



ที่ กต ๑๖๐๒.๓/๖๙/๕๔

กรมการพัฒนาชุมชน	
เลขรับ.....	12593
วันที่.....	- 4 ก.ค. 2565
เวลา.....	14.30.

กรมความร่วมมือระหว่างประเทศ
ศูนย์ราชการเฉลิมพระเกียรติ ๘๐ พรรษา
อาคารรัฐประศาสนภักดี ชั้น ๘ ทิศใต้
ถนนแจ้งวัฒนะ กทม. ๑๐๒๑๐

๑๐ มิถุนายน ๒๕๖๕

เรื่อง ทูลฝึกรอบรรมออนไลน์หลักสูตร/Capacity Building of Local Governments for Development with Community Participation (B) ของรัฐบาลญี่ปุ่น

เรียน อธิบดีกรมการพัฒนาชุมชน

- สิ่งที่ส่งมาด้วย
๑. รายละเอียดหลักสูตร
 ๒. ข้อมูลเกี่ยวกับการสมัครขอรับทุน
 ๓. รายละเอียดเกี่ยวกับผู้สมัครรับทุน
 ๔. ใบสมัครรับทุน

ยุทธศาสตร์	
เลขรับที่.....	484
วันที่.....	4 ก.ค. 65
เวลา.....	15.2๗

สถาบันการพัฒนาชุมชน	
เลขรับที่.....	9259
วันที่.....	104 ก.ค. 2565
เวลา.....	15.09.4

แผน

ด้วยรัฐบาลญี่ปุ่นเสนอให้ทุนแก่รัฐบาลไทย เพื่อส่งเจ้าหน้าที่เข้ารับการฝึกอบรมออนไลน์ หลักสูตร Capacity Building of Local Governments for Development with Community Participation (B) ระหว่างวันที่ ๒๐ ตุลาคม - ๑๑ พฤศจิกายน ๒๕๖๕ รายละเอียดตามสิ่งที่ส่งมาด้วย ๑

กรมความร่วมมือระหว่างประเทศพิจารณาแล้วเห็นว่า หลักสูตรอบรมดังกล่าวเป็นประโยชน์ต่อบุคลากรในหน่วยงานของท่าน ในการนี้ จึงขอความร่วมมือพิจารณาเสนอชื่อผู้สมัครที่เป็นเจ้าหน้าที่ระดับหัวหน้าส่วนกลางหรือส่วนท้องถิ่น ซึ่งรับผิดชอบงานด้านการพัฒนาชุมชนท้องถิ่น มีประสบการณ์การทำงาน ๓ ปีขึ้นไป มีอายุระหว่าง ๒๕ - ๔๕ ปี และมีทักษะภาษาอังกฤษดี โดยมีผลการทดสอบภาษาอังกฤษ DIFA TES TOEFL TOEIC IELTS (อย่างใดอย่างหนึ่งเพื่อประกอบการพิจารณา) จำนวน ๑ ราย สมัครรับทุนดังกล่าว โดยขอให้ผู้ที่ได้รับการเสนอชื่อจัดทำรายละเอียดเกี่ยวกับผู้สมัครรับทุน ตามสิ่งที่ส่งมาด้วย ๒ - ๔ และส่งคืนกรมความร่วมมือระหว่างประเทศพร้อมใบสมัครรับทุนรัฐบาลญี่ปุ่น ภายในวันที่ ๒๙ สิงหาคม ๒๕๖๕ ด้วย จักขอบคุณมาก เพื่อจะได้ดำเนินการในส่วนที่เกี่ยวข้องต่อไป

จึงเรียนมาเพื่อโปรดพิจารณา

ขอแสดงความนับถือ

(นายชีวินท์ ณ ถลาง)
รองอธิบดี ปฏิบัติราชการแทน
อธิบดีกรมความร่วมมือระหว่างประเทศ

กองความร่วมมือด้านทุน

โทร. ๐ ๒๒๐๓ ๕๐๐๐ ต่อ ๔๓๑๐๗ (สุพิชฌาย์)

โทรสาร ๐ ๒๑๔๓ ๙๓๒๕

ไปรษณีย์อิเล็กทรอนิกส์ saraban1600@mfa.go.th



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กรมความร่วมมือฯ	
เลขรับ	๕๕๕ ๖๖
วันที่	๒๗ มิ.ย. ๒๕๖๕
เวลา	๑๔.๕๙

No. 202206270001

H27

The Japan International Cooperation Agency presents its compliments to the Ministry of Foreign Affairs and has the honour to inform the latter that the Government of Japan is preparing to grant a fellowship for online training course in accordance with the attached details (General Information).

If the Government of Thailand is interested in sending a participant(s) in this programme, it is requested that the Application Forms be sent to the Japan International Cooperation Agency before the date mentioned in the attached details.

The Japan International Cooperation Agency avails itself of this opportunity to renew to the Ministry of Foreign Affairs the assurances of its highest consideration.



June 27, 2022

Thailand International Cooperation Agency
Ministry of Foreign Affairs, the Government Complex, Bangkok

1. Title of Training Course granted by the Government of Japan

[Online] Knowledge Co-Creation Program (Group & Region Focus) Capacity Building of Local Governments for Development with Community Participation (B) J.F.Y. 2022

2. Number of Participants (who should have a sufficient command of English language)

One (1)

3. Dates of Course: Online: (from) October 20, 2022 to November 11, 2022

4. Latest date by which the Applications should be received by the Japan International Cooperation Agency.

September 15, 2022

Required Document

- 1) JICA's Application Form
- 2) English Score Sheet
- 3) Photocopy of Passport
- 4) Inception Report (ANNEX 1)

Expected requirements specific for the online course

- 1) Hardware: PC or tablet with speaker/microphone and web camera
- 2) Software: Zoom, Microsoft Teams, YouTube, GIGAPOD, Google workspace, Google Chrome/ Microsoft Edge/ Internet Explorer, Microsoft Excel/ Word/ Power Point, PDF, E-mail
- 3) Internet Connection: 5Mbps speed
- 4) Time availability

Note: Department of Local Administration (DLA)

Community Development Department (CDD)

Office of the National Economic and Social Development Council (NESDC)

แบบพิมพ์ทุน ๑
กรมความร่วมมือระหว่างประเทศ

ติดรูปถ่าย

รายละเอียดเกี่ยวกับผู้สมัครรับทุน
(โปรดกรอกรายละเอียดให้ละเอียดและตัวบรรจง)

ส่วนที่ ๑: แหล่งผู้ให้ทุน/หลักสูตร (นำส่งเพียงคนละ ๑ ชุด)

แหล่งผู้ให้ทุน.....
ชื่อหลักสูตร/สาขาวิชา/ระยะเวลา.....
.....
.....
ณ ประเทศ.....

สำหรับเจ้าหน้าที่กรมความร่วมมือ
ระหว่างประเทศ

ได้ตรวจสอบคุณสมบัติขั้นต้นแล้ว

☐ มีคุณสมบัติถูกต้องตามที่กรมฯ
และแหล่งทุนกำหนด

ส่วนที่ ๒: สังกัดของผู้สมัครรับทุน

ชื่อหน่วยงาน (ภาษาไทย).....
(ภาษาอังกฤษ).....
ที่อยู่ติดต่อได้.....
แผนก/ฝ่าย/กอง.....
โทรศัพท์..... โทรสาร..... โทรศัพท์(บ้าน).....
โทรศัพท์มือถือ..... E-mail Address:
บุคคลที่ผู้สมัครประสงค์จะให้ติดต่อในกรณีเร่งด่วน : ชื่อ..... โทรศัพท์.....

ส่วนที่ ๓: ประวัติส่วนบุคคลและการศึกษา

ชื่อ (นาย/นาง/นางสาว).....นามสกุล.....
Name (Mr./Mrs./Miss).....Surname.....
ชื่อ/นามสกุลเดิม (ในกรณีที่มีการเปลี่ยนชื่อ/นามสกุล)
นาย/นาง/นางสาว.....นามสกุล.....
Name (Mr./Mrs./Miss).....Surname.....
อายุ.....ปี.....เดือน (เกิดวันที่.....เดือน.....พ.ศ.....)
สถานภาพสมรส: ☐ โสด ☐ สมรส ☐ อื่น ๆ
วุฒิการศึกษา/สาขา.....
.....
สถาบัน/ประเทศ.....
.....
คะแนนรวมซึ่งได้รับจากการศึกษาระดับปริญญาตรี (เฉพาะผู้ขอรับทุนการศึกษา).....

ส่วนที่ ๔: ประวัติการรับทุน

เคยได้รับทุนที่ดำเนินการผ่านกรมความร่วมมือระหว่างประเทศ (เฉพาะ ๒ ครั้งสุดท้าย) คือ

๑. แหล่งผู้ให้ทุน.....เพื่อไป ☐ ศึกษา ☐ ฝึกอบรม ☐ สัมมนา ☐ ทำงาน ☐ ประชุม

สาขาวิชา/หลักสูตร.....

ระหว่างวันที่.....ณ ประเทศ.....

๒. แหล่งผู้ให้ทุน.....เพื่อไป ☐ ศึกษา ☐ ฝึกอบรม ☐ สัมมนา ☐ ทำงาน ☐ ประชุม

สาขาวิชา/หลักสูตร.....

ระหว่างวันที่.....ณ ประเทศ.....

นอกเหนือจากการสมัครรับทุนครั้งนี้ อยู่ในระหว่างการสมัครรับทุนจากองค์การ/รัฐบาลอื่นหรือไม่

☐ ไม่อยู่ระหว่างการสมัครรับทุนอื่น

☐ อยู่ระหว่างการสมัครรับทุน.....

ส่วนที่ ๕: ประวัติการทำงาน (อดีตและปัจจุบัน)

ตำแหน่ง	ระยะเวลา (วัน/เดือน/ปี)	หน่วยงาน	หน้าที่ความรับผิดชอบ

ข้าพเจ้าขอรับรองว่า ข้าพเจ้าเป็นผู้มีคุณสมบัติตรงตามคุณสมบัติของผู้สมัครรับทุนที่กรมความร่วมมือระหว่างประเทศได้แจ้งเวียนให้ทราบ และข้อความที่แจ้งไว้ในแบบพิมพ์นี้ถูกต้องและเป็นความจริงทุกประการ หากปรากฏภายหลังว่าไม่เป็นไปตามที่ข้าพเจ้ารับรองไว้ให้ถือว่าข้าพเจ้าเป็นผู้ขาดคุณสมบัติในการสมัครรับทุนครั้งนี้

(ลงชื่อผู้สมัครรับทุน).....

(.....)

...../...../.....

ข้อมูลเกี่ยวกับการสมัครขอรับทุน

ชื่อหลักสูตร **Capacity Building of Local Governments for
Development with Community Participation (B)**

วิธีการเสนอชื่อผู้สมัครขอรับทุน คุณสมบัติของผู้สมัครขอรับทุน หลักเกณฑ์การคัดเลือกผู้สมัครขอรับทุน
ผู้สมัครขอรับทุน และผลการพิจารณาให้ทุน จะต้องปฏิบัติตามหลักเกณฑ์และวิธีการ ดังนี้

๑. วิธีการเสนอชื่อผู้สมัครขอรับทุน

- ๑.๑ หน่วยงานที่ได้รับการจัดสรรจะต้องมีหนังสือเสนอชื่อผู้สมัครขอรับทุน พร้อมทั้งส่งแบบพิมพ์รายละเอียด
เกี่ยวกับผู้สมัครรับทุน (แบบพิมพ์ทุน ๑) ที่ติดรูปถ่ายขนาด ๑ นิ้ว หรือ ๒ นิ้ว จำนวน ๑ รูป ไปยังกรมความ
ร่วมมือระหว่างประเทศ ภายในวันที่ ๒๙ สิงหาคม ๒๕๖๕

ในกรณีที่จำเป็นให้แจ้งรายชื่อและรายละเอียดของผู้สมัครขอรับทุนได้ทางโทรศัพท์ และ / หรือโทรสาร
เป็นการล่วงหน้า

- ๑.๒ จำนวนผู้สมัครขอรับทุนที่ได้รับการเสนอชื่อจะต้องไม่เกิน ๑ ราย ในกรณีที่หน่วยงานเสนอชื่อ
ผู้สมัครขอรับทุนมากกว่าจำนวนที่ได้กำหนดไว้ข้างต้น กรมความร่วมมือจะพิจารณาคัดเลือกบุคคลที่ได้รับการ
เสนอชื่อเรียงตามลำดับ ที่ปรากฏในหนังสือเสนอชื่อจากหน่วยงานตามจำนวนที่กำหนดไว้ข้างต้นเท่านั้น
บุคคลที่ปรากฏชื่ออยู่ในลำดับหลังซึ่งเกินจำนวนที่กำหนดไว้ กรมความร่วมมือฯ ไม่อาจพิจารณาให้เป็น
ผู้สมัครขอรับทุนได้

๒. คุณสมบัติของผู้สมัครขอรับทุน

๒.๑ ก. สำหรับผู้ที่เข้าราชการ

- ผู้สมัครขอรับทุนจะต้องเป็นข้าราชการพลเรือนตั้งแต่ระดับปฏิบัติการขึ้นไปหรือเทียบเท่า หรือมีคุณสมบัติ
อื่น ๆ ตามที่กำหนดไว้ในระเบียบว่าด้วยการให้ข้าราชการไปศึกษา ฝึกอบรม และดูงาน
ณ ต่างประเทศ (กขต.)
- จะต้องได้รับการบรรจุเป็นข้าราชการหรือโอนมาปฏิบัติงานในหน่วยงานที่เสนอชื่อสมัครรับทุนแล้วไม่
น้อยกว่า ๑ ปี นับถึงวันปิดรับสมัครของกรมความร่วมมือฯ

ข. สำหรับพนักงานรัฐวิสาหกิจ องค์กรมหาชน และหน่วยงานเอกชน

- จะต้องปฏิบัติงานหรือโอนมาปฏิบัติงานในหน่วยงานที่เสนอชื่อสมัครรับทุนแล้วไม่น้อยกว่า ๑ ปี นับถึง
วันปิดรับสมัครของกรมความร่วมมือฯ

๒.๒ ไม่อยู่ในระหว่างการสมัครขอรับทุนอื่นที่อยู่ในความดูแลของกรมความร่วมมือฯ {ทุนประเภท ๑ (ข)}

๒.๓ ผู้สมัครขอรับทุนจะต้องมีอายุไม่เกิน ๕๐ ปี หรือตามที่หลักสูตรกำหนด

๒.๔ กรณีเคยได้รับทุนประเภท ๑ (ข) ไปศึกษา ณ ต่างประเทศ จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๒ ปี
(ยกเว้นอาจารย์ ในมหาวิทยาลัย หรือสถาบันการศึกษาที่เทียบเท่ามหาวิทยาลัย ต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า
๑ ปี) และในกรณีที่เคยได้รับทุนไปฝึกอบรม จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๑ ปี และในกรณีที่เคยได้รับ
ทุนสัมมนา / ดูงาน ที่มี ระยะเวลาเกินกว่า ๑ เดือน จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๑ ปี นับถึงวันปิดรับ
สมัครของกรมความร่วมมือฯ

๒.๕ กรณีเคย.....

๒.๕ กรณีเคยสละสิทธิ์การสมัครรับทุนที่ดำเนินการผ่านกรมความร่วมมือฯ จะต้องสละสิทธิ์มาแล้วไม่ต่ำกว่า ๑ ปี นับแต่วันที่ที่ยินยอมให้สละสิทธิ์ถึงวันปิดรับสมัครของกรมความร่วมมือฯ

๒.๖ กรณีที่เคยได้รับทุนและได้ยุติการรับทุนก่อนที่จะสำเร็จหลักสูตร โดยไม่มีเหตุผลอันสมควรและไม่ได้รับอนุญาตจาก กรมความร่วมมือฯ และส่วนราชการที่เกี่ยวข้อง จะไม่มีสิทธิ์สมัครรับทุนใด ๆ เป็นเวลา ๒ ปี นับแต่วันที่ผู้รับทุนได้ยุติการรับทุน ถึงวันปิดรับสมัครของกรมความร่วมมือฯ และในกรณีที่แหล่งทุนแจ้งยุติการให้ทุนศึกษา ฝึกอบรม ดูงาน/สัมมนา หรือปฏิบัติการวิจัย จะไม่มีสิทธิ์สมัครรับทุนใด ๆ เป็นเวลา ๕ ปี นับจากวันที่กรมความร่วมมือฯ แจ้งหน่วยงาน ที่ผู้รับทุนสังกัด

๒.๗ ต้องมีคุณสมบัติตามที่รัฐบาลและสถาบันของต่างประเทศกำหนดไว้ในสิ่งที่ส่งมาด้วย ๑

๒.๘ กรณีที่แหล่งผู้ให้ทุนกำหนดระดับของผู้สมัครรับทุนไว้ ให้ถือเกณฑ์เปรียบเทียบระดับ ดังนี้

- | | |
|---------------------------------|--------------------------------------|
| - ระดับต้น (Junior Level) | เทียบเท่าข้าราชการระดับปฏิบัติการ |
| - ระดับกลาง (Middle Level) | เทียบเท่าข้าราชการระดับชำนาญการ |
| - ระดับอาวุโส (Senior Level) | เทียบเท่าข้าราชการระดับชำนาญการพิเศษ |
| - ระดับบริหาร (Executive Level) | เทียบเท่าข้าราชการระดับเชี่ยวชาญ |

๓. | หลักเกณฑ์การคัดเลือกผู้สมัครรับทุน

๓.๑ จำนวนผู้สมัครที่จะได้รับการเสนอชื่อให้แหล่งทุนพิจารณาในขั้นสุดท้ายสำหรับหลักสูตรนี้ มีจำนวนไม่เกิน ๒๒ ราย

๔. | ผลการพิจารณาให้ทุน

เมื่อกรมความร่วมมือฯ ได้เสนอชื่อและใบสมัครของผู้ที่ได้รับการคัดเลือกไปยังแหล่งผู้ให้ทุนแล้ว ผลการพิจารณาคัดเลือกผู้สมัครเข้ารับทุนในขั้นสุดท้ายขึ้นอยู่กับดุลยพินิจของแหล่งผู้ให้ทุน

Application Guideline for the JICA Knowledge Co-Creation Program

This guideline explains how to apply for the Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency (JICA) under the Official Development Assistance Program of the Government of Japan.

Please complete the Application Forms according to the guideline. For additional information, please consult the JICA Office, or in its absence, the Embassy of Japan in your country.

Form	Filled by
Form1. Official Application Form	- To be filled by you and your supervisor* - To be signed by your supervisor - Official stamp of your organization is needed.
Form2. Nomination from the Organization	You and your supervisor *
Form3. Individual Application Form	You
Form4. Questionnaire on Medical Status and Restrictions	You
Form5. Terms and Conditions, and Declaration	You

*Supervisor: the head of the department/division of your organization

Please be advised:

- (a) To carefully read the General Information (GI) of the KCCP,
- (b) To fill only in typewritten except for signature,
- (c) To fill in the form in **English**,
- (d) To use "√" or "x" to mark the () options,
- (e) To attach your photographs,
- (f) To prepare document(s) described in the GI and/or confer with the JICA Expert or JICA overseas office, and attach these documents to the completed Application Forms,

In submitting the Application Forms and attached documents, please make sure:

- (g) To prepare a copy of your passport,
- (h) To confirm the application procedure stipulated by your government,
- (i) To submit the original Application Forms with all necessary document(s) to the responsible organization of your government according to its application procedure, and
- (j) That your participation may be denied, if you fail to provide all required information and documents completely and on time.

CHECK LIST before submission:

Items	Form No.	Check
1. Fill in all items in typewritten	All the forms	
2. Your signature	Form 3, 4, 5	
3. Signature of your supervisor*	Form 1, 2	
4. Official stamp of your organization	Form 1	
5. Your photo	Form 3	
6. Attach a copy of passport (Machine Readable Zone) *Applicants from Latin American and the Caribbean Countries, please refer to the note below.	-	
7. Attach the required document(s) as instructed in the GI	-	

*Supervisor: the head of the department/division of your organization

Note for Applicants from Latin American and the Caribbean Countries:

- (1) If you are from any of the countries listed below and have a passport with a valid U.S. visa, please attach herewith a copy of Identification Pages on the inside cover of your passport (i.e. the two pages that include your photograph and detailed passport information), and the page of U.S. visa:

Antigua and Barbuda, Argentina (only Japanese descendants), Barbados, Bolivia, Brazil, Chile, Colombia, Dominica, Ecuador, Grenada, Guatemala, Guyana, Haiti, Mexico, Peru, Rep. of Dominica, St. Christopher and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, or Venezuela.

- (2) If you are from any of countries listed below and have a passport without a valid U.S. visa, please attach herewith a copy of Identification Pages on the inside cover of your passport (i.e. the two pages that include your photograph and your detailed passport information).

Belize, Costa Rica, El Salvador, Honduras, Jamaica, Marshall, Micronesia, Nicaragua, Palau, Panama, Paraguay, Trinidad and Tobago, and Uruguay.



Application form for the JICA Knowledge Co-Creation Program:

Form1. OFFICIAL APPLICATION FORM

*To be signed by your supervisor (the head of the relevant department / division of your organization).

1. Course Title (as shown in the GI)

--

2. Course Number (the number as "xxxxxxxxJxxx" shown in the GI)

--

3. Course DurationFrom

--

 to

--

 (DD/MM/YYYY)**4. Country**

--

5. Organization

--

6. Name of the Nominee(s)

1)	3)
2)	4)

7. Confirmation by the organization in charge

Our organization hereby applies for the Knowledge Co-Creation Program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date:		Signature:	
Name:			
Title / Position		Official Stamp	
Department / Division			
Office Address and Contact Information	Address:		
	Tel:	E-mail:	Fax:

(If necessary) Confirmation by the organization in charge

I have examined the documents in this form and found them true. Accordingly, I agree to nominate this person(s) on behalf of our government.

Date:		Signature:	
Name:			Official Stamp
Title / Position			
Department / Division			



Application form for the JICA Knowledge Co-Creation Program

Form2. NOMINATION FROM THE ORGANIZATION

***To be signed by your supervisor (the head of the relevant department / division of your organization).**

1. Reason for nominating the Applicant

Please describe the reason(s) why the Applicant was selected, referring to the following points; 1) Program requirement, 2) Capacity/Position, 3) Future plan to be done by the Applicant after the KCCP, 4) Future plan of your organization and 5) Others.

--

2. Expectation and Future Plan of Actions

Please describe how your organization shall make use of the expected achievement of the Applicant after the program, in addressing the said issues or problems.

--

By nominator (head of relevant department/division)

Date

Name and
Title/Position

Signature

Application form for the JICA Knowledge Co-Creation Program:

Form3. INDIVIDUAL APPLICATION FORM

*To be filled by Applicant.

1. Course Title: (as shown in the GI)

2. Course Number: (the number as "xxxxxxxxJxxx" shown in the GI)

Attach here
your photo

(taken within
the last six months)

Size: 4.5x3.5cm

3. Personal Information on Applicant

1) Name of Applicant (as shown in the passport)

*Please type the name as shown in the passport carried. The information will be used for flight arrangements.

Family Name /Surname

First Name

Middle Name

2) Nationality (as shown in the passport)				
3) Sex	() Male		() Female	
4) Date of Birth	Date	Month (ex. April)	Year	Age (as of the date of the form)

5) Passport/Visa

Passport possession	() Yes	() No	Expiry date of passport	Date	Month	Year
USA visa possession*	() Yes	() No				

*Applicants from Latin American and the Caribbean Countries only.

6) Contact Information

Private	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:
Office	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:
Emergency Contact	Name:	
	Relationship to you:	
	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:

*Please fill it out from country code for telephone, mobile, and fax number.

7) Present Position

Organization		
Year that entered the organization		
Department / Division		
Title		
No. of years of service in the present position	Years	From (Month/Year)
Type of Organization	☐ National Government ☐ Local Government ☐ Public Enterprise ☐ Private (profit) ☐ NGO/Private (Non-profit) ☐ University ☐ Other : _____	
Number of employees		
Home Page Address		

【Questionnaire on Relationship with the Military】

*If your organization and/or your status is related to the Military, please mark with ✓ or X below in the () which best describes the relationship.

- () the Military, an active military personnel or a military personnel listed in the muster roll/military register

() an organization affiliated with the Military, or a personnel who does not belong to the military at present but is listed in the muster roll/military register

() the Department or the Ministry of Defense, an organization affiliated with the Ministry of Defense, or staff of the Ministry of Defense

() an civilian organization but with military personnel or a military division within the organization

() an organization which will be affiliated with or under the control of the Military in times of emergency as specified clearly in its organic law/law of establishment

4. Experience and Eligibility

1) Career Background (After graduation and before taking the present position)

*Only Applicants for KCCP (Group and Region Focused) are requested to fill in this part.

Organization	City/ Country	Period		Position or Title and Department/Division	Brief Job Description
		From Month/Year	To Month/Year		

2) Academic Background (University, College or Higher Education)

Institution	City/ Country	Period		Degree	Major
		From Month/Year	To Month/Year		

3) Experience of Training or Study in Foreign Countries (including all the training experience in JICA's programs)

*Only Applicants for KCCP (Group and Region Focused) are required to fill in this part.

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	

4) Language Proficiency (Self-Assessment)

1) Language to be used in the course (as shown in GI)					
Listening	() Excellent	() Good	() Fair	() Poor	
Speaking	() Excellent	() Good	() Fair	() Poor	
Reading	() Excellent	() Good	() Fair	() Poor	
Writing	() Excellent	() Good	() Fair	() Poor	
Language Test Scores if any (ex. TOEFL, TOEIC, etc.)					
2) Mother Tongue					



3) Other languages ()	() Excellent	() Good	() Fair	() Poor
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Excellent	Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
Good	Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
Fair	Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
Poor	Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

5. Background and Purpose of Application

- 1) **Current challenges in the organization in relation to the theme of the KCCP you are applying:**
Describe the issues that your organization/department intends to tackle by participating in this program.

--

- 2) **Main duties of Applicant:** Describe your main duties and responsibilities in relation to this program.

--

- 3) **Relevant Experience of Applicant:** Describe previous occupational experiences that is highly relevant in this program.

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- 4) **Your individual Goal:** Elaborate on your plans to apply the lessons learned from this program to your organization.

--



- 5) **Area of Interest and/or your expectation:** Specify your particular interest with reference to the contents of this program.

By Applicant

Date

Name and
Title/Position

Signature

Form4. QUESTIONNAIRE ON MEDICAL STATUS AND RESTRICTION
(Self-Declaration)
1. Present Medical Status

(a) Have you taken any medicine or had a medical checkup by a physician for your illness such as diabetes, hypertension, asthma, etc.?

☐ No	☐ Yes: Name of illness (), Name of medicine () <i>If yes, please attach your doctor's letter (preferably, written in English) that describes the current status of your illness, and gives agreement to your participation in the program.</i>
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(b) Do you have any allergies with medicine, food, pollen, etc.?

☐ No	☐ Yes: What are you allergic to? What kind of allergic symptoms do you have such as itch, rash, hives, etc.? ()
-----------------------------	---

(c) Please indicate any needs arising from disabilities that may require additional support or facilities.

() <i>Note: Disability will not lead to exclusion of the Applicant from the program. However, the Applicant may be directly inquired by the JICA official in charge for a more detailed account of his/her condition.</i>

2. Medical History

(a) Have you had any illness such as heart, hepatic, kidney disease, etc.?

☐ No	☐ Yes: Please specify ()
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(b) Have you or/and your family members had tuberculosis?

☐ No	☐ Yes: Please specify ()
-----------------------------	---

(c) Have you ever been a patient in a mental clinic or been treated by a psychiatrist?

☐ No	☐ Yes: Please specify ()
-----------------------------	---

(d) Have you ever had any sleeping, eating or other disorders?

☐ No	☐ Yes: Please specify () Name of medicine taken if any ()
-----------------------------	--

**3. Other Medical Issues/Conditions**

If you have any medical issues/conditions that are not described above, please indicate below.

--

* Are you pregnant?

☐ No	☐ Yes: Weeks of pregnancy (weeks)
-----------------------------	---

I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program.

I understand and accept that this questionnaire will be checked for my health care by the people who are engaged in the program during my stay in Japan.

By Applicant

Date

Name and
Title/Position

Signature

※ Please notify JICA staff upon any changes in your health condition after submission of the form.

Form5. TERMS AND CONDITIONS**1. General Rules**

The participants are requested:

- (1) to strictly observe the course schedule,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3) to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4) not to bring or invite any family members (except for programs longer than one year),
- (5) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (6) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (7) not to engage in political activities, or any form of employment for profit,
- (8) to discontinue the program, should the participants violate Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course,
- (9) to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (10) not to drive a car or motorbike, regardless of an international driving license possessed,
- (11) to observe the rules and regulations at the place of the participants' accommodation, and
- (12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

2. Privacy Policy

The participants are requested to understand Privacy Policy of JICA as follows.

(1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this Privacy Policy.

(2) Limitations on Use and Provision

JICA shall never intentionally provide information to a third party that can be used to identify individuals, with the following three exceptions:

- (a) legally mandated disclosure requests;
- (b) the information provider grants permission for information disclosure to a third party;
- (c) JICA commissions a party to process information collected, in which case the information provided will be within the scope of the commissioned tasks.

(3) Security Notice

JICA takes any measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

***Information Security Policy of JICA in relation to Personal Information Protection**

- JICA will properly and safely manage personal information collected through Application Forms in accordance with JICA's Privacy Policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.
 - Unless otherwise obtained approval from the Applicant him/herself or there are valid reasons such as disclosure under the laws and ordinances, etc. and except for the reasons 1-3 below, JICA will neither provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in 1-3 below and will not use the information for any purposes other than those described in 1-3 below without prior approval of the Applicant him/herself.
1. To provide the KCCP to Participants.
 2. To provide the KCCP to Participants under the Citizens' Cooperation Activities.
 3. In addition to 1 and 2 above, if the government of Japan or JICA determines it necessary in technical cooperation.

※JICA's policy for the transfer of personal data from the European Economic Area (EEA) to outside the EEA (to Japan and third countries);

JICA has revised "Bylaws for the Implementation of Personal Information Protection" which was published based on Japan's legislation by adding new provisions regarding how to deal with personal data within the EEA in order to meet General Data Protection Regulations (GDPR's) requirements for data protection. Based on the new bylaws, JICA entered into the EU Standard Contractual Clauses (SCCs) which allows us to transfer personal data from offices within the EEA to offices outside the EEA (in Japan and third countries).

3. Copyright Policy

The participants are requested to comply with the following;

1. The participants shall use all the documents provided for the KCCP (including texts, materials, etc.), within the scope approved by each copyright holder.
If the participants apply to online KCCP, the participants shall also comply with terms of use of copyrighted works for the online KCCP that are shown on the JICA website.
(https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)
2. All the documents for the KCCP (including reports, action plans, presentations, etc.) shall be prepared by the participants themselves in principle. If the participants use a third party's work (reproduction, photograph, illustration, map, figures, etc.), which is protected under the laws and regulations in the participants' country or copyright-related multinational agreements, the participants shall obtain a license to use the work within the scope approved by the copyright holder.
3. The participants shall agree that JICA may use the documents prepared by the participants (including but not limited to reproduction, public transmission, distribution and modification) for other programs conducted by JICA (for example, as reference for other KCCP courses and project formulation).

4. Portrait Right Policy

During the implementation period of KCCP, JICA (including hired photographer and program implementing partners) will shoot photographs and video footage mainly for the following purposes:

- Use on the website or in SNS administrated/operated by JICA,
- Use in JICA publications (public relations magazines, annual reports, journals, etc.) in printed or electronic form,

*Photos and images taken will not be used for commercial purposes and the participants' personal information will not be disclosed to any third party without the consent of the participants.

JICA would appreciate it if the participants of KCCP grant the participants themselves portrait right license to JICA for photos and images taken described above.

It is, however, not a requirement of KCCP. The participants do not agree to grant the participants themselves portrait right license to JICA, has absolutely no problem in participating KCCP. JICA respects the intention of each Participant.

DECLARATION (to be signed by the Applicant)

- I understand and fully agree to the following terms and conditions set forth above.
 1. General Rule
 2. Privacy Policy
 3. Copyright Policy
- I will be subject to any penalties imposed as a consequence of my failure to abide by the above terms and conditions.
- I understand the intention of JICA on "4.Portrait Right Policy" mentioned above, and my intention for usage/publication of photographs and videos including the portrait of myself by JICA for the purpose above is as follows:
☐ Agree / ☐ Disagree
- I certify that the statements I made in this form are true, complete and correct to the best of my knowledge and belief.

By Applicant

Date

Name and
Title/Position

Signature



【Online Program】

Knowledge Co-Creation Program

(Group & Region Focus)



This information pertains to one of the Group and Region-Focused Training of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, which stated, "In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together." JICA believes that this 'Knowledge Co-Creation Program' will serve as a foundation of mutual learning process.

I. Concept

Background

During the last decades, decentralization has been promoted in developing countries as an effective means for local development and poverty reduction. One of the essences of decentralization is to improve the provision of public services in terms of effectiveness of delivery, efficiency, access, equity and pro-poor impact, which respond to the needs of the community more by locating the providers of public services closer to the community. Improvements in service delivery cannot be separated from issues of elected representation, community participation, local government accountability and local capacity. Currently, local governments in developing countries are facing difficulties to accomplish these new responsibilities, and JICA has provided technical support to nine Asian countries and five African countries to develop the capacity of human resource in the central and local level, based on the request of each country.

For what?

This program aims to develop the capacity of the participants on local development with community participation facilitated by the local government. Especially, this program is designed to contribute to deepen understanding on the importance of participatory local development and to get practical ideas on how to promote it further from central and local level in each country.

For whom?

This program is offered to officials of local and central governments related to local development with community participation.

How?

Participants shall have opportunities to learn real experiences of local development with community participation facilitated by local governments through lectures, and discussion through online course.

At the end of the online course, the participants will also propose an Action Plan describing what the participants will do home country with making the best use of the knowledge and ideas acquired and discussed in the online program.

Besides, this program will provide opportunities for the participants to exchange the ideas and information of each country and to develop human networks among them.

II. Description

1. Title (Course No.): Capacity Building of Local Governments for Development with Community Participation (B) (202109984-J001)

2. Course Duration

1) Online Program Period: From October 20 to November 11, 2022

Online time:

9:00-11:00	Egypt, Kosovo
10:00-12:00	Iraq, Jordan, Palestinian Authority
12:30-14:30	Sri Lanka
12:45-14:45	Nepal
14:00-16:00	Thailand
17:00-19:00	Papua New Guinea
18:00-20:00	Solomon Islands
16:00-18:00	Japan

"In the context of the COVID-19 pandemic, please note that there is still a possibility the course period will be changed, shortened, or the course itself will be cancelled."

3. Target Regions or Countries

Egypt, Iraq, Jordan, Kosovo, Palestinian Authority, Papua New Guinea, Nepal, Solomon Islands, Sri Lanka, Thailand

4. Eligible / Target Organization

(1) Representatives of the local governments are expected to be mayors and officials in managerial position or counterparts of the JICA projects.

(2) Central Government Organization related to territorial development and development planning at local level. Counterpart organizations of JICA cooperation are highly prioritized. The representatives of the organizations are expected to be chiefs of department related to the theme of this training program.

5. Capacity (Upper Limit of Participants)

11 participants

6. Language to be used in this program:

English

7. Objective:

Officials of local and central government deepen their understanding on local development with community participation facilitated by the local government, elaborate action plans and implement these plans within the organization they belong to.

8. Overall Goal

Local development is promoted reflecting the needs of the communities.

9. Expected Module Output and Contents:

This program consists of the following components. Details on each component are given below. Please note that the activities are subject to minor change:

(1) Preliminary Phase in a participant's home country (Up to September 2022) <i>Participating organizations make required preparation for the Program in the respective country.</i>		
Expected Module Output	Activities	
Inception report is prepared	Preparation for Inception Report.(The detail of the Inception Report is explained in the Annex)	

(2) Online Program (October 20 to November 11, 2022)		
Expected Module Output	Subjects/Agendas	Methodology
Participants learn the system and practice of local government in Japan.	To learn about: (1) Policy, organization and finance of Local Government in Japan (2) The relation between central and local governments in Japan (3) Local government and community participation in Japan (4) Practices of Local government administration and provision of public services facilitating community participation	Lecture, Discussion
Participants learn about community oriented monitoring and feedback process for planning and implementation of community development plan.	To learn about: (1) Process of Participatory formulation of bylaws, information sharing with community, (2) Process of decision making with community participation (3) Process for planning and implementation of community development plan.	Lecture, Discussion
Participants learn about local development activities with taking advantage of community resources.	To learn about Local Government activities on local development, especially those in which : - the role of local government is clear - there is an active engagement by the community and the results are visible in the development of the region	Lecture, Discussion

Participants clarify the roles of various stakeholders and their coordination in community development.	To learn about: (1) the roles and coordination among different organizations on local development (2) Cases of inter-municipal coordination	Lecture, Discussion
Participants clarify the challenges related to participatory local development facing their organization, formulate and propose action plans within the organization	(1) To clarify the challenges which participants' organization and projects they are engaged are facing (2) To formulate action plans based on the ideas obtained in the course. Action plans need to be a plan which contributes to achieve the outcome of the project which is supported by JICA. (In case that the project has finished, Action Plans should contribute to further development or continuity of the Project.)	Workshop Consultation Presentation

III. Eligibility and Procedures

1. Expectations to the Applying Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section□-2 below.
- (4) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications:

Applying Organizations are expected to select nominees who meet the following qualifications.

(1) Essential Qualifications

- 1) Current Duties:
Central level: Chiefs of Department of regional, local and territorial development
Local level: mayors and officials in managerial position
- 2) Experience in the relevant field: have **more than 3 years' experience in local development, formulation of local development plans, assistance to local government, community development**
- 3) Language: have **a competent command of spoken and written English,** which is equal to TOEFLiBT 100 or more (This program includes active participation in discussions, which require high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc.)
- 4) Health: must be in good health, both physically and mentally, to participate in the Online Program.

(2) Recommendable Qualifications

Age: **between the ages of twenty- five(25) and forty- five (45) years**

Gender Equality and Women's Empowerment: Women are encouraged to apply for the program. JICA makes a commitment to promote gender equality and women's empowerment, providing equal opportunity for all applicants regardless of sexual orientation and gender identity.

3. Required Documents for Application

- (1) Application Form:** The Application Form is available at the JICA overseas office (or the Embassy of Japan).
- (2) Inception Report:** must be submitted with application form. Inception Report will be taken into account at the time of selection of candidates (detailed information is provided in the ANNEX "Inception Report".)
- (3) Photocopy of passport or ID card:** You should submit it with the application form.

Note- photocopy should include the following information; name, date of birth, nationality, sex, and expiry date.

4. Procedures for Application and Selection:

(1) Submission of the Application Documents:

Closing date for application: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

(All required material must arrive at JICA Center in Japan **by September 22, 2022.**)

(2) Selection:

After receiving the documents through proper channels from your government, the JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to the JICA Center in Japan. Selection will be made by the JICA Center in consultation with concerned organizations in Japan. The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection. Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

(3) Notice of Acceptance

Notification of results will be made by the JICA office (or the Embassy of Japan) by **not later than October 3, 2022.**

5. Conditions for Attendance:

- (1)** to strictly adhere to the program schedule.
- (2)** not to change the program topics.
- (3)** to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (4)** not to record online lessons or use contents providing during the program without JICA's permission since all the copy right belong to JICA. Arrangement will be made for streaming the program in case of network problem.
- (5)** to go to JICA country office or the place where the internet access is secured to attend the online course.

- (6) to take measure against infectious disease such as wearing the mask, maintaining the social distance and washing hands.
- (7) Stable Network: must be secured to attend the online courses.
- (8) Indispensable item : laptop or personal computer not cell phone
- (9) Lecture materials and submissions : to have basic knowledge of computer because we plan to use Learning Management System (Google)
- (10) Application: must be Zoom for online course
- (11) Participating place: A place where a stable network can be secured, such as the JICA office, designated conference room, or office of affiliation.
- (12) Punctuality: must be observed to participate in the online course on time. Each day will have the program for 2.0-2.5 hours for 16 days during the online course.

IV. Administrative Arrangements

1. Organizer:

(1) Name: JICA Hokkaido (Sapporo)

(2) Contact: Ogasawara.Nao@jica.go.jp

(3) Implementing Partner:

HOKKAIDO INTERNATIONAL FOUNDATION (HIF)

2. Pre- Orientation:

to enable you to deepen your understanding on the course, you are recommended to familiarize with the background of Hokkaido development by the video.

< <https://www.youtube.com/watch?v=ZTw5Dtcu8o4> >

V. ANNEX1:

Inception Report

Inception Report should be submitted together with Application Form, to be evaluated during the selection process. Please prepare the report in accordance with the following instructions.

- ✓ Should be written in English
- ✓ Use Microsoft PowerPoint
- ✓ Data size should be under 3MB
- ✓ Do not exceed ten (10) slides
- ✓ Contain all the topics below;

1. Basic information

- (1) Your name, country, organization
- (2) Outline of your duties
- (3) Geographic information of your region (e.g. location, area, population)
- (4) Main economic activities that your community residents are engaged
(successful cases and failure case)
- (5) Other development opportunities (e.g. local resources to be utilized)

2. Issue identification

- (1) The most critical issue related to participatory community development
- (2) The most critical issue related to local governance and accountability
- (3) The causes of the above

3. Expectation

- (1) What you wish to learn or find out for solving the above issues

V. ANNEX2:

Action Plan

1. Purpose

All of you are participating in this training representing your country or organization. Therefore, you are expected to share the ideas and knowledge acquired through this training within and outside your organization and take initiative in acting for solving problems. Your Action Plan (AP) is a course of action for you to take after resuming your duty. Accordingly, it needs to be concrete and feasible. When elaborating an AP you are expected to make the best out of the knowledge and ideas acquired during the training.

2. Contents of the AP

Based on the information and experiences, which you have obtained through the training, you will write a proposal to your department of your organization in order to improve the current situation of your country. When you write an AP, please refer to your "Inception Report". The contents of your action should include the below-mentioned items as minimum requirement. You are free to add more information that you think necessary.

[Contents to be included: minimum requirement]

① Title of Action Plan

② Objective

Please describe the purpose of your AP.

③ Background

Please describe the reasons for choosing the subject, and also tell us which issue or challenge you will attempt to solve by implementing your AP.

④ Knowledge Applicable

Please describe which specific information or experience acquired from the training you think is applicable to improve the situations of your country/region.

⑤ Expected Output

Please describe specifically the output, which is expected to be seen after your AP is fulfilled.

⑥ Essential Activities in the Timeline

Please describe activities that are necessary in order to attain the mentioned objective, with a detailed schedule.

[Optional: depending on the nature of your AP, you may wish to add the following]

① Target Group:

Please describe a group of people or organizations to whom your AP is targeted

in order to solve the identified problems.

⑥ **Division of Responsibilities:**

Please describe the name of organization or department expected to be in charge of the activities mentioned in 6. If many people or organizations are involved, please don't forget to indicate their relationship.

⑦ **Financial Resources:**

Please identify the budget source for each activity with an estimated figure in US\$ or EUR.

⑧ **Anticipated Inhibitors:**

Please describe potential hurdles that are likely to arise when you carry out the activities of your AP.

※**Notes for AP writing**

The most important point in your AP is “**feasibility**”. Even an excellent plan will become meaningless if it is never implemented. Followings are some tips to improve “feasibility”.

- ① Design your plan which can be implemented responsibly with your given authority. It means that the plan should fit in the scope where you have a direct influence or coordination. AP is not a grand scale plan for launching a new project or formulating new policies or revising existing policies of your government. AP is a plan of one organization or a person in order to solve some of the present issues, which are under the direct responsibility of such organization or person.
- ② Specify the target group by considering the budget required for implementation, your position, duties, etc. If target groups become more limited, the financial and human resource requirement will be less and coordination efforts will also become smaller accordingly.
- ③ Specify the expected results. Otherwise it is difficult to properly assess the progress and to identify missing factors to achieve the goal.
- ④ Specify the essential activities. The more activities are performed by yourself instead of someone else, the higher the possibilities the activities are actually carried out as it is easier to control.
- ⑤ Give due consideration to “Anticipated Inhibitors” when taking action. If such hurdles seem too difficult to clear, your AP may require redesigning. In addition, if some problems are anticipated, measures to avoid or eliminate such problems should be incorporated in the plan at the formulating stage. It's possible that your AP will be composed of actions to eliminate such problems.
- ⑥ Make a timetable with sufficient latitude.
- ⑦ Describe how the knowledge and ideas obtained in Japan are applied to the plan. Due to different conditions such as financial and human resources as well as cultural background in your country and in Japan, Japan's system or method may not be immediately applicable in your country. Please give due consideration to the factors derived from such conditions.

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs is being customized by the different target organizations to address the specific needs, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from a process of adoption and adaptation, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has

developed a storehouse of knowledge not found elsewhere from unique systems of organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

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