

## **VI. ANNEX:**

### **Strategic Port Management (JFY 2012)**

#### *Country Report*

All the applicants are required to prepare the Country Report providing information on the following items and subjects. The draft action plan should be directly related to your activities, because the action plan should be mainly implemented by yourself and your office. The Country Report has to be typewritten in English, less than 5 pages (12-point font, double-spaced, A4 size paper). In addition to the Country Report, please fill out Attached-1 and 2 to describe general information of your country as reference information of the Country Report.

#### 1. Front Page

- (1) Title of the country report
- (2) Country
- (3) Name of applicant

#### 2. Contents of Country Report

- (1) Position of applicant and name of organization
- (2) Problem Areas

Describe the most crucial problem of port management and operation with which the applicants' organizations or countries are faced and the measures being taken to cope with it.

#### (3) Draft Action plan

Describe an idea of action plan to solve or alleviate the problems/constraints

- 1) Name of the plan
- 2) Purpose of the plan
- 3) Period of the plan
- 4) Main activities
- 5) Estimating negative impact

#### Note:

(1) Participants of the training are encouraged to bring photos that describe your idea of action plan (If you don't have any, please take some before coming to Japan. It will be helpful for you so as to have image of the port of your country.), to support their Country Report and Action plan presentation.

(2) The program offers participants the opportunity for solving real problems with knowledge from the training. In this connection, the training emphasis is on the rational design and preparation of action plan by training participants. The below shows the steps followed by the participants to create real outputs.

#### - Draft Action plan (pre-departure, in home country)

To analyze the problems on target area in your organization for formulating best action plan.

The draft action plan prepared by the participant is considered as the starting point and needs the detailed preparation before leaving their home countries.

#### - Revised Action Plan

Draft action plan will be refined as a revised action plan based on information and knowledge gained from the lectures, workshops, case studies and site visits.

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- Follow up

The revised action plan is considered as containing important knowledge and information for the potential development of new projects. Participants is required to present it to your office and finalize the action plan incorporating the comments and feedbacks of your office on your action plan, which may be developed into a project proposal as a basis of our future cooperation. After the finalization of action plan, the participants are also required to submit it to your organization and JICA Center through the JICA office or Embassy of Japan of the respective country.

(3) Those who are informed of acceptance to participate in the course will be requested to make an approximately twenty (20) minute presentation of their country reports during the comparative study session of the course. The presentation should be focused on the problems of port management and operation and draft action plan. Participants are encouraged to use visual aids, such as overhead projectors, videos, slides, pictures, etc. for the presentation. Equipment for such visual aids (e.g. an OHP, video player, slide projector and MS power point) is available at the seminar room.

**1. General Information on Ports in the Country**

Please fill in the form with the latest information.

<b>1-1. Socio-economic Information</b>	
Country:	
Area: km <sup>2</sup>	GNP (or GDP) : US\$ (as of 2011)
Population: (as of 2011)	Per Capita : US\$ (as of 2010)
General Information on Socio-economic Condition of the country.	
(1) Economic Growth Rate:	
(2) Trade Value Details (during the last 3 years):	
(3) Others:	
<b>1-2. Outline of Port Administration</b>	
(1) Basic Laws Related to Port Management and Development (Please specify if different laws are applied to different types of ports.)	
(2) Classification of Ports in the Country	
(3) Number and location of Ports by Classification. (Please attach a location map with compass signs and scale of ports in the country.)	
(4) Role of the Central (or Local) Government for Port Administration and Operation.	

Please attach an additional sheet(s) of paper if a given space is insufficient.

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**1-3. General information on all Port Activities in the Country**

(1) Total Cargo Handling Volume, Container Cargo Handling Volume and Number of Calling Ships in a year (if available, please provided data for five years.)

(2) Deepest Quay in the Country (length, depth and location)

**1-4. Port Development in the Country**

System of Port Planning (procedure and role of organizations for port planning), Representative Office of Port Development and System of Fund-raising for Port Development (including source of funds for port development).

(If different systems for port planning, development and fund-raising are applied for each port, please describe each system.)

**1-5. Port Development Policy/Plan**

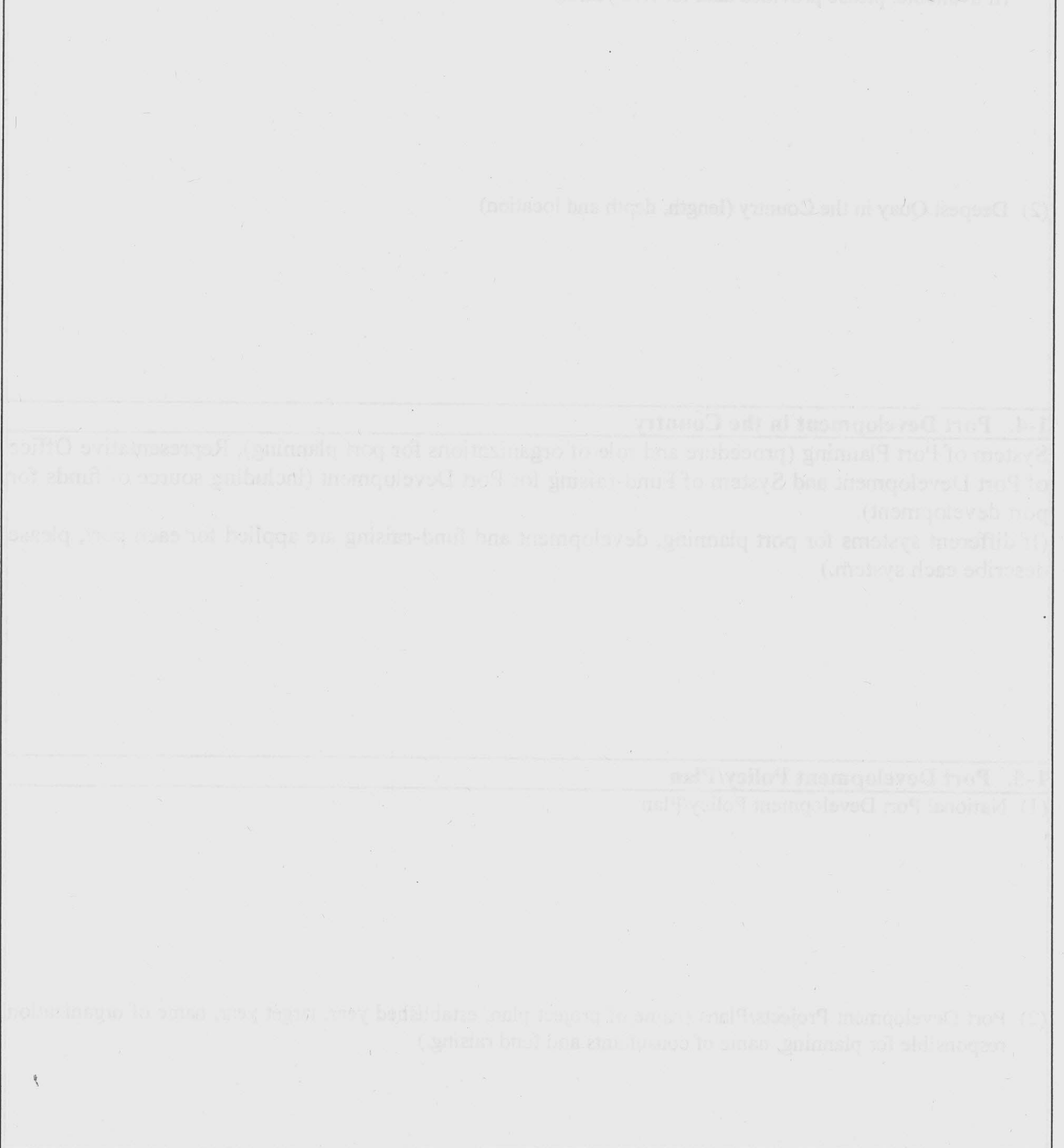
(1) National Port Development Policy/Plan

(2) Port Development Projects/Plans (name of project plan, established year, target year, name of organization responsible for planning, name of consultants and fund raising.)

Please attach an additional sheet(s) of paper if a given space is insufficient.

**1-6. Location Map of Ports in the Country**

Please attach a detailed location map of the ports in the country (including compass signs, scale of port, legend etc.)



Please attach an additional sheet(s) of paper if a given space is insufficient.

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**1-7. Organization Chart of Port Management Body and Other Port Related Offices**

Please describe relevant organizations and attach organization charts.

Please attach an additional sheet(s) of paper if a given space is insufficient.

**1-8. National Port Development Policy and Strategy**

Please describe national port development policies or strategies.

Please attach an additional sheet(s) of paper if a given space is insufficient.

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2. General Information about the Port of which you are in charge

Please fill in the form with the latest information.

2-1. General

1. Name of the Port: (in English)	(in local language)
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<b>2. Features of the Port</b> Please describe features and functions of the port - e.g. general berths, container berths, multi purpose berths, Ro-Ro berths, bulk berths, oil berths, passenger terminals, marinas, fishing ports, etc. (including names of districts).
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<b>3. Main Facilities at the Port</b> (Please attach Location Map of the facilities on the next page)
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- Please provide dimensions of channels, main breakwaters and basins.
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Outline of Berths

Berth Name	Water Depth (m)	Berth Length (total)	Length of the berths with a depth exceeding -10m	Area of Terminal (m <sup>2</sup> )	Cargo Handling Capacity per a Year	Recent Cargo Handling Volume (from actual data. ton/year)	Others

Please attach an additional sheet(s) of paper if a given space is insufficient.





**2-2. Statistical Data (Cargo, Passengers, Calling vessels)**

(Unit: tons)

Year	2007	2008	2009	2010	2011
Cargo Handling Volume (total)					
1. Foreign Cargo (total) - including container cargo					
1-1. Export					
1-2. Import					
1-3. Main Commodities e.g. Banana (export)					
1-4. Container Cargo Export (ton) (TEU) Import (ton) (TEU) Total (ton) (TEU)					
2. Domestic Cargo (total) -including container cargo					
2-1. Outgoing					
2-2. Incoming					
2-3. Main Commodities					
2-4. Container Cargo Outgoing (ton) (TEU) Incoming (ton) (TEU) Total (ton) (TEU)					

(Unit: persons)

Year	2007	2008	2009	2010	2011
No. of Passengers (total)					
1. Foreign Line Outgoing Incoming					
2. Domestic Line Outgoing Incoming					

Please attach an additional sheet(s) of paper if a given space is insufficient.

(Unit: vessels)

Year	2007	2008	2009	2010	2011
No. of Vessels (total)					
1. Foreign Line Vessels					
Conventional cargo vessels					
Container vessels					
Passenger vessels					
Other vessels					
2. Domestic Line Vessels					
Conventional cargo vessels					
Container vessels					
Passenger vessels					
Other vessels					

### 2-3. Port Management and Operation

#### 1. Organization

Please provide an outline of organization of port management body.

#### 2. Port Management

Please describe port management systems including ownership, users, operating schemes of port facilities and equipment - e.g. channels, anchorage areas, seawalls, berths, cargo handling yards, warehouses, cargo handling equipment (both fixed and movable). Also, please include the present level of privatization.

#### 3. Port Service Entities

Please describe port service system including port service entities (e.g. port authority, private sectors approved concession) which implement cargo handling, tug or pilotage services.

Please attach an additional sheet(s) of paper if a given space is insufficient.



**2-4. Container Terminals**

Name of Terminal				
Depth of Berths (-m)				
No. of Berths				
Length of Berth (m)				
Area of Terminal (m <sup>2</sup> )				
Main cargo handling Equipment (Capacity)				
Planned Berth Capacity (ton or TEU/year)				
Actual Handling Data (the latest ton or TEU/year)				
Planning Entities				
Construction Entities				
Ownership				
Management & Operation Entities				
Users				
Opened in (year/month)				

**2-5. Introduction of Computer System (Current Situation and Plans in Future)**

<p><b>1.</b></p>	<p>The departments or divisions where computer system is already introduced and the details (e.g. computerized items) of the system.</p>
<p><b>2.</b></p>	<p>Plans of Computer System Introduction (Target Fields and the Details of the Systems)</p>

Please attach an additional sheet(s) of paper if a given space is insufficient.

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**2-6. The Future Plans of the Port**

**1. Future Development Plans**

Please provide outlines of development plans including planning body, the name of plan, target years, the consultants, fund raising, features of plans (details and points) and basic policy.

**2. Outlines of the Plans for Main Port Areas (Excluding Container Terminals)**

Please provide the names of planning areas, target years, planned capacity, scale of facilities (e.g. the depth, length and No. of berths), main equipment (including cargo handling equipment), development entities, investment costs, the methods of fund raising, management systems and entities.

Please attach an additional sheet(s) of paper if a given space is insufficient.

**3. Future Plans of Container Terminals**

Please describe planning entities, the names of plans, construction entities, ownership, management & operation entities and systems (public or private, etc.), target years, the details of plans (Number of berths, length of berths, areas of terminals, cargo handling system and main equipment).

**Anticipated problems.**

**Remarks**

Please attach an additional sheet(s) of paper if a given space is insufficient.

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## *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:

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