



For a better tomorrow for all.

Japan International Cooperation Agency

Sentral Senayan II, 14th Floor, Jl. Asia Afrika No. 8, Jakarta 10270, INDONESIA
TEL: +62-21-5795 - 2112 (Hunting) FAX: +62-21-5795 - 2116

Homepage: <http://www.jica.go.jp/indonesia/english>

No.234/PRJ/06/08

Jakarta, June 27, 2008

Mr. Dhannan Sunoto
Principal Director
Bureau for External Relations and Coordination
ASEAN Secretariat

Dear Mr. Dhannan Sunoto

RE: Sending Signed Cooperation Arrangements between ASEAN and JICA

Reference is made to your letter BERC/766/APT/078/JPN/JICA/001 dated June 10, 2008 regarding the above mentioned subject.

I would like to forward one original of Cooperation Arrangements between ASEAN and JICA that was signed by President Ms. Sadako OGATA.

I appreciated your effort for concluding this agreement, and hope our continuing cooperation between us for future regional cooperation.



For a better tomorrow for all.
Japan International Cooperation Agency

20 June 2008

Dr. Surin Pitswan
Secretary-General of ASEAN
Jakarta, Indonesia

Dear Secretary-General,

I acknowledge receipt of your letter of 10 June 2008, concerning the proposed cooperation between JICA and ASEAN'S Secretariat.

I am pleased to inform you that JICA accepts the proposals outlined in your letter, including the following:

1. The cooperation arrangements between JICA and the ASEAN Secretariat.
2. The dispatch of a JICA Representative-Expert to the Secretariat
3. The scope of services and activities of the said Representative-Expert

I look forward to JICA and ASEAN working as close partners to support your institution's efforts in addressing regional challenges.



ASSOCIATION OF SOUTHEAST ASIAN NATIONS
SECRETARY-GENERAL

Ref: BERC/766/APT/078/JPN/JICA/001

10 June 2008

President Sadako Ogata

Japan International Cooperation Agency (JICA)
Tokyo, Japan

Dear Madame President,

Reference is made to our discussion during my visit to your office in September 2007, in which you indicated your support for ASEAN, including the dispatch of a JICA Representative-Expert to the ASEAN Secretariat.

I should further like to refer to recent discussions between the Secretariat and JICA officials in which both sides discussed in detail the possible areas of cooperation between the two parties.

Following those developments, I am pleased to propose the following: the cooperation arrangements between the two parties as set out in Annex 1; the proposed dispatch of a JICA Representative-Expert to the Secretariat as described in Annex II; and the scope of services and activities to be undertaken by the said representative-expert as described in Annex III.

If the above mentioned proposals are acceptable to JICA, I would suggest that this exchange of letters shall serve as the conclusion of the agreement between our two institutions.

I trust that the joint efforts of the ASEAN Secretariat and JICA as prescribed in these three documents will enhance the working relationship of the two parties as partners in our common endeavor toward ASEAN integration and community building by 2015.

Ten Nations One Community

Cooperation Arrangements
between
Association of Southeast Asian Nations (ASEAN)
Secretariat
and
Japan International Cooperation Agency (JICA)

**Cooperation Arrangements
between
Association of Southeast Asian Nations (ASEAN) Secretariat
and
Japan International Cooperation Agency (JICA)**

I. Introduction

1. The Heads of the Member States of the Association of Southeast Asian Nations (hereinafter referred to as "ASEAN") signed the Charter of the Association of Southeast Asian Nations (hereinafter referred to as "the ASEAN Charter") on 20 November 2007. The Charter articulates the commitment of the ASEAN Member States to intensify community building through enhanced regional cooperation and integration, as well as in alleviating poverty and narrowing the development gap within ASEAN through mutual assistance and cooperation. The Charter has also established a legal and institutional framework for ASEAN, and the ASEAN Secretariat has been mandated to carry out further duties and responsibilities to facilitate the realization of the purposes of ASEAN, including ASEAN integration and community building.

2. In the meantime, as part of an overall restructuring of Japan's Official Development Assistance, an amendment to the Japan International Cooperation Agency (hereinafter referred as "JICA") Law passed the Japanese Diet in November 2006 creating a new JICA by October 2008. The new organization will administer major portions of grant aid previously dispensed by the Ministry of Foreign Affairs and the yen loan component from the Japan Bank for International Cooperation, in addition to the technical cooperation implemented by the current JICA. The 'New JICA' will then not only be among the world's largest bilateral development agencies, but the synergy provided by the merger will also make it more streamlined, more efficient, and more effective in meeting its global goals.

3. In view of the foregoing developments, JICA and the ASEAN Secretariat expressed their intent to further promote mutual confidence and trust in addressing regional challenges. The two agencies, therefore, wish to collaborate in a partnership, aimed at assisting ASEAN in building a Community by 2015, which will be the corner-stone of the long-term goal of realizing an East Asian community. Noting the commitment of ASEAN in placing its peoples at the center of the ASEAN community building process, the two institutions also share the view that this partnership needs to play an instrumental role in promoting human development. These Cooperation Arrangements (hereinafter referred to as "CA") is hence intended to be disseminated

within both organizations to encourage more targeted and proactive joint action in this direction.

II. Objectives

4. JICA provides assistance to the ASEAN Member States in line with the Japanese Government's priority areas for intensive cooperation towards "One ASEAN": acceleration of economic integration through Economic Partnership Agreements with the ASEAN Member States (EPAs); ASEAN-Japan Comprehensive Economic Partnership; assistance to the ASEAN sub-regional cooperation frameworks in order to narrow development gaps among the ASEAN Member States; and assistance in capacity building, including peace-building in accordance with the Vientiane Action Programme (VAP). Strengthening the principles of democracy, enhancing the rule of law, and promoting human rights and fundamental freedoms, with due regard to the rights and responsibilities of the Member States of ASEAN, form an integral part of these areas and are consistent with the purposes of the ASEAN Charter. This CA thus integrates these areas and establishes objectives for the JICA-ASEAN partnership as follows:

- a. To enhance their working relationship as partners in supporting goals of the ASEAN to realize ASEAN integration and community building by 2015.
- b. To enhance cooperation activities in order to strengthen the three pillars of the ASEAN Community, i.e., the ASEAN Political-Security Community, the ASEAN Economic Community, and the ASEAN Socio-Cultural Community.

III. Areas of Cooperation

5. The two agencies have identified their respective strengths and comparative advantages as well as areas where they can complement each other. JICA and the ASEAN Secretariat, therefore, agree that cooperation in the areas of cooperation set out below will be desirable. Both parties concur that further discussion is needed in order to formulate specific cooperation activities in the following areas:

a. To address transnational issues from the ASEAN regional perspectives:

In view of the emerging transnational issues which are recognized as common threats to the region such as environmental degradation, piracy, drug trafficking, human trafficking, infectious diseases, terrorism and so forth, the partnership will cooperate in addressing these transnational issues with

regional approaches in order to foster ASEAN integration. The partnership will also examine other areas of cooperation, which will contribute to ASEAN integration efforts, such as improvement of transport infrastructure, standardization of the existing customs procedures, road regulations, and other priority areas.

b. To enhance capacity in peace-building:

Where possible, JICA and the ASEAN Secretariat will look into suitable modalities of cooperation to contribute to the prevention of conflicts, which could adversely affect regional stability, and ASEAN integration and community building efforts by, among other things, assisting in achieving equitable and inclusive development process and enhancing capacity in peace-building.

c. To strengthen the capacity of the ASEAN Secretariat:

The ASEAN Charter places greater responsibility and functions on the ASEAN Secretariat. Capacity building of the ASEAN Secretariat, therefore, will be a key element in facilitating the success of the new ASEAN. The partners will conduct a joint study to identify capacity-building needs of the ASEAN Secretariat with a view to designing an effective framework of cooperation in this area.

6. The undertakings and obligations of JICA and the ASEAN Secretariat with respect to implementation of cooperation activities shall be agreed upon and stipulated in a separate document which appears as ANNEX II.

IV. Modalities of Cooperation

a. Annual consultations on development assistance between JICA and the ASEAN Secretariat will be organized to review the progress of the partnership and to set future strategy based on the above-mentioned areas of cooperation.

b. A JICA Representative-Expert will be posted to the ASEAN Secretariat in order to carry out consultations and coordinate the implementation of cooperation activities, which are agreed upon between JICA and the ASEAN Secretariat. The Representative-Expert will also attend ASEAN meetings, where and when appropriate, for JICA to be engaged. The direct counterpart of the JICA Representative-Expert at the ASEAN Secretariat will be the Principal

Director of the Bureau for External Relations and Coordination of the ASEAN Secretariat. The Representative-Expert will act as a focal point in facilitating communication between JICA and the ASEAN Secretariat.

A detailed scope of services and activities, as well as the terms and conditions of the Representative-Expert, shall be set forth and agreed upon by JICA and the ASEAN Secretariat in a separate document which appears as ANNEX III.

- c. Where possible, JICA and the ASEAN Secretariat will undertake **joint assessments and other types of missions** within the ASEAN region in order to identify potential areas of cooperation. In this connection, the support and contribution of relevant JICA overseas offices as well as relevant agencies of ASEAN in the region will be essential for project planning and implementation purposes.

V. Consultation and Amendment

- a. JICA and the ASEAN Secretariat shall consult with each other concerning any matter that may arise in connection with the CA.
- b. The present CA may be amended by written agreement of both parties. Each party shall give full consideration to any proposal for an amendment made by the other party.

■ ■ ■

**Arrangements for Dispatch to the ASEAN Secretariat
of
JICA Representative-Expert**

These Arrangements for Dispatch to the ASEAN Secretariat of a JICA Representative-Expert confirm the Cooperation Arrangements which appear as ANNEX I between the Japan International Cooperation Agency (hereinafter referred to as "JICA") and the ASEAN Secretariat regarding the dispatch of a JICA Representative-Expert to the ASEAN Secretariat, as part of JICA's support to the ASEAN Secretariat. The JICA Representative-Expert will perform the functions and duties of the position as specified in the attached "Scope of Services and Activities of JICA Representative-Expert Assigned to ASEAN Secretariat" as agreed between JICA and ASEAN Secretariat.

1. The JICA Representative-Expert shall provide support to the ASEAN Secretariat. The Representative-Expert shall work as the direct counterpart of the Principal Director of the Bureau for External Relations and Coordination of the ASEAN Secretariat, and communicate closely with relevant staff of the ASEAN Secretariat.

2. The appointment for the JICA Representative-Expert is two (2) years. This appointment period may be extended if both parties agree. Notice of an extension will be given at least three (3) months prior to expiry date of the appointment period.

3. The JICA Representative-Expert shall remain subject to the regulations and supervision of JICA, while he/she shall carry out his/her daily tasks in close coordination with the ASEAN Secretariat. His/her rights and responsibility shall be governed by the relevant rules and regulations of the two parties. In the event of conflict, the two institutions shall consult each other for amicable resolutions.

4. The JICA Representative-Expert shall abide by the security requirements and guidelines of JICA. In case that the ASEAN Secretariat wishes the JICA Representative-Expert to participate in official travels in and outside the country on duty, the ASEAN Secretariat should consult with JICA prior to his/her travels.

5. The JICA Representative-Expert shall receive his/her salary, allowances, medical and life insurance coverage, as well as travel costs to and from Jakarta from JICA in accordance with JICA's regulations.

6. The ASEAN Secretariat shall:

- (1) provide at its own expense suitable office, local telephone and local facsimile services, and internet connection necessary for the performance of the duties of the JICA Representative-Expert, as well as the expenses for their maintenance;
- (2) provide at its own expenses the counterpart to the JICA Representative-Expert necessary for the performance of his/her duties, as well as secretarial services;

- (3) issue an ASEAN Secretariat identification card to the JICA Representative-Expert; and
- (4) provide the JICA Representative-Expert with necessary data and information required for the execution of his/her duties.

7. In case JICA and the ASEAN Secretariat conduct joint activities related to the assignments of the JICA Representative-Expert, both parties shall consult with respect to the undertakings and obligations of each party.

8. Either party may request the early termination of the term of service of the JICA Representative-Expert and ask accordingly that the necessary measures be taken for the return of the JICA Representative-Expert. The decision to terminate the term of service of the JICA Representative-Expert shall be taken by agreement of the two parties. Where possible, three months notice will be given by the initiating institution.

9. Any matters not covered in these arrangements shall be resolved by mutual consultations of the two parties.

10. These arrangements shall become effective upon the date of the exchange of letters between the two parties.

■ ■ ■

**Scope of Services and Activities
of
JICA Representative-Expert Assigned to the ASEAN Secretariat**

The JICA Representative-Expert, assigned to the ASEAN Secretariat, shall provide support to the ASEAN Secretariat. The Representative-Expert, working as the direct counterpart of the Principal Director of Bureau for External Relations and Coordination of the ASEAN Secretariat, and communicating closely with relevant staff of the ASEAN Secretariat, will carry out assignments as described below:

- a) Serve as the focal point in JICA-ASEAN Secretariat collaboration, and facilitate communication between the two parties, including JICA overseas offices, through performing the following tasks:
 - coordinating the process of analyzing and prioritizing cooperation needs of the ASEAN Member States in addressing transnational issues and enhancing capacity in peace-building;
 - where appropriate, participating in relevant meetings and dialogues related to cooperation in transnational issues and enhancing capacity in peace-building;
 - coordinating the needs assessment and planning for activities with regard to capacity building of the ASEAN Secretariat;
 - providing JICA and the ASEAN Secretariat with operational support in project formulation and implementation; and
 - assisting both JICA and the ASEAN Secretariat in reviewing the progress of the partnership, and in setting the strategy of future collaboration between two parties, including the arrangement of the annual consultations on development assistance.
- b) Participate in coordination, if requested, in developing initiatives and activities by ASEAN, JICA, and other potential development partners.
- c) Perform such other functions as may be requested by the ASEAN Secretariat with the consent of JICA.

■■■