevant partners

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ANNEX II LIST OF JAPANESE EXPERTS

1. Long-term Experts

- (1) Chief Advisor
- (2) Project Coordinator

2. Short-term Experts

- (1) School Health
- (2) Health Education
- (3) Nutrition
- (4) Other areas mutually agreed upon as needed

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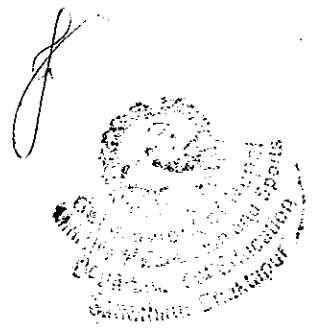
ANNEX III LIST OF MACHINERY AND EQUIPMENT

1. The necessary equipment for the transfer of technology by the Japanese experts will be provided.
2. Other materials and equipment mutually agreed upon as necessary will be provided.

Note:

The contents, specifications and quantity of the above-mentioned equipment will be decided through mutual consultations within the allocated budget of the Japanese fiscal year.

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ANNEX IV LIST OF NEPALESE COUNTERPART AND ADMINISTRATIVE PERSONNEL

1. Project Director:

- (1) Director of Child Health Division, DOHS, MOHP
- (2) Director of Administrative Division, DOE, MOES

2. Project Manager:

- (1) Chief, Nutrition Section, Child Health Division, DOHS, MOHP
- (2) Deputy Director, Educational Material Management Section, Administration Division, DOE, MOES

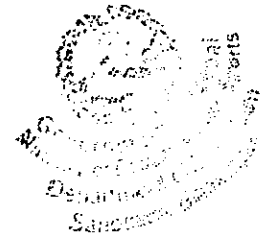
3. Counterparts:

- (1) District Health Officers in Sindhupalchowk and Syangja Districts
- (2) District Education Officers in Sindhupalchowk and Syangja Districts
- (3) Other key health and education staff in Sindhupalchowk and Syangja districts mutually agreed upon as necessary

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ANNEX V LIST OF OFFICE SPACE AND FACILITY

The following items will be prepared by the Government of Nepal for the implementation of the Project.

1. Necessary office spaces for the Project at DOHS, MOHP and/or DOE, MOES at central level.
2. Necessary office spaces for the Project at District Health Offices and/or District Education Offices at district level.
3. Operational expenses such as the supply of water, electricity, gas and furniture for the Project offices, and other running expenses necessary for the Project operation.
4. Other facilities mutually agreed upon as necessary.

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ANNEX VI JOINT COORDINATING COMMITTEE

1. FUNCTION

The Joint Coordinating Committee (JCC) will be held at least once a year and whenever necessity arises and will work to fulfill the following functions:

- (1) To formulate and approve the Annual Work Plan of the Project;
- (2) To review the overall progress of the Project as well as the achievements of the above-mentioned Annual Work Plan;
- (3) To review and exchange opinions on major issues that arise during the implementation of the Project.

2. COMPOSITION

Nepalese side

- Director General, DOHS, MOHP
- Director General, DOE, MOES
- Project Directors
- Project Managers
- Representatives of National School Health and Nutrition Advisory Committee (NSHNAC) and representatives of District School Health and Nutrition Coordinating Committee (DSHNCC)

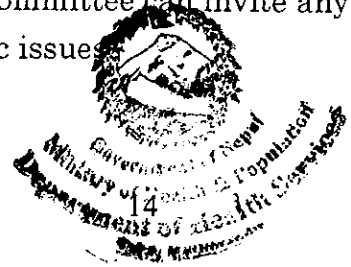
Japanese side

- Chief Advisor of the Project
- Project Coordinator
- Short-term Japanese Expert(s)
- Representatives of JICA Nepal Office
- Representatives of the Embassy of Japan

Note: The Joint Coordinating Committee can invite any relevant donors, INGO/NGO and personnel to discuss specific issues

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ANNEX VII AGREEMENT ON TECHNICAL COOPERATION BETWEEN THE GOVERNMENT OF JAPAN AND THE GOVERNMENT OF NEPAL

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**AGREEMENT
ON
TECHNICAL COOPERATION
BETWEEN
THE GOVERNMENT OF JAPAN
AND
HIS MAJESTY'S GOVERNMENT OF NEPAL**

The Government of Japan and His Majesty's Government of Nepal,

Desiring to strengthen further the friendly relations existing between the two countries by the promotion of technical cooperation, and

Considering mutual benefits derived from promoting the economic and social development of their respective countries,

Have agreed as follows:

ARTICLE I

The two Governments will endeavor to promote technical cooperation between the two countries.

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Government of Nepal
Ministry of Health Services
Department of Health Services
Teku, Kathmandu

ARTICLE II

On the basis of this Agreement, the two Governments will enter into separate arrangements in written form to carry out specific technical cooperation programs to be agreed upon between the two Governments.

ARTICLE III

The Government of Japan will, in accordance with the laws and regulations in force in Japan, and under the arrangements referred to in Article II of this Agreement, carry out at its own expense the following forms of technical cooperation:

- (a) receiving Nepalese nationals for technical training in Japan;
- (b) dispatching Japanese experts (hereinafter referred to as "the Experts") to the Kingdom of Nepal;
- (c) dispatching Japanese volunteers with a wide range of technical skills and abundance of experience (hereinafter referred to as "the Senior Volunteers") to the Kingdom of Nepal;
- (d) dispatching Japanese missions (hereinafter referred to as "the Missions") to the Kingdom of Nepal to conduct surveys of economic and social development projects of His Majesty's Government of Nepal;
- (e) providing His Majesty's Government of Nepal with equipment, machinery and materials; and

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- (f) providing His Majesty's Government of Nepal with other forms of technical cooperation as may be mutually agreed upon between the two Governments.

ARTICLE IV

His Majesty's Government of Nepal will ensure that the techniques and knowledge acquired by Nepalese nationals as well as provided equipment, machinery and materials as a result of the Japanese technical cooperation as provided for in Article III of this Agreement will contribute to the economic and social development of the Kingdom of Nepal, and not be used for military purposes.

ARTICLE V

In case the Government of Japan dispatches the Experts and the Missions, His Majesty's Government of Nepal will take at its own expense the following measures:

- (a) to provide suitable office and other facilities including telephone and facsimile services wherever available required for the performance of the duties of the Experts and the Missions as well as to bear expenses for their operation and maintenance;
- (b) to provide the local staff (including Nepalese counterparts to the Experts and the Missions, and if necessary, adequate interpreters) necessary for the performance of the duties of the Experts and the Missions;

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(c) to bear expenses of the Experts for:

- (i) daily transportation to and from their place of work;
- (i i) their official travels in the Kingdom of Nepal; and
- (i i i) their official correspondence;

(d) to provide rent-free housing accommodation for the Experts and their families whenever local conditions and financial possibilities of authorities concerned of His Majesty's Government of Nepal permit; and

(e) to provide free medical care and facilities for the Experts and their families as well as members of the Missions whenever local conditions and financial possibilities of authorities concerned of His Majesty's Government of Nepal permit.

ARTICLE VI

1. (1) His Majesty's Government of Nepal will:

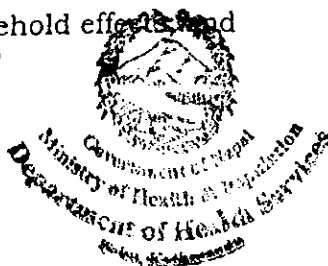
(a) exempt the Experts and members of the Missions from income tax and other fiscal charges imposed on or in connection with any emoluments or allowances remitted to them from overseas;

(b) exempt the Experts and their families as well as members of the Missions from consular fees, customs duties, taxes and other fiscal charges of a similar nature, in respect of the importation of:

(i) personal and household effects and

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- (i i) one motor vehicle per Expert assigned to stay in the Kingdom of Nepal;
- (c) refund value added tax to the Experts who do not import any motor vehicle into the Kingdom of Nepal in respect of one motor vehicle per Expert in case of local purchase; and
- (d) exempt the registration fee of the motor vehicle mentioned in (b) (ii) and (c) above.

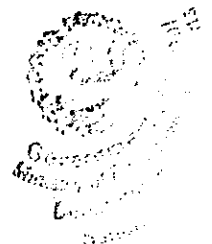
(2) The motor vehicle mentioned above will be subject to payment of customs duties and taxes if they are subsequently sold or transferred within the Kingdom of Nepal to individuals or organizations not entitled to exemption from such duties and taxes or similar privileges.

2. His Majesty's Government of Nepal will take the following measures:

- (a) to permit the Experts and their families as well as members of the Missions to enter, leave and sojourn in the Kingdom of Nepal for the duration of their assignment therein, offer them the convenience for procedures of alien registration requirements, and exempt them from consular fees;
- (b) to issue to the Experts and their spouses as well as members of the Missions identification cards to secure the cooperation of all governmental organizations necessary for the performance of the duties of the Experts and the Missions;
- (c) to offer the Experts, holding car driving licenses, the convenience for acquisition of car driving license as per the prevailing rules in Nepal; and

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(d) Other measures necessary for the performance of the duties of the Experts and the Missions.

3. His Majesty's Government of Nepal will accord the Experts and their families as well as members of the Missions such privileges, exemptions and benefits as are no less favorable than those accorded to experts and their families as well as members of missions of any third country or of any international organization performing a similar mission in the Kingdom of Nepal.

ARTICLE VII

His Majesty's Government of Nepal bear claims, if any arises, against the Experts and members of the Missions resulting from, occurring in the course of, or otherwise connected with, the discharge of their duties, except when the two Governments agree that such claims arise from gross negligence or willful misconduct on the part of the Experts or members of the Missions.

ARTICLE VIII

1. In case the Government of Japan provides His Majesty's Government of Nepal with equipment, machinery and materials, they will become the property of His Majesty's Government of Nepal upon being delivered c.i.f. at the port of the disembarkation to authorities concerned of His Majesty's Government of Nepal. The equipment, machinery and materials mentioned above will be utilized for the purpose for which they will be provided unless otherwise agreed upon.

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2. His Majesty's Government of Nepal will exempt the equipment, machinery and materials referred to in paragraph 1 above from consular fees, customs duties, taxes and other fiscal charges of a similar nature.

3. The expenses for the transportation within the Kingdom of Nepal of the equipment, machinery and materials referred to in paragraph 1 above and the expenses for their replacement, maintenance and repair will be borne by His Majesty's Government of Nepal.

4. The equipment, machinery and materials which the Experts, members of the Missions and the Senior Volunteers carry with them for the performance of their duties will remain the property of the Government of Japan unless otherwise agreed upon.

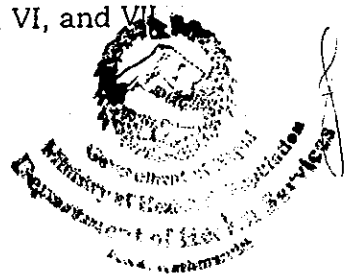
The Experts, members of the Missions and the Senior Volunteers will be exempted from consular fees, customs duties, taxes and other fiscal charges of a similar nature, in respect of the importation of such equipment, machinery and materials.

5. The Experts, members of the Missions and the Senior Volunteers will be refunded value added tax and will also be exempted from other fiscal charges of any kind in respect of such equipment, machinery and materials in case of local purchase.

ARTICLE IX

In case the Government of Japan dispatches the Senior Volunteers, His Majesty's Government of Nepal will accord the Senior Volunteers and their families the same privileges, exemptions, and benefits as accorded the Experts and their families under Article V, VI, and VII.

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ARTICLE X

The Experts, members of the Missions and the Senior Volunteers will maintain close contact with His Majesty's Government of Nepal through organizations designated by it.

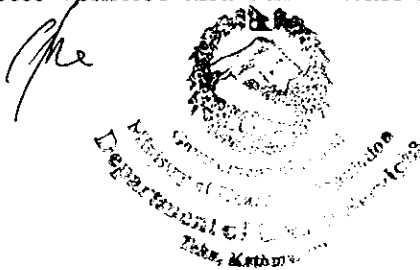
ARTICLE XI

1. His Majesty's Government of Nepal will admit the Japan International Cooperation Agency (hereinafter referred to as "JICA"), the executing agency for technical cooperation by the Government of Japan, to maintain an overseas office of JICA in the Kingdom of Nepal (hereinafter referred to as "the Office") and will accept a resident representative and his/her staff to be dispatched from Japan (hereinafter referred to as "the Representative and Staff") who discharge the duties to be assigned to them by JICA related to the activities of the technical cooperation programs under this Agreement.

2. His Majesty's Government of Nepal will accord the Representative and Staff and their families as well as the Office the following privileges, exemptions and benefits:

- (1) With regard to the Representative and Staff and their families:
- (a) exemption from payment of consular fees, customs duties, internal taxes and other fiscal charges of any kind imposed on or in connection with the importation of personal and household effects, and motor vehicles and other items necessary for daily life;

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- (b) exemption from payment of income tax and other fiscal charges of any kind imposed on or in connection with any emoluments or allowances remitted from overseas;
 - (c) refund of value added tax on motor vehicles in case of local purchase;
 - (d) exemption from payment of any fees in connection with entering, leaving and sojourning in the Kingdom of Nepal; and
 - (e) issuance of identification cards to the Representative and Staff and their spouses.
- (2) With regard to the Office:
- (a) exemption from consular fees, customs duties, taxes and other fiscal charges of a similar nature, in respect of the importation of the equipment, machinery, motor vehicles and materials necessary for office activities;
 - (b) refund of value added tax and exemption from other fiscal charges of any kind on the equipment, machinery, motor vehicles and other materials necessary for the functions of the Office purchased locally in the Kingdom of Nepal; and
 - (c) exemption from payment of income tax and other fiscal charges of any kind imposed on or in connection with office expenses to be remitted from overseas.

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3. His Majesty's Government of Nepal will accord the Representative and Staff and their families as well as the Office such privileges, exemptions and benefits as are no less favorable than those accorded to the representative and staff and their families as well as office of executing agencies of any third country or of any international organization performing a similar mission in the Kingdom of Nepal.

4. The motor vehicles, equipment, machinery and other materials imported under this Article will be subject to the payment of customs duties and taxes, according to the laws and regulations in force in Nepal, if they are sold or transferred within the Kingdom of Nepal to individuals or organizations not entitled to exemption from such duties and taxes or similar privileges.

ARTICLE XII

The Government of Japan and His Majesty's Government of Nepal will consult with each other in respect of any matter that may arise from or in connection with this Agreement.

ARTICLE XIII

1. The provision of this Agreement will also apply to the specific technical cooperation programs being carried out between the two Governments prior to the entering into force of this Agreement, and to the Experts and their families, members of the Missions, the Senior Volunteers and their families, the Representative and Staff and their families staying in the Kingdom of Nepal as well as to the equipment, machinery and materials brought into the Kingdom of Nepal to carry out the said programs.

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2. The termination of this Agreement will neither affect the specific technical cooperation programs being carried out until the date of the completion of the said programs, unless otherwise the two Governments expressly agree, nor affect the privileges, exemptions and benefits accorded to the Experts and their families, members of the Missions, the Senior Volunteers and their families, the Representative and Staff and their families staying in the Kingdom of Nepal for the performance of their duties in connection with the said programs.

ARTICLE XIV

1. This Agreement will enter into force on the date of the signature thereof.

2. This Agreement will remain in force for a period of five years, and will be automatically renewed for further periods of five years, unless either Government has given to the other Government at least six months' written advance notice of its intention to terminate the Agreement.

IN WITNESS WHEREOF the undersigned, duly authorized thereto, have signed this Agreement.

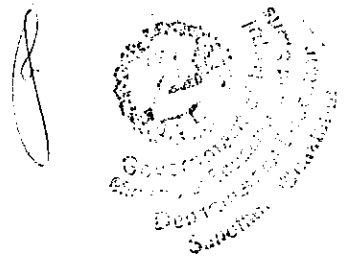
DONE in duplicate in English at Kathmandu on September 3, 2003.

For the Government of Japan:

中長善次
H
gku

For His Majesty's Government of Nepal:

Bhawan P. Acharya



MINUTES OF MEETINGS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
AUTHORITIES CONCERNED OF THE GOVERNMENT OF NEPAL
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE SCHOOL HEALTH AND NUTRITION PROJECT

Japan International Cooperation Agency (hereinafter referred to as "JICA") had a series of discussions, through the Resident Representative of JICA in Nepal, with the Nepalese authorities concerned on desirable measures to be taken by both Japanese and Nepalese governments for the successful implementation of the School Health and Nutrition Project (hereinafter referred to as "the Project").

As a result of the discussions, JICA and the Nepalese authorities concerned agreed upon the matters referred to in the document attached hereto. This document is related to the Record of Discussions (hereinafter referred to as "R/D") on the Project.

Kathmandu, April 03, 2008



[Signature]

Dr. Govinda Prasad Ojha
Director General
Department of Health Services
Ministry of Health and Population
Nepal

[Signature]

Mr. Noriaki Niwa
Resident Representative
Japan International Cooperation Agency
Nepal Office
Japan

[Signature]

Mr. Janardan Nepal
Director General
Department of Education
Ministry of Education and Sports
Nepal

03 APR 2008



ATTACHED DOCUMENT

I. The Project Design Matrix

The Project Design Matrix (hereinafter referred to as "PDM") was elaborated through the discussion by JICA and the Nepalese authorities concerned during the preliminary study of the Project. To further clarify the relationship between the "Narrative Summary" and the "Objectively Verifiable Indicator s" of the purpose and outputs of the Project, both sides agreed to revise the indicators of the Project Purpose and Outputs of the PDM shown in Annex 1.

Both sides also agreed to utilize the PDM throughout the implementation of the Project, recognizing the PDM as the important tool for the project management and the basis of monitoring and evaluation of the Project.

The PDM will be subject to change within the framework of the R/D when necessity arises in the course of implementation of the Project by mutual consent.

II. The Plan of Operation

The Plan of Operation (hereinafter referred to as "PO") was elaborated through the discussion by JICA and the Nepalese authorities concerned during the preliminary study of the Project, on condition that the necessary budget will be allocated for the implementation of the Project by both sides.

The schedule of the PO will be subject to change within the framework of the R/D when necessity arises in the course of implementation of the Project by mutual consent. The PO is shown in Annex 2.

III. Target Districts of the Project

During the preliminary study of the Project, JICA and the Nepalese authorities concerned agreed to have two target districts of the Project: Sindhupalchowk and one district selected from Syanja, Parbat or Palpa. Based upon the result of the field visit conducted by JICA Nepal Office in January 2008, both sides agreed to select Syanja in addition to Sindhupalchowk as target district of the Project.

Annex 1. PDM

Annex 2. PO

No

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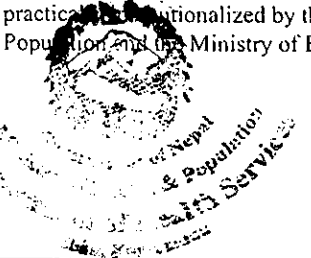
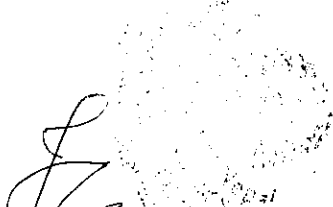
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ANNEX I Project Design Matrix

Project Title: School Health and Nutrition Project **Project Duration:** 4 yrs from 2008 **Target Region:** 2 Districts **Main Beneficiary Group:** School aged children (attending formal or alternative school) at primary education level with social inclusion and gender considerations

The target number and percentage of the Objectively Verifiable Indicators will be set after the implementation of the baseline survey of the Project.

Narrative Summary	Objectively Verifiable Indicators*	Means of Verification	Important Assumptions
<p>Overall Goal :</p> <p>Health and nutrition status of school-aged children is improved in Nepal</p>	<ul style="list-style-type: none"> ·% decrease in malnutrition of children ·% decrease in the drop-out rate of school children 	<ul style="list-style-type: none"> ·NDHS ·MoES's Flash Report 	<ul style="list-style-type: none"> · Government of Nepal ensures the continuous implementation of the NSHN strategy.
<p>Project purpose :</p> <ul style="list-style-type: none"> · Health and nutrition status of school-aged children is improved in the target district; · National School Health and Nutrition Strategy is practically operationalized by the Ministry of Health and Population and the Ministry of Education and Sports. 	<ul style="list-style-type: none"> ·% decrease in malnutrition and chronic diarrhoea · % decrease in delayed presence, early leave and absence of school children ·% decrease in the drop-out rate of school children ·% of school children with positive attitude toward disadvantaged children ·% of school, which has health activities in SIP and/or VDP ·# of school health related activities compiled, analyzed and shared with all stakeholders under the guidance of the National School Health and Nutrition Advisory Committee 	<ul style="list-style-type: none"> · Baseline survey of the Project · Health check-up · MoES's Flash Report · SHN activity record (recorded by resource person) · Human Development Report (at VDC level) 	<ul style="list-style-type: none"> · There is no growing security problem. · There is no decrease in necessary budget and personnel for the implementation of the NSHN strategy due to political and/or economic turmoil.
<p>Outputs :</p> <ol style="list-style-type: none"> 1. The teaching method on school health is improved with the use of a school health teaching package. 2. The awareness and capacity of key stakeholders are improved for the implementation of school health activities. 3. Health-service at school is improved. 4. The health-related knowledge, behavior, and habits of school-aged children are improved through school health activities. 5. Action plans based upon the National School Health and Nutrition Strategy (NSHNS) is executed and systematically promoted by the concerned offices at the district level in collaboration with school and community stakeholders. 6. A practical model based on the National School Health and Nutrition Strategy is developed under the guidance of the National School Health and Nutrition Advisory Committee (NSHNAC) and the plan of expanding the model is developed at the central level. 	<ol style="list-style-type: none"> 1-1. # of schools which conduct health and nutrition classes with the use of a school health teaching package 1-2. Developed guidelines and manuals 2-1. # of stakeholders who received training 2-2. Skill level of the stakeholders before and after training 2-3. # of schools with good record keeping on school children's attendance and absence 3-1. # of schools, which provide quality health education and health check-up with PHC or health post/sub-health post 3-2. Compiled SHN related data at school and district level 4-1. % of school children who practice hand washing at school and home 4-2. # of schools, which promote school cleaning practice every day 4-3. % of school children who take Tiffin (Kaja) at school 5-1. # of health promotion campaign jointly implemented by teachers, school children, health staff 	<ul style="list-style-type: none"> · Training/workshop report · Presence/absence record · Progress report of the Project · Monitoring record (recorded by resource person) 	<ul style="list-style-type: none"> · There is no growing security problem. · There is no serious natural disaster. · There is no decrease in necessary budget and personnel for the implementation of the NSHN strategy due to political and/or economic turmoil. · There is no frequent turnover of counterpart personnel of the Project.

NSHN-001/2008



Activities

- 0-1 To set up the following committees:
 - District School Health and Nutrition Committee (DSHNC)
 - School Health and Nutrition Committee (SHNC)
- 0-2 To assign focal persons at the District Health Office, and District Education Office, DDC, VDC and schools.
- 1-1 To review the currently available teaching materials on health and nutrition in Nepal.
- 1-2 To develop guidelines and manuals for TOT and other trainings for practical health and nutrition education, reviewing school health activities under 2-1, 2-2, 2-3 and 3.
- 2-1 To conduct TOT for appropriate personnel (resources person, etc.) for the training of key stakeholders.
- 2-2 To conduct a cascade training for teachers/facilitators (by resource persons, etc.)
- 2-3 To conduct follow-up training for teachers/facilitators and provide the latest information on health topics and services in collaboration with health service providers.
- 2-4 To support DSHNC to plan and implement awareness-raising campaigns for students and community people.
- 3-1 To prepare a minimum health service package for school.
- 3-2 To support DSHNC to make Action Plans for the implementation of school health service activities.
- 3-3 To support target schools to conduct school health services such as physical check-ups, de-worming, tetanus immunizations for girl students, and iron supplement, in coordination with health facilities in the area
- 3-4 To support school and district office to compile data gained through activities under 3-3.
- 4-1 To support SMC/SHNC to develop Action Plans at the community level through workshops with stakeholders such as health and educational officials, resource persons, teachers, health service providers, multi-sectoral organizations and community organizations.
- 4-2 To conduct a health-related class based on the teaching manuals.
- 4-3 To help improve sanitary environment at school in cooperation with teachers, students and community organizations.
- 4-4 To support the promotion of the activities of Child Clubs.

Inputs :

- [Japanese Side]**
 - Japanese Experts
 - Provision of Equipment and materials
 - Training of Nepalese personnel in Japan
- [Nepalese Side]**
 - Counterpart personnel
 - Provision of Equipment and materials
 - Running expenses
 - Office space

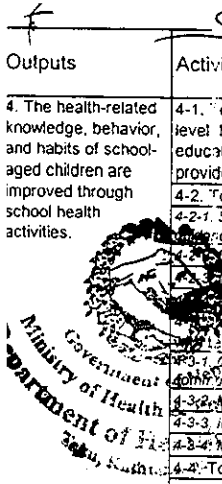
NHM-00/3235

ANNEX II Plan of Operation

School Health and Nutrition Program Nepal

Outputs	Activities	1st Year												2nd Year												3rd Year												4th Year												Implementor											
		2008												2009												2010												2011												2012											
The teaching method on school health is improved with a use of a school health teaching package.	1-1. To set up District School Health and Nutrition Committee (DSHNC) and School Health and Nutrition Committee (SHNC).	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12			
	1-2. To develop the currently available teaching materials in Nepal.																																																												
	1-2-1. Organize a working group to develop guidelines for TOT and other trainings for extra-curricular and practical health and nutrition education.																																																												
	1-2-2. Develop draft guidelines for TOT and other trainings for extra-curricular and practical health and nutrition education.																																																												
The awareness and capacity of key stakeholders are improved for the implementation of school health activities.	1-2-3. Share draft guidelines with NSHNAC, DSHNC and resource persons, and receive any feedback from them.																																																												
	1-2-4. Complete guidelines for TOT and other trainings for extra-curricular and practical health and nutrition education.																																																												
	2-1. To conduct TOT for appropriate personnel for the training of key stakeholders (resource person, etc.)																																																												
	2-1-1. Prepare a training curriculum and materials based upon the above guidelines to conduct TOT for resource persons.																																															DEO	DHO												
	2-1-2. Conduct TOT for resource persons.																																																												
Health service at school is improved.	2-1-3. Follow up the resource persons who received TOT.																																																												
	2-2. To conduct a cascade training for teachers/facilitators (by resource person, etc.)																																																												
	2-3. To conduct follow-up training for teachers/facilitators and provide the latest information on health topics and services in collaboration with health service providers.																																													DEO	DHO														
	2-4. To support DSHNC to plan and implement awareness-raising campaigns for students and community people.																																													DHO	DEO														
	2-4-1. Study the current awareness level on health and nutrition among students and community people.																																													SHNC	VDC														
	2-4-2. Develop the methods/tools for the awareness-raising campaigns.																																																												
	2-4-3. Make awareness-raising campaign teams and orient them.																																																												
	2-4-4. Implement awareness-raising campaigns.																																																												
	2-4-5. Assess the effectiveness of the campaigns.																																																												
3-1. To prepare a minimum school health service package.																																																													
Health service at school is improved.	3-1-1. Organize a working group to develop a minimum school health service package.																																												DoHS	DHO															
	3-1-2. Develop the draft minimum school health service package.																																																												
	3-1-3. Share the draft minimum school health service package with NSHNAC, DSHNC, and health service providers, and receive any feedback from them.																																																												
	3-1-4. Complete the minimum school health service package.																																																												
	3-2. To support DSHNC to make Action Plans for the implementation of school health service activities.																																																												
	3-3. To support target schools to conduct school health services such as physical check-ups, deworming, immunization (tetanus toxicide) and iron supplement in coordination with health facilities in the area.																																											DSHNC	DHO																
	3-3-1. Inform the action plan and minimum school health service package to target VDCs and schools.																																												DSHNC	DHO															
	3-3-2. Prepare all logistics, including health service providers, community volunteers, health commodities, etc.																																																												
3-3-3. Conduct school health services based upon the action plan and minimum school health service package.																																																													
3-4. To support school and district office to compile data gained through activities 3.3.																																											DHO	DEO																	

NSHNAC-06/2355



Outputs	Activities	1st Year			2nd Year			3rd Year			4th Year			Implementor												
		2008			2009			2010			2011			2012		Main	Sub									
		4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12				
4. The health-related knowledge, behavior, and habits of school-aged children are improved through school health activities.	4-1. To support SHNC/SMC to develop Action Plans at the community level through workshops with stakeholders such as health and educational officials, resource persons, teachers, health service providers, multi-sectoral and community organizations.																						SHNC			
	4-2. To conduct a health related class based on teaching manuals																							SHNC		
	4-2-1. Study the current status of the class where teacher can or should give a chance on health for students.																									
	4-2-2. Develop an approach to institutionalize a health class.																									
	4-2-3. Introduce the approach to institutionalize a health class.																									
	4-2-4. Monitor and supervise the health class.																									
	4-3. To help improve sanitary environment at school in cooperation with teachers, students and community organizations.																									
	4-3-1. Organize a working group to improve sanitary environment at school and community level.																								SHNC	
	4-3-2. Make a plan to implement sanitary improvement campaigns.																									
	4-3-3. Implement sanitary improvement campaigns.																									
	4-3-4. Monitor the changes of sanitary environment.																									
	4-4. To promote the activities of Child Clubs.																									
	4-4-1. Identify any existing Child Clubs and/or form Child Clubs.																								SHNC	
	4-4-2. Orient and motivate Child Clubs to promote their activities.																									
	4-4-3. Monitor and supervise the activities of Child Clubs.																									
4-5. To develop out-reach programme, making use of the school health activities.																										
4-5-1. Study the progress of School Out-reach Programme (SOP) and the current health and nutrition status of out-of-school children.																								SHNC		
4-5-2. Develop an approach to make out-of-school children benefitted from school health activities.																										
4-5-3. Introduce the approach to out-of-school children.																										
4-5-4. Monitor and revise the approach.																										
5. Action plans based upon the NSHNS are executed and systematically promoted by the concerned offices at the district level in collaboration with school and community stakeholders.	5-1. To select areas according to the following three groups in the target district: Group A: Schools where a model will be developed. Group B: Schools where the model will be disseminated. Group C: Remote areas not covered by formal school.																							DSHNC, DDC, DEO, DHO		
	5-2. To conduct a base-line survey in order to identify constraints and potentials in implementing school health.																							DSHNC, DDC, DEO, DHO		
	5-3. To develop Action Plans through workshops to promote school health in collaboration with relevant stakeholders																							DSHNC, DDC, DEO, DHO		
	5-4. To provide support for the implementation of school health activities.																							DSHNC, DDC, DEO, DHO		
	5-5. To develop monitoring tools on school health																							DSHNC, DDC, DEO, DHO		
	5-6. To review the school health activities, including the school health package.																							DSHNC, DDC, DEO, DHO		
	5-7. To collect and analyze the data on physical check-ups.																							DSHNC, DDC, DEO, DHO		
	5-8. To help alternate SIP based on the review under 5-4.																							DSHNC, DDC, DEO, DHO		
6. A practical model based on the National School Health and Nutrition Strategy is developed under the guidance of the National School Health and Nutrition Advisory Committee (NSHNAC) and the plan of expanding the model is developed at the central level.	6-1. To disseminate the National School Health and Nutrition Strategy through workshops and provide technical support for regional and district offices.																							NSHNAC	MoES, MoHP	
	6-2. To review partners' good practices in school health and nutrition to feedback to the project's school health activities.																								NSHNAC	MoES, MoHP
	6-3. To review the overall school health activities, including school health teaching package, for nationwide use.																								NSHNAC	MoES, MoHP
	6-4. To review the drafted version of Guidelines for NSHNS and suggest revisions based on the practical experience gained through the school health activities.																								NSHNAC	MoES, MoHP
	6-5. To document a practical model and manuals based on the reviews conducted under 6-2, 3, 4 and 5.																								NSHNAC	MoES, MoHP
	6-6. To prepare an action plan of expanding the practical model to other districts.																								NSHNAC	MoES, MoHP

NSHNAC 001/135

