

Dr. Henley Morgan  
Chairman  
Agency for Inner City Renewal (AIR)  
85 West Road Kingston 12  
Jamaica, W.I.

Ref: Nonreimbursable Technical Cooperation  
No. ATN/JO-11977-JA. "Project to  
Improve Livelihoods in the Portmore  
Causeway Fishing Village."

Dear Dr. Morgan:

This letter of agreement (the "Agreement") between the Agency for Inner City Renewal (the "Beneficiary") and the Inter-American Development Bank acting in its capacity as Administrator of the Japan Special Fund for Poverty Reduction Program (the "Bank"), which we are submitting for your consideration, is to formalize the terms of a grant of a nonreimbursable technical cooperation to the Beneficiary, up to the amount of one hundred and fifty thousand dollars of the United States of America (US\$150,000), (the "Contribution"), which shall be chargeable to the resources of the Japan Special Fund for Poverty Reduction Program, to finance the contracting of consulting services and the procurement of goods necessary for the execution of a technical cooperation program to improve livelihoods in the Portmore Causeway Fishing Village (the "Program"), which is set forth in the Annex of this Agreement. Unless otherwise stated in this Agreement, the term "dollars" shall hereinafter refer to the currency of legal tender in the United States of America.

This Agreement is entered into pursuant to (i) the letter agreement signed between the Government of Japan and the Bank dated March 30, 2001, and modified February 13, 2006, which establishes the Poverty Reduction Program within the framework of the Japan Special Fund (JPO) and (ii) the letter agreement signed between the Government of Japan and the Bank, dated April 26, 1988, establishing the Japan Special Fund.

The Bank and the Beneficiary agree upon the following:

**First. Components of the Agreement.** This Agreement consists of this part one, referred to as the "Special Conditions"; part two, referred to as the "General Conditions"; and the Annex, which are attached hereto. The prevalence between the above-mentioned Sections and the Annex is established in Article 1 of the General Conditions.

**Second. Executing Agency.** The Executing Agency of this Program shall be the Agency for Inner-City Renewal, hereinafter referred to as either the "Executing Agency", the "Beneficiary" or "AIR". The Executing Agency certifies its financial and legal capacity to function as such, and undertakes to fulfill all the obligations that result from this Agreement.

**Third. Conditions Prior to First Disbursement.** The first disbursement of the Contribution shall be subject to the fulfillment, to the satisfaction of the Bank, of the conditions set forth in Article 2 of the General Conditions, and the following condition: evidence that the Executing Agency has signed a letter of agreement with the Fisher folk's Association named "the Causeway Fisherfolk Friendly Society", evidencing the commitment of the latter to provide counterpart funds and services envisioned in the Program.

**Fourth. Reimbursement of Expenditures Chargeable to the Contribution.** With the consent of the Bank, resources of the Contribution may be used to reimburse expenditures incurred or to finance those that may be incurred in the Program on or after December 10, 2009 and up to the date of this Agreement, provided that requirements substantially similar to those set forth in this Agreement have been fulfilled.

**Fifth. Deadlines.** (a) The period for execution of the Program shall be eighteen (18) months, from the effective date of this Agreement.

(b) The period for the last disbursement of the resources of the Contribution shall be twenty four (24) months from the effective date of this Agreement, which shall include the period required for the payment of independent auditors referred to in Article 11(b) of the General Conditions. Any part of the Contribution which has not been utilized within this period shall be canceled.

(c) The aforementioned deadlines and any others that may be stipulated in this Agreement may be extended, when duly justified, with the written consent of the Bank.

**Sixth. Total Cost of the Program and Additional Resources.** (a) The Beneficiary, undertakes to make timely provision of the resources required, in addition to the Contribution, for the complete and uninterrupted execution of the Program, the "Counterpart Resources." The total Counterpart Resources required is estimated to be the equivalent of fifteen thousand dollars (US\$15,000), to make up the sum equivalent to one hundred and sixty five thousand dollars (US\$165,000) which is estimated to be the total cost of the Program. These estimates do not reduce the obligation of the Beneficiary to provide any additional resources required to complete the Program.

(b) The Counterpart Resources, which will be provided in-kind, shall be used to finance the cost categories, which are chargeable to it, as established in the Program's budget set forth in the Annex.

**Seventh. Recognition of Expenses Chargeable to the Counterpart Resources.** The Bank may recognize as part of the local contribution expenditures incurred or which may be incurred in the Program on or after December 10, 2009, and up to the date of this Agreement, provided that requirements substantially similar to those set forth in this Agreement have been fulfilled.

**Eighth. Currencies for Disbursements and Use of the Contribution.** The Bank shall disburse the Contribution in US dollars. The Bank may convert these convertible currencies into other currencies, including the local currency by applying the exchange rate indicated in Article 7 of the General Conditions.

**Ninth. Acquisition of Goods and Related Services and Selection and Contracting of Consulting Services.** The acquisition of goods and related services and the selection and contracting of consulting services will be carried out by the Executing Agency in accordance with the provisions set forth in Document GN-2349-7 (“Policies for the Procurement of Works and Goods Financed by the Inter-American Development Bank”), and in Document GN-2350-7 (“Policies for the Selection and Contracting of Consultants Financed by the Inter-American Development Bank”) dated July 2006, as well as in accordance with the Procurement Plan referred to in paragraph Tenth of these Special Conditions.

**Tenth. Procurement Plan.** Before starting any competitive bidding process or any request for proposals for the acquisition of goods and services (different from consulting services) and for the contracting of consulting services, the Executing Agency shall prepare and furnish to the Bank for its approval, a Procurement Plan acceptable to the Bank setting forth the particular contracts for consulting services required to carry out the Program, including the estimated cost of each contract, and the proposed methods for acquisition of goods and selection of consultants’ services, in accordance with paragraph 1 of Appendixes 1 of Documents GN-2349-7 and GN-2350-7. This Procurement Plan shall be reviewed by the parties every six (6) months during the execution of the Program, and each updated version shall be submitted for the Bank’s approval. The Executing Agency shall implement the Procurement Plan in the manner in which it has been approved by the Bank.

**Eleventh. Review by the Bank.** Unless the Bank agrees otherwise in writing, each contract for the acquisition of goods and for the contracting of consulting services shall be subject to an ex ante review, in accordance with the procedures established in paragraphs 2 and 3 of Appendixes 1 of Documents GN-2349-7 and GN-2350-7.

**Twelfth. Progress Reports and evaluation.** (a) The Executing Agency undertakes to submit to the Bank, quarterly progress reports during the execution of the Program that shall cover the activities, achievements and issues faced during the quarter and plans for the following quarter. A final summary report will be submitted with one month of the final disbursement of the Contribution and should include a description of: (i) the activities, achievements and issues raised during execution of the Program, especially in relation to the results framework; (ii) number of beneficiaries benefiting from the different components of the Program; (iii) lessons learned; and (iv) recommendations and next steps.

(b) The Bank will hire the services of an independent consultant to carry out the mid-term and final independent evaluations of the Program and the consultant will report directly to the Bank.

**Thirteenth. Financial Statements.** (a) The Executing Agency undertakes to present to the Bank’s satisfaction, at the end of its execution, the financial statements of the Program in accordance with the provision set forth in Article 11(b) of the General Conditions duly certified by a firm of independent accountants selected and hired pursuant to Bank’s policies and procedures.

(b) The cost associated with the auditing referred to in subparagraph (a) above, may be financed with resources of the Contribution.

**Fourteenth. Information Disclosure.** The Executing Agency undertakes to notify the Bank within a maximum period of ten (10) working days from the date of signature of this Agreement, whether it considers any part of the Agreement to be confidential or sensitive, or information that may adversely affect relations between the member countries and the Bank or between private sector clients and the Bank, in which case the Executing Agency undertakes to identify those provisions considered as such. In accordance with the Bank's Disclosure of Information Policy, the Bank will make the text of this Agreement available to the public once it has been signed and has entered into effect, with the sole exception of that information which the Executing Agency has specifically identified as confidential, sensitive or adverse to relations with the Bank in the manner indicated in this paragraph.

**Fifteenth. Notice.** Any notice, request, or communication from one party to another by virtue of this Agreement shall be made in writing and shall be considered to have been made when the relevant documents are delivered to the addressee, unless the parties otherwise agree in writing. If to the Executing Agency, such notice shall be addressed to the following address:

Agency for Inner City Renewal  
85 West Road Kingston 12  
Jamaica, W.I.

Facsimile: (876) 967-2560

If to the Bank, such notice shall be addressed to:

Inter-American Development Bank  
1300 New York Avenue, N.W.  
Washington, D.C. 20577  
U.S.A.

Facsimile: (202) 623-3096

Please confirm your acceptance of the terms and conditions of this Agreement, in representation of the Executing Agency, by signing and returning one of the originals to the Bank's Country Office in Jamaica.

This Agreement shall be signed in two (2) originals of equal tenor by duly authorized representatives, and will enter into force on the date of its signature by the Executing Agency.

Yours faithfully,

/s/ Gerard Johnson

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Gerard Johnson  
Representative in Jamaica

AGREED

Agency for Inner City Renewal

/s/ Henley Morgan

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Dr. Henley Morgan  
Chairman

Date: January 29, 2010

Place: Kingston, Jamaica

**GENERAL CONDITIONS APPLICABLE TO  
NONREIMBURSABLE TECHNICAL COOPERATIONS**

**Article 1. Application and Scope of General Conditions.** (a) These General Conditions set forth terms and conditions generally applicable to all nonreimbursable technical cooperations made by the Bank, and their provisions form an integral part of this Agreement. Any exception to these General Conditions shall be expressly stated in the text of the Special Conditions.

(b) If any provision of the Special Conditions or of the Annex or Annexes should present any inconsistency or contradiction with these General Conditions, the provisions of the Special Conditions or the corresponding Annex shall prevail. In case of inconsistencies or contradictions between the Special Conditions and the corresponding Annex or Annexes, specific provisions shall prevail over general provisions.

**Article 2. Conditions Prior to First Disbursement.** (a) The first disbursement of the Contribution shall be subject to the fulfillment of the following requirements, by the Beneficiary, directly or through the Executing Agency:

- (i) designation of the person or persons authorized to represent it in all acts relating to the execution of this Agreement, and submission to the Bank of authenticated specimen signatures of such persons. If two or more officials are designated, the designation shall indicate whether they may act severally or jointly;
- (ii) submission to the Bank of a request for disbursement, justified in writing; and
- (iii) presentation to the Bank of a timetable for use of the Counterpart Resources.

(b) If within one hundred and eighty (180) days from the effective date of this Agreement, or within such longer period as the parties may agree in writing, the conditions precedent to the first disbursement established in this Article and in the Special Conditions have not been fulfilled, the Bank may terminate this Agreement by giving notice to the Beneficiary.

**Article 3. Disbursement Procedure.** (a) The Bank shall make disbursements of the Contribution to the Beneficiary, through the Executing Agency, each time it requests such disbursements and provides justification, to the Bank's satisfaction, for the expenses to be paid with the Contribution resources.

(b) At the request of the Beneficiary, through the Executing Agency, and provided that the requirements set forth in paragraph (a) above, in Article 2 and in the Special Conditions have been satisfied, the Bank may establish a revolving fund with the Contribution resources, which the Beneficiary, through the Executing Agency, shall utilize to cover eligible Program expenses charged against the Contribution. The Beneficiary, through the Executing Agency, shall inform the Bank

about the status of the revolving fund within a period of sixty (60) days from the closing date of each semester.

(c) The Bank may replenish the revolving fund entirely or in part as the resources are used, if the Beneficiary, through the Executing Agency, so requests and presents to the Bank's satisfaction, a detailed statement of expenses charged to such fund, together with the supporting documents thereof and a justification for such request. The detailed statement of expenses shall be submitted according to the catalog of accounts indicated in the Annex of this Agreement, which describes the Program.

**Article 4. Expenditures Chargeable to the Contribution.** The Contribution shall exclusively finance those eligible expenses which are set forth in the Program budget contained in the Annex that describes the Program. Only direct and actual Program expenses may be charged to the Contribution. Indirect or general operating expenses, which are not included in the Program budget, cannot be charged to the Contribution.

**Article 5. Request for Final Disbursement.** The Executing Agency shall present the final request for disbursement of the Contribution, accompanied by the appropriate supporting documentation, to the Bank's satisfaction, at least thirty (30) days before the expiration of the disbursement period referred to in the Special Conditions of this Agreement, or of any extension thereto that the parties may have agreed upon in writing. This final request for disbursement shall include the supporting documentation required for payment of the auditing services mentioned in Article 11 of these General Conditions.

**Article 6. Suspension and Cancellation of Disbursements and Other Measures.** (a) The Bank may suspend the disbursements or cancel the Contribution if any of the following circumstances occurs: (i) the failure of the Beneficiary to fulfill any obligation stipulated in this Agreement; (ii) if it is determined at any stage that evidence is sufficient to support a finding that an employee, agent, or representative of the Beneficiary, Executing Agency or Contracting Agency, has engaged in an act of fraud and corruption during the bidding process, negotiation of a contract, or the execution of the contract; or (iii) any circumstance which, in the Bank's opinion, may render unlikely the attainment of the objectives of the Program. Under these circumstances, the Bank shall notify the Executing Agency in writing so that it may present its points of view, and after thirty (30) days from the date of the Bank's notice, it may suspend the disbursement or cancel the undisbursed portion of the Contribution.

(b) Pursuant to paragraph (a) above, the parties agree that upon the occurrence of institutional or organizational changes within the Executing Agency, which, in the Bank's opinion, might affect the timely execution of the Program's objectives, the Bank shall review and evaluate the likely attainment of the objectives and may at its discretion, suspend, condition or cancel the disbursements of the Contribution.

(c) The Bank may cancel the part of the Contribution pertaining to the procurement of certain goods, works or related services, or consulting services, if it determines at any time that: (i) the procurement was carried out without following the procedures set forth in this Agreement; or (ii) representatives of the Beneficiary, Executing Agency or Contracting Agency have committed

any acts of fraud and corruption, either in the process of selecting the supplier or consultant or in the negotiation or execution of the respective contract, and the Beneficiary has not taken timely and remedial measures, observing the due process guarantees of the legislation of the Beneficiary's country, which are acceptable to the Bank.

(d) For the purposes of the above paragraph, acts of fraud and corruption shall be understood to include, but not be limited to, acts of: (i) a corrupt practice is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of another party; (ii) a fraudulent practice is any act or omission, including a misrepresentation, which misleads, or attempts to mislead, a party in order to obtain a financial or other benefit or to avoid an obligation; (iii) a coercive practice is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or property of the party to influence the actions of a party; and (iv) a collusive practice is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party.

(e) If, in accordance with the administrative procedures of the Bank, it is demonstrated that any firm, entity or individual bidding for or participating in a Bank-financed Program including, *inter alia*, Beneficiary, bidders, suppliers, contractors, sub-contractors, applicants, consultants, Executing Agency or Contracting Agency (including their respective officers, employees and agents) has engaged in an act of fraud or corruption, the Bank may:

- (i) decide not to finance any proposal to award a contract or a contract awarded for works, goods, related services and consultant services financed by the Bank;
- (ii) suspend disbursement of the Contribution as described in Article 6 (a) above of these General Conditions if it is determined at any stage that evidence is sufficient to support a finding that an employee, agent or representative of the Beneficiary, Executing Agency or Contracting Agency has engaged in an act of fraud or corruption;
- (iii) cancel, the portion of the Contribution earmarked for a contract as described in Article 6 (c) above of these General Conditions, when there is evidence that the representative of the Beneficiary has not taken the adequate remedial measures within a time period which the Bank considers reasonable, and in accordance with the due process guarantees of the Beneficiary country's legislation;
- (iv) issue a reprimand in the form of a formal letter of censure of the firm, entity or individual's behavior;
- (v) issue a declaration that an individual, entity or firm is ineligible, either permanently or for a stated period of time, to be awarded or participate in contracts under Bank-financed Programs except under such conditions as the Bank deems to be appropriate;
- (vi) refer the matter to appropriate law enforcement authorities; and/or



- (vii) impose other sanctions that it deems to be appropriate under the circumstances, including the imposition of fines representing reimbursement of the Bank for costs associated with investigations and proceedings. Such other sanctions may be imposed in addition to or in lieu of other sanctions.

(f) The imposition of any action to be taken by the Bank pursuant to the provisions referred to above may be public or private.

(g) The provisions established in the precedent paragraphs (a) and (c) shall not affect the disbursement by the Bank of any amounts which the Bank by specific written agreement with the Beneficiary, Executing Agency or Contracting Agency, as the case may be, has agreed to provide from the resources of the Contribution to make payments to a supplier of goods and related services or consultant services. The exceptions set forth in this paragraph (g) shall not apply if the Bank determines that acts of fraud and corruption occurred with respect to the procurement of, or the negotiation or execution of the contract for, such goods and related services or consultant services.

**Article 7. Exchange Rate for Programs Financed with Funds Expressed in Dollars of the United States of America.** (a) Disbursements:

- (i) The equivalence in dollars of the United States of America of other convertible currencies in which the disbursements of the Contribution might be made, shall be calculated applying the exchange rate in effect in the market on the date of the disbursement; and
- (ii) the equivalence in dollars of the United States of America of the local currency, or other non-convertible currencies, in the case of regional Programs, in which the disbursements of the Contribution might be made, shall be calculated applying, on the date of the disbursement, the exchange rate established pursuant to the understanding in force between the Bank and the respective country for the purpose of maintaining the value of its currency, or other non-convertible currencies, in the case of regional Programs, held by the Bank.

(b) Expenses:

- (i) The equivalence in Dollars of the United States of America of an expenditure made with convertible currencies shall be calculated applying the exchange rate in effect in the market on the date in which payment is rendered for the expenditure in question.
- (ii) The equivalence in Dollars of the United States of America of an expenditure made in local currency, or in other non-convertible currencies, in the case of regional Programs, shall be calculated applying, on the date in which payment is rendered for the expenditure in question, the exchange rate established pursuant to the understanding in force between the Bank and the

respective country for the purpose of maintaining the value of its currency held by the Bank.

- (iii) For purposes of subparagraphs (i) and (ii) above, it is understood that the date of payment for the expenditure, is the date on which the Beneficiary, the Executing Agency, or any other natural or legal person to whom the right to make expenditures has been delegated, makes the respective payments to the contractor, consultant or supplier.

**Article 8. Exchange Rate for Programs Financed with Funds Constituted in Convertible Currencies Other than the US Dollar.** (a) Disbursements. The Bank may convert the disbursed currency chargeable to the resources of the trust fund indicated in the Special Conditions in:

- (i) other convertible currencies applying the exchange rate in effect in the market on the date of the disbursement; or
- (ii) the local currency or other non-convertible currencies, in the case of regional Programs, applying, on the date of the disbursement, the following procedure: (A) the equivalence of the currency of the trust fund indicated in the Special Conditions shall be calculated in Dollars of the United States of America, applying the exchange rate in effect in the market; (B) next, the equivalence of these Dollars of the United States of America shall be calculated in local currency or other non-convertible currencies, in the case of regional Programs, applying the exchange rate established pursuant to the understanding in force between the Bank and the respective country for the purpose of maintaining the value of its currency held by the Bank.

(b) Expenses: (i) The equivalence in the currency of the trust fund, indicated in the Special Conditions, of an expenditure made with convertible currencies shall be calculated applying the exchange rate in effect in the market on the date in which payment is rendered for the expenditure in question.

- (ii) The equivalence in the currency of the trust fund, indicated in the Special Conditions, of an expenditure made in local currency or other non-convertible currencies, in the case of regional Programs, shall be calculated in the following manner: (A) the equivalence in Dollars of the United States of America of such expenditure, applying, on the date in which payment is rendered for the expenditure in question, the exchange rate established pursuant to the understanding in force between the Bank and the respective country for the purpose of maintaining the value of its currency held by the Bank; (B) next, the equivalence in the currency of the trust fund indicated in the Special Conditions of the value of the expenditure in Dollars of the United States of America, shall be calculated applying the exchange rate in effect in the market on the date in which payment is rendered for the expenditure in question.

- (iii) For purposes of subparagraphs (i) and (ii) above, it is understood that the date of payment for the expenditure, is the date on which the Beneficiary, the Executing Agency, or any other natural or legal person to whom the right to make expenditures has been delegated, makes the respective payments to the contractor, consultant or supplier.

**Article 9. Other Contractual Obligations of Consultants.** In addition to the special requirements included in the Special Conditions, Annex or Annexes and in the respective terms of reference, the Executing Agency agrees that contracts signed with Consultants shall also specify the Consultants' obligations to:

- (a) provide any clarifications or additional information that the Executing Agency or the Bank consider necessary with respect to the Consultants' reports required under the terms of reference set forth in their respective contracts;
- (b) provide the Executing Agency and the Bank with any additional information as they may reasonably request concerning the performance on their work;
- (c) in the case of international consultants, perform their work in an integrated manner with the local professional staff assigned or contracted by the Beneficiary to participate in the execution of the Program, with a view to carrying out technical and operational training of such staff by the conclusion of the work;
- (d) assign copyrights, patents and any other form of industrial property right to the Bank in cases where such rights result from the work and documents carried out by the Consultants under the consulting contracts financed with resources of the Program; and
- (e) notwithstanding paragraph (d) above, in order to obtain a timely dissemination of the results of the Program, the Bank authorizes the Beneficiary, or the Executing Agency, to make use of the products resulting from the consulting services financed with the resources of the Program, with the understanding that the Beneficiary, or the Executing Agency, shall utilize such consulting products under the terms set forth in Article 15 of these General Conditions.

**Article 10. Acquisition of Goods and Services.** (a) The Beneficiary may acquire, chargeable to the Contribution, the goods and services (other than consulting services) required for the execution of the Program, in an amount not to exceed the allocation specified for that purpose in the budget set forth in the Annex that describes the Program.

- (b) When the goods acquired and services (other than consulting services) contracted for the Program are entirely financed with local counterpart contribution, the Beneficiary shall, whenever possible, follow procedures that allow the participation of several bidders, and shall take into account principles of economy, efficiency and price reasonability.
- (c) When sources of financing other than resources of the Contribution or of the Counterpart Resources are used, the Beneficiary may agree with the financing entity the procedure to be followed for the acquisition of goods and services. Notwithstanding, at the Bank's request, the

Beneficiary shall prove the reasonability of both the price agreed upon or paid for the acquisition of such goods and services, and of the financial conditions of such credits. The Beneficiary shall likewise demonstrate that the quality of the goods meets the technical requirements of the Program.

(d) During the execution of the Program, the goods referred to in subsection (a) above shall be used exclusively for the execution of the Program.

(e) The goods included in the Program shall be adequately maintained according to generally accepted technical standards, at a level compatible with the services that they should provide.

**Article 11. Financial Statements.** (a) When the period for execution of the Program exceeds one (1) year, and the amount of the Contribution exceeds one million five hundred thousand Dollars of the United States of America (US\$1,500,000), the Beneficiary, through the Executing Agency, undertakes to submit, to the Bank's satisfaction:

- (i) annual financial statements, and one final financial statement, regarding Program expenditures charged to the Contribution and to the Counterpart Resources. These financial statements shall be audited by independent public accountants acceptable to the Bank, in accordance with procedures satisfactory to the Bank;
- (ii) the annual financial statements shall be presented no later than ninety (90) days following the close of each year of execution, beginning with the year that corresponds to the fiscal year in which disbursements of the Contribution begin; and the final financial statement shall be presented no later than ninety (90) days following the date of the last disbursement of the Contribution, with the exception of the disbursement of the resources necessary to cover the cost of the auditing services referred to in this Article. These time periods shall only be extended with the written consent of the Bank; and
- (iii) the Bank may suspend disbursements of the Contribution, if it does not receive, to its satisfaction, the annual financial statements within the periods stipulated in paragraph (ii) above, or within any extension of these periods it may have authorized.

(b) When the period for execution of the Program does not exceed one (1) year, or the amount of the Contribution is equal to or less than the equivalent of one million five hundred thousand Dollars of the United States of America (US\$1,500,000), the Beneficiary, through the Executing Agency, undertakes to submit to the Bank's satisfaction, and within ninety (90) days following the date of the last disbursement of the Contribution, with the exception of the disbursement of the resources necessary to cover the cost of the auditing services referred to in this Article, a financial statement of Program expenditures charged to the Contribution and to the Counterpart Resources, audited by independent public accountants acceptable to the Bank and in accordance with procedures satisfactory to the Bank.

**Article 12. Internal Control and Records.** The Beneficiary, the Executing Agency, or the Contracting Agency, as the case may be, shall maintain an appropriate system of internal accounting and administrative controls. The accounting system shall be organized so as to provide the necessary documentation to permit the verification of transactions and facilitate the timely preparation of financial statements and reports. The records of the Program shall be maintained for a minimum of three (3) years after the date of final disbursement of the Contribution, in such a way that: (a) make it possible to identify the sums received from the various sources; (b) show, in accordance with the catalogue of accounts approved by the Bank, the investments in the Program, both with the resources of the Contribution and with the other funds to be provided for its complete execution; (c) include sufficient detail to show the works performed, the goods acquired and the services contracted, as well as the utilization of such works, goods and services; (d) such documents include documentation relating to the bidding process and the execution of the contracts financed by the Bank including, but not limited to, bid requests, bid packages, summaries, bid evaluations, contracts, correspondence, work product and drafts, and invoices, including documents relating to the payment of commissions, and payments to agents, consultants and contractors; and (e) show the cost of the investments in each category and the progress of the Program.

**Article 13. Inspections.** (a) The Bank may establish such inspection procedures as it deems necessary to assure the satisfactory development of the Program.

(b) The Beneficiary, the Executing Agency and the Contracting Agency, if any, shall permit the Bank to inspect at any time the Program, the equipment and materials involved therein, and to examine such records and documents as the Bank may deem pertinent. The personnel which the Bank shall send or designate as investigators, agents, auditors or experts for this purpose shall receive the complete cooperation of the respective authorities. All the costs relating to transportation, salaries, and other expenses of such personnel shall be borne by the Bank.

(c) The Beneficiary, the Executing Agency or the Contracting Agency, as the case may be, shall, upon request of an authorized representative of the Bank, provide to the Bank any documents, including procurement-related documents, that the Bank might reasonably request. In addition, the Beneficiary, the Executing Agency and the Contracting Agency shall make their personnel available, upon reasonable notice, to respond to questions from Bank personnel, which arise during the review or audit of such documents. The Beneficiary, the Executing Agency or the Contracting Agency, as the case may be, shall produce the documents in a timely manner or shall submit an affidavit to the Bank setting forth the reasons why the requested material is unavailable or is being withheld.

(d) If the Beneficiary, the Executing Agency or Contracting Agency, as the case may be, refuses to comply with the Bank's request, or otherwise obstructs the Bank's review of the matter, the Bank in its sole discretion, may take appropriate action against the Beneficiary, Executing Agency or Contracting Agency, as the case may be.

**Article 14. Other Commitments.** The Beneficiary, through the Executing Agency shall also:

(a) provide the Consultants and local experts with secretarial services, offices, office supplies, communication services, transport and any other logistical support required for the execution of their work;

- (b) present to the Bank a copy of the Consultants reports and their comments thereof;
- (c) provide the Bank with any other additional information or legal reports as it may reasonably request concerning execution of the Program and the use of the Contribution and the Counterpart Resources; and
- (d) keep the Bank's Representative in the respective country or countries informed of all aspects of the Program.

**Article 15. Publication of Documents.** Any document issued under the Bank's name or logotype, as part of a special Program, joint program, research Program or any other event financed with the resources of the Program intended for publication, shall be previously approved by the Bank.

**Article 16. Supervision in the Field.** Without prejudice to the supervision of the Program activities performed by the Executing Agency, the Bank may supervise the Program in the field through its Country Office in the country or countries as it may designate for such purpose.

**Article 17. Limitation of the Bank's Obligation.** It is understood that the granting of the Contribution by the Bank does not constitute any obligation whatsoever to totally or partially finance any program or Program that may be undertaken directly or indirectly as a result of the execution of the Program.

**Article 18. Arbitration.** For the solution of any controversy which may arise hereunder and which is not resolved by agreement of the parties, said parties shall unconditionally and irrevocably submit to the following arbitration procedure and award:

(a) **Composition of the Tribunal.** The Arbitration Tribunal shall be composed of three (3) members, to be appointed in the following manner: one by the Bank, another by the Beneficiary, and a third, hereinafter called the "Referee", by direct agreement between the parties or through their respective arbitrators. If the parties fail to agree on who shall be the Referee, or if one of the parties fails to appoint the Referee, the Referee shall be appointed, at the request of either party, by the Secretary General of the Organization of American States. If either of the parties fails to appoint an arbitrator, he shall be appointed by the Referee. If either of the appointed arbitrators or the Referee is unwilling or unable to act or to continue to act, his successor shall be appointed in the same manner as for the original appointment. The successor shall perform the same functions and shall have the same powers as his predecessor.

(b) **Initiation of the Procedure.** In order to submit the controversy to arbitration the claimant shall address to the other party a written communication setting forth the nature of the claim, the satisfaction or compensation sought, and the name of the arbitrator it has appointed. The party receiving such communication shall, within forty-five (45) days, notify the adverse party of the name of the person it has appointed as arbitrator. If, within thirty (30) days after delivery of such notification to the claimant, the parties have not agreed upon the person who is to act as Referee, either party may request the Secretary General of the Organization of American States to make the appointment.

In cases of Agreements with Argentina, the parties agree that prior paragraphs (a) and (b), where it reads: “Secretary General of the Organization of American States”, it shall read instead: “President of the International Court of Justice.”

(c) **Convening of the Tribunal.** The Arbitration Tribunal shall be convened in Washington, District of Columbia, on the date designated by the Referee and, once convened, the Tribunal itself shall decide when it shall meet.

In cases of Agreements with Argentina, the parties agree that this paragraph (c) shall read instead: “The Arbitration Tribunal shall be convened at the place and date it designates and, once convened, it shall meet on the date decided by the Tribunal.”

(d) **Procedure.**

- (i) The Tribunal shall be competent only to hear the matter in controversy. It shall adopt its own procedures and may on its own initiative designate whatever experts it considers necessary. In any case, it shall give the parties the opportunity of making oral presentations.
- (ii) The Tribunal shall proceed ex aequo et bono, basing itself on the terms of this Agreement, and shall issue an award even if either party should fail to appear or to present its case.
- (iii) The award shall be in writing and shall be adopted with the concurrent vote of at least two of the members of the Tribunal. It shall be handed down within sixty (60) days from the date on which the Referee has been appointed, unless the Tribunal determines that, due to special and unforeseen circumstances, such period should be extended. The parties shall be notified of the award by means of a communication signed by at least two members of the Tribunal. The parties agree that any award of the Tribunal shall be complied with within thirty (30) days from the date of notification and it shall be final and not be subject to any appeal.

(e) **Costs.** The fees of each arbitrator shall be paid by the party which appointed him and the fees of the Referee shall be paid by both parties in equal proportion. Prior to the convening of the Tribunal, the parties shall agree on the remuneration of any other person who by mutual agreement, they deem should participate in the arbitration proceedings. If such agreement is not reached in a timely manner, the Tribunal itself may determine the compensation reasonable for such person under the circumstances. Each party shall defray its own expenses in the arbitration proceedings but the expenses of the Tribunal shall be divided and borne equally by both parties. Any doubt regarding the division of expenses or the manner in which they are to be paid shall be determined, without appeal, by the Tribunal.

(f) **Notification.** All notifications regarding the arbitration proceeding or to the award shall be made in the manner provided in the present Agreement. The parties expressly waive any other form of notification.

In cases of Agreements with Ecuador, the parties agree that, for the purposes of notification, this paragraph (f) shall read: “All notifications regarding the arbitration proceeding or to the award, shall be made in the manner provided in the Agreement. The parties expressly waive any other form of notification. Notwithstanding the foregoing, any party delivering a notification hereunder must also notify the Attorney General (Procurador General del Estado) of Ecuador.”



## **ANNEX**

### **THE PROJECT**

#### **Project to Improve Livelihoods in the Portmore Causeway Fishing Village**

#### **I. Objective**

- 1.01** The general objective of the Project is to improve the livelihoods of the Portmore Causeway fisher folk through the strengthening of the Fisher Folk's Association, currently named "the Causeway Fisher Folk Friendly Society" (the "Association"), and enhancement of the Association's commercial activities.
- 1.02** The specific objectives of the Project are: (i) to strengthen the capacity of the Fisher Folk's Association to manage the facilities at the Portmore Causeway Fishing Village (the "Fishing Village") and to pursue the strategic objectives defined and agreed upon by the fisher folk; (ii) increase the net income of the fisher folk through improved sanitation, product handling and presentation, better marketing and the pursuit of new entrepreneurial ventures, as well as more affordable access to finance and inputs such as ice, fuel, fishing and storage equipment; and (iii) assist in creating a safer and more secure environment for fishermen at sea and for the fisher folk within the Fishing Village.

#### **II. Description**

- 2.01** In order to achieve the objectives referred to in section I above, the Project will finance the following components:

Component 1: Strengthening the Fisher Folk's Association.

- 2.02** The objective of this component is to strengthen the organizational capacity of the Fisher Folk's Association through training and technical assistance. It also contemplates the financing of a Management Consultant for the Fishing Village, whose salary will initially be paid for by the Project, but which is envisaged will eventually be taken over by the Association. The component will support:
- Management of the Fishing Village. This initial activity will focus on: (i) building a sense of community among the fisher folk, analyzing their common interests and highlighting the need to develop a more formal association to manage the infrastructure that has been provided in the Fishing Village; (ii) establishing agreed upon rules and procedures that include: a fee structure and collection system, sanctions or other measures in cases of non-payment, the distribution of vending stalls and storage units, conflict management and resolution, and the determination of acceptable business practices and activities to be carried out on-site; and (iii) the collection and management of the initial utility fees.

- Financial Management of the Fisher Folk's Association: Development and management of the Association's budget, including a transparent reporting system that can ensure on-time bill payments to cover common costs and maintenance of the facilities, and discussion of the possibility of building up a surplus for an emergency fund or to cover other more strategic costs.
- Legal Structure of the Fisher Folk's Association: A legal analysis is contemplated to be carried out to determine whether the Association's current legal structure as a Friendly Society is the most appropriate type of structure for the fisher folk's operating needs and business goals. If another structure, such as a Cooperative, Community Development Council or other legal structure is deemed more appropriate, the change in structure and registration could be financed under this component.
- The Association's Executive Council: The Executive Council has agreed to hold a new election once the fishermen and vendors move to the new site. In addition, it would be useful to review the operating regulations for the Executive Council to ensure that the Council's roles and responsibilities are clearly defined, especially in regard to supervision of the Association's Administrator. In addition, the procedures for consultation with the members should be reviewed in order to ensure the full participation of the all the fishermen and vendors.
- The Administrator of the Association: An on-site Administrator will be hired under this component who will report to the Association. The Administrator will: (i) provide logistical support to organize training and meeting sessions, (ii) collect fees and pay common bills, (iii) manage and report on the Association's budget, (iv) report and address non-compliance with agreed upon rules and procedures for the Fishing Village, (v) guide and manage conflict resolution, (vi) provide follow-up on priorities, activities and investments identified in the Marketing Strategy and Business Plan, (vii) together with the Executing Agency, identify and mobilize additional resources and services to implement priority activities identified by the members of the Association, and (viii)-serve as the primary liaison between the fisher folk and the Executing Agency. The Administrator will be identified and hired by the Executing Agency. During the last six months of execution, the Association will identify a candidate to take over the Administrator's job once the Project has been completed. This candidate will work as at minimum half time as a volunteer with the Administrator during this period (considered as in-kind counterpart for the Association) and it is envisaged that the Administrator will be contracted and paid by the Association once the Project comes to an end.

Component 2: Improving the Economic Viability and Sustainability of the Fisher Folk's Commercial Activities.

- 2.03** The objective of this component is to help the fisher folk reduce their costs add value to their catch. It will also support the review, feasibility studies and implementation of potential new ventures. The Executing Agency will carry out a baseline study on income and expenditure for each vendor and fishermen and will provide training on how to record and track income, and will monitor the changes in net income among the

fishermen and vendors that are interested and willing to take part in this component of the Project. This component will finance training, technical assistance, and resources for some basic capital investments. Specifically, it will support:

- Market Analysis and Strategy: The analysis of market opportunities and the development and implementation of a marketing strategy for the Fishing Village, including, the design of an improved image that emphasizes freshness and quality, the purchase of a sign to improve public awareness of their new location, promotional materials, and/or radio/media time to promote the new location and image.
- Product Handling, Presentation, and Micro-Business Management: Training and small investments to improve customer service, basic business management, product handling (hygiene, conservation, packaging for buyers), the use and maintenance of equipment, product storage and presentation to meet sanitation and health standards as well as the freshness/quality image designed under the market strategy.
- Access to more affordable goods and services: Small capital investments may be made to ensure more affordable access to inputs and services such as storage facilities and other durable goods.
- New Ventures:
  - (a) A Business Development Plan will be prepared for potential new ventures that are identified. If new ventures are deemed feasible, this component will support their implementation, and could include small seed investments and execution, to the extent possible. This Plan should also analyze the current business model and determine its short, medium and long term prospects, and make recommendations for adaptations as needed. Any new ventures will have to be agreed upon by the fisher folk through the participatory processes managed by their Association. Opportunities that have already identified by the fisher folk, and that require further analysis, include: the establishment of a restaurant at the Fishing Village, sales to a wider array of commercial and institutional clients such as restaurants, hotels, schools and other institutions, the export of fish, and involvement in new economic activities beyond fishing and vending (*i.e.*, ice-making, transportation of fish to new markets via motorcycles, and the repair of equipment, such as outboard motors).
  - (b) The issue of environmental and economical sustainability will be addressed in the development of the Business Plan, where fishing and related livelihoods will be analyzed. The environmental implications will also be analyzed and recommendations to improve the sustainability of the fishery will be considered by these consultants and proposed in the Business Plan.
- Environmental management: Training in environmental management for the fisher folk that will promote more ecologically sensitive practices, particularly in relation to the management of solid waste and the handling of fuel and equipment, in order to sustain

the environmental integrity of the Fishing Village, its beach and the surrounding mangroves. In addition, the Project will help to establish a baseline on catches and will carry out some initial environmental analysis to evaluate the sustainability of the fishermen's activities under current and changing scenarios, including an analysis of strategies proposed under the Business Development Plan.

Component 3: Supporting a Safe and Secure Operating Environment.

- 2.04** This component will finance training and small investments to improve safety in fishing practices and the security of the Fishing Village. The Fisheries division will provide safety training and the Association will be encouraged to invest in lifejackets and other inexpensive technologies that will improve safety at sea and ensure compliance with safety regulations. The vendors will also be provided with training in product handling and storage to ensure better hygiene and compliance with the regulations for their vending licenses. Finally, the fisher folk will need to establish a system to address potential security risks to the Fishing Village. Partial funding for small investments may be financed under this component to enhance security, including, for example, the construction of an L shaped fence on the two exposed sides of the Fishing Village.

**III. Total Cost of the Project**

- 3.01** The total cost of the Project is estimated at one hundred sixty five thousand dollars (US\$165,000), in accordance with the following categories and sources of financing:
- 3.02** The Counterpart Resources will be provided by the Association in-kind and will consist of: the time of fishermen and vendors in trainings and meetings related to the technical cooperation activities, the time in training of the fisher folk's candidate who will take over the Administrator's role upon Project completion, the provision of meals and logistical contributions for meetings and trainings, and other related contributions made by the fisher folk within the TC's scope of activities that are validated by the Executing Agency as viable counterpart. The Executing Agency will be responsible for calculating and validating these Counterpart Resources and reporting to the Bank that the Counterpart Resources Commitment has been fulfilled. For these purposes, the Executing Agency and the Association will enter into an agreement whereby the Association commits to provide the Counterpart Resources.

Project Budget					
	No. Days/Months	Rate (USD)	IDB	Counterpart (in-kind)	Total
<b>Component 1: Strengthening the Fisher Folk's Association. Consultant Fees</b>					
<i>Lead Consultant (Org. Dev), AIR</i>	12 months x 30% + 6 months x 20%	7000 x month	33,600		33,600
<i>Junior AIR Staff</i>	6 months x 75% + 6 months x 50% + 6 months x 30%	2500	23,250		23,250
<i>Specialized Consultancies for training and services in: Marketing, Commercialization, Finance, Legal Assistance, Fisheries, Environment, etc</i>	100 days	200	20,000		20,000
<i>Environmental Analysis of Current and Proposed Activities</i>	20 days	175	3,500		3,500
<i>Fisher Folk Association Management Consultant and Fisher Folk Assistant in Training</i>	18 months	1,300	23,400	5,000	28,400
<b>Total</b>			<b>103,750</b>	<b>5,000</b>	<b>108,750</b>
<b>Component 2: Improving the Economic Viability and Sustainability of the Fisher Folk's Commercial Activities. Equipment, Marketing and Meeting Logistics</b>					
<i>Cost Reducing and Product Improvement/New Venture Investments, Safety &amp; Storage, and other equipment</i>	-	-	25,750	-	25,750
<i>Marketing Materials/Expenses and Road Sign</i>	-	-	5,000	-	5,000
<i>Computer/Printer for on-site office</i>	-	-	1,800	-	1,800
<i>Meeting Costs and Logistics</i>			2,500	10,000	12,500
<i>Misc.</i>			1,000		1,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>36,050</b>	<b>10,000</b>	<b>46,050</b>
<b>Component 3: Supporting a Safe and Secure Operating Environment. Monitoring and Evaluation</b>					
<i>Consultant</i>	10 days	300 x day	3,000	-	3,000
<i>Travel and Per Diem (2 trips x \$1,800)</i>	2 trips	\$1,800 x 3 day trip	3,600	-	3,600
<b>Total</b>			<b>6,600</b>	<b>-</b>	<b>6,600</b>
<b>Overhead AIR</b>	\$200 per month	18 months	3,600	-	3,600
<b>TOTAL (US\$)</b>			<b>150,000</b>	<b>15,000</b>	<b>165,000</b>

#### **IV. Execution**

- 4.01** The Executing Agency (EA) of the Project will be the Agency for Inner City Renewal (AIR), with assistance from its associated consulting firm, Caribbean Applied Technology Center.
- 4.02** The EA will have the responsibility for coordinating all Project related activities and report to the Bank on a quarterly basis on Project activities and financial procurement. The EA will provide a senior Project Coordinator as well as professional and administrative support staff that are capable of managing the technical, procurement, and administrative aspects of the Project. The EA will be responsible for identifying and sub-contracting all of the specialized consultants and trainers needed to carry out the activities in the Components of the Project described in this Annex. To the extent possible, the EA will utilize its current network of contacts to leverage additional resources for Project activities.
- 4.03** An Independent Advisory Council will be formed to support the coordination of the Project. It is envisaged that the Council will include representatives from the Fisher Folk's Association, National Road Operating and Constructing Company Limited (NROCC), the Fisheries Department of the Ministry of Agriculture and Fisheries of Jamaica, the Social Development Commission, Portmore Municipality and the Bank's Country Office in Jamaica. The Council will meet periodically to review the progress of the Project, provide advisory support, and identify opportunities and contacts to support the priorities outlined in the Fisher Folk's Marketing Strategy and Business Plan.