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Distribution Lines		
Inspecting Construction Sites for Installation of Overhead distribution Lines	An introduction to construction safety measures employed in installing overhead distribution lines provides a reference for improving techniques in managing safety construction of power distribution facilities.	0.5
Design and Maintenance of Power Distribution Facilities		
Designing and Installment of Underground Power Cable	An introduction to underground power cables, including design standards, construction and maintenance methods provides a reference for improving techniques in designing and maintaining distribution facilities.	1.0
Inspecting Sites Undergoing Installation of Underground Power Cable	An introduction to underground power cables, including design standards, construction and maintenance methods provides a reference for improving techniques in designing and maintaining distribution facilities.	

(4) Operation and Maintenance of Power Distribution Facilities		Days
By understanding operation and maintenance procedures at power distribution facilities as well as the causes of accidents and problems and ways to counter such problems, the participant learns the optimal techniques of operating and maintaining power distribution facilities to reduce power loss and improve the reliability of the power supply as well as the techniques to both prevent and rapidly recover from accidents.		
Maintenance of Distribution Facilities		
Maintenance of Distribution Facilities	An introduction to maintenance operations for distribution facilities, including the work contents and standard inspection items and methods provides a reference for improving techniques in maintenance of power distribution facilities.	0.5
Operation of Power Distribution Facilities		
Voltage Control of Distribution Line	An introduction to voltage control of distribution lines, including general concepts and adjustment procedures provides a reference for improving the reliability of power supplies from the standpoint of power distribution facilities operation.	0.5
Outline of Supervision and Mechanization of Distribution Facilities	An introduction to voltage control of distribution lines, including general concepts and adjustment procedures provides a reference for improving the reliability of power supplies from the standpoint of power distribution facilities operation.	0.5

Outline of Sales Office	An introduction to the work contents of sales office where direct contact with customers takes place provides a reference for improving techniques in operations at power distribution facilities, including response to customers.	0.5
Operations and Accident Response at Power Distribution Facilities		
Outline of Power Distribution System Operation	An introduction to electric power distribution automation system (overview, functions, effects, etc.) provides a reference for improving the reliability of power supplies and accident response techniques from an operational standpoint.	0.5
Measures Against Power Stoppage on Distribution Line	An introduction to conditions in the event of a power stoppage at a distribution facility and responses to minimize the duration and scope of such outages provides a references in improving accident response techniques.	0.5
Total Quality Management Activities	An introduction to understand correctly the basis of the concept of Japan's TQM. Participants should study methodologies as a means to implement TQM leading to eventual success, and also understand its correct evaluation and efficient way of use to maintain and improve quality as well as where it is to be applied.	2.0

(5) Electrification in Local Regions, Measures to Include Remote Islands		Days
By understanding methods of supplying electric power to remote islands in Japan and efforts to develop and utilize new energy, the participant learns the techniques used in supplying power to areas to which extending the power distribution network is difficult.		
Measures to Bring Power to Remote Islands		
Outline of Submarine Cables	An introduction to the subject of supplying electricity to remote islands, including an overview of submarine cables as well as their design, installation, and maintenance methods provides a reference for methods used in supplying power to areas to which extending the power distribution network is difficult.	0.5
Outline of Distribution Facilities in Remote Islands	An introduction to the subject of supplying electricity to remote islands, including an overview of facilities and operations and methods of resolving various issues provides a reference for methods used in supplying power to areas to which extending the power distribution network is difficult.	1
Measures to Bring Electric Power to Local Regions		
Outline of Distributed Generation	An introduction to the subject of clarifying the advantages and disadvantages of adopting new energy (distributed generation) and measures to overcome the disadvantages provide a reference for ways of bringing power to local regions.	0.5



Outline of the Effects of New Energy Generation on the Power Distribution System	An introduction to the matter of clarifying the advantages and disadvantages of adopting new energy (distributed generation) and measures to overcome the disadvantages provide a reference for ways of bringing power to local regions.	0.5
Japanese Manufacturers of Electric Power Distribution Equipment (Class-Based Training Follow-Up)		
Observational Tour of Factories Manufacturing Wiring and Cable	Study tours of equipment manufacturers' factories and engaging in discussions with the manufacturers' technicians not only provides a deeper understanding of the training in electric power distribution, but also satisfies the participant's technical interests in each of the different kinds of equipment.	1
Observational Tour of Factories Manufacturing Circuit Breakers and Switches	Study tours of equipment manufacturers' factories and engaging in discussions with the manufacturers' technicians not only provides a deeper understanding of the training in electric power distribution, but also satisfies the participant's technical interests in each of the different kinds of equipment.	1
Observational Tour of Factories Manufacturing Lightning Protectors	Study tours of equipment manufacturers' factories and engaging in discussions with the manufacturers' technicians not only provides a deeper understanding of the training in electric power distribution, but also satisfies the participant's technical interests in each of the different kinds of equipment.	1
Observational Tour of a Factory Manufacturing Metering Devices	Study tours of an equipment manufacturers' factory and engaging in discussions with the manufacturers' technicians not only provides a deeper understanding of the training in electric power distribution, but also satisfies the participant's technical interests in each of the different kinds of equipment.	0.5
Observational Tour of Factories Manufacturing Transformers and concrete poles for Power Distribution	Study tours of equipment manufacturers' factories and engaging in discussions with the manufacturers' technicians not only provides a deeper understanding of the training in electric power distribution, but also satisfies the participant's technical interests in each of the different kinds of equipment.	0.5

(6) Preparation and Presentation of Interim Reports	Days
<p>At the end of the training program in Japan, participants are required to make a plan and dissemination materials for spreading the knowledge and skills obtained from the training program within the department. Participants and engineers will discuss about the draft of interim report in order to get deep understanding before the presentation session.</p> <p>Interim Report Presentation consists of the following contents.</p> <ul style="list-style-type: none"> • Issues, Findings and Applicable information • Long term (a few years) and short term (6 month) Dissemination Plan <p>Dissemination Plan (ANNEX4(2)) is what the participants want to achieve in his/her own country after returning to the country.</p>	2.0

3. Final Phase (activities in home country)

Participants are to implement the dissemination activities based on the action plan which was made during the program in Japan. Also, participants must submit the Progress Report to JICA within 3 months.

The organization's encouragement to the participants is highly appreciated.

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III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II -8.
- (4) 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) Be nominated by their government in accordance with the procedures mentioned in IV. below,
- 2) Be electrical power engineers presently employed by the governmental electric power utilities or those equivalent to government in the field of electric power distribution, (for this standpoint, in cases of the nominee comes from a non-governmental institution, it must be confirmed that that duties of the candidate are the same as those applicants from the governmental institutions mentioned above through the submission of the statement attached in ANNEX 2),
- 3) Occupy supervisory positions at present or be expected to do so in the near future, for spread of the knowledge that participant got in core phase in Japan, the desirable participant is belong to training section in your organization or is in charge of training for your colleagues.
- 4) Be capable of making good use of the results of the training after returning home country,
- 5) Be technical college graduates or have the equivalent in technical knowledge, and have more than five (5) years of practical experience,
- 6) Language: have a competent command of spoken and written English which

is equal to TOEFL iBT 79 or better (This workshop includes active participation in discussions, action plan (interim report) development, thus requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC, IELTS etc, if possible)

7) Health: must be in good health, both physically and mentally, to participate in the Program in Japan

8) Must not be serving any form of military service.

(2) Recommendable Qualifications

1) Age: be between thirty (30) and forty (40) years of age,

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.

※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 his/her training participation

Please ask National Staffs in JICA office for the details.

(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) ANNEX2 (Statement) : to be submitted with the filled Application Form. Fill in the form shown in the Section VI "Annex" of this General Information, and submit it with the Nomination Form. **You may be disqualified if you do not submit the questionnaire with the application form.**

(4) ANNEX3 (Country Report) : Applicants should prepare a country report in accordance with the format indicated in the ANNEX 3. These should be **typewritten in English** in double spacing (about 6 to 9 pages of A-4 size) and submitted together with the Nomination Form.

NOTE:

1. The latest annual report published by the applicant's organization should also be attached to and submitted with the country report, but only if and when available in English.

2. Application unaccompanied with completed ANNEXes cannot be accepted.

*** Note: Applicants are strongly requested to typewrite the Application Form and Questionnaire. There are many applicants disqualified from the selection because of the illegible letter in those documents.**

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4. Procedure for Application and Selection:

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: March 22, 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 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 April 15, 2013.**

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

Inception Report is to be submitted, which is made through the enough discussion among the concerned staffs and authorized by the organization. The Reports are essential for enabling the training program to meet each participant/country's needs.

The Report is to consist of the following two documents

(1) Country Report

Participants can use the Country Report submitted for the Application as it is or revise it when necessary

(2) ISSUE ANALYSIS SHEET

Issue Analysis Sheet is a document that summarizes issues, their causes, effective measures and target of this training course. Issue Analysis Sheet should be typewritten in English, in accordance with the attached form (ANNEX 4), and be submitted on the 4th day after arriving in Okinawa, Japan.

NOTE: In order to help Japanese lecturers understand the problems that each participant/country is facing and participants' needs, participants are required to give a presentation by using POWER POINT just after arriving in Japan. In this presentation, participants should explain the issues in

your distribution system and what you want to learn through this training program as in detail as possible.

The participants will be given about 35 minutes for the presentation (25 minutes presentation by participants and 10 minutes discussion with other participants and lecturers).

6. Conditions for Attendance:

- (1) to follow 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,
- (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 actions described in section II -9 and section III -4.

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IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA OKINAWA

(2) **Contact:** Training Program Division, JICA OKINAWA

E-mail: oicctp@jica.go.jp

2. Implementing Partner:

(1) OEPC

1)**Name:** The Okinawa Electric Power Company, Incorporated

2)**URL:** <http://www.okiden.co.jp/english/index.html>

3)**Remark:** The Okinawa Electric Power Company, Incorporated (OEPC) provides power throughout all Okinawa Prefecture, which includes the Okinawa main Island and approximately 40 inhabited outlying islands stretched across the vast expanse of the ocean spanning 1,000 km from East to West and 400 km from North to South.

(2) JEPIC

1)**Name:** Japan Electric Power Information Center Inc.

2)**URL:** <http://www.jepic.or.jp>

3)**Remark:** Japan Electric Power Information Center, Inc. (JEPIC) was established as an association of Japan's major electric power companies. The purpose of the Center is to facilitate information exchange on activities of electric utilities with foreign counterparts and also to promote technical cooperation with developing countries.

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 Okinawa International Center (JICA OKINAWA)

Address: 1143-1 Aza-Maeda, Urasoe-Shi, Okinawa 901-2552, Japan

TEL: 81-98-876-6000 FAX: 81-98-876-6014

(where "81" is the country code for Japan, and "98" is the local area code)

If there is no vacancy at JICA OKINAWA, 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, conditions of the workshop, and other matters.