

No. 12040/03/2016-FTC/IR
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
[Training Division]

Block-4, Old JNU Campus
New Mehrauli Road, New Delhi-67
Dated: 18 .02. 2016

TRAINING CIRCULAR

Subject: Knowledge Co-Creation Program on "Participatory Irrigation Management System for Paddies (A)" to be held in Japan from 18th May to 6th July, 2016 under Technical Cooperation Program of the Government of Japan.

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) has invited applications for Knowledge Co-Creation Program on "Participatory Irrigation Management System for Paddies (A)" to be held in Japan from 18th May to 6th July, 2016 under Technical Cooperation Program of the Government of Japan.

2. The program aims to improve and strengthen irrigation management system in participant's countries and is offered to the government officials in charge of irrigation management (especially in establishing and supporting water users' groups).

3. The applying organizations are expected to nominate those officers who are in charge of irrigation management especially in establishing and supporting water users' groups with more than 3 years experience in the relevant field (basic knowledge and skills in agricultural and/or irrigation engineering are required). The applicant should be a university graduate; have competent command over spoken and written English; must be in good health (both physically and mentally); must not be part of any type of military service. The recommendable age of the candidate is between 25 to 45 years.

4. In addition, the following information in respect of the nominated officers may please be mentioned while furnishing the nomination:-

- a) Whether attended any foreign training program in the past? If so, the duration/details thereof;
- b) Whether cleared from vigilance angle;
- c) Age;
- d) Whether working in North East State/J&K;
- e) A brief in 50-100 words justifying the nomination.

5. The course covers the cost of a round-trip air ticket between international airport designated by JICA and Japan; 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).

6. It is, therefore, requested that the nomination of suitable candidates may please be forwarded **(in two copies) in JICA's prescribed format** to this Department duly authenticated by the HOD of the concerned department in accordance with the eligibility criteria.

7. The applications should reach this Department through the Administrative Ministry/Department/State Government not later than **23rd March, 2016**. Nominations received after the prescribed date may not be considered. The details of the program (General Information Brochure) may be drawn from Ministry of Personnel, Public Grievances and Pensions' website at the link <http://persmin.gov.in/otraining/Index.aspx>.



(P. K. Pattnaik)

Under Secretary to the Government of India

Tele no: 011-26109049

To,

- a) Secretary, Department of Agriculture & Cooperation, Krishi Bhawan, New Delhi.
- b) Secretary, Department of Rural Development, Krishi Bhawan, New Delhi.
- c) Secretary, Ministry of Water Resources, Shram Shakti Bhawan, New Delhi.
- d) Chief Secretaries to all the State Governments/Union Territories (with request to circulate the same amongst their related Departments/Organizations).
- e) Mr. Sachiko Imoto, Senior Representative, Japan International Cooperation Agency, JICA India Office, 2nd Floor, Dr. Gopal Das Bhawan, 28, Barakhamba Road, New Delhi - 110001.
- f) NIC with request to post the circular along with the JICA's circular on this Department's website.



Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

PARTICIPATORY IRRIGATION MANAGEMENT SYSTEM FOR PADDIES (A)

課題別研修「農民主体型用水管理システム (A)」

JFY 2016

NO. J16-04014 / ID. 1684707

Course Period in Japan: From May 18, 2016 to July 6, 2016

This information pertains to one of the JICA Knowledge Co-Creation Program (Group & Region Focus) 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.

‘JICA Knowledge Co-Creation (KCC) Program’ as a New Start

In the Development Cooperation Charter which is released from the Japanese Cabinet on February 2015, it is clearly pointed out that *“In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.”* We believe that this ‘Knowledge Co-Creation Program’ will serve as a center of mutual learning process.

I. Concept

Background

“Farmers participation” for irrigation management is considered essential not only for efficient management and maintenance of irrigation facilities, but also for an effective use of water resources, increase in agricultural productivity as well as farmer’s income generation, and even contributing to community development as a result.

In many developing countries, however, irrigation management is still fragile, mainly due to the lack of appropriate system, financial sources and necessary skills and knowledge for promoting farmers participation. In addition, irrigation rights are not conferred among farmers equally, thus causing socio-economic disparities within the communities.

In Japan, since Land Improvement Act was enacted in 1949, Land Improvement Districts (LIDs) have functioned as an irrigation management association. LIDs are associations which are composed of farmers and managed by the farmers themselves. They are expected to contribute to the sustainable irrigation management, encourage farmers’ participation and ownership, and further promote community development.

This training program on “Participatory Irrigation Management System for Paddies” will be mainly conducted by the successful LIDs in Hokkaido, in order to transfer their experiences of irrigation management to the developing countries. Thus, it aims to contribute to improve/strengthen irrigation management systems in respective countries.

For what?

This program aims to improve and strengthen irrigation management system in participant’s countries.

Rice cultivation technique and irrigation technology are out of scope of this program.

For whom?

This program is offered to the government officials in charge of irrigation management (especially in establishing and supporting water users’ groups) at the central and local government levels.

How?

Participants shall have opportunities to learn participatory irrigation management system in Japan. The participants are also expected to propose an “Action Plan” describing what he or she will do after their going back to home country with making the best use of the knowledge and ideas acquired and discussed in the program.

II. Description

- 1. Title (J-No.):**
Participatory Irrigation Management System for Paddies (A) (J16-04014)
- 2. Course Period in JAPAN:** May 18 to July 6, 2016
- 3. Target Regions or Countries**
Bangladesh, India, Laos, Myanmar, Sri Lanka and Timor-Leste
- 4. Eligible / Target Organization**
This program is designed for the central or local government in charge of irrigation management (especially in establishing and supporting water users' groups).
- 5. Course Capacity (Upper limit of Participants) :** 8 participants
- 6. Language to be used in this program:** English
- 7. Course Objective**
Target organizations will officially discuss and formulate a plan to improve/strengthen irrigation management system in respective countries, based on the "Action Plan" proposed by the participants of the program.
- 8. Overall Goal**
Target organizations will officially implement the formulated plan to improve/strengthen irrigation management system in respective countries.

9. Expected Module Output and Contents

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

(1) Preliminary Phase in a participant's home country (April to May 2016)

Expected Output	Activity
To analyze current situation and problems regarding irrigation management system in each country	Preparation and submission of "Inception Report"

(2) Core Phase in Japan (18 May to 6 July 2016)

Expected Module Output	Subjects/Agendas	Methodology
1) Analyze current issues/challenges regarding irrigation management systems in the respective countries	(1) Presentation of "Inception Report"	-Lectures -Site visit -Discussion -Presentation
	(2) Situation and problem analysis	
2) Understand the systems of "Participatory Irrigation Management (PIM)" in Japan	(1) Irrigated agriculture in Japan	
	(2) Irrigation policies and administrative structure in Japan	
	(3) PIM system in Japan	
	(4) Organization & management of LIDs	
	(5) Irrigation techniques of LIDs	
3) Understand various factors and relevant activities surrounding LIDs	(1) Variety of LIDs (based on local characteristics)	
	(2) Coordination of agricultural water use/rights between areas	
	(3) Agricultural cooperatives (JA) system in Japan	
	(4) National federation of LIDs	
4) Consider suitable PIM system for the respective countries and propose a feasible plan to improve/strengthen the irrigation management system as an "Action Plan"	(1) Group discussion	
	(2) Consultation and preparation for Action Plan	
	(3) Presentation of Action Plan	

(3) Finalization Phase in a participant's home country (July 2016 to January 2017)

Expected Output	Activity
1) Share the outcomes of the training in Japan and the "Action Plan" with the concerned parties	Preparation and submission of "Progress Report" to JICA Hokkaido (Sapporo) at the six (6) months after returning to a home country
2) Finalize and implement the "Action Plan"	

III. Conditions and Procedures for Application

1. Expectations from 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) 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 -2 below.
- (4) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications:

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

(1) Essential Qualifications

- 1) Current Duties: be **a central or local government official in charge of irrigation management especially in establishing and supporting water users' groups**
- 2) Experience in the relevant field: have **more than 3 years' practical experience in the field of irrigation management** (basic knowledge and skills in agricultural and/or irrigation engineering are required.)
- 3) Educational Background: be a graduate of university
- 4) Language: have **a competent command of spoken and written English** (This program includes active participation in discussions and preparation of an Action Plan, which require high competence of English ability.)
- 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: **between the ages of twenty-five (25) and forty-five (45) years**

3. Required Documents for Application

(1) Application Form: The Application Form is available at **the 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 permission of her training participation.

Please ask JICA Staff for the details.

(2) Photocopy of passport: to be submitted with the application form, if you possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain it.

*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex, Passport number and Expire date.

(3) 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)

4. Procedures for Application and Selection :

(1) Submission of the Application Documents:

Closing date for applications: **Please inquire to the JICA office (or the Embassy of Japan)**.

(After receiving applications, the JICA office (or the Embassy of Japan) will send them to JICA Hokkaido (Sapporo) in JAPAN **by April 5, 2016**)

(2) Selection:

After receiving the documents through proper channels from your government, the JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to JICA Hokkaido (Sapporo). Selection will be made by JICA Hokkaido (Sapporo) in consultation with concerned organizations in Japan. The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.

(3) Notice of Acceptance

Notification of results will be made by the JICA office (or the Embassy of Japan) **no later than April 15, 2016.**

5. Document to be submitted by accepted candidates:

Inception Report -- to be submitted **by May 2, 2016:**

Before coming to Japan, only accepted candidates are required to prepare an Inception Report (detailed information is provided in the ANNEX "Inception Report".) The Inception Report should be prepared in the format of **Microsoft PowerPoint** and sent to JICA, preferably by e-mail to: sictp1-tech@jica.go.jp (or jicahkic@jica.go.jp).

6. Conditions for Attendance:

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) not to extend the period of stay in Japan.
- (4) not to be accompanied by family members during the program.
- (5) to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6) to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7) 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.
- (8) to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA Hokkaido (Sapporo)

(2) **Contact:** sictp1-tech@jica.go.jp / jicahkic@jica.go.jp

2. Implementing Partner:

(1) **Name:** Taisetsu Land Improvement District

(2) **Remark:** Since Land Improvement Act was enacted in 1949, Land Improvement Districts (LIDs), it was established by farmers themselves, in Hokkaido have not only functioned as an irrigation management association but have encouraged farmers to be independent and have promoted community development. LIDs in Hokkaido have different history and characteristics from LIDs in other parts of Japan and one can find many hints and ideas from their experience to promote development of rural areas by organizing farmers.

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:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan will not be covered.

4. Accommodation in Japan:

JICA will arrange the accommodations for the participants in Japan. In Sapporo, the participants are going to stay at JICA Hokkaido International Center (Sapporo). However, they are mainly staying in Asahikawa (about 140km from Sapporo), and the accommodation in Asahikawa will be confirmed when they arrive.

JICA Hokkaido International Center (JICA Hokkaido (Sapporo))

Address: Minami 4-25, Hondori 16-chome, Shiroishi-ku, Sapporo,
Hokkaido 003-8668, Japan

TEL: 81-11-866-8383 FAX: 81-11-866-8382

(where "81" is the country code for Japan, and "11" is the local area code)

5. Expenses:

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

(1) Allowances for accommodation, meals, 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 "III. ALLOWANCES" of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given before departure for Japan.

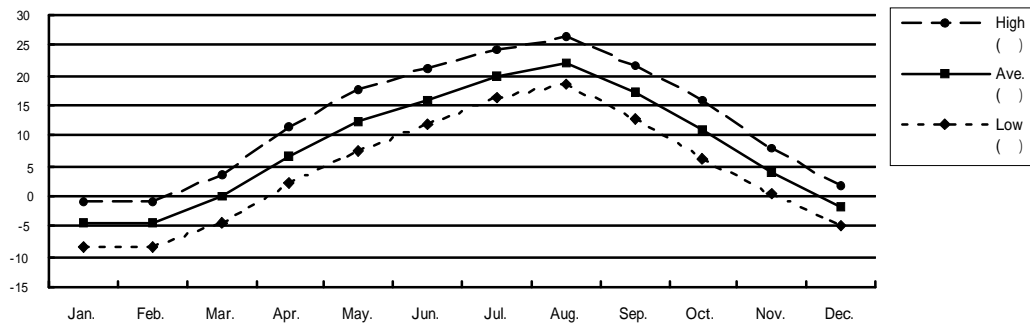
6. Pre-departure Orientation:

A pre-departure orientation will be held the JICA office (or Japanese Embassy) in each country, to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

1. Japanese language program will be offered to the participants in JICA Hokkaido (Sapporo), to facilitate their daily life.
2. Participants who have successfully completed the program in Japan will be awarded a certificate by JICA.
3. At the end of the course, participants are required to prepare an “Action Plan” and make a presentation on it, which is an activity plan to be implemented after going back to home country with utilizing skills and knowledge obtained in Japan. For the convenience, JICA recommends each participant bring relevant data and reference documents which would be useful in making a well-grounded action plan.

4. Climate in Sapporo



	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
High ()	-1	-0.8	3.4	11.4	17.8	21	24.2	26.3	21.7	15.9	7.8	1.7
Ave. ()	-4.4	-4.4	-0.2	6.5	12.2	16	19.8	22.1	17.1	11	4.1	-1.6
Low ()	-8.4	-8.5	-4.2	2.1	7.3	11.9	16.4	18.7	12.8	6.3	0.4	-5
Snow(cm)	58	83	64	2							5	28

*Typical Seasonal Wear: (May – July) Long-sleeves, Short-sleeves, Light Jacket

5. Recreation

Participants can use gymnasium located next to JICA Hokkaido (Sapporo). The charges will be borne by JICA.

6. Equipment in JICA Hokkaido (Sapporo)

JICA Hokkaido (Sapporo) has the following equipment for the participants.

<Private Room> Bed, Prefabricated Bath, Desk, Refrigerator, Hot pot, Bookshelf, Air Conditioning, In-room Safe, TV sets (CNN、 NHK(BS), DVD/VHS Video Player)

<Audio-Visual equipment for training> Video recorder, Overhead projector, Slide Projector, Multimedia Projector (available to use Microsoft Power Point 2002).

VI. ANNEX

INCEPTION REPORT

After being selected, the participants are expected to collect necessary information and data, and prepare and submit an “inception report” **by 2 May 2016**. The report should be prepared in the format of **Microsoft PowerPoint**, since all the participants are expected to make a presentation on it after they arrive in Japan. Expected contents of the report are given below:

A. Outline of the participant’s organization and his/her job

- 1) Organization chart
- 2) Departments and sections relevant to irrigation management
- 3) Brief description of the participant’s roles and responsibilities

B. Irrigation system

- 1) General: name, location, type, command area, year of original construction, owner
- 2) Water distribution: water source, water distribution system, performance of canal, natural condition
- 3) Crop: cropping pattern, yield amount
- 4) Rehabilitation: Date of last rehabilitation
- 5) Illustration and/or project map of irrigation system
- 6) Pictures (main water canal, irrigation facilities, rice paddy, paddy cultivation, paddy cultivation, rice planting, harvesting, rice milling, etc.)

C. Water users’ group (e.g. Water Users Association (WUA))

Date of formation, number of members, number of executive members, number of villages covered, irrigation service fee, crop area, etc.

D. Current issues and problems to be tackled

- 1) Main issues and problems in irrigation management
- 2) Main issues and problems in water users association
- 3) Issue(s) that the participant would like to solve

E. Expectations of participants for the training

NOTE:

After arriving in Japan, the participants are also expected to modify the report based on the consultation with the course leader.

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs and are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

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

JICA Hokkaido International Center (JICA Hokkaido (Sapporo))

Address: Minami 4-25, Hondori 16-chome, Shiroishi-ku , Sapporo,
Hokkaido, 003-8668, Japan

TEL: +81-11-866-8393 FAX: +81-11-866-8382