

II. Description

1. **Title (J-No.): Improved Operation and Management for Agricultural and Rural Infrastructure (J12-00741)**

2. **Period of program:**

Duration of whole program: January 2013 to August 2013

Preliminary Phase: January 2013 to February 2013
(in a participant's home country)

Core Phase in Japan: February 17 to April 20, 2013

Finalization Phase: May 2013 to August 2013
(in a participant's home country)

3. **Target Regions or Countries:**

Indonesia, Philippines, Laos, India, Haiti, Afghanistan, Iraq, Egypt, Rwanda, Albania, Kosovo, Cote d'Ivoire, Timor-Leste, Sri Lanka, Togo, Cambodia

4. **Eligible / Target Organization:**

Central or Regional Governmental (Ministry / Agency concerned to agricultural administration,) in charge of infrastructure development related to agricultural and rural development.

5. **Total Number of Participants:**

16 participants

6. **Language to be used in this program:**

English

7. **Program Objective:**

Abilities to plan and implement projects for building proper management of agricultural and rural infrastructure are developed in the officers in charge of agricultural and rural development policy in the central or local government.

8. **Overall Goal:**

Infrastructure development project for sustainable and cycling-based agricultural and rural development is executed, so as to improve life standards of farmers.



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON
The Group Training Course of
Improved Operation and Management for
Agricultural and Rural Infrastructure
集団研修「農業農村インフラの運営管理の改善」
JFY 2012

<Type: Solution Creation / 類型: 課題解決促進型>

NO. J1200741 ID. 1280047

From January 17, 2013 to August 20, 2013

Phases in Japan: From February 17, 2013 to April 20, 2013

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.

8/ copy

No.12040/68/2012-FTC (Trg.)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel and Training
(Training Division)

Block-4, Old JNU Campus
New Mehrauli Road, New Delhi-67
Dated 8th October, 2012

TRAINING CIRCULAR

Subject: A Group Training Course in 'Improved Operation and Management for Agricultural and Rural Infrastructure' to be held in Japan from January 2013 to August, 2013 (Core Phase in Japan from 17th February, 2013 to 20th April, 2013).

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) under the Technical Cooperation of the Government of Japan has invited applications for the above programme to be held from 17th February, 2013 to 20th April, 2013.

2. This programme aims that participants will improve life standards of farmers through sustainable agricultural and rural development, based on establishment law and system to implement infrastructure development related to agricultural and rural development in consideration of environmental conservation, participation of beneficiaries, etc.

3. The programme 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.

4. This programme is offered to officers who are in charge of formulating law and system to implement infrastructure improvement related to agricultural and rural development; should have experience of more than seven years in relevant field; be university graduates or equivalent; must not be serving in any form of military service; have competent command of spoken and written English which is equal to TOFEL; be in good health, both physically and mentally, to participate in the program in Japan.

5. In addition to the above, the following information in respect of the nominated officers may please be furnished while forwarding the nomination:

- 1) Whether attended any foreign training programme in the past? If so, the duration/detail thereof;
- 2) Whether clear from vigilance angle?
- 3) Age;
- 4) Whether working in North East State/J&K;
- 5) A brief in 50-100 words justifying the nomination.

6. The course covers the cost of a round- trip air ticket between an international airport designated by JICA; 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). The participants are not allowed to take any family member during the training course.

No. 69/GT-CP/2012

21st September, 2012

Dear Mr. N.K. Wadhwa,

A Group Training Course in Improved Operation and Management for Agricultural and Rural Infrastructure will be held in Japan from February 17, 2013 to April 20, 2013 under the Technical Cooperation Programme of the Government of Japan.

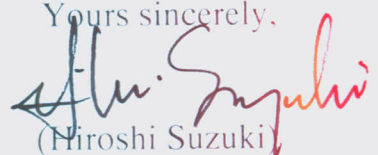
We are forwarding herewith two copies of the General Information Booklet on the above offer. It is requested that the following documents of the selected candidate may please be submitted to this office by 14th December, 2012:-

- (1) The Application Form together with the medical history questionnaire.
- (2) The desired Reference Sheet.
- (3) The desired Inception Report.

Further details are available in the General Information Booklet. It may be noted that the completed Job Report is essential for screening of applications.

It is further informed that 16 slots are available globally for the aforesaid course and it would be much appreciated if you could take further necessary action and submit the nomination(s) of suitable candidate(s) to this office by the designated date.

With regards,

Yours sincerely,

(Hiroshi Suzuki)
Senior Representative

Encl: As stated above.
Mr. N.K. Wadhwa
Under Secretary (Training)
Department of Personnel and Training
Training Division
Block No. 4
Old JNU Campus
New Mehrauli Road
New Delhi.

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 and 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.

ANNEX-2



Inception Report on Improved Operation and Management for Agricultural and Rural Infrastructure (J12-00741)

[General direction for making Inception Report]

- (a) Only accepted participants are requested to compile Inception Report on the following items, and submit it to the respective country's JICA office by **February 16, 2013**, or e-mail to tbictp@jica.go.jp.
- (b) The report should be typewritten **using MS-Word**, in English on A4 size paper (21 cm x 29.5 cm) by 12-point font, double-spaced, and less than 10 pages.
- (c) If participants are more than 2 from one (1) country, this report may become **GROUP** Report compiled together with other participants from same country.

Country

Participant's Name

Name of Belonging Organization and Position

1. Overview of your country / region

- 1.1 Geography
- 1.2 Topography
- 1.3 Climate
- 1.4 Mainly cultivated crops (Area and Amount of production)

2. Outline of your duties/job

- 2.1 Roles, function and responsibilities of your Organization, and your assigned Department / Division / Section
- 2.2 Detailed your own duties / responsibilities which you currently engage

Organizational level

cf. Administrative and operational / system, structure, internal management and coordination mechanism, internal regulation, human resource management and assignment, budget allocation, decision making procedure, etc.

	Problems to be solved	Current capacity against Problems	Required capacity against Problems
Your organization (and other related organizations, if any)			
Group / Organization of beneficiary farmers / Target person (such as farmers cooperatives, water users' associations, etc)			

3. Outline of your organization

3.1 Organizational structure (*Please attach organizational chart / diagram, and indicate your position.)

3.2 Annually average budget allocation for infrastructure development related to agricultural and rural development in your organization.

4. Grasp the respective level's capacity for the establishment of laws and institutional systems and/or development of project plans by Government (Ministry / Agency) concerned to agricultural administration, with following Matrix.

ANNEX-1



**Reference Sheet for application
on
Improved Operation and Management for
Agricultural and Rural Infrastructure
(J12-00741)**

Name:

Organization:

Position:

1. Please describe outline of existing main strategy and/or policy on agricultural and rural development in your country / region, such as agricultural infrastructure development, steadily food supply and food security, sustainable agricultural production, rural development, etc.

-
-
-
-
-

2. Please describe present governmental administration based on existing law, measures, guidelines, etc., on infrastructure development related to agricultural and rural development in your country / region. (On following page, please check the box, and mention outlines.)

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA Tsukuba

(2) **Contact:** Ms. Misaki NOMURA, Mr. Yuji INOUE (tbictp@jica.go.jp)

2. Implementing Partner:

(1) **Name:** Under coordination

(2) **Contact:** N/A

(3) **URL:** N/A

(4) **Remark:** N/A

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 Tsukuba International Center (JICA TSUKUBA)

Address: 3-6, Koyadai, Tsukuba, 305-0074, Japan

TEL: 81-29-838-1775 FAX: 81-29-838-1776

("81" is the country code for Japan, and "29" is the local area code)

If there is no vacancy at JICA TSUKUBA, JICA will arrange alternative accommodations for the participants. Please refer to map of JICA TSUKUBA at its URL,

<http://www.jica.go.jp/english/contact/domestic/map/tsukuba.html>

<http://www.jica.go.jp/english/contact/domestic/index.html>

http://www.jica.go.jp/english/contact/domestic/pdf/tsukuba_facility.pdf

5. Expenses:

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

(1) Allowances for accommodation, 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 p. 9-16 of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given to the selected participants before (or at the time of) the pre-departure orientation.

6. Pre-departure Orientation:

3. Required Documents for Application:

- (1) **Application Form:** The Application Form is available at the respective country's JICA office or the Embassy of Japan.
- (2) **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), please attach it (or a copy) to the application form.
- (3) **Reference sheet:** to be submitted with the application form as ANNEX-1 of this General Information..

*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.

4. Procedure for Application and Selection:

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **December 14, 2012**

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 government, the respective country's JICA office (or Japanese Embassy) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this project. Selection shall be made by the JICA Center 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 country's JICA office (or Embassy of Japan) to the respective Government by **not later than January 17, 2013.**

[Overall Goal] Infrastructure development projects for sustainable agricultural and rural development is executed, so as to improve the life standards of farmers.

[Attainment of PROGRAM OBJECTIVE]

Abilities to plan and implement projects for building proper management of agricultural and rural infrastructure are developed in the officers in charge of agricultural and rural development policy in the central or local government.

<OUTPUT 4>

An "Action Plan," which presupposes its adoption and application to his/her own country, is drafted.

"Action Plan" ⇒ **An administrative scenario** for the establishment of laws and systems and/or development of project plans that Government (Ministry / Agency) concerned to agricultural administration, should implement in order to improve agricultural productivity and farmers' living conditions.

<OUTPUT 3>

Farmer participation methods for the appropriate maintenance of developed agricultural and rural infrastructure are understood.

<OUTPUT 2>

Project planning methods on agricultural and rural infrastructure improvement are understood.

- 1) Various projects for the improvement of agricultural productivity
- 2) Various projects for the improvement of farmers' living conditions

<OUTPUT 1>

Frameworks of Japanese laws and systems on agricultural and rural infrastructure improvement projects are understood. (*NOT an Individual techniques understandings)

[Common challenges]

Necessity of consistent laws and systems (investigation, planning, designing and estimation, construction, maintenance) for the implementation of infrastructure development projects by the Government (Ministry / Agency) concerned to agricultural administration, and a comprehensive approach that considers diverse viewpoints

Improvement of an organizational system for the maintenance of facilities

Participation of beneficiary farmers in the implementation of projects

Consideration of environmental conservation and other issues

Finalization Phase:

Re-examination and authorization in own country of administrative scenario.

Core Phase in Japan:

Addition of body and substance to the skeletal essentials of a scenario using knowledge and experiences of Japan, and the compilation of a scenario (draft)

Preliminary Phase:

Grasping of situation in own country, and examination of skeletal essentials of an administrative scenario.

[Example of scenario]

Draft (or proposal) on
① Laws, measures and guidelines; ② Improvement plans for organizational system; ③ Development plans / strategies for target areas and groups; ④ Project plans.

[Needs of developing countries]

In response to issues such as population growth and poverty, increase in agricultural productivity is promoted through the maximum use of potential production capacity that natural resources, such as land and water, has.

[Background of Program]

- 1. Improvement of agricultural and rural infrastructure for stable and sustainable agricultural production activities
- 2. A core course, in the Grand Design of the training on agricultural infrastructure, aiming to "improve comprehensive problem-solving ability for infrastructure improvement in rural areas"