

MINUTES OF MEETINGS
BETWEEN JAPANESE PREPARATORY STUDY TEAM
AND AUTHORITIES CONCERNED OF
THE GOVERNMENT OF THE REPUBLIC OF INDONESIA
ON JAPANESE TECHNICAL COOPERATION FOR
INTEGRATED DISASTER MITIGATION MANAGEMENT FOR
“BANJIR BANDANG” OF MINISTRY OF PUBLIC WORKS

The Japanese Preparatory Study Team (hereinafter referred to as “the Team”) organized by Japan International Cooperation Agency (hereinafter referred to as “JICA”) and headed by Mr. Satoru Mimura, visited the Republic of Indonesia from Jun.8 to Jun 27, 2008 for the purpose of clarifying the framework of the technical cooperation for Integrated Disaster Mitigation Management Project for “Banjir Bandang” of the Ministry of Public Works (hereinafter referred to as “the Project”) in the Republic of Indonesia.

During its stay in the Republic of Indonesia, the Team exchanged views and had a series of discussions with the Indonesian authorities concerned with respect to desirable measures to be taken by JICA and the Indonesian Government for the successful implementation of the Project.

As a result of the discussions, the Team and the Indonesian authorities concerned agreed on the matters referred to in the document attached hereto.

Jakarta, June 27, 2008

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Mr. Satoru Mimura
Leader, Japanese Preparatory Study Team
Japan International Cooperation Agency
Japan



Mr. Widagdo
Director
Directorate of river, lake and reservoir
Directorate General of Water Resources
Ministry of Public Works
Republic of Indonesia

ATTACHED DOCUMENT

I. Basic Framework of the Project

The team and the Indonesian respective authorities confirmed the following as the basic framework. This framework was examined based on the request from the Indonesian side.

1. Title of the Project

Integrated Disaster Mitigation Management Project for “Banjir Bandang”

2. Project Implementing Agency

Ministry of Public Works (PU)

3. Target Group

The target group of the Project will be the staff of PU and Local Organizations concerned

4. Target Disaster

Target disaster will be Banjir Bandang, which, in the project, will be defined as large scale flush floods or debris flow caused mainly by collapse of natural dams.

5. Model Area

Kabupaten Jember and neighboring area

6. Cooperation Period of the Project

The cooperation period will be three (3) years.

7. Outline of the Project

Overall goal

Early warning and emergency measures for Banjir Bandang is established at the hazardous areas all over Indonesia

Project purpose

Capability for Banjir Bandang disaster mitigation of PU and local organization concerned in the main hazardous area is strengthened

Outputs

1. The method for researching Banjir Bandang hazardous area is established at the model site
2. Early warning and emergency measures for Banjir Bandang is improved at the model site
3. Capability for researching Banjir Bandang hazardous area is strengthened in the main hazardous areas in Indonesia

Activities

- 1-1. Analyze the topographic maps and the aerial photographs and survey disaster history and geological features using existent resources at the model site
- 1-2. Implement topographic and geologic researches and preparation of disaster history maps at the model sites
- 1-3. Identify the Banjir Bandang hazardous area at the model site
- 1-4. Prepare Banjir Bandang hazard maps at the model site
- 1-5. Prepare "manuals (draft) for researching Banjir Bandang hazardous area" refracting the results of "1.4"
- 2-1. Compile advance indication detected in the past disasters
- 2-2. Select the sites for rainfall observation according to the results of "1.1" and "1.2".
- 2-3. Install gauges and start the observation
- 2-4. Analyze the relation between rainfall and Banjir Bandang and establish the criteria for alert operation
- 2-5. Determine the responsible person and rules of the intercommunication between local governments and residents
- 2-6. Hold seminars and workshops for improving the residents' understanding about disaster management
- 2-7. Implement evacuation drills
- 2-8. Prepare "manuals for emergency evacuation for Banjir Bandang" refracting the results above
- 3-1. Analyze the topographic maps and the aerial photographs and survey disaster history and geological features using existent resources and identify the Banjir Bandang hazardous area out of Indonesia
- 3-2. Implement topographic researches and preparation of disaster history maps in several areas identified at "3.1"
- 3-3. Prepare Banjir Bandang hazard maps at the main sites
- 3-4. Prepare manuals (final) for researching Banjir Bandang hazardous area reflecting the result of the activity "3.1" to "3.3" to the manual(draft) made in "1.5"
- 3-5. Prepare the action plans for improving the capability for Banjir Bandang disaster mitigation all over the Indonesia
- 3-6. Conduct seminars and workshops to disseminate the above mentioned manuals and action plans

8. Schedule of the Project

The tentative schedule of the Project is presented in the tentative Plan of Operation (PO) attached as ANNEX III.

II. Measures to be taken by both sides

For the implementation of the Project, both sides will take the following necessary measures.

1. Japanese Side

(1) Dispatch of experts

JICA will dispatch experts in the following fields.

- Chief adviser (Jakarta)
- Banjir Bandang disaster management (Surabaya)

(2) Provision of equipment

The equipments necessary for the effective implementation of the Project will be considered to provide within the budget allocated for the Project.

2. Indonesian Side

1) Assignment of counterpart personnel

The Indonesian side shall assign a sufficient number of capable counterpart personnel including administrative staff in order to assure effective implementation of the Project.

2) Provision of office space and facilities

The office space and its facilities shall be provided for the Project.

- Chief adviser: Directorate General of Water Resources, Ministry of Public Works, Jakarta,
- Banjir Bandang disaster management: Dinas PU-PSDA (Prov. East Java), Surabaya.

3) Allocation of budget

The following items will be allocated by the Indonesian side to maintain effective implementation of the Project.

- a) Salaries and other allowances for the Indonesian counterpart staff
- b) Expenses for utilities such as electricity and water
- c) Expenses for custom clearance, storage and domestic transportation of the provided equipment of the Project
- d) Expenses for maintenance of the facilities and equipment of the Project
- e) Other contingency expenses related to the Project

III. Administration of the Project

1. Project Director

Director General of Water Resources will bear the overall responsibility for the administration and implementation of the Project as the Project Director.

2. Project Manager

Director of River, Lake and Reserver will be responsible for the managerial and technical matters in the implementation of the Project as the Project Manager.

3. Coordination with related organizations

Directorate General of Water Resources, Ministry of Public Works will be responsible for the coordination with related activities by other organizations

IV. Preconditions and important assumption

Both sides have to address the following conditions to ensure their fulfillment.

- (1) Indonesian government policy on Disaster Management does not change drastically.
- (2) Budget and human resources for the Project is allocated/ assigned as planned.

ANNEX I	ATTENDANT LIST
ANNEX II	TENTATIVE PROJECT DESIGN MATRIX (PDM)
ANNEX III	TENTATIVE PLAN OF OPERATION (P/O)

ANNEX I ATTENDANT LIST

Indonesian side:

Mr. Widagdo

Director, Directorate of river, lake and reservoir, Directorate General of Water Resources, PU

Mr. Prijo Sambodo

Head, Sub Directorate of Implementation Guidance for West Region, PU

Japanese side:

Mr. Satoru Mimura,

Preparatory Study Team, JICA

Mr. Yuki Udagawa,

Preparatory Study Team, JICA

Mr. Noboru Jitsuhiro

Preparatory Study Team, JICA

Mr. Tadahiro Kanno

JICA expert on SABO Policy

Mr. Kozo Nagami

JICA Indonesia Office

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Annex II PROJECT DESIGN MATRIX

Project Name: Integrated Disaster Mitigation Management for "Banjir Bandang"
 Implementing Agency: Directorate General of Water Resources, Ministry of Public Works
 Duration: From November 2008 to October 2012
 Prepared on: April 2008

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>(Overall Goal) Early warning and emergency measures for Banjir Bandang is established at the hazardous areas all over Indonesia</p> <p>(Project Purpose) Capability for Banjir Bandang disaster mitigation of PU and provincial organization concerned in the main hazardous area is strengthened</p>	<p>The number of victims by Banjir Bandang all over the Indonesia.</p>	<p>• DG of Water Resources' Reports</p>	<p>• Policy of disaster management in Indonesia is not fundamentally changed.</p> <p>• The budget and personnel are appropriately disbursed to DG of Water Resources and the local disaster management organization.</p> <p>• No rapid change in natural environment occur.</p>
<p>(Outputs) 1. The method for researching Banjir Bandang hazardous area is established at the model site</p>	<p>1-1 Prepared Banjir Bandang hazard maps</p>	<p>1-1 Project Reports</p>	<p>• Counterparts who received technology transfer continue to stay in the present position.</p>
<p>2. 2. Early warning and emergency measures for Banjir Bandang is improved at the model</p>	<p>1-2 Prepared "manuals (draft) for researching Banjir Bandang hazardous area "</p>	<p>1-2 Project Reports</p>	
<p>3. Capability for researching Banjir Bandang hazardous area is strengthened in the main hazardous areas in Indonesia</p>	<p>2-1 Prepared "manuals for emergency evacuation for Banjir Bandang "</p> <p>2-2. Results of interviewing to disaster management organization staffs and residences at model site</p> <p>2-3. Results of evacuation drills</p>	<p>2-1 Project Reports 2-2 Project Reports 2-3 Project Reports</p>	
	<p>3-1 Prepared hazard maps of Banjir Bandang</p>	<p>3-1 Project Reports</p>	
	<p>3-2 Prepared manuals (final) for researching Banjir Bandang hazardous area</p>	<p>3-2 Project Reports</p>	

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumptions
<p>(Activities)</p> <p>1.1 Analyze the topographic maps and the aerial photographs and survey disaster history and geological features using existing resources at the model site</p> <p>1.2 Implement topographic and geologic researches and preparation of disaster history maps at the model sites</p> <p>1.3 Identify the Banjir Bandang hazardous area at the model site</p> <p>1.4 Prepare Banjir Bandang hazard maps at the model site</p> <p>1.5 Prepare "manuals (draft) for researching Banjir Bandang hazardous area" reflecting the results of "1.4"</p> <p>2.1 Compile advance indication detected in the past disasters</p> <p>2.2 Select the sites for rainfall observation according to the results of "1.1" and "1.2"</p> <p>2.3 Install gauges and start the observation</p> <p>2.4 Analyze the relation between rainfall and Banjir Bandang and establish the criteria for alert operation</p> <p>2.5 Determine the responsible person and rules of the intercommunication between local governments and residents</p> <p>2.6 Hold seminars and workshops for improving the residents' understanding about disaster management</p> <p>2.7 Implement evacuation drills</p> <p>2.8 Prepare "manuals for emergency evacuation for Banjir Bandang" reflecting the results above</p> <p>3.1 Analyze the topographic maps and the aerial photographs and survey disaster history and geological features using existing resources and identify the Banjir Bandang hazardous areas out of Indonesia</p> <p>3.2 Implement topographic researches and preparation of disaster history maps in several areas identified at "3.1"</p> <p>3.3 Prepare Banjir Bandang hazard maps at the areas</p> <p>3.4 Prepare manuals (final) for researching Banjir Bandang hazardous area reflecting the result of the activity "3.1" to "3.3" to the manual(draft) made in "1.5"</p> <p>3.5 Prepare the action plans for improving the capability for Banjir Bandang disaster mitigation all over the Indonesia</p> <p>3.6 Hold seminars and workshops to disseminate the above mentioned manuals and action plans</p>	<p>(Inputs)</p> <p><u>Japanese side</u></p> <ul style="list-style-type: none"> • Dispatch of long-term experts (Landslide disaster management, 2 persons, Jakarta and model site) • Procurement of the equipment (observation equipment etc) <p><u>Indonesia side</u></p> <ul style="list-style-type: none"> • Assignment of counterpart personnel • Provision of the office and facilities for the Japanese experts • Budget allocation for the operational expenses 		<p>(Pre-Conditions)</p> <ul style="list-style-type: none"> • Counterparts are assigned as planned and scheduled • Project budget is allocated as planned and scheduled.

