

No.12040/22/2013-FTC (Trg.)  
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- 02.05.2013

### TRAINING CIRCULAR

**Subject: Group Training Course on National and Regional Development Policy from August 2013 to January 2014(Core Phase in Japan to be held from September 10, 2013 to October 26, 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 mentioned programme to be held in Japan from September 10, 2013 to October 26, 2013)

2. This programme aims to provide the lectures of planning and management practices of Japan, so that participating government officers can learn national and regional development policies or planning schemes of their countries in an appropriate manner in accordance with a particular social and economic situation and are for those officials who are currently engaged in planning or implementation of national/regional development projects/policies

4. The expected nominees should: - be currently engaged in planning or implementation of national/regional development projects, have more than 2 years of occupational experience in national/regional development projects, be a university graduate or equivalent academic background, have a command of spoken and written English, be in good health, not be a part of military service, be under forty six (46) years old and have some computer skill as MS-word, excel, power point etc.

5. In addition to the 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 clear from vigilance angle?
- c) Age;
- d) Whether working in North East State/J&K;
- e) A brief in 50-100 words justifying the nomination.

...2/-

6. The course also covers the cost of a round-trip air ticket between 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).

7. It is requested that the nomination of suitable candidates may please be forwarded in the prescribed form to this Department in accordance with the eligibility criteria.

8. The applications should reach this Department through the Administrative Ministry/State Government not later than **June 14, 2013**. Nominations received after the prescribed date will not be considered. The details of the programme and the application form 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

Tele.No.011-26165682

E-mail-ID naresh.wadhwa@nic.in

**Copy to:**

- a) The Secretary, Ministry of statistics & Programme Implementation, Sardar Patel Bhavan, Parliament Street, New Delhi.
- b) The Secretary, Planning Commission, Yojana Bhavan Sansad Marg, New Delhi- 01
- c) The Secretary, Department of Land Resources, Ministry of Rural Development, Nirman Bhawan, NBO Building, G- Wing, Maulana Azad Marg, New Delhi-110011
- d) The Secretary, Department of Rural Development, Ministry of Rural Development, Krishi Bhavan, Dr. Rajendra Prasad Road, New Delhi - 110001
- e) All State Governments/Union Territories(with request to circulate the same amongst their related Departments/Organizations)
- f) NIC with request to post the circular along with the JICA's circular and the enclosed application Proforma on this Department's website.

No.32/GT-CP/2013

April 25, 2013

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

**Subject: Group Training on National and Regional Development Policy**

Dear Mr. N. K. Wadhwa,

We would like to inform you that the captioned Group Training Course will be held in Japan from September 10, 2013 to October 26, 2013 under the Technical Cooperation Programme of the Government of Japan.

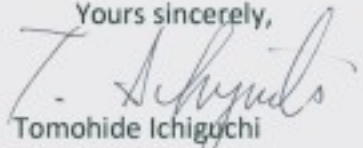
We are forwarding herewith two copies of the General Information Booklet on the above offer. It is requested that the following documents of the selected candidate may please be submitted to this office by **July 12, 2013**:-

- (1) The Application Form together with the medical history questionnaire
- (2) The desired Country Report

Further details are available in the General Information Booklet. It may be noted that all above mentioned documents are essential for screening of applications.

It is further informed that 10 slots are available globally for the above 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,  
  
Tomohide Ichiguchi  
Senior Representative

Encl: As stated above.

*Dr. Prady*  
*29/4*  
*So (Asst.)*  
*Sh. Jitendra*  
*29/4*

## **I. Concept**

### **Background**

Making necessary public policy for national / regional development and its implementation are the role of the national / local government. However, in developing countries, they face such problems as over-concentration of population and industries in major cities like the capital, and the disparity of living standard between those cities and rural areas.

For the promotion of well-balanced national land development and improvement of living standard, it is indispensable to formulate the plan and policy which include the national policy on the distribution of industries and infrastructure as well as environmental consideration for its implementation, with the consent of various organizations concerned. The plan should reflect the actual situation of each country and also indicate systematically the time schedule for the accomplishment of the national land policy.

With regard to the national and regional development policy in Japan, the 1<sup>st</sup> integrated national development plan was adopted by the cabinet in 1962. In July 2009, the new national land plan was determined by the cabinet in order to face the current of the times and problems in terms of national land policy.

During these 50 years, Japan has struggled to overcome nationwide poverty after the world war and to achieve rapid economic growth and well-balanced national land development based on the national and regional development policy. This experience would be surely useful for the developing countries.

Through the introduction of these experiences in Japan, with the aim of improving the ability of human resources in planning and implementing national / regional development policy, the predecessor group training course "National Development" has been established in 1980. Since then, for more than 20 years, lots of knowledge and skills related to national / regional development policy has been transferred to the participants in this training program.

In the year 2000 the contents of the program were reviewed, and as a result of the review, some practices such as regional development case study were added in order to meet the needs of developing countries more precisely.

### **For what?**

This program is designed to provide the lectures of planning and management practices of Japan, so that participating government officers can learn national and regional development policies or planning schemes of their countries in an appropriate manner in accordance with a particular social and economic situation.

**For whom?**

This program is offered to government officials currently engaged in planning or implementation of national / regional development projects / policies.

**How?**

Participants will have opportunities in Japan to be exposed to the policies, strategies and systems as well as best practices in the field of national and regional development planning and projects, and to learn the effective management systems of national and regional development.

Participants will also prepare a study report describing how the national and regional development systems of home countries can be improved, putting the knowledge and ideas discussed and acquired in Japan into their on-going activities.

## II. Description

1. Title (J-No.): National and Regional Development Policy (J13-00789)

### 2. Period of program

#### Duration of program:

<b>Duration of whole program:</b>	August 2013 to January 2014
<b>Preliminary Phase:</b> (in a participant's home country)	August 2013
<b>Core Phase in Japan:</b>	Sep.10, 2013 to Oct. 26, 2013
<b>Finalization Phase:</b> (in a participant's home country)	October 2013 to January 2014

### 3. Target Regions or Countries:

Philippines, India, Democratic Republic of the Congo, Sri Lanka, Papua New Guinea, Solomon Islands, Jordan, Ghana, Chad, Mauritius

### 4. Eligible / Target Organization :

This program is designed for central or regional government organizations responsible for planning or implementation of national or regional development projects or policies.

### 5. Total Number of Participants :

10 participants

### 6. Language to be used in this project: English

### 7. Program Objective:

The participating government officers can learn national and regional development policies or planning schemes of their countries in an appropriate manner in accordance with a particular social and economic situation.

### 8. Expected Module Output and Contents:

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

<b>(1) Preliminary Phase in a participant's home country</b> (August 2013) <i>Participants make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Country report is prepared	Preparation and submission of Country Report

<b>(2)Core Phase in Japan</b> (Sep.10, 2013 to Oct. 26, 2013 ) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
1) To acquire the knowledge of planning, policy formulation and implementation of national land development and regional development projects of Japan	(1) Policy / Institution	Lecture and Observation
	(2) Individual Policy	Lecture and Observation
	(3) Case Studies	Lecture and Observation
	(4) Study Tours	Observation
2) To obtain the practical knowledge for the planning and implementation of national/regional development policies	(1) Practical study on existing national/regional development problems	Practice and Discussion
	(2) Study the possibility of policy application	Lecture, Observation Discussion
3) To make the study report which includes action plan for improvement in each country.	(1) Country Report Presentation and Discussion	Practice and Discussion
	(2) Study Report Preparation, Presentation, and Discussion	

<b>(3)Finalization Phase in the participant's home country</b> (October 27, 2013 to January 26, 2014) <i>Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.</i>	
Expected Module Output	Activities
To implement the study report	Application and implementation of the study report back in the participant's country.
To submit the final report	Submission of the final report by January 31, 2014 based on the follow-up questionnaire to be provided during the Program.

## <Structure of the program>

Program (activities in Japan):

Topic outline (subject to minor changes)

1. Lecture: Policy / Institution
  - National Planning Systems in Japan and Its Process
  - Formulation of Sustainable Regional Development Strategy
  - Development of Japanese Economy and the Role of Government Policies
  - New National Land Sustainability Plan
  - National Transportation Plan
  - Policy Evaluation and Community Governance
  - Urban Development in Japan
  - Globalization and Regional Development
  - Development Plan for the National Capital Region
  - Regeneration of Provincial Cities in Japan
  
2. Lecture: Individual Policy
  - Local Public Finance in Japan
  - Promotion of Regional Economic and Industrial Cluster Policy in Japan
  - Environmental Policy in Japan
  - Disaster Management
  - Rehabilitation and Reconstruction after the Great East Japan Earthquake
  - Overview of Tourism Policy in Japan
  - Agricultural Policy in Japan
  - Development and Application of Geographic Information System (GIS)
  - Project Finance and Project Management
  
3. Case Studies
  - One-village ,One Product Movement (Oita Prefecture )
  
4. Study Tours
  - Kyoto City(Preservation of Old Capital City, Innovation Policy )
  - Osaka City(Industrial Policy, Community Development)
  - Yokohama City (Future City Development, Inner Harbor Urban Waterfront Area Development)
  - Sendai City (Rehabilitation from the Earthquake)
  
5. Presentation / Discussion
  - Country Report
  - Study Report



### **III. Condition and Procedures for Application**

#### **1. Expectations for the Participating Organizations:**

- (1) This project 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) If there are qualified candidates who are counterparts of, or related to, Japanese ODA projects, such candidates are deemed to have the priority for nomination.
- (4) 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.
- (5) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II-8.

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

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

##### **(1) Essential Qualifications**

- 1) Current Duties: be currently engaged in planning or implementation of national or regional development projects or policies
- 2) Experience in the relevant field: have more than 2 years of occupational experience in national or regional development projects or policies
- 3) Educational Background: be a graduate of university or equivalent academic background
- 4) Language: have a sufficient command of spoken and written English, (attachment of a certificate and/or a score sheet of English tests, or taking on interview test at the JICA office is desirable)
- 5) Health: must be in good health both physically and mentally, to participate in the Program in Japan
- 6) Must not be serving any form of military service

##### **(2) Recommendable Qualifications**

- 1) Age: be under forty-six (46) years old
- 2) Computer skill: having some computer skill (such as word, excel and power point) is desirable

1

### 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. Please write in block letter (typewriting is preferable).

**※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 Staff in JICA office for the details.

(2) **Country Report:** to be submitted with the Application Form. Please follow VI ANNEX, Country Report format.

(3) Others

If the applicant has any official document of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the Application Form.

### 4. Procedure for Application and Selection:

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

Closing date for application to the JICA Yokohama International Center in Japan:

**July 12, 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 closing 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 **August 2, 2013.**

### 5. 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

## IV. Administrative Arrangements

### 1. Organizer:

- (1) **Name:** JICA Yokohama
- (2) **Contact:** Ms. Sakurai (jicayic-training1-as2/jica@jica.go.jp)

### 2. Implementing Partner:

- (1) **Name:** Ministry of Land, Infrastructure and Transport (MLIT)  
with the cooperation of **National Land Planning Association**
- (2) **URL:** <http://www.mlit.go.jp/english/>

**Remark:** MLIT implements comprehensive national land administration that aims to foster a healthy and rich-in-culture living environment, and the balanced development of land by the appropriate utilization of land, thus to contribute to the establishment of comfortable local communities.

#### **National Land Planning Association**

National Land Planning Association is the Public Service Corporation, which aims at researching and studying about various national land plans and regional plans, cooperating to make the master plans about national and regional development, usage of land, or reservation, as well as about scale and deployment of public facilities.

When these plans managed, the association intends to promote them as effectual and smoothly as possible.

### 3. Travel to Japan:

- (1) **Air Ticket:** The cost of a round-trip ticket between international airports 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 Yokohama International Center (JICA YOKOHAMA)  
Address: 2-3-1 Shinkou, Naka-ku, Yokohama-shi, Kanagawa-ken  
231-0001, Japan  
TEL: 81-45-663-3251 FAX: 81-45-663-3265  
(where "81" is the country code for Japan, and "45" is the local area code)

If there is no vacancy at JICA YOKOHAMA, JICA will arrange alternative accommodations for the participants.

#### 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:

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, the conditions of the program, and other matters.

## V. Other Information

1. Participants will make a country report presentation shortly after their arrival in Japan. Due to the time restriction, participants are strongly requested to highlight the major problems and their countermeasures in the presentation. It is encouraged to prepare the Country Report presentation in Power-point presentation format.
2. Based on the country report and utilizing the fruits of the training program, participants will prepare a study report and make presentation on it at the end of the training program. The study report made by the participant is considered as an output of the training program.
3. Relating to the above 1 and 2, participants are requested to bring to Japan reference materials such as data and statistics related to the national/regional development of their own countries, which will help country report presentation and study report preparation.
4. Participants who have successfully completed the program will be awarded a certificate by JICA.
5. The purposes of the International Cooperation Program of JICA are not only to share Japanese knowledge, experience and ideas with participating countries, but also to promote mutual understanding between participating countries and Japan. The Japanese government recognizes the importance of citizen participation in its

International Cooperation Program and places emphasis on this aspect of the Program. With this objective, JICA collaborates with schools and local governments as well as various kinds of community-based organizations to expose community members to the rich heritages of foreign countries and cultures represented by participants, as a precious first step to promote international exchange and cooperation.

During the stay in Japan, participants might be requested to join such exchange programs. The participant's active participation and cooperation are highly appreciated.

## VI. ANNEX:

### National and Regional Development Policy (JFY2013)

#### Country Report

Applicants are requested to write on a country report on national and regional development and its policy on respective country. The report should follow the following table of contents and be typewritten in English on A4 size paper.

1. Name of Applicant
2. Name of Country
3. Name of Organization/Department Title
4. Organization Chart (A national organization and the organization that the applicant belongs to)
5. Outline of the Country
  - 1) Geographical perspective
  - 2) Socio-economic perspective: including changes of population, urbanization, GDP/GRDP, industrial structure, racial component and geographical disparity in the past 20 – 30 years)
  - 3) National and regional infrastructure setting
6. Government organization and decentralization
  - 1) Structure of different levels of governments
  - 2) Recent trends of decentralization
7. Institutional framework and current issues in national and regional development
  - 1) Regulatory framework of national and regional development plans
  - 2) Institutional framework of national and regional development plans; particularly focusing on intergovernmental coordination among national, regional and local governments as well as collaboration and partnership among government sector, the private sector and civil sector.
  - 3) Current Issues in national and regional economic development policies (innovation policy, Foreign Direct Investment policy, industrial cluster policy, local economic development in rural areas, urban revitalization, etc.)
  - 4) Other specific Issues of national and regional development  
Please point out and describe current specific issues on national and regional development in your countries such as: IT and regional development, sustainable development, community empowerment and development, poverty alleviation, private and public partnership, etc.

#### <Note>

*Participants will make a country report presentation shortly after their arrival in Japan. It is recommendable to use audiovisual materials such as videos and pictures for the attractive presentation. Overhead projectors, video recorders (VHS), and MS*

*Power Point are available for the presentation. Due to the time restriction, participants are strongly requested to highlight major problems and their countermeasures in the presentation.*

*In addition to country report presentation, the discussion meeting with MLIT officers would be held during the course. Its topic is picked up from the common issues based on Chap.7 of your reports.*

*Based on the country report and utilizing the fruits of the training program, participants will prepare a study report and make its presentation at the end of the training program. The study report made by the participant is considered as an output of the training program.*

*For presentation of a country report and study report, participants are requested to bring to Japan reference materials such as data and statistics related to the national /regional development of their own countries, which will help country report presentation and study report preparation.*

15

## *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.





# TRAINING AND DIALOGUE PROGRAMS

## GENERAL INFORMATION ON

National and Regional Development Policy

集団研修「国土・地域開発政策」

*JFY 2013*

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

NO. J13-00789/ ID. 1380980

Duration of whole program: From August 2013 to January 2014

Core Phase in Japan: From Sep. 10, 2013 to Oct. 26, 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.

## ***I. Concept***

### **Background**

Making necessary public policy for national / regional development and its implementation are the role of the national / local government. However, in developing countries, they face such problems as over-concentration of population and industries in major cities like the capital, and the disparity of living standard between those cities and rural areas.

For the promotion of well-balanced national land development and improvement of living standard, it is indispensable to formulate the plan and policy which include the national policy on the distribution of industries and infrastructure as well as environmental consideration for its implementation, with the consent of various organizations concerned. The plan should reflect the actual situation of each country and also indicate systematically the time schedule for the accomplishment of the national land policy.

With regard to the national and regional development policy in Japan, the 1<sup>st</sup> integrated national development plan was adopted by the cabinet in 1962. In July 2009, the new national land plan was determined by the cabinet in order to face the current of the times and problems in terms of national land policy.

During these 50 years, Japan has struggled to overcome nationwide poverty after the world war and to achieve rapid economic growth and well-balanced national land development based on the national and regional development policy. This experience would be surely useful for the developing countries.

Through the introduction of these experiences in Japan, with the aim of improving the ability of human resources in planning and implementing national / regional development policy, the predecessor group training course "National Development" has been established in 1980. Since then, for more than 20 years, lots of knowledge and skills related to national / regional development policy has been transferred to the participants in this training program.

In the year 2000 the contents of the program were reviewed, and as a result of the review, some practices such as regional development case study were added in order to meet the needs of developing countries more precisely.

### **For what?**

This program is designed to provide the lectures of planning and management practices of Japan, so that participating government officers can learn national and regional development policies or planning schemes of their countries in an appropriate manner in accordance with a particular social and economic situation.

**For whom?**

This program is offered to government officials currently engaged in planning or implementation of national / regional development projects / policies.

**How?**

Participants will have opportunities in Japan to be exposed to the policies, strategies and systems as well as best practices in the field of national and regional development planning and projects, and to learn the effective management systems of national and regional development.

Participants will also prepare a study report describing how the national and regional development systems of home countries can be improved, putting the knowledge and ideas discussed and acquired in Japan into their on-going activities.

## **II. Description**

1. Title (J-No.): National and Regional Development Policy (J13-00789)

2. Period of program

**Duration of program:**

**Duration of whole program:** August 2013 to January 2014

**Preliminary Phase:** August 2013

(in a participant's home country)

**Core Phase in Japan:** Sep.10, 2013 to Oct. 26, 2013

**Finalization Phase:** October 2013 to January 2014

(in a participant's home country)

3. Target Regions or Countries:

Philippines, India, Democratic Republic of the Congo, Sri Lanka, Papua New Guinea, Solomon Islands, Jordan, Ghana, Chad, Mauritius

4. Eligible / Target Organization :

This program is designed for central or regional government organizations responsible for planning or implementation of national or regional development projects or policies.

5. Total Number of Participants :

10 participants

6. Language to be used in this project: English

7. Program Objective:

The participating government officers can learn national and regional development policies or planning schemes of their countries in an appropriate manner in accordance with a particular social and economic situation.

8. Expected Module Output and Contents:

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

<b>(1) Preliminary Phase in a participant's home country</b> (August 2013) <i>Participants make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Country report is prepared	Preparation and submission of Country Report

<b>(2)Core Phase in Japan</b> (Sep.10, 2013 to Oct. 26, 2013 ) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
1) To acquire the knowledge of planning, policy formulation and implementation of national land development and regional development projects of Japan	(1) Policy / Institution	Lecture and Observation
	(2) Individual Policy	Lecture and Observation
	(3) Case Studies	Lecture and Observation
	(4) Study Tours	Observation
2) To obtain the practical knowledge for the planning and implementation of national/regional development policies	(1) Practical study on existing national/regional development problems	Practice and Discussion
	(2) Study the possibility of policy application	Lecture, Observation Discussion
3) To make the study report which includes action plan for improvement in each country.	(1) Country Report Presentation and Discussion	Practice and Discussion
	(2) Study Report Preparation, Presentation, and Discussion	

<b>(3)Finalization Phase in the participant's home country</b> (October 27, 2013 to January 26, 2014) <i>Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.</i>	
Expected Module Output	Activities
To implement the study report	Application and implementation of the study report back in the participant's country.
To submit the final report	Submission of the final report by January 31, 2014 based on the follow-up questionnaire to be provided during the Program.

2 2

## <Structure of the program>

Program (activities in Japan):

Topic outline (subject to minor changes)

1. Lecture: Policy / Institution
  - National Planning Systems in Japan and Its Process
  - Formulation of Sustainable Regional Development Strategy
  - Development of Japanese Economy and the Role of Government Policies
  - New National Land Sustainability Plan
  - National Transportation Plan
  - Policy Evaluation and Community Governance
  - Urban Development in Japan
  - Globalization and Regional Development
  - Development Plan for the National Capital Region
  - Regeneration of Provincial Cities in Japan
2. Lecture: Individual Policy
  - Local Public Finance in Japan
  - Promotion of Regional Economic and Industrial Cluster Policy in Japan
  - Environmental Policy in Japan
  - Disaster Management
  - Rehabilitation and Reconstruction after the Great East Japan Earthquake
  - Overview of Tourism Policy in Japan
  - Agricultural Policy in Japan
  - Development and Application of Geographic Information System (GIS)
  - Project Finance and Project Management
3. Case Studies
  - One-village ,One Product Movement (Oita Prefecture )
4. Study Tours
  - Kyoto City(Preservation of Old Capital City, Innovation Policy )
  - Osaka City(Industrial Policy, Community Development)
  - Yokohama City (Future City Development, Inner Harbor Urban Waterfront Area Development)
  - Sendai City (Rehabilitation from the Earthquake)
5. Presentation / Discussion
  - Country Report
  - Study Report

29

### 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. Please write in block letter (typewriting is preferable).

#### ※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 Staff in JICA office for the details.

(2) **Country Report:** to be submitted with the Application Form. Please follow VI ANNEX, Country Report format.

(3) **Others**

If the applicant has any official document of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the Application Form.

### 4. Procedure for Application and Selection:

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

Closing date for application to the JICA Yokohama International Center in Japan:

July 12, 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 closing 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 August 2, 2013.

### 5. 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,

### 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. Please write in block letter (typewriting is preferable).

#### ※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 Staff in JICA office for the details.

(2) **Country Report:** to be submitted with the Application Form. Please follow VI ANNEX, Country Report format.

(3) **Others**

If the applicant has any official document of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the Application Form.

### 4. Procedure for Application and Selection:

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

Closing date for application to the JICA Yokohama International Center in Japan:

**July 12, 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 closing 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 **August 2, 2013.**

### 5. 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

## IV. Administrative Arrangements

### 1. Organizer:

- (1) **Name:** JICA Yokohama
- (2) **Contact:** Ms. Sakurai (jicayic-training1-as2/jica@jica.go.jp)

### 2. Implementing Partner:

- (1) **Name:** Ministry of Land, Infrastructure and Transport (MLIT)  
with the cooperation of **National Land Planning Association**
- (2) **URL:** <http://www.mlit.go.jp/english/>

**Remark:** MLIT implements comprehensive national land administration that aims to foster a healthy and rich-in-culture living environment, and the balanced development of land by the appropriate utilization of land, thus to contribute to the establishment of comfortable local communities.

#### **National Land Planning Association**

National Land Planning Association is the Public Service Corporation, which aims at researching and studying about various national land plans and regional plans, cooperating to make the master plans about national and regional development, usage of land, or reservation, as well as about scale and deployment of public facilities.

When these plans managed, the association intends to promote them as effectual and smoothly as possible.

### 3. Travel to Japan:

- (1) **Air Ticket:** The cost of a round-trip ticket between international airports 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:

20

JICA Yokohama International Center (JICA YOKOHAMA) Address: 2-3-1 Shinkou, Naka-ku, Yokohama-shi, Kanagawa-ken 231-0001, Japan TEL: 81-45-663-3251 FAX: 81-45-663-3265 (where "81" is the country code for Japan, and "45" is the local area code)
--

If there is no vacancy at JICA YOKOHAMA, JICA will arrange alternative accommodations for the participants.

#### 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 "KENSHU-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:

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, the conditions of the program, and other matters.

## V. Other Information

1. Participants will make a country report presentation shortly after their arrival in Japan. Due to the time restriction, participants are strongly requested to highlight the major problems and their countermeasures in the presentation. It is encouraged to prepare the Country Report presentation in Power-point presentation format.
2. Based on the country report and utilizing the fruits of the training program, participants will prepare a study report and make presentation on it at the end of the training program. The study report made by the participant is considered as an output of the training program.
3. Relating to the above 1 and 2, participants are requested to bring to Japan reference materials such as data and statistics related to the national/regional development of their own countries, which will help country report presentation and study report preparation.
4. Participants who have successfully completed the program will be awarded a certificate by JICA.
5. The purposes of the International Cooperation Program of JICA are not only to share Japanese knowledge, experience and ideas with participating countries, but also to promote mutual understanding between participating countries and Japan. The Japanese government recognizes the importance of citizen participation in its

International Cooperation Program and places emphasis on this aspect of the Program. With this objective, JICA collaborates with schools and local governments as well as various kinds of community-based organizations to expose community members to the rich heritages of foreign countries and cultures represented by participants, as a precious first step to promote international exchange and cooperation.

During the stay in Japan, participants might be requested to join such exchange programs. The participant's active participation and cooperation are highly appreciated.

## VI. ANNEX:

### National and Regional Development Policy (JFY2013)

#### *Country Report*

Applicants are requested to write on a country report on national and regional development and its policy on respective country. The report should follow the following table of contents and be typewritten in English on A4 size paper.

1. Name of Applicant
2. Name of Country
3. Name of Organization/Department Title
4. Organization Chart (A national organization and the organization that the applicant belongs to)
5. Outline of the Country
  - 1) Geographical perspective
  - 2) Socio-economic perspective: including changes of population, urbanization, GDP/GRDP, industrial structure, racial component and geographical disparity in the past 20 – 30 years)
  - 3) National and regional infrastructure setting
6. Government organization and decentralization
  - 1) Structure of different levels of governments
  - 2) Recent trends of decentralization
7. Institutional framework and current issues in national and regional development
  - 1) Regulatory framework of national and regional development plans
  - 2) Institutional framework of national and regional development plans; particularly focusing on intergovernmental coordination among national, regional and local governments as well as collaboration and partnership among government sector, the private sector and civil sector.
  - 3) Current Issues in national and regional economic development policies (innovation policy, Foreign Direct Investment policy, industrial cluster policy, local economic development in rural areas, urban revitalization, etc.)
  - 4) Other specific Issues of national and regional development  
Please point out and describe current specific issues on national and regional development in your countries such as: IT and regional development, sustainable development, community empowerment and development, poverty alleviation, private and public partnership, etc.

#### <Note>

*Participants will make a country report presentation shortly after their arrival in Japan. It is recommendable to use audiovisual materials such as videos and pictures for the attractive presentation. Overhead projectors, video recorders (VHS), and MS*

*Power Point are available for the presentation. Due to the time restriction, participants are strongly requested to highlight major problems and their countermeasures in the presentation.*

*In addition to country report presentation, the discussion meeting with MLIT officers would be held during the course. Its topic is picked up from the common issues based on Chap.7 of your reports.*

*Based on the country report and utilizing the fruits of the training program, participants will prepare a study report and make its presentation at the end of the training program. The study report made by the participant is considered as an output of the training program.*

*For presentation of a country report and study report, participants are requested to bring to Japan reference materials such as data and statistics related to the national /regional development of their own countries, which will help country report presentation and study report preparation.*

## *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.



***CORRESPONDENCE***

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

**JICA Yokohama International Center (JICA YOKOHAMA)**

**Address: 2-3-1 Shinkou, Naka-ku, Yokohama-shi,  
Kanagawa-ken 231-0001, Japan**

**TEL: +81-45-663-3253 FAX: +81-45-663-3265**