

F.No. 34/17/2008-EO(F)
Government of India
Ministry of Personnel, P.G. and Pensions
(Department of Personnel and Training)

New Delhi, the 13th March, 2008.

Subject: A Group Training Course in Tourism Promotion and Marketing – Targeting the Japanese Market to be held in Japan from 1st June, 2008 to 5th July, 2008.

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) under the Technical Cooperation Programme of the Government of Japan has invited applications for a Group Training Course in Tourism Promotion and Marketing – Targeting the Japanese Market to be held in Japan from 1st June, 2008 to 5th July, 2008. The details of the programme and the application form may be drawn from Ministry of Personnel, Public Grievances and Pensions website (www.persmin.nic.in). There are 18 slots available globally.

2. The course is meant for the Administrative Officers currently engaged in tourism promotion activities in governmental or other public tourism organizations with more than three years of occupational experience. The candidate should be under 40 years of age, be in good health, both physically and mentally, to undergo the training, have a sufficient command of spoken and written English and not be serving in the military. The candidate should be a university graduate or have the equivalent academic background and be active in participating in cross-cultural activities which aims to supplement understanding of typical Japanese traditions and customs, as tourism has a cross-cultural nature. This seminar is only for those applicants who are extensively involved in tourism promotion and policy-making in practice.

3. The overall goal of the course is to provide the participants the opportunities in Japan to acquire knowledge and techniques of skills and know-how to promote tourism in a sustainable manner in their respective countries. It is also envisioned that the programme would serve the cause of mutual collaboration among participating countries and Japan in the area of knowledge sharing.

4. The fellowship award covers a Round-trip air ticket between an international airport designated by JICA and Japan, Allowances for (accommodation, living expenses, outfits and shipping), expenses for JICA study tours, free medical care for participants who may fall ill after reaching Japan and expenses for programme implementation including materials.

5. The nomination details should be submitted in the JICA's prescribed proforma(A2A3) duly authenticated by the Department concerned. The application forms should be routed through the concerned Ministries/Departments/State Governments and it should also be certified by the Competent Authority that the institution is a Government institution.

6. The applications should reach the Department not later than 26th March, 2008. Nominations received after the prescribed date will not be considered. The circular inviting applications for training course is available on this Department's website (www.persmin.nic.in).


(Trishaljit Sethi)
Director

1. M/o Tourism, Transport Bhavan, Parliament Street, New Delhi-110001.
2. All the State Governments/Union Territories.
3. Director(Technical), NIC with the request to post the circular along with the JICA's circular on the Department's website.



For a better tomorrow for all.

Japan International Cooperation Agency
(Government of Japan)

No. 16/GT-CP/2008

10th March, 2008

Dear Ms. Arun Prabha,

A. Group Training Course in Tourism Promotion and Marketing – Targeting the Japanese Market - will be held in Japan from 1st June, 2008 to 5th July, 2008 under the Technical Cooperation Programme of the Government of Japan.

We are forwarding herewith six 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 **4th April, 2008**:-

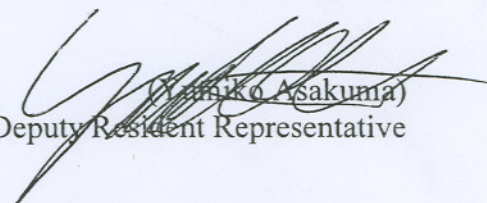
- (1) The Nomination Form A2A3 together with the medical history questionnaire,
- (2) The desired Country Report
- (3) The filled in Questionnaire

Further details are available in the General Information Booklet. It may be noted that the completed Country Report and Questionnaire are essential for screening of applications.

It is further informed that 18 slots are available globally for the above 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,


(Yumiko Asakuma)
Deputy Resident Representative

Encl: As stated above.

Ms. Arun Prabha
Under Secretary (PMU and Trg.)
Department of Economic Affairs
Ministry of Finance
New Delhi

Copy to:-

Mr. R.K. Kharb, Section Officer, Department of Personnel and Training, Ministry of Personnel, Public Grievances and Pensions, North Block, New Delhi.

C-109/EO(E)168
17/3/08

11/3
Mr. VS



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

TOURISM PROMOTION AND MARKETING

Targeting the Japanese Market

集団研修「観光振興とマーケティング」

JFY 2008

<Type: Diffusion Program / 類型: 人材育成普及型>

NO. J0800678

From June 1, 2008 to July 5, 2008

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.

Preface

Since its establishment, the Japan International Cooperation Agency (JICA) has been facilitating development of various capacities in partner countries as one of implementing bodies of the official development assistance program of the Government of Japan.

While JICA organizes a variety of technical cooperation programs, its training and dialogue programs offer opportunities to those organizations of partner countries which intend to enhance knowledge or skill of key personnel with strategic assignments or trainers who would train others. Besides those human capacity developments, the program could meet needs of those organizations which intend to enhance their own organizational capacities through improvement of rules and regulations as well as social capacities through reform of policies and institutions under their jurisdiction.

In each program, participants dispatched by their respective organizations would be exposed to practical knowledge and experiences of leading organizations and individuals in Japan through a series of lectures, discussions and site visits. They also have a chance to share knowledge and experiences with participants from other countries. As a result, each organization is expected to acquire or create knowledge which would be subsequently put into its own contexts to achieve a specific objective.

This program will be undertaken to those countries which intend to improve the capacity of government officials in a position engaged in tourism promotion and marketing in practice or expected to be engaged in this field in the future.

Participants shall have opportunities in Japan to acquire knowledge and technique of skills and know-how to promote tourism in a sustainable manner in their respective countries. It is also envisioned that the program would serve the cause of mutual collaboration among participating countries and Japan in the area of knowledge sharing.

I. Essential Fact

Course Title (No.)	Tourism Promotion and Marketing: Targeting the Japanese Market (J-0800678)
Duration	June 1, 2008 – July 5, 2008
Deadline for Application	April 4, 2008 for acceptance by a JICA office (or Embassy of Japan)
Acceptance Notice	Not later than May 2, 2008
Number of Participants	18
Language	English
Target Group	Administrative officers of the governmental organizations who are extensively involved in tourism promotion and policy-making in the field.
Course Objectives/ Purpose	The destination marketing plans targeting the Japanese market, which have been developed through the seminar will be shared among the participants' organizations.
Output	Through the seminar, participants are expected: 1) To develop a better understanding of Japanese tourism administration, policy, organizations, and tourism industries, 2) To understand the trend / characteristics of Japanese tourists and the tourism product development, 3) To understand the methods and cases of other countries, 4) To develop a destination-marketing plan of respective countries targeting the Japanese market based on the knowledge and techniques obtained through aforementioned 1-3.

II. Curriculum

The following subjects will be covered in the seminar through the lectures, observations and discussions.

*The curriculum is subject to change.

1. Country Report presentation by each participant

Each participant is requested to make a presentation (app. 45minutes) of his/her Country Report at the beginning of the training course.

- a) Each participant is requested to make a presentation of situation of his/her country's destination marketing mainly targeting Japanese market based on SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis
- b) It is recommendable to bring some visual materials such as photographs, presentation software, color slides and videos so as to facilitate his/her presentation.

2. Outline of Tourism in Japan

Purpose: To obtain the basic knowledge of the situation in Japanese tourism

Contents:

- (1) Tourism administration (policy, organizations, laws)
- (2) Role and activities of National Tourism Organization (NTO)
- (3) Role and activities of Japanese Travel Agent Association
- (4) Japanese outbound market
- (5) Japanese domestic travel

3. Tourism Marketing and Promotion

Purpose: To study tourism marketing and promotion through the case study of Japanese experiences

Contents:

- (1) Promotion activities by foreign national tourism organizations in Japan
- (2) Promotion activities of Japanese local governments
- (3) Promotion through media, by travel magazines in specific
- (4) Activities of travel agents in Japan

4. Sustainable tourism development

Purpose: To obtain the basic knowledge of how to afford sustainable tourism development and make an in-depth case studies

- (1) Outline of sustainable tourism development
- (2) Case study on tourism product development

4. Others

Purpose:

-To understand the other aspects of tourism in Japan

-To exchange opinions among the participants on the present situations of each countries and main issues

Contents:

- (1) System for the development of human resources engaged in hotel industry
- (2) Facility, hospitality and services provided at the hotel
- (3) Exchange of opinions among the participants

5. Field Trips and Observations

Purpose:

-To understand the current conditions of tourism industry and concrete examples of tourism development in Japan through visits to the representative tourist places.

6. Destination-Marketing Plan

Each Participant is requested to make a presentation of the Destination- Marketing Plan of his/her country targeting the Japanese market by incorporating outcomes of training with the knowledge obtained for tourism marketing, promotion strategies and policy.

III. Requirement and Procedures for Application

1. Nominee Qualifications

Applicants should:

- (1) be nominated by their governments in accordance with the procedures mentioned in III.2 below,
- (2) be currently engaged in tourism promotion activities in governmental or other public tourism organizations with more than three (3) years of occupational experience,
- (3) be under forty (40) years of age,
- (4) have a sufficient command of spoken and written **English**,
- (5) be university graduates or have the equivalent academic background,
- (6) be in good health, both physically and mentally, to undergo the seminar including walking tours as part of fieldwork.
- (7) be active in participating in cross-cultural activities which aims to supplement understanding of typical Japanese traditions and customs, as tourism has a cross-cultural nature, and
- (8) not be serving in the military.

Note: This seminar is only for those applicants who are extensively involved in tourism promotion and policy-making in practice.

2. Procedure for application and selection

- (1) A government desiring to nominate applicants for the course should fill in and forward one (1) original Nomination Form (Form A2A3) for each applicant, together with the Country Report (Annex 1) and Questionnaire (Annex 2) to a JICA office (or Embassy of Japan) by **April 4, 2008**.
- (2) The JICA office (or Embassy of Japan) will inform the applying government whether or not the nominee's application has been accepted by no later than **May 2, 2008**.

Note: Country Report and Questionnaire will be reviewed for the screening of applicants and serves as the training materials for those who are informed of acceptance for participation in this training course. An application without complete Country Report and Questionnaire will not be considered as duly qualified.

3. Conditions for the attendance

Participants are required:

- (1) not to change course subjects or extend the course period,
- (2) not to bring any members of their family,
- (3) to return to their home countries at the end of their course according to the international travel schedule designated by JICA,
- (4) to refrain from engaging in political activities or any form of employment for profit or gain, and
- (5) to observe the rules and regulations of their place of accommodation and not to change accommodations designated by JICA.

IV. Administrative Arrangements

1. **Organizer:**
JICA Tokyo

2. Implementing Partner

(1) Department of Tourism, Policy Bureau, Ministry of Land, Infrastructure and Transport (MLIT)

Address: 1-3, Kasumigaseki 2-chome, Chiyoda-ku, Tokyo 100-8989, Japan
TEL: 81-3-5253-8324 FAX: 81-3-5253-1563
(81: country code for Japan, 3: area code)
<http://www.mlit.go.jp/english/>

(2) Tourism Development Research Institute, Japan Transport Cooperation Association (JTCA)

Address: No.6 Central Bldg.1-19-10, Toranomon, Minato-ku, Tokyo 105-0001, Japan
TEL: 81-3- 3501-1415 FAX: 81-3- 3501-1466
(81: country code for Japan, 3: area code) Accommodations

Japan Transport Cooperation Association (JTCA), non-profit organization, was established in 1973 by the Ministry of Transport for the promotion of international cooperation to developing countries in transport sector, by sharing Japanese technology and experience. More than three decades, JTCA continued to seek effective solutions for the sustainable development of the transport infrastructure in developing countries, truly viable for their economy and environment.

3. Travel to Japan

- (1) **Air ticket:** The cost of a round-ticket between an international airport designated by JICA and Japan will be borne by JICA.
- (2) **Travel insurance:** Term of the insurance will be from arrival to departure in Japan. The traveling time outside Japan shall not be covered.

4. Accommodation in Japan

Tokyo International Center (JICA TOKYO)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan
TEL: 81-3-3485-7051 FAX: 81-3-3485-7904
(81: country code for Japan, 3: area code)
<http://www.jica.go.jp/english/contact/pdf/tic.pdf>

If room is not available at JICA TOKYO, JICA will arrange alternative accommodations for participants.

5. Expenses

The following expenses will be provided for the participants by JICA in accordance with relevant laws and regulations;

- (1) Allowances for accommodation, living expenses, outfit, and shipping allowance
- (2) Expenses for JICA study tours (basically in the form of train tickets)
- (3) Free medical care for participants who become ill after arrival in Japan (costs related to preexisting illness, pregnancy and dental treatment are NOT included)
- (4) Expenses for program implementation, including materials

For more details, please see P. 9-16 of the brochure for the participants titled "*KENSHU-IN GUIDE BOOK*", which will be given to each selected candidate before (or at the time of) the pre-departure orientation.

6. Pre-departure orientation

A pre-departure orientation will be held at JICA overseas offices (or Embassies of Japan) to provide the selected candidates with details on travel to Japan, conditions of training, and other matters. Participants will see a video, "*Training in Japan*", and receive a textbook and cassette tape, "*Simple Conversation in Japanese*". Due to the limited availability of the personal computers in JICA, participants are advised to bring their own personal computer if possible, in order to prepare presentation and develop a destination-marketing plan.

Participants who have successfully completed the course will be awarded a certificate by JICA.

ANNEX I

Tourism Promotion and Marketing **~Targeting the Japanese Market~** **(JFY 2008)** *Country Report*

All the applicants are required to submit Country Report along with the Tourism Fact Sheet and Economic Indicators in the following pages. Please provide the information on the subjects below and submit together with the Nomination Form (Form A2A3). The report should be typewritten in English, in double space on A4 size paper.

1. Name of applicant:
2. Name of Organization:
3. Roles and responsibilities of the organization:
4. Department / Position of applicant:
5. Organization Chart:
6. Please attach an organization chart, and describe relationships with other organizations regarding tourism administration.
7. Brief Description of the General Tourism Information in Applicant's Country
 - (1) Tourism Fact Sheet and Economic Indicators (as per attached in the following pages)
 - (2) Description of major tourism resources in the country
 - (3) Development initiatives of tourism resources (if any)
8. Policies and Priorities in Tourism Promotion and Marketing
 - (1) Current tourism policy and priorities given by government
 - (2) Government budget allocated for tourism promotion and marketing
 - (3) Governmental aid and incentives to the tourism industry
 - (4) Foreign investment legislation and government incentives for foreign investors
 - (5) Human resources training system/organization
9. Expectation for the training program

Tourism Sector Fact Sheet

Name of Country		Area (sq.km)		population (Year)		Expectancy of life Male: Female	
Religion		Literary ratio		Language Official: Others:			
(Year _____)		(Year _____)		(Year _____)		(Year _____)	
GDP (million USD)		Merchandise export amount (million USD)		Services export amount (million USD)		International tourism receipts (million USD)	
GDP per capita (USD)							
International tourists* (overnight stay visitors)				International tourists by ten main market counties			
Year	Number of visitors	Average length of stay (days)		2005		2006	
				Country	No.	Country	No.
2007							
2006				1			
2005				2			
2004				3			
2003				4			
2002				5			
				6			
				7			
				8			
				Total			
Accommodation capacity at main destination				Hotel occupancy ratio (Year _____) %			
Destination (Region)	Hotel		Main Airport				
	Units	Rooms			International/ Domestic		
					International/ Domestic		
					International/ Domestic		
Others							
Total			Road paved ratio		%		

Notes*:Tourist means visitors who stay more than overnights as it defined by WTO and recommended by UN Statistics Committee in 1993.

General description of domestic and inter-regional transport	
Climate	
Kind of tourism resources (main destination and features) *Please designate UNESCO World Heritage, national parks, national treasures, if any. *Please provide a map with main destinations.	
Natural	
a) Coast, bays, islands (beaches, capes, coral reefs, etc.)	
b) Mountains, lakes, rivers, ravines, waterfalls	
c) Flora and fauna (wildlife, animal, eco-tourism)	
d) Others	
Cultural	
a) Historical /ancient heritage	
b) Pilgrimage	
c) City tourism (including architecture, museums, gardens)	
d) Art-related events (exhibition, traditional festivals)	
e) Others	
Indicate SWOT (Strength, Weakness, Opportunities and Treads) of tourism in your country	
Strength	
Weakness	
Opportunities	
Threads	

Economic Indicators

(1) Nominal GDP by economic origin (Unit: _____)

Item	2003	2004	2005	2006	2007
Agriculture, forestry, fisheries					
Mining & quarrying					
Manufacturing					
Construction					
Electricity, gas & water					
Transportation & communication					
Trade					
Banking & finance					
Government services					
Other services					
GDP					
Growth rate					

(2) Major products production (Unit: _____)

Item	2003	2004	2005	2006	2007

(3) Balance of payment (Unit: _____)

Item	2003	2004	2005	2006	2007
Current account balance					
(1) Balance of trade					
Export (FOB)					
Import (CIF)					
(2) Services					
Foreign travel					
Others					
(3) Transfers					
Official					
Private					
(4) Capital movement (Net)					
Official					
Private					
Total Balance					

ANNEX II

Tourism Promotion and Marketing
~Targeting the Japanese Market~
(JFY 2008)
Questionnaire

Name of Applicant:

Country:

Please answer the following questions.

1. Roles and responsibilities of the applicant
 - (1) Name of Organization:
 - (2) Your title in the current job:
 - (3) Please describe your current responsibilities and duties. Please specify the details.

2. Please describe your past occupational experience.

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.

Technical Cooperation by The Government of Japan

Training Award of Japan International Cooperation Agency (JICA)

Application by the Government of

.....
 for a training course in the field of

Please provide one original
 and three copies.
 Please print or type.

(FOR JAPANESE OFFICIAL USE)

- Ordinary Group Course (集団コース) Course No.
- Special Group Course (一般特設) Course No.
- Country-focused Group Course (国別特設) Course No.
- Counterpart (カウンターパート) 専門家名
- プロジェクト名
- Ordinary Individual Course (個別一般)
- Others (C.S, 特別案件等)

Recent photo

PART A To be completed by the nominee.

1 FULL NAME (as in Passport, underline Family Name)				
(Family)	(First)	(Middle)		
2 ADDRESS FOR CORRESPONDENCE	4 DATE OF BIRTH			5 AGE
	Month	Date	Year	
Telephone :	6 SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE			
E-mail :				
3 NAME AND ADDRESS OF PERSON TO BE NOTIFIED IN CASE OF EMERGENCY	7 MARITAL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED			
	8 NATIONALITY			
	9 RELIGION			
Relationship to you:				
Telephone:				

10 EDUCATIONAL RECORD

Institution	City/Country	Years Attended		Qualification Obtained	Subject
		From	To		

11 TRAINING OR STUDY IN FOREIGN COUNTRIES (in relation to professional interests.)

Institution	City/Country	Period		Certificate/ Degree Awarded	Field of Study
		From	To		

12 EMPLOYMENT RECORD

1) Present Place of Employment

Name	Title of Present Job
	Date of Taking Up Post
Address	Type of Organization
	<input type="checkbox"/> Governmental/Public <input type="checkbox"/> Private <input type="checkbox"/> International <input type="checkbox"/> Others
Telephone:	
Telex/Fax:	

2) Previous Job

Name and Address of Organization	Description of Your Previous Job
Previous Title/Post and Dates(from/to)	

3) Describe briefly the work of your organization and the service it provides.

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.....
.....

4) Describe your own job.

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5) Explain how the proposed training will be of benefit to you in the work you will be doing on your return.

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.....
.....

13 LANGUAGE PROFICIENCY

1. English				
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
Writing/Reading	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor
2. Mother Tongue				
3. Other Language.....				
	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor

14 NOMINEE'S DECLARATION To be signed by the nominee.

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

If accepted for a training award, I agree:

- (a) not to bring any member of my family.
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of this course of training.
- (c) to follow the course of study or training, and abide by the rules of the institution or establishments with which I undertake to study or train.
- (d) to refrain from engaging in political activities, or any form of employment for profit or gain.
- (e) to submit any progress report or evaluation questionnaires which may be prescribed.
- (f) to return to my home country at the end of my course of study or training.

I also fully understand that if granted a training award it may be subsequently withdrawn if I fail to make adequate progress, or for other sufficient cause including physical conditions determined by the Government of Japan.

Date: Signature:

PART B To be completed by nominee's Director or Head of Department.

OBSERVATIONS OF NOMINATING ORGANIZATION

1 Describe what work the nominee will be expected to do on his return.

.....

.....

.....

2 Explain how the proposed training will be of benefit to the work of your organization.

.....

.....

.....

3 (For Non-Group Training only)

Describe:

1) Subject area of the training required.

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.....
.....
.....

2) Special subjects which are particularly important and should be included in the training program (continue on an additional sheet if necessary).

.....
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.....
.....
.....

3) Period of training required (from/to).

.....

4) Notice required before nominee can be released from present post.

.....

PART C To be completed and signed by a responsible government official.
OFFICIAL NOMINATION

I certify that:

I have examined the documents in this form and I am satisfied that they are authentic and relate to the nominee.

I accordingly nominate this person on behalf of the
Government of

Date: Signature:

Position: Name:.....

Organization:

Official stamp

MEDICAL HISTORY AND EXAMINATION FOR JICA TRAINING AWARD

MEDICAL HISTORY TO BE COMPLETED BY NOMINEE			
1 NAME OF NOMINEE(last name, first name, middle name)			
2 DATE OF BIRTH (mo/day/yr)	3 NATIONALITY	4 SEX _____ male _____ female	5 ADDRESS FOR CONTACT
6 NAME OF TRAINING COURSE/SEMINAR _____			
7 LENGTH OF TRAINING COURSE/SEMINAR (weeks, months) _____			

8 IMPORTANT NOTICE

Before you complete the Medical History Questionnaire, you are hereby notified that:

A medical condition resulting from an undisclosed pre-existing condition may not be financially compensated for by JICA and may result in termination of your training program.

I understand and accept the terms of this notice. _____ Yes _____ No

9 NOMINEE WILL CHECK "YES" OR "NO" AND EXPLAIN

	YES	NO		EXPLANATION
a.			Have you had any significant or serious illness or injury? (If hospitalized, give place & dates.)	
b.			Have you had any operations or advice by a physician to have an operation? (Give place & dates.)	
c.			Do you currently use any drugs for treatment of a medial condition? (Give name & dose.)	
d.			Have you ever been a patient in a mental hospital or sanitarium or treated by a Psychiatrist? (Give place & dates.)	

10 NOMINEE WILL INDICATE "YES" OR "NO" TO EACH ITEM

DO YOU NOW HAVE OR HAVE YOU EVER HAD THE CONDITIONS LISTED BELOW?

(Check each item, if yes, enclose the relevant condition with a circle.)

	YES	NO	CONDITION
a.			Asthma, emphysema, or other lung conditions
b.			Tuberculosis or live with anyone who has tuberculosis
c.			High blood pressure, heart disease
d.			Stomach, liver (hepatitis), gall bladder disease
e.			Kidney or bladder disease, stone or blood in urine
f.			Diabetes (sugar in the urine)
g.			Depression, excess worry, attempted suicide, or other psychological symptoms
h.			Acquired Immune Deficiency Syndrome (AIDS)
i.			Tumor, abnormal growth, cyst, or cancer
j.			Bleeding disorder, blood disease (sickle cell anemia)

I CERTIFY THAT I HAVE READ THE ABOVE INSTRUCTIONS AND ANSWERED ALL QUESTIONS TRULY AND COMPLETELY TO THE BEST OF MY KNOWLEDGE.

11 PRINTED NAME OF NOMINEE	12 DATE	13 SIGNATURE OF NOMINEE