

ANNEX 2

Job Report

- ✓ All the nominees are required to submit a Job Report, which is essential for screening the nominees. Those who do not submit this report will be disadvantaged during the selection process due to the lack of relevant professional information. Please make sure to submit the report without failing.
- ✓ This report consists of two parts, **Part 1 to be filled in by the nominee** and **Part 2 to be filled in by the supervisor of the nominee.**
- ✓ The report should be submitted together with the Application Form to the JICA Tokyo **no later than June 7, 2013.**

Part 1: Filled in by the Nominee

1) Regarding the organization the participant works for

1-1) Background of the organization (i.e. main field of business, etc.)

1-2) Vision and Strategy for developing communications and information environment

1-3) Organization's projects for rural area (completed, on-going and planned projects)

2) Regarding the nominee

2-1) Main field and experience of your work

	Main Field (tick one)	Experience: if yes, tick as necessary	Number of working years
1. Optical fiber Transmission			
2. Radio wave Transmission			
3. Satellite Communication			
4. I.P.			
5. Operation & Maintenance			
6. Network Planning			
7. Others ()			

2-2) Details of your position and duties in network planning

FROM (MONTH/YEAR):	TO (MONTH/YEAR):	TITLE OF YOUR POST :
NAME OF EMPLOYER:		TYPE OF BUSINESS:
DESCRIPTION OF YOUR DUTIES:		

FROM (MONTH/YEAR):	TO (MONTH/YEAR):	TITLE OF YOUR POST :
NAME OF EMPLOYER:		TYPE OF BUSINESS:
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FROM (MONTH/YEAR):	TO (MONTH/YEAR):	TITLE OF YOUR POST :
NAME OF EMPLOYER:		TYPE OF BUSINESS:
DESCRIPTION OF YOUR DUTIES:		

2-3) Experience in outside-plant networking
 a. Title of your position:

b. Description of your duties:

2-4) Involvement/ duties in developing communications and an information environment at present or in the future

3) Your expectations of this program

3-1) What do you think you need to promote communications development and an information environment?

3-2) What do you want to learn most in this program?

Name: _____

Organization: _____

E-mail Address: _____

Date: _____

Signature: _____

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Part 2: To Be Filled in by the Supervisor of the Nominee

This report will be used only for screening the nominees for this course. This part should be filled in by the supervisor of the nominee and will constitute an important part of the selection process together with "Part 1" which is to be filled in by the nominee.

This program requires active participation of the organization that the participant works for during the preliminary and final phases of the program. The specific cooperation required is mentioned below. Please be aware of this requirement when filling out the application.

- The participant of this program is required to submit reports before and after the training program in Japan, which may require preparation during ordinary working hours.
- Prior to submitting the Inception Report by the participant, the organization must select the model area, where rural telecommunications network development will be planned in Japan during the program.
- Feedback should be given on the content of Interim Report, which will be presented by the participant on his/her return home from Japan.

1) What does your organization need to promote communications development and an information environment?

2) What do you expect the nominee to learn in this program?

3) Possibility of the nominee to be involved in developing communications and information environment. If so, please describe the details of his/her expected work duties.

Name: _____
Organization: _____
E-mail Address: _____
Date: _____
Signature: _____

ANNEX 3

Selected Rural Area Information & Map

1. Selected Rural Area Information

1.1 Basic Information of the Selected Area

(1) Name of the selected area	
(2) Surface/Square of the area	
(3) Population	

(4) The background of the area (e.g. topography, history, on-going project, etc.)

(5) The reasons why the area was selected

(6) The characteristics of the area (e.g. main industry, residential area or not, rural or remote, etc.)

(7) Future growth estimations regarding industry, population, etc.

(8) Topographic map(s) of the area

Please prepare a geographical map(s) of the selected rural area and bring it to Japan. Topographic map(s) needs appropriate contour (altitude) lines. map(s) of 1/50,000 is recommendable.

It is preferable to prepare 2 kinds of maps, such as map(s) of the entire province or country and map(s) of selected area(s).

Note:

See example of a topographic map; "2. Map of the selected rural area" (p.23).

(9) Other information

1.2 Issues To Overcome in the Selected Area

Please describe the problems in the selected rural area and as many solutions as possible following the example. As your ideas do not need to be very precise, find at least 3 issues.

<Example>

<p>The problem in rural areas: In area A, the income of farmers is very low. One of the reasons is because they do not know the market price, so they tend to sell their crops very cheap due to price control by buyers.</p>
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Your idea to resolve the problem: Farmers sell their crops at a reasonable price.
The means of solution, if you have any idea: Regional office sends the market price of crops every week by SMS text massage.

The problem in rural areas:
Your idea to resolve the problem:
The means of solution, if you have any idea:

The problem in rural areas:
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The means of solution, if you have any idea:

The problem in rural areas:
Your idea to resolve the problem:
The means of solution, if you have any idea:

1.3 Existing infrastructure in the Selected Area

Please plot on the map or confirm the position of existing necessary facilities for network planning such as existing fixed optical fiber or metallic lines, base stations of mobile system, electrical power facility, etc. by the time Core Phase starts.

(1) Users and subscribers

- Number of existing fixed telephone subscribers
- Number of existing Mobile phone subscribers
- Number of existing Internet network (PC terminals) users

(2) Connection system(s); existing telecommunication network that new networks can connect to, in particular cellular networks

(3) Legacy Infrastructure, existing facilities that can be utilized for new installation of radio equipment, base stations, repeater stations, etc.

- Premises;
- Power supplies;
- Access road;

(4) Other information

1.4 Cost of Equipment and Facilities

(1) Cost of equipment in the selected area; average price of equipment which will be used for rural network projects. (This information will be used in "Network Planning Drills". You need to select necessary equipment and gather information about the costs.)

Name of Equipment	Costs (US\$ preferable)

(2) Local costs in the selected area; price of telecommunication facilities and others essential in telecommunication projects.

Items	Price (US\$)
1) Premises	
a. Land / 100m ² City	
Rural area	
Mountain for repeater station	
b. Access Road to repeater station (8m- width)	
c. Building 100m ² for office or base station	
20m ² for repeater or terminal station	
2) Antenna Supporter	
a. Self-supporting tower 50m	
20m	
b. Guyed mast 50m	
20m	
15m	
c. Pole 10m	
5m	
3) Line Installation (material and installation)	
a. AC Power Line / km	
b. Subscriber pair cable / km	
c. Optical cable (4 cores) / km with pole	
with existing pole	
4) Personnel costs / day	
a. Engineer	
b. Technician	
c. Rigger	
d. Worker	

* Gasoline consumption

Car; 1 liter / 10km, Engine generator; 10kVA : 3.6 liter / hour, 15kVA : 5.5 liter / hour

2. Map of the Selected Rural Area

A map with appropriate contour (altitude) line is necessary.

Sample 1 (map(s) of selected area(s))

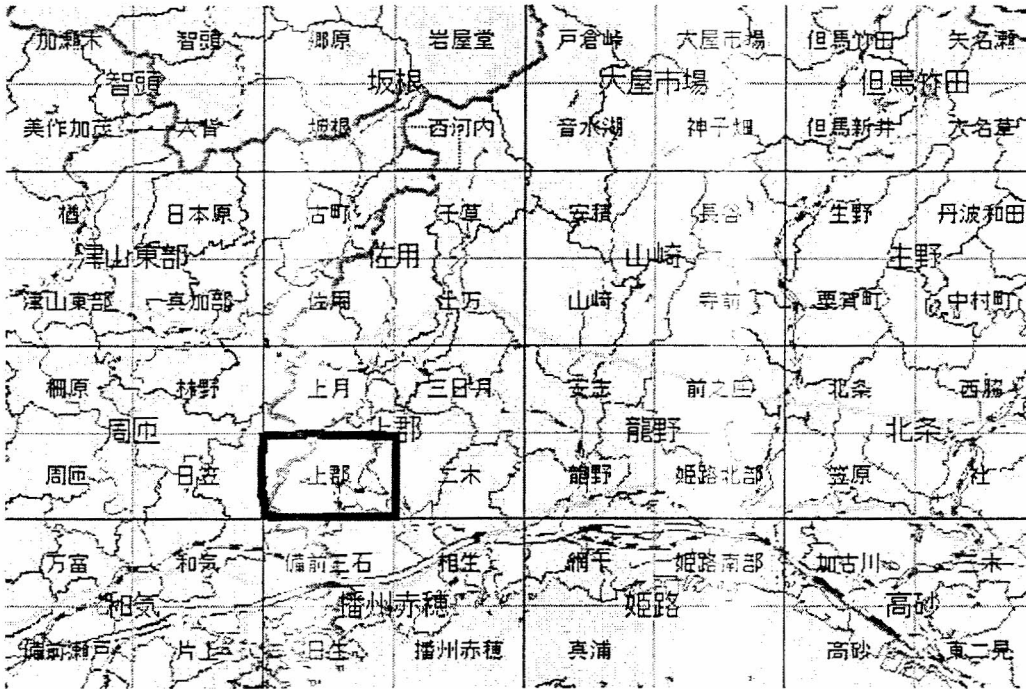


Note:

When participants come to Japan, please bring a relief map (paper) of the selected area in addition to digital data (Word, Excel, Text files are available). In the network planning practice, the map will be needed because participants will be asked to plot a network on the map.

Sample 2 (map(s) of an entire province or country)

Please square off the selected area in the map showing the entire province or country as shown in Sample 2 below.



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ANNEX 4

Inception Report

All participants are required to fill in this form and submit it as an "Inception Report" **by July 12, 2013.**

You will need the information and data in the Inception Report for two purposes in Japan. Firstly, you are going to make a presentation of the summary of your "Inception Report". Secondly, you will need the information and data together with "Selected Rural Area Information (Annex3)", when preparing the "Interim Report" at the end of the program in Japan.

Many lectures and drills require that all participants review the current condition of the communications and information environment thoroughly and bring information that will be required for this Inception Report. As the Inception Report is crucial for your successful performance in the training, you are recommended to start working on your Inception Report as soon as possible.

Among all the sections, "Selected Rural Area Information" and map of the selected area are most essential in preparing the Interim Report. Accuracy of data brings Successful completion, therefore, please make sure to bring necessary information and data. Please combine the revised content of the Annex 3 Selected Rural Area Information that you have already submitted with the other parts of your Inception Report.

✓ **Selected rural area information**

When you write your "Interim Report" in Japan, you will need relevant information to complete. It is recommended that participants collect the latest and most accurate data to ensure an effective training experience.

✓ **Map of the selected rural area**

You are going to plan communications development and information environment on the map of the selected rural area. Therefore, a map with appropriate contour (altitude) line is necessary to estimate the line-of-sight in a radio transmission path. The map can be in any form (e.g. paper, data, etc.).

If you have any questions about Inception Report, please contact
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