

Remarks

1. The schedule is subject to change.

2. Usual Lecture Time: Morning Session 9:30-12:00, Luncheon 12:00-13:30, Afternoon Session 13:30-16:00

3. References: (L)...Lecture (F)...Field Study (D)...Discussion (P)...Practice (Z)...Presentation

| Date   |     | Time        | Contents  |
|--------|-----|-------------|---|
| 2-Jun  | Sun |             | Arrival Day   |
| 3-Jun  | Mon | 9:30-12:00  | JICA Tokyo Briefing   |
|        |     | 14:00-16:00 | Course Orientation  |
| 4-Jun  | Tue | 9:30-17:00  | General Orientation   |
| 5-Jun  | Wed | 11:00-12:00 | Opening Ceremony  |
|        |     | 12:00-13:30 | Welcome Party   |
|        |     | 13:30-16:00 | (L) Role of JWWA / Waterworks Management and Tariff System in Japan                 |
| 6-Jun  | Thu | 9:30-16:30  | (DZ) Country Report & Action Plan (1st ver.)  |
| 7-Jun  | Fri | 9:30-12:00  | (L) Water Supply in Japan   |
|        |     | 13:30-16:00 | (L) Water Resources Development   |
| 8-Jun  | sat |             | Day Off   |
| 9-Jun  | sun |             | Day Off   |
| 10-Jun | Mon | 9:30-16:00  | (L) Water Intake, Storage, Conveyance, Distribution Facilities and Supply Equipment |
| 11-Jun | Tue | 9:30-12:00  | (P) Basic Planning and Design for Pipeline Network -                                |
|        |     | 13:30-16:00 | (L) Administrative Improvement by Performance Indicators                            |
| 12-Jun | Wed | 9:30-12:00  | (L) Groundwater Technology  |
|        |     | 1330-15:30  | (LF) Sanitation Research Organization   |
| 13-Jun | Thu | 10:00-12:00 | (L) Coagulation and Flocculation Process  |
|        |     | 13:00-16:30 | (P) Practice of Jar Test (Optimization of Coagulation / Flocculation Process)       |
| 14-Jun | Fri | 9:30-12:00  | (L) Water Pollution in Water Resources  |
|        |     | 13:30-16:00 | (L) Water Quality Control in Japan  |
| 15-Jun | Sat |             | Day Off   |
| 16-Jun | Sun |             | Day Off   |
| 17-Jun | Mon |             | (F) Visit to Water Resource   |
| 18-Jun | Tue | 9:30-16:00  | (L) Planning and Design of Water Intake Facility                                    |
| 19-Jun | Wed | 10:00-17:00 | (LF) Rainwater Treatment / Reuse Facility   |
| 20-Jun | Thu | 9:30-16:00  | (L) Customer Service/Water Tariff   |
| 21-Jun | Fri | 9:30-12:00  | (L) Pipe Laying Method  |
|        |     | 13:00-15:00 | (F) Open Cut Method Pipe Laying Construction  |
| 22-Jun | Sat |             | Day Off   |
| 23-Jun | Sun |             | Day Off   |
| 24-Jun | Mon | 9:30-12:00  | (L) Water Leak Detection and Prevention in Tokyo                                    |
|        |     | 13:00-15:00 | (FP) Water Leak Detection Demonstration / Practice                                  |
| 25-Jun | Tue | 9:30-12:00  | (L) Water Leakage Reduction Countermeasures   |
|        |     | 13:30-16:00 | (P) Water Leakage Reduction Countermeasures   |
| 26-Jun | Wed |             | (F) Operation and Maintenance of WTP/ Pipeline Mapping                              |

|           |     |             |  |
|-----------|-----|-------------|--|
| 27-Jun    | Thu | 9:30-16:00  | (L) Operation and Maintenance of Water Distribution  |
| 28-Jun    | Fri | 10:00-16:00 | (L) Water Demand Forecasting / Hydraulics on Pipelines   |
| 29-Jun    | Sat |             | Day Off  |
| 30-Jun    | Sun |             | Transfer (Tokyo→Kyoto)   |
| 1-Jul     | Mon | 10:00-18:00 | (LF) Intake technology of underground water·river-bed water/Water treatment  |
| 2-Jul     | Tue |             |  |
|           |     | 14:00-16:00 | (F) Ductile Cast Iron Pipe Manufacturing Factory   |
| 3-Jul     | Wed | 9:30-11:30  | (F) Disaster Reduction and Human Renovation Institution  |
|           |     | 13:30-16:30 | (LF) Provision for Earthquake Disaster and Anti-Seismic Construction Method Amagasaki WTP (Advanced Water Treatment) |
| 4-Jul     | Thu | 9:30-14:00  | (F) Joint Manufacturing Factory  |
| 5-Jul     | Fri | 9:30-15:00  | (LF) Iron and Manganese Removal of Groundwater by Biological Filtration Method                                       |
|           |     |             | Transfer (Kyoto→Tokyo)   |
| 6-Jul     | Sat |             | Day Off  |
| 7-Jul     | Sun |             | Day Off  |
| 8-Jul     | Mon | 9:30-16:00  | (PD) Action Plan Making (2nd ver.)   |
| 9-Jul     | Tue | 9:30-12:00  | (L) Design, Operation and Maintenance of Membrane Filtration Plant   |
|           |     | 14:30-16:00 | (F) Membrane Filtration Plant  |
| 10-Jul    | Wed | 10:00-14:00 | (F) Valve Manufacturing Factory  |
| 11-Jul    | Thu | 9:30-12:00  | (F) Slow sand filtration WTP   |
| 12-Jul    | Fri | 10:30-15:00 | (LF) Basic Theory of Pumping Equipment   |
| 13-Jul    | Sat |             | Day Off  |
| 14-Jul    | Sun |             | Day Off  |
| 15-Jul    | Mon |             | Day Off  |
| 16-Jul    | Tue | 9:30-16:00  | (L) Water Purification Process   |
| 17-Jul    | Wed | 9:30-16:00  | (P) Basic Planning and Design for Water Supply Facility - Mainly Hydraulic calculation                               |
| 18-Jul    | Thu | 9:30-12:00  | (L) Pipeline Network Analysis  |
|           |     | 13:30-16:00 | (P) Pipeline Network Analysis  |
| 19-Jul    | Fri | 9:30-16:00  | (L) Basic Planning for Water Supply Facilities   |
| 20-Jul    | Sat |             | Day Off  |
| 21-Jul    | Sun |             | Day Off  |
| 22-26 Jul |     | 9:30-16:00  | (P) Basic Planning and Design for Pipeline Network   |
| 27-Jul    | Sat |             | Day Off  |
| 28-Jul    | Sun |             | Day Off  |
| 29-Jul    | Mon | 9:30-16:00  | (P) Basic Planning and Design for Water Supply Systems   |
| 30-Jul    | Tue | 9:30-16:00  | (L) Water Safety Plan  |
| 31-Jul    | Wed | 9:30-16:00  | (PD) Preparation for Action Plan Report  |
| 1-Aug     | Thu | 9:30-16:00  | (DZ) Action Plan Report Presentation   |
| 2-Aug     | Fri | 15:00-20:00 | Evaluation on the Training Course / Closing Ceremony / Farewell Party  |
| 3-Aug     | Sat |             | Departure Day  |

### **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 operations. Applying organizations are expected to use the program for those specific purposes.
- (2) 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 III-2 below.
- (3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

#### **2. Nominee Qualifications:**

##### **Essential Qualifications**

- (1) To be nominated by their government in accordance with the official procedures,
- (2) To be presently an engineer who is currently or expected to be engaged in the formulation of waterworks plan,
- (3) To be engineers with more than 3 years of experience\* in water supply systems,  
(\* Experiences in the Electrical and Mechanical fields are not considered as experience.)
- (4) To be university graduates from the faculty of engineering such as civil, sanitary, environmental, or have equivalent academic background,
- (5) To be fully capable of discussing, reading and writing in **English**,
- (6) To be between 25 and 45 years of age (in principle)
- (7) To be in good health, both physically and mentally, to participate in the Program in Japan
- (8) NOT to be serving any form of military service

#### **3. Required Documents for Application**

**(1) Application Form:** The Application Form is available at the respective countries' JICA offices or the Embassies 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 agreement of her training participation.

Please ask National Staffs in JICA office for the details.

(2) "Country Report": to be submitted in accordance with ANNEX I.

**4. Procedure for Application and Selection:**

**(1) Submitting the Application Documents:**

Closing date for application to the JICA Tokyo: **April 17<sup>nd</sup>, 2013**

**Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.**

**(2) Selection:**

After receiving the document(s) through due administrative procedures in the respective governments, the respective countries' JICA offices (or the Embassies of Japan) shall conduct screenings, and send the documents to the JICA Tokyo, which organizes this project. Selection shall be made by the JICA Tokyo in consultation with the organizations concerned in Japan based on submitted documents according to qualifications.

*The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

**(3) Notice of Acceptance**

Notification of results shall be made by the respective countries' JICA offices (or the Embassies of Japan) to the respective Governments by **no later than May 2<sup>nd</sup>, 2013.**

**5. Document(s) to be submitted by accepted participants:**

Before coming to Japan, **only accepted participants** are required to prepare presentation material (Power Point) based on the Country Report and send it to **tictee@jica.go.jp** (JICA Tokyo) by **May 28<sup>th</sup>, 2013**. Presentation material also should include the contents of Action Plan 1st draft (see the Annex II)

**6. Conditions for Attendance:**

- (1) to observe the schedule of the program,
- (2) not to change the program subjects or extend the period of stay in Japan,
- (3) not to bring any members of their family,
- (4) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) 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.
- (7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and

- (8) to participate the whole program including a preliminary phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the action described in section II-8 and section III-4.

## **IV. Administrative Arrangements**

### **1. Organizer:**

- (1) **Name:** JICA Tokyo International Center (JICA Tokyo)

### **2. Implementing Partner:**

- (1) **Name:** Japan Water Works Association (JWWA)  
(2) **URL:** <http://www.jwwa.or.jp/>  
(3) **Remark:** The JWWA is a nonprofit integrated organization consisting of memberships such as public water supply utilities, private companies, consultants, researchers and individuals related to this field in order to contribute to stable water supply as well as to promote sound waterworks development. Founded in 1932, JWWA is one of the largest organizations of water supply professionals in the world.

### **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:** Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

### **4. Accommodation in Japan:**

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

|   |
|---|
| JICA Tokyo International Center (JICA Tokyo)<br>Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan<br>TEL: +81-3-3485-7051 FAX: +81-3-3485-7904<br>(where "81" is the country code for Japan, and "3" is the local area code) |
|---|

If there is no vacancy at JICA Tokyo, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Tokyo:  
<http://www.jica.go.jp/english/contact/domestic/pdf/welcome.pdf>

### **5. Expenses:**

- The following expenses will be provided for the participants by JICA:  
(1) Allowances for accommodation, living expenses, outfit, and shipping