

No.34/13/2011-EO(F)
Government of India,
Ministry of Personnel, P.G. & Pensions
Department of Personnel & Training

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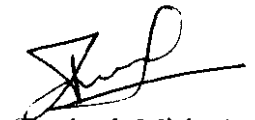
North Block, New Delhi-1
Dated the 28th June, 2011

Subject : A Group Training Course in International Maritime Conventions and Ship Safety Inspection to be held in Japan from 16th August, 2011 to 16th November, 2011.

Reference this Department's circular of even number dated the 7th March, 2011 inviting applications for a Group Training Course titled "International Maritime Conventions and Ship Safety Inspection" to be held in Japan from 16th August, 2011 to 16th November, 2011.

2. The last date of accepting applications/nominations for the aforesaid training programme has been extended. The eligibility criteria mentioned in the earlier circular remain the same and can be accessed from the Ministry of Personnel, P.G. and Pension's website (persmin.nic.in).

3. The duly filled-up application forms of eligible candidates may be forwarded to the Department by 5th July, 2011.



(Raakesh Mishra)

Desk Officer

Tel.No. 23092694

Email-doeof@nic.in

To

Director(Technical), NIC with the request to post the circular along with the JICA's circular dated 28th February, 2011 and the enclosed application proformas on the Department's website.

No.34/13/2011-EO(F)
Government of India
Ministry of Personnel, P.G. and Pensions
Department of Personnel & Training

North Block, New Delhi-1
Dated 7th March, 2011.

TRAINING CIRCULAR

Subject : A Group Training Course in International Maritime Conventions and Ship Safety Inspection to be held in Japan from 16th August, 2011 to 16th November, 2011.

The Japan International Cooperation Agency (JICA), under the Technical Cooperation Programme of the Government of Japan has invited applications for the above programme to be held in Japan from 16th August, 2011 to 16th November, 2011. The details of the programme and the application form may be drawn from this Ministry's website persmin.nic.in.

2. The programme aims to provide participants fundamental and practical knowledge of international maritime conventions and applicable technology and procedures of ship inspection. The programme is offered to participants who are engaged in the field of ship safety inspection to comply with the requirements of the international maritime conventions. Overall goal of the programme is to promote the ship safety inspection.

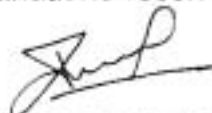
3. The applicant should be a university graduate having engineering background or equivalent; having more than 1 year experience in the field of ship safety administration, such as ship inspector, harbour master, pilot, consultant engineers etc; be under 50 years of age; be proficient in written and spoken English; be in good health both physically and mentally to undergo the training and not be serving in the military.

4. The fellowship award covers a Round-trip ticket between an international airport designated by the JICA and Japan; travel insurance from arrival in Japan to departure from Japan; and includes allowances for accommodation, living expenses, outfit and shipping; expenses for study tours; free medical care for participants who may fall ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included). The participants are not allowed to take any family member during the training course.

5. It is requested that the nomination of the suitable candidates may please be forwarded to this Department in accordance with the eligibility criteria and the terms and conditions of the JICA's Circular dated 28th February, 2011.

6. The nomination details should be submitted in the JICA's prescribed proformas (A2A3 Forms) duly authenticated by the Department concerned along with the country report.

7. Application should reach this Department through the Administrative Ministry/State Governments not later than 13th June, 2011. Nominations received after the prescribed date will not be considered.



(Raakesh Mishra)
Desk Officer

Tel. No.23094575
Email-doeof@nic.in

1. The Secretary, Ministry of Shipping, Transport Bhavan, Sansad Marg, New Delhi.
2. The Chief Secretaries of State Govt. of West Bengal/Orissa/Andhra Pradesh/ Tamil Nadu/Kerala/Maharashtra/Goa and Gujarat
3. Director (Technical), NIC with the request to post the circular along with the JICA's circular dated 28th February and the enclosed application Proformas on the Department's website

No 17/GT-CP/2011

28th February, 2011

Dear Mr. Rakesh Mishra

A Group Training Course in International Maritime Conventions and Ship Safety Inspection will be held in Japan from 16th August, 2011 to 16th November, 2011, 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 16th June, 2011:-

- (1) The Nomination Form A2A3 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 the completed Country Report is essential for screening of applications.

It is further informed that 12 slots are available globally for the said 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,



(Hiroshi Suzuki)

Senior Representative

Encl: As stated above.
Mr. Rakesh Mishra
Desk Officer
Department of Personnel and Training
Ministry of Personnel, Public Grievances and Pensions
North Block
New Delhi



TRAINING AND DIALOGUE PROGRAMS

**GENERAL INFORMATION ON
INTERNATIONAL MARITIME CONVENTIONS AND
SHIP SAFETY INSPECTION**

集團研修「海事国際条約及び船舶安全検査」

JFY 2011

<Type: Trainers Training / 類型: 人材育成普及型>

NO.J11-00667 / ID.1180977

From August 16 to November 16, 2011

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 provide participants with fundamental and practical knowledge of international maritime conventions and applicable technology and procedure of ship inspection in accordance with the requirements of international standard, and thus contribute to global ship safety.

For whom?

This program is offered to the participants who are engaged in the field of ship safety inspection to comply with the requirements of the international maritime conventions. (ship safety administration officers, ship inspectors, PSC officers, etc.)

How?

Participants shall have opportunities to acquire practical knowledge of international maritime conventions and applicable technology and procedure of ship inspection. Participants will also formulate an action plan describing what the participant will do after they go back to home country putting the knowledge and ideas acquired and discussed in Japan among others into their on-going activities.

II. Description

1. Title (J-1100667): International Maritime Conventions and Ship Safety Inspection

2. Period of program

Duration of whole program: August 16 to November 16, 2011

3. Target Regions or Countries: Djibouti, Philippines, Iraq, Myanmar, India, Tonga, Panama, Algeria

4. Overall Goal:

To promote ship safety inspection for both flag State implementation and port State control.

5. Objective:

At the end of the program, the participants are expected to achieve the following; to have appropriate technical knowledge and understand the related requirements of the international maritime conventions in order to promote ship safety inspection, and to take measure to secure the safety of human life and to preserve the global maritime environment as promoted by IMO.

6 . Total Number of Participants : 12 participants

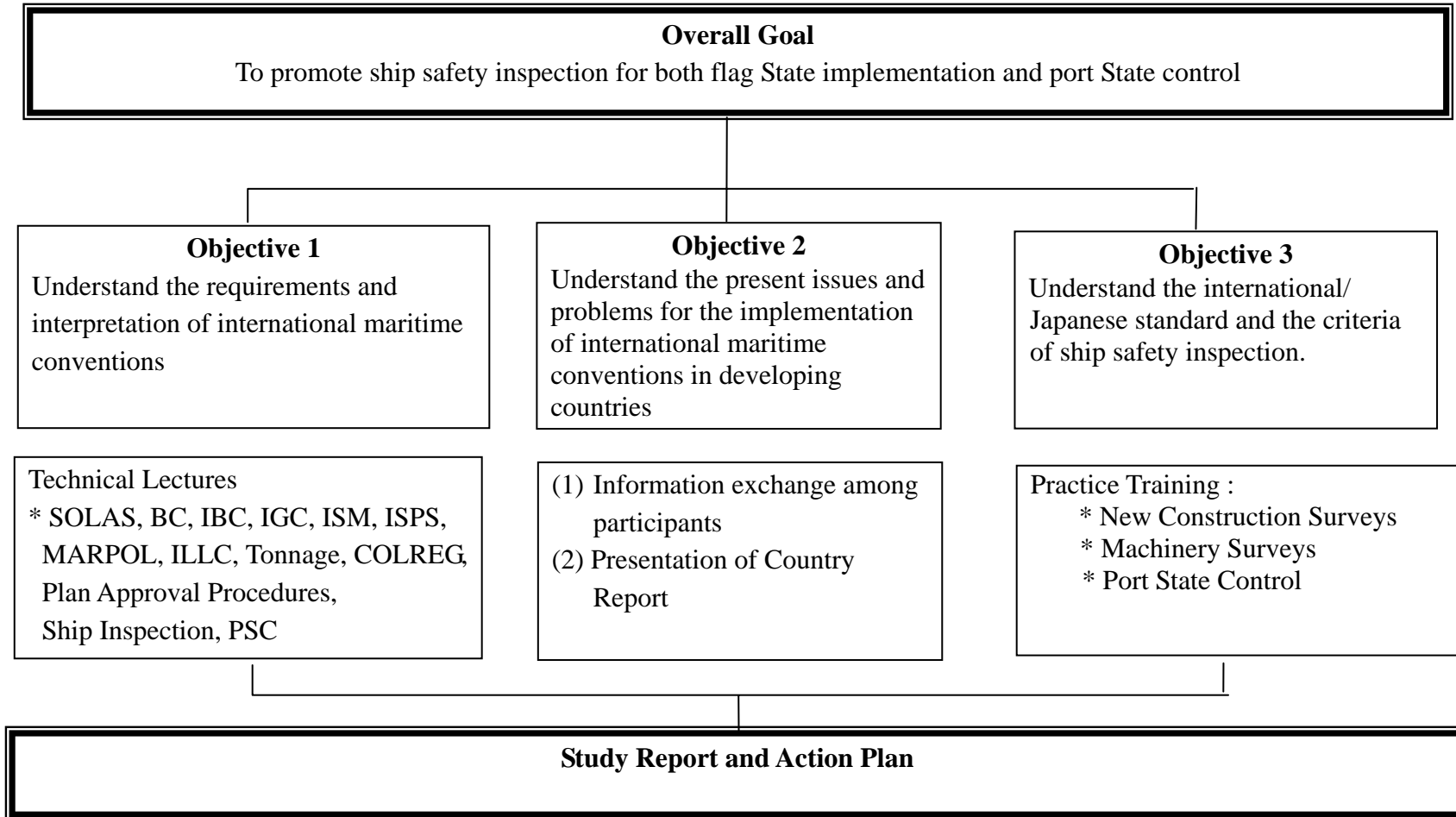
7 . Language to be used in this project: English

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

Objective	Subjects		Schedule (Days)		
			Classroom Lectures	Observation/ Practice Training	Reporting
2	Presentation of Country Report				1
1	<u>Technical Lectures</u>				
	Recent trend of IMO activities		0.5		
	Japanese Maritime Administration (General)		0.5		
	SOLAS I	General	1		
	SOLAS II-1	Subdivision and stability	2		
		Machinery	1		
		Electrical Equipment	0.5		
	SOLAS II-2	Fire Safety Measures	2		
	SOLAS III	Life-saving Appliances	2		
	SOLAS IV	Radio communications	0.5		
	SOLAS V	Safety of Navigation	1		
	SOLAS VI	Carriage of Cargoes BC Code Grain Code	1		
	SOLAS VII	Carriage of Dangerous Goods IMDG Code	1		
	MARPOL III	Harmful Substances			
	SOLAS IX	ISM	1		
	SOLAS XI-1	Enhanced Surveys	0.5		
	SOLAS XI-2	ISPS	1		
	SOLAS XII	Bulk Carrier Safety	0.5		
	MARPOL I	Oil Pollution Prevention	2		
	MARPOL II	IBC Code	0.5		
		IGC Code	0.5		
	MARPOL IV	Sewage	0.5		
	MARPOL V	Garbage			
	MARPOL VI	Air Pollution Prevention	0.5		
	Load Lines		2		
	Tonnage		0.5		
	COLREG		0.5		
	Hull Surveys	New Construction	2		
	Hull Surveys	Existing Ships	2		
	Machinery Surveys		1		
	PSC		3		
1	Exercise		3		
3	Practice Training			6	
3	Observation			4	
3	Reporting of Practice Training				1
1	Preparation and presentation of Study Report and Action Plan				3
Total			34	10	5

The curriculum is subject to changes.

Conceptual Framework for the Course
“International Maritime Conventions and Ship Safety Inspection”



III. Conditions 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 -2 below.

(3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Responsibility of the Participating Organization:

The participating organization is to be responsible to support the participant for implementation of the Action Plan which is required to be completed by the participant during the training course in order to carry out the plan at the home country when he (she) returns.

3. Nominee Qualifications:

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

(1) be an official in the field of ship safety administration such as **Ship Inspectors**, but **not** as seafarer, harbour master, pilot, consultant engineer etc. who are generally regarded as disqualifying persons in this course;

(2) have a graduate degree in engineering or equivalents (Copy of diploma(s) is to be attached);

(3) have more than one (1) year experience with item (1) above;

(4) be under fifty (50) years of age;

(5) have a sufficient command of speaking and writing English in order to fully understand the lectures which will be carried out in English (Copy of document certifying the applicant's capability of English, such as TOEFL, is to be attached);

(6) be nominated by their government in accordance with the procedures as mentioned 4 below;

(7) be in good health, both physically and mentally, to undergo the training as

the training over long period may pose risk to pregnant women (Pregnancy is regarded as a disqualifying condition for participation in this course);

(8)not be serving in the military.

4. Required Documents for Application

The Application Form (Form A2A3) with copy of diploma (see item 3(2) above) and copy of document certifying the applicant's capability of English (see item 3(5) above)

5. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **June 16, 2011**

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 July 15 2011.**

(4) Country Report

Accepted Applicants are required to submit the **Country Report by August 1, 2011** to JICA Yokohama by E-mail to <jicayic-training1-as2@jica.go.jp > The country report will be introduced by presentation of the participant in the beginning of the training course. The country report should be prepared in the form of the attached ANNEX.

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 the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA.

7. Document(s) to be submitted by participants:

(1) Action Plan

During the program, while in Japan, the participants are required to formulate an Action Plan in order to solve issues in their home countries after they will return. At the final stage of the program, the participants will present their Action Plan.

(2) Progress Report:

Participants are requested to submit a Progress Report, describing progress made in implementing their Action Plan, within three (3) months after the completion of the program. This report should be sent to the course leader at e-mail address <s_furuya@srcj.or.jp> for onward transmission to JICA Yokohama.

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-as2@jica.go.jp>

2. Implementing Partners:

(1) Name: -Maritime Bureau, Ministry of Land, Infrastructure, Transport and Tourism (MLIT)

-Shipbuilding Research Centre of Japan (SRC)

(2) Contact:

-MLIT

Address: 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo 100-8989, Japan

Tel: +81-3-5253-8111

-SRC

Address: Kichijoji Subaru Building 3rd floor

1-6-1, Kichijoji Minami-cho, Musashino, Tokyo 180-0003, Japan

Tel: +81-422-40-2823

(3) Remark

SRC is a juridical body licensed by the MLIT specializing in research and development of shipbuilding technology as well as overseas technical cooperation in the field of shipbuilding.

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

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.

VI. ANNEX:

JICA
Group Training Course
in
International Maritime Conventions and
Ship Safety Inspection

JFY 2011

COUNTRY REPORT

(Name of applicant)

(Name of organization)

(Date of Report Prepared)

This report is divided into two sections (Part I and Part II).

Part I is general background information and should be a brief overview of the country situation.

Part II is specific information concerning problems and constraints to Ship Safety Inspection System in your country, region and worksite.

Part I – General Information

1. Introduction

- 1-1. Your Name
- 1-2. Country
- 1-3. Organization to which you belong
- 1-4. Detailed explanation of your present job and its relation to the course

2. Present situation of Ship safety Inspection System in your country

3. Present activities of your organization

Part II – Problems and constraints to development of Ship Safety Inspection System

1. Problems encountered with development of Ship Safety Inspection System
2. Legal framework for developing Ship Safety Inspection System

References

You should include a list of references that identify the sources of information in your report.

Attention

1 Please submit the country report to JICA Yokohama by August 1, 2011 by E-mail mentioned above. Those E-mails whose data volume exceeds 3MB cannot be accepted. Therefore if the data exceeds 3MB, please reduce the volume or divide them into several mails or send it by PDF.

2 The Country Report would be used as reference for Country Report Presentation scheduled at the beginning of the course.

*** Presentation time of each presenter will be around 20 minutes followed by a 5-minute Q&A session. Each presenter is suggested to prepare Power Point materials and bring them to Japan for presentation.**

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 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

Guidelines of Application Form for the JICA Training and Dialogue Program

The attached form is to be used to apply for the training and dialogue programs of the Japan International Cooperation Agency (JICA), which are implemented as part of the Official Development Assistance Program of the Government of Japan. Please complete the application form while referring to the following and consult with the respective country's JICA Office - or the Embassy of Japan if the former is not available - in your country for further information.

1. Parts of Application Form to be completed

1) Which part of the form should be submitted?

It depends on the type of training and dialogue program you are applying for.

>Application for Group and Region Focused Training Program

Official application and Parts A and B including Medical History and Examination must be submitted.

>>Application for Country Focused Training Program including Counterpart Training Program

Part B including Medical History and Examination will be submitted. Official application and Part A need not to be submitted

2) How many parts does the Application Form consist of?

The Application Form consists of three parts as follows;

Official Application

This part is to be confirmed and signed by the head of the relevant department/division of the organization which is applying.

Part A. Information on the Applying Organization

This part is to be confirmed by the head of the relevant department/division of the organization which is applying.

Part B. Information About the Nominee including Medical History and Examination

This part is to be completed by the person who is nominated by the organization applying. The applicants for Group and Region Focused Training Program are required to fill in every item. As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated "required" items as is shown on the Form.

Please refer to the General Information to find out which type the training and dialogue program that your organization applies for belongs to.

2. How to complete the Application Form

In completing the application form, please be advised to:

- carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,
- be sure to write in the title name of the course/seminar/workshop/project accurately



according to the GI, which you intend to apply,

- (c) use a typewriter/personal computer in completing the form or write in **block letters**,
- (d) fill in the form in **English**,
- (e) use or "x" to fill in the () check boxes,
- (f) attach a picture of the Nominee,
- (g) attach additional page(s) if there is insufficient space on the form,
- (h) prepare the necessary document(s) described in the General Information (GI), and attach it (them) to the form,
- (i) confirm the application procedure stipulated by your government, and
- (j) submit the original application form with the necessary document(s) to the responsible organization of your government according to the application procedure.

Any information that is acquired through the activities of the Japan International Cooperation Agency (JICA), such as the nominee's name, educational record, and medical history, shall be properly handled in view of the importance of safeguarding personal information.

3. Privacy Policy

1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this privacy policy.

2) Limitations on Use and Provision

JICA shall never intentionally provide information that can be used to identify individuals to any third party, with the following three exceptions:

- (a) In cases of legally mandated disclosure requests;
- (b) In cases in which the provider of information grants permission for its disclosure to a third party;
- (c) In cases in which JICA commissions a party to process the information collected; the information provided will be within the scope of the commissioned tasks.

3) Security Notice

JICA takes measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

4. Copyright policy

Participants of the JICA Training and Dialogue program are requested to comply with the following copyright policy;

Article 1. Compliance matters with participants' drafting of documents (various reports, action plans, etc.) and presentations (report meetings, lectures, speeches, etc.)

1. Any contents of the documents and presentations shall be created by themselves in principle.



2. Comply with the following matters, if you, over the limit of quotation, have to use a third person's work (reproduction, photograph, illustration, map, figure, etc.) that is protected under laws or regulations in your country or copyright-related multinational agreements or the like:

- (1) Obtain license to use the work on your own responsibility. In this case, the scope of the license shall meet the provisions of Article 2.
- (2) Secure evidential material that proves the grants of the license and specifies the scope of the license.
- (3) Consult with the third party and perform the payment procedure on your own responsibility regarding negotiations with a third person about the consideration for granting the license and the procedure for paying the consideration,.

Article 2. Details of use of works used for training

- (1) The copyright on a work that a participant prepares for a training course shall belong to the trainee. The copyright on the parts where a third party's work is used shall belong to the third party.
- (2) When using texts, supplementary educational materials and other materials distributed for the JICA training courses, participants shall comply with the purposes and scopes approved by each copyright holder.



Training Programs under Technical Cooperation with the Government of Japan

Application Form for the JICA Training and Dialogue Program

OFFICIAL APPLICATION

(to be confirmed and signed by the head of the relevant department / division of the applying organization)

1. Title: (Please write down as shown in the General Information)

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2. Number: (Please write down as shown in the General information)

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3. Country Name:

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4. Name of Applying Organization:

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5. Name of the Nominee(s):

1)	3)
2)	4)

Our organization hereby applies for the training and dialogue program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date:		Signature:	
Name:			
Designation / Position		Official Stamp	
Department / Division			
Office Address and Contact Information			
Address:			
Telephone:		Fax:	
		E-mail:	

Confirmation by the organization in charge (if necessary)

I have examined the documents in this form and found them true. Accordingly I agree to nominate this person(s) on behalf of our government.

Date:		Signature:	
Name:			
Designation / Position		Official Stamp	
Department / Division			



Part A: Information on the Applying Organization

(to be confirmed by the head of the department / division)

1. Profile of Organization

1) Name of Organization:

2) The mission of the Organization and the Department / Division:

2. Purpose of Application

1) Current Issues: Describe the reasons for your organization claiming the need to participate in the training and dialogue program, with reference to issues or problems to be addressed.

2) Objective: Describe what your organization intends to achieve by participating in the training and dialogue program.



Japan International Cooperation Agency

CONFIDENTIAL

3) Future Plan of Actions: Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.

4) Selection of the Nominee: Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the training and dialogue program, 4) Plan of organization and 5) Others.



9) Contact Information

Office	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Home	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Contact person in emergency	Name:	
	Relationship to you:	
	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:

10) Others (if necessary)

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4. Career Record

1) Job Record (After graduation)

Organization	City/ Country	Period		Position or Title	Brief Job Description
		From Month/Year	To Month/Year		

2) Educational Record (Higher Education)(required)

Institution	City/ Country	Period		Degree obtained	Major
		From Month/Year	To Month/Year		



3) Training or Study in Foreign Countries; please write your past visits to Japan specifically as much as possible, if any.

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	

5. Language Proficiency (required)

1) Language to be used in the program (as in GI)				
Listening	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Speaking	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Reading	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Writing	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Certificate (Examples: TOEFL, TOEIC)				
2) Mother Tongue				
3) Other languages ()	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor

¹ Excellent: Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.

¹ Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.

¹ Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.

¹ Poor: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.



6. Expectation on the applied training and dialogue program

1) Personal Goal: Describe what you intend to achieve in the applied training and dialogue program in relation to the organizational purpose described in Part A-2.

2) Relevant Experience: Describe your previous vocational experiences which are highly relevant in the themes of the applied training and dialogue program. (required)

3) Area of Interest: Describe your subject of particular interest with reference to the contents of the applied training and dialogue program. (required)

***7. Declaration (to be signed by the Nominee) (required)**

I certify that the statements I made in this form are true and correct to the best of my knowledge.

If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for the program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements the program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation.
- (g) to consent to waive exercise of my copyright holder's rights for documents or products that are produced during the course of the project, against duplication and/or translation by JICA, as long as they are used for the purposes of the program.
- (h) to approve the privacy policy and the copyright policy mentioned in the Guidelines of Application.

JICA's Information Security Policy in relation to Personal Information Protection

- JICA will properly and safely manage personal information collected through this application form in accordance with JICA's privacy policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.

- Unless otherwise obtained approval from an applicant itself or there are valid reasons such as disclosure under laws and ordinances, etc., and except for the following 1.-3., JICA will neither



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provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in the following 1.-3 and will not use for any purpose other than the following 1.-3 without prior approval of an applicant itself.

1. To provide technical training to technical training participants from developing countries.
2. To provide technical training to technical training trainees from developing countries under the Citizens' Cooperation Activities..
3. In addition to 1. and 2. above, if the government of Japan or JICA determines necessary in the course of technical cooperation.

Date:	Signature:
	Print Name:

**MEDICAL HISTORY AND EXAMINATION****1. Present Status**

(a) Do you currently use any drugs for the treatment of a medical condition? (Give name & dosage.)

 No Yes >> Name of Medication (_____), Quantity (_____)

(b) Are you pregnant?

 No Yes (_____ months)

(c) Are you allergic to any medication or food?

 No Yes >>> Medication Food Other: _____

(d) Please indicate any needs arising from disabilities that might necessitate additional support or facilities.

(_____)

*Note: Disability does not lead to exclusion of persons with disability from the program. However, upon the situation, you may be directly inquired by the JICA official in charge for a more detailed account of your condition.***2. Medical History**

(a) Have you had any significant or serious illness? (If hospitalized, give place & dates.)

Past: No Yes >> Name of illness (_____), Place & dates (_____)Present: No Yes >> Present Condition (_____)

(b) Have you ever been a patient in a mental hospital or been treated by a psychiatrist?

Past: No Yes >> Name of illness (_____), Place & dates (_____)Present: No Yes >> Present Condition (_____)

(c) High blood pressure

Past: No YesPresent: No Yes >> Present Condition (_____) mm/Hg to (_____) mm/Hg

(d) Diabetes (sugar in the urine)

Past: No YesPresent: No Yes >> Present Condition (_____)Are you taking any medicine or insulin? No Yes

(e) Past History: What illness(es) have you had previously?

 Stomach and Liver Disease Heart Disease Kidney Disease

Intestinal Disorder

 Tuberculosis Asthma Thyroid Problem Infectious Disease >>> Specify name of illness (_____) Other >>> Specify (_____)

(e') Has this disease been cured?

 Yes No (Specify name of illness) _____

Present Condition: (_____)

3. Other: Any restrictions on food and behavior due to health or religious reasons?

I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program.

Date: _____ Signature: _____

Print Name: _____