

No.12040/14/2014-TRG(FTC/IR)
Government of India
Ministry of Personnel, Personnel Grievances and Pensions
Department of Personnel and Training
[Training Division]

Block-4, Old JNU Campus
New Mehrauli Road, New Delhi-67
Dated – March 25, 2014

TRAINING CIRCULAR

Subject: Group Training Course in “Policy Planning for Energy Efficiency and Conservation (C)” to be held in Japan from July 2 to August 2, 2014 under the Technical Cooperation Programme of the Government of Japan.

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) has invited applications for the above mentioned training programme to be held in Japan from July 2 to August 2, 2014 under the Technical Cooperation Programme of the Government of Japan.

2. The programme aims to provide participants with information and knowledge on administrative and technical aspects of energy efficiency and conservation (EE&C) measures in Japan and is offered to governmental organizations in charge of energy efficiency and conservation measures and activities.

3. The applying organizations are expected to select those nominees who are in charge of EE&C or officers in charge of policymaking who will be engaged in policy making after the programme. The expected nominees should have more than 3 years experience in the relevant fields; should be graduate or equivalent (preferably with a background of engineering or science); should have sufficient command over spoken and written English; must be in good health, both physically and mentally; must not be a part of military service. The recommendable age of the participants is 25 to 50 years.

4. In addition to above, the following information in respect of the nominated officers may please be mentioned while furnishing the nomination:-

- a) Whether attended any foreign training programme in the past? If so, the duration/detail thereof;
- b) Whether cleared from vigilance angle;
- c) Age;
- d) Whether working in North East State/J&K;
- e) A brief in 50-100 words justifying the nomination.

5. The course covers the cost of a round-trip air ticket between international airport designated by JICA and Japan; travel insurance from the time of arrival in Japan to departure from Japan; allowances for (accommodation, living expenses, outfit and shipping); expenses for JICA study tours and free medical care for participants who may fall ill after reaching Japan (costs relating to pre-existing illness, pregnancy, or dental treatment are not included).

.....2/-

6. It is therefore requested that the nomination of suitable candidates may please be forwarded **(in duplicate)** in JICA's prescribed form (available in **persmin.nic.in**→DOPT→Training Wing→Circular→JICA) to this Department duly authenticated by the HOD of the concerned department in accordance with the eligibility criteria.

7. The applications should reach this Department through the Administrative Ministry/State Government not later than **April 21, 2014**. Nominations received after the prescribed date will not be considered. The details of the programme may be drawn from Ministry of Personnel, Public Grievances and Pensions' website (**persmin.nic.in**).


(N.K. Wadhwa)

Under Secretary to the Government of India

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Copy to:

- a) The Secretary, Ministry of Power, Shram Shakti Bhavan, New Delhi,
- b) The Secretary, Ministry of New Renewable Energy, Block-14, CGO Complex, Lodhi Road, New Delhi-110003
- c) Chief Secretaries to all the State Governments/Union Territories(with request to circulate the same amongst their related Departments/Organizations),
- d) NIC with request to post the circular along with the JICA's circular on this Department's website.



GROUP AND REGION-FOCUSED TRAINING

GENERAL INFORMATION ON

Policy Planning for Energy Efficiency & Conservation (C)

課題別研修「省エネルギー政策立案(C)」

JFY 2014

NO. J1404298 / ID. 1480165

Course Period in Japan: From July 2, 2014 to August 2, 2014

This information pertains to one of the Training and Dialogue Programs 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.

I. Concept

Background

Energy efficiency and conservation (EE&C) refer to efforts made “to reduce superfluous energy consumption” and “to increase energy efficiency in terms of technical development”. Not only does it reduce the amount of energy consumption *per se*, but it also contributes to vitalizing the economy through improvement of energy efficiency and shift to energy saving products.

Attention to environmental conservation and sustainable energy has grown over the years, and it is vital that all countries take proactive stance on EE&C.

Japan highly depends on energy resources abroad, however, in the wake of two oil crises in the 1970s, the society came together to improve energy efficiency and led Japan’s energy conservation to the highest level amongst the world. Through the experience, Japan holds a great comparative advantage in the field of EE&C both in terms of technology and system.

One of the key areas addressed under Japan’s mid-term policy on ODA is global warming which promotes measures to reduce greenhouse gases and adaptation to climate change. The training program is in line with the policy of Japan and will provide the participants essential knowledge to act upon energy conservation.

For what?

This program is designed to provide participants with information and knowledge on administrative and technical aspects of energy efficiency and conservation (EE&C) measures in Japan. At the end of the training period, the participants will be able to make practical contributions to the EE&C policy and energy saving efforts done in home countries.

For whom?

This program is offered to governmental or government-related organizations in charge of energy efficiency and conservation (EE&C) measures and activities. Candidates are expected to have some experiences in the field of energy conservation planning.

How?

Prior to the training program, participants are asked to identify problems related to energy efficiency and conservation (EE&C) in the country, the organization and individual tasks. Through lectures, field trips and numerous group discussions, participants will gain essential knowledge of technology, policies, and promotional activities in the field of EE&C. In the end of the training, participants will be able to formulate action plans and to propose energy conservation policy in the home country.

II. Description

- 1. Title (J-No.):**
Policy Planning for Energy Efficiency & Conservation (C)(J1404298)
- 2. Course Period in JAPAN**
July 2, 2014 to August 2, 2014
- 3. Target Regions or Countries**
Bangladesh, Egypt, India, Indonesia, Laos, Maldives, Myanmar, Philippines, Sri Lanka, and Vietnam
- 4. Eligible / Target Organization**
This program is offered to officers working in governmental or government-related organizations in charge of energy efficiency and conservation (EE&C) activities
- 5. Course Capacity (Upper limit of Participants)**
16 participants
- 6. Language to be used in this program:** English
- 7. CourseObjective:**
With extended knowledge and experiences gained from the training, participants will draft a policy proposal of Energy Efficiency and Conservation (EE&C) which addresses needs and problems of their country.
- 8. Overall Goal**
The policy proposal drafted during the training will serve as a reference or foundation of Energy Efficiency and Conservation (EE&C) policy and activities in respective countries. Policy-making ability will improve during the process.

9. Expected Module Output and Contents:

This program consists of the following components. Details of each component are given below.

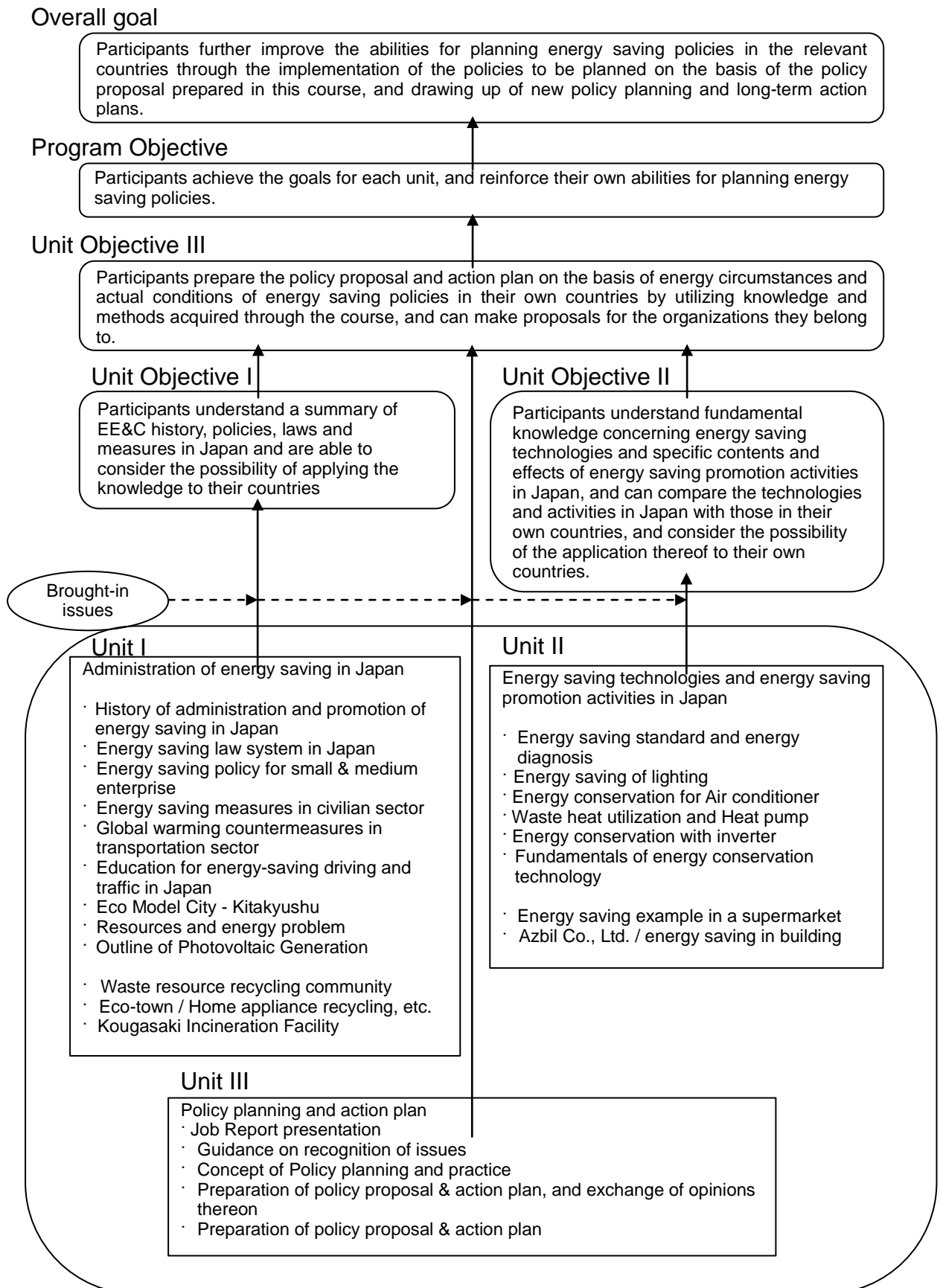
Applicants must prepare the following documents. These documents will play an essential part of the training program and should be filled out in full. The output of this program is Policy Proposal (referred to in ANNEX V), and the theme of the Policy Proposal should be discussed with your supervisor in advance.

Expected Module Output (All the following documents should be prepared at the time of application)	
Country Report	All applicants are asked to fill out ANNEX I. Country Report should be able to provide national profile and status of EE&C in your country.
Job Report	All applicants are asked to fill out ANNEX II. Job Report should describe your tasks and assignments of EE&C at work.
IAS (Issue Analysis Sheet)	All applicants are asked to fill out ANNEX III. IAS should describe

Expected Module Output <i>(Please also refer to conceptual diagram of the program in Annex IV.)</i>		Methodology
Unit 1	<ul style="list-style-type: none"> • Understand EE&C history, policies, laws and measures in Japan. • Consider feasibility of Japan's experiences in ones' country. 	Lectures
Unit 2	<ul style="list-style-type: none"> • Obtain essential knowledge of Japan's EE&C technology. • Comprehend the details and effect of EE&C activities in Japan • Consider feasibility of Japan's experiences in one's country 	Lectures, exercises and field trips
Unit 3	Based on the knowledge and methods achieved throughout the training program, participants will be able to draft a policy proposal and an action plan applicable to ones' country and to take substantive action at work.	Lectures, exercises, presentations, group discussions

Please refer to the attached schedule (Annex V). The schedule is subject to minor changes.

10. Course Structure



III. Conditions and Procedures for Application

1. Expectations for the Participating 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.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: be an staffs in charge of air pollution control at a central / local governmental organization
- 2) Experience in the relevant field: have more than 3 years of experience in relevant field
- 3) Educational Background: be a graduate of university or equivalent level, preferably with a background of engineering or science.
- 4) Language¹: have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more (This workshop includes active participation in discussions, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)
- 5) Health: must be in good health, both physically and mentally, to participate in the Program in Japan.
*Please note that this training course includes site visits, therefore, a lot of physical exercises will be required.
- 6) Must not be serving any form of military service.

(2) Recommendable Qualifications

- 1) Expectations for the Participants: preferably be in relation with past or on-going JICA projects targeting air pollution management.

2) Age: between the ages of twenty-five (25) and fifty (50) years

3. Required Documents for Application

(1) Application Form: The Application Form is available at **the JICA office (or the Embassy of Japan)**.

*Pregnancy

Pregnant participants are strictly requested to attach the following documents in order to minimize the risk for their health.

- ① letter of the participant's consent to bear economic and physical risks
- ② letter of consent from the participant's supervisor
- ③ doctor's letter with permission of her training participation.

Please ask JICA Staff for the details.

(2) Photocopy of passport: to be submitted with the application form, if you possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain it.

*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex, Passport number and Expire date.

(3) Nominee's English Score Sheet: to be submitted with the application form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

(4) Country Report (ANNEX I): Country Report should be sent together with Application Form.

(5) Job Report (ANNEX II): to be submitted with the application form.

(6) Issue Analysis Sheet (IAS) (ANNEX III)

To be submitted with the application form. Fill in Annex III of this General Information, and submit it along with the Application Form. IAS are necessary documents for screening of an applicant. Each participant will be required to present IAS in approx. 10 minutes in an early stage of the course. Visual materials such as PowerPoint and pictures may be helpful for your presentation if you bring them. When you use Power Point, it is preferable to use letters more than 24-point and not to use pictures on the background. An applicant should submit his/her IAS with approval of his/her superior and an IAS without approval of an applicant's superior is not accepted.

4. Procedures for Application and Selection

(1) Submitting the Application Documents

Closing date for applications: **Please inquire to the JICA office (or the Embassy of Japan)**.

(After receiving applications, the JICA office (or the Embassy of Japan) will send them to **the JICA Center in JAPAN** by **May 2, 2014**)

(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.*

(3) Notice of Acceptance

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than June 2, 2014.**

5. Conditions for Attendance:

- (1)** to strictly adhere to the program schedule.
- (2)** not to change the program topics.
- (3)** not to extend the period of stay in Japan.
- (4)** not to be accompanied by family members during the program.
- (5)** to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6)** to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7)** to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of said violation.
- (8)** to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.

IV. Administrative Arrangements

1. Organizer

- (1) Name: JICA Kyushu, Training Program Division
- (2) E-mail: kictp@jica.go.jp

2. Implementing Partner

- (1) Name: Kitakyushu International Techno-cooperative Association (KITA)
- (2) URL: http://www.kita.or.jp/english/e_index.html
- (3) Remark: KITA has carried out JICA training projects since 1980, and over the period from 1980 to 2011 has accepted a total of 6,207 participants.

The courses cover environmental policies, promotion of a recycling-oriented society, production techniques and facility maintenance as well as projects related to the improvement of work training management ability, and in 2011 it offers a total of 39 courses.

3. Travel to Japan

- (1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.
- (2) **Travel Insurance:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan will not be covered.

4. Accommodation in Japan

JICA will arrange the following accommodations for the participants in Japan:

JICA Kyushu International Center (JICA KYUSHU)
Address: 2-1, Hirano 2-chome, Yahata Higashi-ku, Kitakyushu City,
Fukuoka Prefecture 805-8505, Japan
TEL: +81-93-671-6311 FAX: +81-93-671-0979
(where "81" is the country code for Japan, and "93" is the local area code)

If there is no vacancy at [JICA Kyushu](http://www.jica.go.jp/english/contact/domestic/), JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Kyushu with URL; <http://www.jica.go.jp/english/contact/domestic/>

5. Expenses

The following expenses will be provided for the participants by JICA:

- (1) Allowances for accommodation, meals, living expenses, outfit, and shipping
- (2) Expenses for study tours (basically in the form of train tickets.)
- (3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)
- (4) Expenses for program implementation, including materials
For more details, please see "III. ALLOWANCES" of the brochure for

participants titled “KENSU-IN GUIDE BOOK,” which will be given before departure for Japan.

6. Pre-departure Orientation

A pre-departure orientation will be held at the respective country’s JICA office (or Japanese Embassy), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

The participants are kindly requested to bring their laptop computer for making reports, if they have one. There will also be computers available for usage at JICA Kyushu Center (KIC).

VI. ANNEX:

- I. Country Report
- II. Job Report
- III. IAS Guideline
- III-2 IAS
- IV. Flow of the program
- V. Tentative Schedule of Policy Planning for Energy Efficiency & Conservation(C) - 2014

Country Report

Please fill out the following data in the last 2 years (2012 or 2011), and/or the latest fluctuation trend in the relevant section. In principle, data are required to be of a fiscal year.

(1) National Profile

- a. Population: _____
- b. Land area : _____ km²
- c. GDP: _____ US\$
- d. Fiscal Year (ex. Japanese fiscal year: from April 1 to March 31 of the next year)
-
- e. Energy/GDP: _____ toe*/million US\$
(*toe: Ton of Oil Equivalent = 1×10^7 kcal)

(2) Status of Energy Efficiency and Conservation (EE&C)

a. The basic energy policy

Please describe the basic energy policy related to energy efficiency and conservation (EE&C) and environmental protection in your country.

b. The energy conservation related laws or decrees:

If you have energy conservation law, EE&C related laws or decrees, please describe them briefly.

- Enacted date
- Purpose of enactment
- Summary of laws
- Organization in charge

c. Master plan and project

Please describe your country's master plan and project including international cooperation about energy conservation.

- Designated data
- Name of the Master Plan and/or Project
- Organization in charge

ANNEX I

- Summary of the Master Plan and/or Project
(e.g. Annual schedule, target in each stage, etc.)

d. Organization for Energy Efficiency and Conservation (EE&C), if any.

Please draw an organizational chart, specifying energy (efficiency and conservation) related section in the Ministry, association and/or center.

e. Energy Efficiency & Conservation (EE&C) project which you are engaging in.

Please describe your project which you are engaging in. Contents are

- Project Outline
- Project Scale
- Term of the project
- Organization in charge
- Progress situation
- Problems to solve

(3) Other Information concerning EE&C in your country

- If you have any special (or unique) EE&C activities in your country , please describe them :**
- What kind of training course for EE&C is taking place or being planned in your country?**

ANNEX I

(4) Energy Situation Data (2010 or 2011) and its Trend **(Each participant is required to submit.)**

a. Trend in Energy Supply and Demand

(a) Primary Energy Supply

Fiscal year		2010 or 2011	Trend(up, flat, down)
Types of energy			
Primary Energy Supply (total) (Unit: Billion kcal)			
Shares by fuel (%)	Petroleum		
	Coal		
	Natural gas		
	Nuclear power		
	Hydro power		
	Biomass		
	New energy resources, etc.		

(Source: _____)

(b) Final energy consumption

Fiscal year		2010 or 2011	Trend(up, flat, down)
Energy consumption			
Final energy consumption (total) (Unit: Billion kcal)			
Ratio of Sectors (%)	Transport Sector		
	Industrial Sector (*)		
	Residential Sector		
	Commercial Sector		
	(Others)		

(Source: _____)

* Including agriculture, forestry, fishery, mining and construction

ANNEX I

b. Primary Energy Source

Produced , Imported, Exported and Domestic Energy Supply

(Unit: Billion kcal)

Fiscal year Types of energy		2010 or 2011			
		Indigenous Production (1)	Import (2)	Export (3)	Domestic Supply (1)+(2)+(3)*
Total amount of energy					
Break down	Petroleum				
	Coal				
	Natural gas				
	Nuclear power				
	Hydro power				
	Biomass				
	New energy resources, etc.				

Note*: Amount of domestic supply should equal the amount in (a) primary energy supply.

(Source: _____)

c. Component of Electric Power Supply by Type of Fuel

Fiscal year		2010 or 2011	Trend(up, flat, down)
Types of fuel			
Electric Power Supply (total) (Unit: GWh)			
Component (%)	Petroleum		
	Coal		
	Natural gas		
	Nuclear		
	Hydro		
	Solar light & heat		
	Wind power		
	Biomass		
	Other Fuel		
	Imported		

(Source: _____)

ANNEX I

d. Energy Consumption in Industries

(Unit: Billion kcal)

Fiscal year		2010 or 2011	Trend(up, flat, down)
Types of Industry			
Agriculture, Forestry and Fishery			
Mining			
Construction			
Manufacturing industry			
Break down (*)	Food		
	Fibers		
	Chemical industries		
	Iron and Steel		
	Non-Ferrous Metal		
	Metal and Machinery		
	Paper and Pulp		
	Ceramics and Cements		
	Others		

(Source: _____)

* If your country has its own way of classification, please fill in it according to your classification.

e. Energy End Use Price

Fiscal year		2010 or 2011	Trend(up, flat, down)
Types of energy			
Gasoline (US cent/L)			
Electricity for industry (US cent/kWh)			
Electricity for household (US cent/kWh)			

(Source: _____)

f. Subsidies and Preferential Taxation Systems for Energy Price

If your country has any subsidies and preferential taxation systems for energy price, please explain.

ANNEX II

Name of Training Course	Policy Planning for Energy Efficiency & Conservation (C)
Name of Applicant	
Name of Country	
Name of your organization	
Present post	
Email address	

Job Report

Remarks 1: The Report should be typewritten in English (12-point font, A4 size paper), and total pages of the report should be limited to 3 pages (not including organization chart).

Remarks 2: Each participant will have a meeting with course leader based on this Job Report and Country Report at the early stage of the training in order to make training more effective and fruitful by comprehending each participant's situations and problems.

Remarks 3: Please itemize your answer and make them specific.

1. Organization and main tasks (up to 1 page)

(1) Main tasks of the organization

(2) Organization chart:

Please draw a chart of your organization including the department (section) names with the number of staffs in it and mark where you are positioned.

(The chart should be attached and not be counted in this page limit.)

Please describe a duty of each department (section) briefly.

(3) Brief description of your assignments.

(4) What kind of problems you are facing in your job or in your organization concerning Energy Efficiency and Conservation (EE&C).

ANNEX II

2. Expectations for the training course (up to 1 page)

(1) Your purpose of participating in this course

(2) Subjects of the course which you are interested in the most

(3) How do you expect to apply skills and knowledge that you will gain through the module (refer to Annex IV) to tackle problems in your home country?

(4) Other matters which you are expecting to obtain from the course.

3. Have you ever learned the following subjects in your work? We want to know your work experience. Please check either "Yes" or "No".

If your answer is "Yes", please fill out the number of years you have engaged in the respective work under the item "Years".

	Yes	No	Years
1) Energy policy.....	()	()	()
2) Energy audit and diagnosis	()	()	()
3) Energy management/ Planning of energy conservation	()	()	()
4) Energy technology..... (e.g., inverters, lighting, waste heat recovery)	()	()	()
5) Other ()			Years ()

If you check " 5) Other " , please specify subject associated with energy conservation technique, not covered in items " 1) " to " 4) "

Issue Analysis Sheet (IAS) Guidelines

1. What is IAS?

- (1) IAS is a tool to logically organize relationships between issues and contents of the training program in Japan.
- (2) IAS will help the nominee to clarify his/her challenges to be covered in each expected module output and to formulate solutions to them.
- (3) The sheet is to be utilized as a logical process control sheet to draw up improvement plans for the issues by filling out the sheet in phases from prior to the nominee's arrival through to the end of the training.
- (4) In addition, it is used for the course leader and lecturers to understand the issues that each participant is confronting, and provide him/her with technical advice, useful references and solutions through the training program in Japan.

2. How to fill out IAS?

- (1) Please describe the issues your organization confronts in column "**A: Issues that you (your organization) confront(s)**"

★ Prepare the separate rows for each problem; if necessary, please add new rows.

- (2) In column "**B: Actions that you (your organization) are (is) taking**", please describe actions that you (your organization) are taking to solve the issues shown in "**Colum A**"

This information is very important to carry out the training course and also to make Action Plan as a fruit of the training.

- (3) In order to solve issues, you (your organization) need various types of information, so you hope to participate in this training course.

The main purpose of this training course is to provide the information you need. The contents of this course shown in ANNEX V (schedule)

Referring to the "Title of Subject" in this data, please extract subjects from which you expect to get useful information you need, and write their Subject No. in column "**C:Subjects No**"

★ You can input as many subjects as you think the subjects are related.

★ You do not need to input "Subject Titles" into the chart, but only "Subject No."

Issue Analysis Sheet (IAS)

Name: _____

[A] Issues that you (your organization) confront(s).	No. [B] Actions that you (your organization) are (is) taking.	[C] Subject Name. ^{*)}
1		
2		
3		

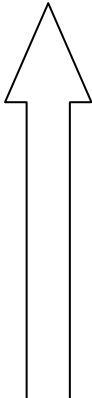
[C] Please write the **Subject No.**^{*)} you most expect to get the information you need ?

^{*)} Please refer the **Subject name** shown in the tables of this **General Information (ANNEX V Schedule)**

Flow of the Program (Policy Proposal and Final Report)

“Policy Planning for Energy Efficiency & Conservation (C)” JFY 2014

Submission of Final Report (due date: November 2, 2014)



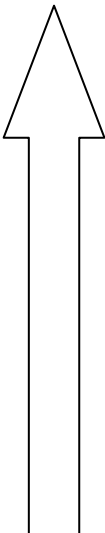
The participants are required to share the contents of the Policy Proposal at your organization and compile a Final Report within three months after returning home. The participants are expected to contribute to development of EE&C activities in each country through formulation of the Final Report and follow-ups.

Please e-mail the Report to JICA Kyushu **by, November 2, 2014**, using Microsoft Word.

The Final Report should include the following items,

- result of discussion with your superior or colleague in your organization,
- comments on your Policy Proposal from your superior and/or colleagues,
- points revised on your Policy Proposal after returning your country, if any, and,
- any other points to be added to your Policy Proposal.

Presentation of Policy Proposal (at the final stage of the program in Japan)

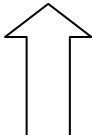


The Policy Proposal is the output of the program in Japan. Participants are required to prepare a proposal to solve the core problems concerning EE&C activities in terms of policy making and institution building in your country. Each participant will present his/her Policy Proposal at the final stage of the program in Japan, using Microsoft Power Point.

The Policy Proposal should include items below;

- the title of the policy proposal,
- analysis of the core problem of EE&C in your country that you identified during the training in Japan,
- the contents of your proposal for solving the core problem and your commitment to the proposal,
- the schedule to realize your action plan (your commitment)
- what you learned through the program and the things you can apply to the development of EE&C in your country.

Program in Japan



Through lectures, site visits, practices, presentations and discussions, the participants will obtain essential ideas and suggestions to formulate a policy proposal, which will contribute to solving problems/issues on EE&C policy and institution building in each country.

Job Report Hearing (right after arrival in Japan)

In the meeting, participants will discuss their Job Report, and Country Report with the course leader. This is the starting point of the program in Japan for all selected participants

ANNEX V

Tentative Schedule of
Policy Planning for Energy Efficiency & Conservation(C) - 2014

(The schedule is subject to minor changes)

M	D	W	Morning Session (9:30-12:30)	Unit	Afternoon Session (13:30-16:30)	Unit	
	2	Wed	Arrival to Japan				
	3	Thu	JICA Briefing				
	4	Fri	General Orientation (JICA)				
	5	Sat	(Holiday)				
	6	Sun	(Holiday)				
	7	Mon	Course Orientation Guidance on How to prepare Policy Proposal and Action Plan [KITA/Kawaguchi,Ueyama]	3	Concept of Policy Planning & Practice - 1 [KITA/Kawaguchi,Ueyama]	3	
	8	Tue	Concept of Policy Planning & Practice - 2 [KITA/Kawaguchi,Ueyama]				3
	9	Wed	Energy Law System in Japan - 1 [Eco Check Network Japan/Tanaka]	1	Energy Saving measures in Civilian Sector - 1 [KITA/Ueyama]	1	
	10	Thu	Energy Law System in Japan - 2 [Eco Check Network Japan/Tanaka]	1	Job Report Hearing & Confirmation of Issues - 1 [KITA/Kawaguchi,Ueyama]	3	
	11	Fri	Fundamentals of Energy Conservation Technology [Kyushu Institute of Technology/Nishi]	2	Confirmation of Issues - 2 [KITA/Kawaguchi,Ueyama]	3	
	12	Sat	(Holiday)				
	13	Sun	(Holiday)				
	14	Mon	Energy management standard [Eco Check Network Japan/Tanaka]	2	Energy Saving measures in Civilian Sector - 2 Policy for Energy Conservation at SME - 1	1	
	15	Tue	Eco Model City/ Global Warming Countermeasures & Energy Saving [City of Kitakyushu Environment Bureau]	1	Presentation of Job Report	3	
	16	Wed	History of Administration and Promotion of Energy Saving in Japan [KITA/Kawaguchi]	1	Policy for Energy Conservation at SME - 2 [KITA/Ueyama]	1	
	17	Thu	Kitakyushu → Tokyo		Visit to Azbil - Energy Conservation in Building -	2	
	18	Fri	Global warming countermeasures in transportation sector [Ministry of Land, Infrastructure, Transport and Tourism]	1	Visit to Super Market - Example of Energy Saving Activity -	2	
	19	Sat	(Holiday)				
	20	Sun	Tokyo → Kyoto		Kyoto Bus Tour		
	21	Mon	Energy saving of lighting - 1 [Panasonic Eco Solutions Business Consulting & Training/Senda]				2
	22	Tue	Energy saving of lighting - 2 [Panasonic Eco Solutions Business Consulting & Training/Senda]	2	Kyoto → Kitakyushu		
	23	Wed	Energy diagnosis [Eco Check Network Japan/Tanaka]	2	Energy conservation for Air conditioner [CE engineering/Nakamura]	2	
	24	Thu	Basic of energy conservation with inverter [KITA/Kawaguchi]	2	Education for energy-saving driving and traffic in Japan [Onga Driving School Co., Ltd./Rikitake]	1	
	25	Fri	Resource and energy problem [KITA/Ueno] I	1	Guidance on Policy making - 1 [KITA/Kawaguchi,Ueyama]	3	
	26	Sat	(Holiday)				
	27	Sun	(Holiday)				
	28	Mon	Review of Energy Saving Policy and Measures in Japan [KITA/Kawaguchi]	1	Guidance on Policy making - 2 [KITA/Kawaguchi,Ueyama]	3	
	29	Tue	Outline of Photovoltaic Generation [KITA/Ueyama]	1	Visit to Eco-town (Wakamatsu)	1	
	30	Wed	Policy Proposal & Action Plan Presentation and Discussion [KITA/Kawaguchi,Ueyama]				3
	31	Thu	Visit to Incineration Facility [Kougasaki Incineration Site/Shirohira]	1	Visit to Recycling Based Community (Biomass recycling system) [Onki-Town Office in Fukuoka Prefecture]	1	
August	1	Fri	Evaluation Meeting [JICA/Yokohori]		Presentation of Policy Proposal & Action Plan Closing Ceremony[JICA/Yokohori]	3	
	2	Sat	Departure from Japan				

(Place, Sr. : KIC Seminar Room)

[Affiliation / Name of Lecturer]

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs 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 are being customized to address the specific needs of different target organizations, 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 was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

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 this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

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.



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