

TRAINING AND DIALOGUE PROGRAMS



**GENERAL INFORMATION ON
STRATEGIC PORT MANAGEMENT**

集団研修「港湾戦略運営」

JFY 2012

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NO. J12-00791-/ID.1280981

From August, 2012 to December, 2012

Phase in Japan: October 8, 2012 to November 17, 2012

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

For what?

This program aims to promote sustainable economic growth through strategic port management and operation.

For whom?

This program is offered to port administrators and managers

How?

Participants shall have opportunities to acquire practical knowledge of managing port.

II. Description

1. Title (J-No.12-00791): Strategic Port Management

2. Period of program

Duration of whole program:	August 2012 to December 2012
Preliminary Phase: (in a participant's home country)	August 2012 to October 2012
Core Phase in Japan:	October 8, 2012 to November 17, 2012
Finalization Phase: (in a participant's home country)	November 2012 to December 2012

3. Target Regions or Countries:

Cambodia, India, Indonesia, Maldives, Myanmar, Philippines, Sri Lanka, Timor-Leste, Viet Nam, Solomon Islands, Vanuatu, Brazil, Colombia, Panama, Cape Verde, Djibouti, Egypt, Iraq, Mozambique, Oman, Tanzania, Togo

4. Eligible / Target Organization

This program is designed mainly for port administrators and managers (See III.2. Nominee qualifications for details).

5. Total Number of Participants : 21 participants

6. Language to be used in this project : English

7. Program Objective:

At the end of the program, the participants are expected to achieve the following;
To formulate a feasible action plan to address the issues relating to port management (the modernization of port management, and systematic management and operation)

8. Overall Goal:

To promote sustainable economic growth through strategic port management and operation

9. Expected Module Output and Contents:

This program consists of the five components as follows,

- (1) The issues related to the port management and operation of respective countries are organized as Country Report with draft action plan
- (2) The participants understand the policy, institutional framework and present challenges of port management and operation of Japan
- (3) The participants understand how to examine the methods and approaches for the strategic port management and operation with understanding of the present issues and trends of port management and operation in the world
- (4) The participants revise the draft action plan for the measures to address the issues of port management and operation of each participant's country.
- (5) After the participants return to their own country, they discuss the revised action plan in their organization, and finalize the action plan by obtaining approval of their organization

Details on each component are given below:

(1) Preliminary Phase in a participant's home country (July 2012 to September 2012) <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
The issues related to the port management and operation of respective countries are organized as Country Report with draft action plan (1)	Preparation and submission of Country Report Preparation of the presentation on Country Report

(2) Core Phase in Japan (October 8, 2012 to November 17, 2012) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
The issues related to the port management and operation of respective countries are organized as Country Report with draft action plan (2)	Presentation of Country Report	Presentation and discussion
The participants understand the policy, institutional framework and present challenges of port management and operation of Japan	Institution of administration and operation of port, Promotion of Integration and Simplification of Port Procedures with IT, Port security measure, Administration and operation of container terminal	Lecture and discussion

<p>The participants understand how to examine the methods and approaches for the strategic port management and operation with understanding of the present issues and trends of port management and operation in the world</p>	<p>Port cargo transport, Strengthening of international competitiveness, Comparison analysis on the system of port administration and management, Economic and financial analysis, Port promotion, Finance of port, Privatization</p>	<p>Lecture and discussion</p>
	<p>Issues of world's ports and measure to be taken, trend of social infrastructure development, Port development strategy of the world, Trend of container terminal development of the world, Trend of maritime security policy of the world</p>	<p>Lecture and discussion</p>
<p>The participants revise the draft action plan for the measures to address the issues of port management and operation of each participant's country</p>	<p>Site Visit of case example for port security measure, management and operation of container terminal, and port promotion</p>	<p>Observation</p>
	<p>Preparation of the revised action plan as final report through discussion on the issues such as institution of administration and operation of port, port cargo transport, strengthening of international competitiveness, and port development strategy of the world</p>	<p>Lecture, discussion and presentation</p>

(4) Finalization Phase in a participant's home country
Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.

Expected Module Output	Activities
<p>After the participants return to their own country, they discuss the revised action plan in their organization, and finalize the action plan by obtaining approval of their organization</p>	<p>The revised action plan is presented to your office and finalized as an action plan incorporating the comments and feedbacks of your office. After the finalization of action plan, it is submitted to your office and JICA Yokohama Center through the JICA office of the respective country.</p>

Training Course Schedule in 2011 (as example of the schedule in 2012)

Date		Hours	Subject
10/Oct	Mon		Arrival to Japan
11/Oct	Tue		Briefing
12/Oct	Wed		General Orientation
13/Oct	Thu	9:30-12:00	General Orientation
		13:30-15:00	Program Orientation by Ministry of Land, Infrastructure, Transport and Tourism
		15:15-16:45	Japanese International Cooperation in Ports and Harbors
14/Oct	Fri	10:00-11:30	History of Infrastructure Development and Economic Growth
		13:30-15:00	Basic Direction for Future Port/Harbor Environmental Policies
		15:15-16:45	The SOLAS Convention and Japanese Legislation and Policy for Port Security
15/Oct	Sat		Yokohama Morning Bus Tour
16/Oct	Sun		
17/Oct	Mon	10:30-12:00	Institutional Arrangements for Port Operation and Management
		13:30-15:00	PIANC's Overview and Challenges
		15:15-17:15	Technical Standard and Commentaries for Ports and Harbors' Facilities
		18:00-20:00	Welcome Party
18/Oct	Tue	10:30-12:00	System & Port Planning for Port Development
		13:30-15:00	Policy on Strategic Port Management Japanese Approach to Enhance Global Competitiveness
		15:15-16:45	Harbors and Regional Development
19/Oct	Wed	10:30-17:30	Country Report Presentation
20/Oct	Thu	10:30-17:30	Country Report Presentation
21/Oct	Fri	AM	Port Museum
		PM	Daikoku CT & Minami-Honmoku Pier
22/Oct	Sat		
23/Oct	Sun		
24/Oct	Mon	10:30-12:00	Construction Management
		13:30-15:30	Disasters & Ports
		15:30-17:00	Port Statistics in Japan
25/Oct	Tue	10:30-12:30	World Trend in Container Terminal Operation
		13:30-15:00	Computerization policy of Japan
		15:15-17:15	Study Tour Information
26/Oct	Wed		Study Tour
27/Oct	Thu		Study Tour
28/Oct	Fri		Study Tour
29/Oct	Sat		Study Tour
30/Oct	Sun		
31/Oct	Mon	10:00-12:00	Outline of Port and Airport Research Institute(PARI)
		13:30-15:00	Measures for Earthquake and Tsunami in Ports and Coastal Areas
		15:15-16:45	Life Cycle Management of Port Facilities
1/Nov	Tue		Interview
2/Nov	Wed		Interview
3/Nov	Thu		National Holiday(Culture Day)
4/Nov	Fri		Action Plan Making
5/Nov	Sat		
6/Nov	Sun		
7/Nov	Mon	10:30-12:00	Comparative Study on Port Administration and Management
		13:30-15:30	Port Development Strategy in the World
		15:45-17:45	Forecasting Trade & Port Cargo & Policy Simulation
8/Nov	Tue	10:00-12:00	Port and Harbor College
		13:00-15:00	Japan's Port System
		15:30-17:30	International Association of Ports and Harbours(IAPH) and World's Port
9/Nov	Wed		Study Tour
10/Nov	Thu		Study Tour
11/Nov	Fri		Study Tour
12/Nov	Sat		
13/Nov	Sun		
14/Nov	Mon	10:00-12:00	Application of IT for Container Terminal
		13:30-15:30	Port Security
		15:45-17:45	Social & Environment Assessment in ports
15/Nov	Tue		Action Plan Making
16/Nov	Wed		Action Plan Presentation
17/Nov	Thu		Action Plan Presentation
18/Nov	Fri		JICA Evaluation Meeting, Closing Ceremony, Lucheon Meeting
19/Nov	Sat		Departure from Japan

②

Conceptual Framework for the Group Training Course
“Strategic Port Management”

OVERALL GOAL

To promote sustainable economic growth through strategic port management and operation

GOAL

To formulate a feasible action plan to address the issues relating to port management (the modernization of port management, and systematic management and operation)

THE MODULE OUTPUT

OUTPUT 1) The issues related to the port management and operation of respective countries are organized as Country Report with draft action plan.



OUTPUT 2)
The participants understand the policy, institutional framework and present challenges of port management and operation of Japan.

OUTPUT 3)
The participants understand how to examine the methods and approaches for the strategic port management and operation with understanding of the present issues and trends of port management and operation in the world.



OUTPUT 4)
The participants revise the draft action plan for the measures to address the issues of port management and operation of each participant's country.



OUTPUT 5) After the participants return to their own country, they discuss the revised action plan in their organization, and finalize the action plan by obtaining approval of their organization

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 -9 .
- (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 -9.

2. Nominee Qualifications:

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

- (1) be nominated by their government in accordance with the procedures mentioned in 4. below,
- (2) be university graduates or have an equivalent academic background.
- (3) be currently engaged in port administration and/or management works with more than eight (8) years of occupational experience in the field of ports and harbors,
- (4) be over thirty-five (35) years of age and hold an executive position in port administration or management
- (5) have a good command of spoken and written English,
- (6) must be in good health, both physically and mentally, to participate in the Program in Japan and,
- (7) not be serving in the military.

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 for the schedule of this course includes many field works (trips) which may be too demanding at certain stages.

- 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.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **August 10, 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 August 27, 2012.**

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

Country Report -- to be submitted by **September 26, 2012:**

Before coming to Japan, only accepted participants are required to prepare Country Report (detailed information is provided in the ANNEX "Country Report". The Country Report should be sent to JICA or the Japan International Cooperation Center by September 26, 2012.

6. Conditions for Attendance:

- (1) to observe the schedule of the program,
- (2) not to change the program subjects or extend the period of stay in Japan,
- (3) not to bring any members of their family,
- (4) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of said violation,
- (7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8) to participate the whole program including a preparatory 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 III-5.

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** Yokohama International Center (JICA Yokohama)

(2) **Contact:**

Address: 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan

Tel: 81-45-663-3251

Fax: 81-45-663-3265

E-mail: jicayic-training1-as1@jica.go.jp

2. Implementing Partner:

(1) **Name:** -Ports and Harbours Bureau, Ministry of Land, Infrastructure, Transport and Tourism (MLIT)
-The Overseas Coastal Area Development Institute of Japan (OCDI)

(2) **Contact:**

-MLIT

Address: 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo 100-8918, Japan

Tel: 81-3-5253-8679

-OCDI

Address: Kowa Bldg. No.16, North Wing, 1-9-20 Akasaka, Minato-ku, Tokyo 107-0052, Japan

Tel: 81-3-5570-5931

(3) **Remark**

OCDI is a non-profit organization established with the authorization of the Japanese Government to undertake various kinds of activities including studies and research for the development of ports in 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:

Yokohama International Center (JICA Yokohama)

Address: 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan

If there is no vacancy at JICA Yokohama, JICA will arrange alternative

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.

5. 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.

V. Other Information

1. Visa will be arranged and issued in participants' respective countries. If participants have difficulty to apply in their countries, it will be applied and issued in Japan.
2. The accepted participants are required to prepare 20-minute presentation on Country Report using visual aid such as Power Point.