

F.No. 34/19/2008-EO(F)
Government of India
Ministry of Personnel, P.G. and Pensions
(Department of Personnel and Training)

New Delhi, the ~~14~~¹⁵ March, 2008.

Subject: A Group Training Course in Sustainable Port Development and Planning to be held in Japan from 1st June, 2008 to 9th August, 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 Sustainable Port Development and Planning to be held in Japan from 1st June, 2008 to 9th August, 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 14 slots available globally.


2. The course is meant for Port and Harbour related Engineers who are currently engaged in port and harbour-related activities with more than three(3) years of occupational experience in a technical staff. He/She should be under forty(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.

3. This group training is designed (i) to acquire comprehensive knowledge of port and harbour engineering, (ii) to acquire comprehensive knowledge related to port and harbour development, strategy and planning (iii) to acquire knowledge on enhancing the sustainability of port development (iv) to deepen understanding on recent trend and issues in world ports.

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 **24th 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 Shipping, Transport Bhavan, 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. 20/GT-CP/2008

12th March, 2008

Dear Ms. Arun Prabha,

A Group Training Course in Sustainable Port Development and Planning will be held in Japan from 1st June, 2008 to 9th August, 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 **28th March, 2008**:-

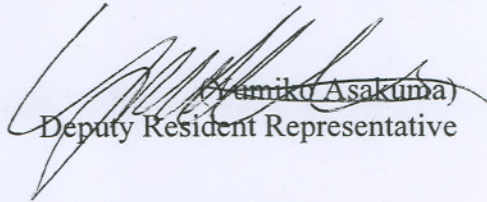
- (1) The Nomination Form A2A3 together with the medical history questionnaire,
- (2) The desired Country Report

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 14 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,


Emiko Asakuma
Deputy Resident Representative

Encl: As stated above.

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

14/3
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Copy to:-

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



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

**SUSTAINABLE PORT DEVELOPMENT
AND PLANNING**

集團研修「港湾開発・計画」

JFY 2008

<Type: International Dialogue/ 類型: 国際対話型>

NO. J08-00689

From June 1 2008 to August 9 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

The Japanese Government extends official development assistance (ODA) to developing countries in order to support their self efforts that will lead to economic progress and a better life for the citizens of those countries.

Since its foundation in 1974, the Japan International Cooperation Agency (JICA) has implemented Japan's technical cooperation under the ODA program.

Currently, JICA conducts such activities as training, dispatch of experts, provision of equipment, project-type technical cooperation, development study, dispatch of cooperation volunteers (JOCV), survey and administration of capital grant aid programs.

The training program for overseas participants is one of JICA's fundamental technical cooperation activities for developing countries. Participants come from overseas in order to obtain knowledge and technology in a wide variety of fields.

The objectives of the JICA training program are:

- (1) to contribute to the development of human resources who will promote the advancement of developing countries, and
- (2) to contribute to the promotion of mutual understanding and friendship.

I. ESSENTIAL FACTS

Course Title (No.)	Sustainable Port Development and Planning (J-08-00689)
Duration	June 1, 2008 - August 9, 2008
Deadline for Application	March 28, 2008 for acceptance of the JICA office (or the Embassy of Japan)
Number of Participants	14
Language	English
Target Group	Port and harbour related engineers
Course Objectives	Through the training program, participants are expected; (1) to acquire comprehensive knowledge of port and harbour engineering. (2) to acquire comprehensive knowledge related to port and harbour development, strategy and planning. (3) to acquire knowledge on enhancing the sustainability of port development. (4) to deepen understanding on recent trend and issues in world ports.
Training Institution	Ports and Harbors Bureau, Ministry of Land, Infrastructure, Tourism and Transport (MLIT) Address : 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo, 100-8918, Japan TEL : 81-3-5253-8679 FAX : 81-3-5253-1653 (81 : country code for Japan, 3 : area code for Tokyo)
Accommodations	Yokohama International Centre, JICA (JICA YOKOHAMA) Address :2-3-1, Shinko, Naka-ku, Yokohama 231-0001, Japan TEL : 81-45-663-3251 FAX : 81-45-663-3265 (81 : country code for Japan, 45: area code for Yokohama) If no room is available at JICA YOKOHAMA, JICA will arrange accommodations for participants at other appropriate places.
Allowances & Expenses	The Government of Japan provides the following allowances and covers the following expenses through JICA in accordance with relevant laws and regulations. Details: Round-trip air ticket between an international airport designated by JICA and Japan, accommodation allowance, living allowance, outfit allowance, book allowance, shipping allowance, expenses for JICA study tours, free medical care for participants who become ill after arrival in JAPAN (costs related to preexisting illness, pregnancy and dental treatment are not included), etc.

II. CURRICULUM

Item	Specific content of lectures, discussions, and visits	Training objectives (training attainment level)	Schedule (Hours)			
			Lecture	Exercise	P/D*	Obs./V**
Port policy and system	Port control and management systems, and administrative structures Port planning, project systems for ports, and project assessment Distribution facilities at ports, and public-private partnership projects Ports and regional development Technological policy for ports	To learn about the role of central government in port administration, and various port-related policies and systems by using cases in Japan	10	0	4	16
Port plan	Acquisition and analysis of statistical data concerning ports Flow and modelization of international marine container cargo Method for calculating the size of port facilities Demand forecast Port improvement and economy Economic and financial analysis Method for and practice of port planning	To learn about a series of works to formulate a port plan, such as collection of data, demand forecast, method of economic and financial analysis and planning of facilities, and to acquire ability for formulating port planning	20	6	4	8
Design of port facilities	Basics about waves Deformation of waves Hydraulics model test Observation of waves and sea levels Estimation of waves and high water Siltation Drift sand Soil survey and testing methods Foundation piles and soil pressure Coastal ground Improvement of foundations Design of breakwaters Design of berths (gravity type, sheet pile type, and landing pier type) Design of fenders Aseismic design of port structures	To learn basic knowledge on wave and soil properties, and theories and standards necessary for designing port facilities, and to acquire methods on designing of port facilities	36	16	0	0
Port project management and construction technology	Port construction technology Dredging technology Port project management (including estimation)	To acquire basic knowledge for promoting port development projects including cost estimation, and port construction technology	6	4	0	0
Maintenance technology for port facilities	Introduction to life cycle management Prediction and repair of deteriorated concrete structures at ports Inspection of port structures Design of durable port structures Corrosion and anticorrosion of port structures	To acquire appropriate maintenance technology for existing port facilities	10	2	2	6
Port management and computerization, and security measures	Port finance and privatization in developing countries Computerization of ports, and single window system Adoption of information technology for container terminals Introduction to container terminals Measures for port security	To acquire basic knowledge on port management, computerization and port security, and method for efficient container terminal management	10	0	0	8
Port development and environmental conservation	Overview of marine environments Port administration and environments (domestic and overseas cases) History of pollution and environmental measures for enclosed coastal areas General management of coastal areas Environmental impact assessment	To learn about compatibility issues between port development and environmental conservation, and their measures	10	0	0	0
Disaster prevention at ports	Measures for earthquakes and tsunamis in port and coastal areas Measures for disaster prevention at ports Japan's coastal disaster prevention Method for preparation and utilization of tsunami hazard maps	To learn about Japan's experience, one of the most earthquake-prone countries in the world, and Japan's disaster prevention technology for port and coastal area, and to acquire necessary knowledge for disaster prevention in participant's own	12	0	2	0
Understanding of world port trends	International cooperation in the field of ports Cases of overseas developments Social infrastructure trends International container transportation trends Shipping companies' selection of anchorage sites Shipping company services and what shipping companies request of ports Outline and measures of IAPH and PIANC	To deepen understanding about Japan's ODA scheme, and trends of world port, shipping lines and international organizations	14	0	2	6
			128	28	14	44

*P/D : Presentation & Discussion **Obs./V : Observation & Visit
There will, however, be minor changes in several subjects.

Conceptual Framework for the Group Training Course
“Sustainable Port Development and Planning”

SUPREME GOAL

To contribute to the country’s economic development through port development by controlling the effect and cost and to consider the environment in port development and planning

GOAL

To nurture qualified port and harbour related engineers

QUALIFICATIONS AND THE COURSE OBJECTIVES

Objective(1)
To acquire comprehensive knowledge of port and harbour engineering.

Basic technical knowledge such as hydraulics, geotechnical and structural mechanics is needed to design port facilities,.
Knowledge in durability and lifecycle is needed in order to develop ports efficiently.

Objective(2)
To acquire comprehensive knowledge related to port and harbour development, strategy and planning.

Ability to establish a long-term plan is needed for strategic development of ports and harbours.
Knowledge on the relationship between ports and regional economies and techniques for predicting future cargo volume is needed in order to make port plans.

Objective(3)
To acquire knowledge on enhancing the sustainability of port development.

Making good use of port facilities requires skills to improve and maintain port facilities and basic knowledge of the characteristics of ports.
Knowledge related to environment protection, ecosystem and environment assessment is needed for pursuing sustainable development.

Objective(4)
To deepen understanding on recent trends and issues in world ports.

Understanding the global trend on ports and harbours is essential for the strategic development.

III. REQUIREMENT FOR APPLICATION

Applicants should :

- (1) be university graduates in engineering field or have the equivalent educational history,
- (2) be currently engaged in port and harbour-related activities with more than three (3) years of occupational experience as a technical staff,
- (3) be under forty (40) years of age,
- (4) have a sufficient command of spoken and written English,
- (5) be nominated by their government in accordance with the procedures mentioned in below,
- (6) be in good health, both physically and mentally, to undergo the training; and
- (7) not be serving in the military.

ATTENTION

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. PROCEDURES FOR APPLICATIONS

1. Government desiring to nominate applicants for the course should fill in and forward one(1) original and three (3) copies of the Nomination Form (Form A2A3) for each applicant, to JICA office (or the Embassy of Japan) by **March 28, 2008**
2. JICA office (or the Embassy of Japan) will inform the applying government whether or not the nominee's application has been accepted no later than **April 25, 2008**
3. Country Report
Applicants are requested to prepare a Country Report in accordance with directions provided in ANNEX. The Report should be typewritten on A4 size paper and submitted together with the Nomination Form (Form A2A3). Applications not accompanied with a completed Country Report will not be considered as duly qualified in the screening of candidates.

V. OTHER MATTERS

1. Pre-departure orientation will be held at JICA overseas offices (or the Embassy of Japan) to provide the selected candidates with details on travel to Japan, conditions of training, and other matters. Participants will see a video, "GUIDE TO TRAINING IN JAPAN," and receive a textbook and cassette tape, "SIMPLE CONVERSATION IN JAPANESE." A brochure, "KEN-SHUIN GUIDE BOOK" will be handed to each selected candidate before (or at the time of) the orientation.
2. Participants who have successfully completed the course will be awarded a certificate by JICA.

Sustainable Port Development and Planning (JFY 2008)

Country Report

All the applicants are required to prepare the Country Report providing information on the following items and subjects. The Report should be typewritten in double-spaced English, and not more than five (5) pages of A4 size paper excluding Attached-1 and 2.

1. Front Page

- 1) Title of the country report
- 2) Country
- 3) Name of applicant
- 4) Position of applicant and name of organization
- 5) Problem Areas

Choose an area(s) where problems are found.

- a: Port development policy
- b: Port planning
- c: Port management
- d: Institutional matters
- e: Others

2. Content

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

3. General Information on Ports in the Country

Please fill in the forms of Attached-1. You may use additional sheets of paper if necessary.

4. General Information on the Port you are in charge

Please fill in the forms of Attached-2. You may use additional sheets of paper if necessary.

Note:

(1) Those who are informed of acceptance to participate in the course will be requested to make an approximately thirty (30) minute presentation of their country reports during the comparative study session of the course. The presentation should be focused on the problems of port development and interests of the participants. Participants are encouraged to use visual aids, such as overhead projectors, videos, slides, pictures, etc. for the presentation. Equipment for such visual aids (e.g. an OHP, video player, slide projector and MS power point) is available at the seminar room.

(2) In addition to the Country Report, participants described in above (1) are kindly requested to bring documents or papers that describe the socioeconomic conditions, transport sector, port sub-sector in their respective countries for smooth presentation and discussion.

1. General Information on Ports in the Country

Please fill in the form with the latest information.

1-1. Socio-economic Information			
Country:			
Area:	km ²	GNP (or GDP) : US\$	(as of 2007)
Population:	(as of 2007)	Per Capita : US\$	(as of 2007)
General Information on Socio-economic Condition of the country.			
(1) Economic Growth Rate:			
(2) Trade Value Details (during the last 3 years):			
(3) Others:			
1-2. Outline of Port Administration			
(1) Basic Laws Related to Port Management and Development (Please specify if different laws are applied to different types of ports.)			
(2) Classification of Ports in the Country			
(3) Number and location of Ports by Classification. (Please attach a location map with compass signs and scale of ports in the country.)			
(4) Role of the Central (or Local) Government for Port Administration and Operation.			

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

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

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

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

1-4. Port Development in the Country

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

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

1-5. Port Development Policy/Plan

(1) National Port Development Policy/Plan

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

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

1-6. Location Map of Ports in the Country

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

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

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

Please describe relevant organizations and attach organization charts.

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

1-8. National Port Development Policy and Strategy

Please describe national port development policies or strategies.

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

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

Please fill in the form with the latest information.

2-1. General

<p>1. Name of the Port: (in English) (in local language)</p>																							
<p>2. Features of the Port Please describe features and functions of the port - e.g. general berths, container berths, multi purpose berths, Ro-Ro berths, bulk berths, oil berths, passenger terminals, marinas, fishing ports, etc. (including names of districts).</p>																							
<p>3. Main Facilities at the Port (Please attach Location Map of the facilities on the next page)</p> <p>- Please provide dimensions of channels, main breakwaters and basins.</p>																							
<p>Outline of Berths</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 12.5%;">Berth Name</th> <th style="width: 7.5%;">Water Depth (m)</th> <th style="width: 12.5%;">Berth Length (total)</th> <th style="width: 12.5%;">Length of the berths with a depth exceeding -10m</th> <th style="width: 12.5%;">Area of Terminal (m²)</th> <th style="width: 12.5%;">Cargo Handling Capacity per a Year</th> <th style="width: 12.5%;">Recent Cargo Handling Volume (from actual data. ton/year)</th> <th style="width: 12.5%;">Others</th> </tr> </thead> <tbody> <tr> <td style="height: 200px;"></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>								Berth Name	Water Depth (m)	Berth Length (total)	Length of the berths with a depth exceeding -10m	Area of Terminal (m ²)	Cargo Handling Capacity per a Year	Recent Cargo Handling Volume (from actual data. ton/year)	Others								
Berth Name	Water Depth (m)	Berth Length (total)	Length of the berths with a depth exceeding -10m	Area of Terminal (m ²)	Cargo Handling Capacity per a Year	Recent Cargo Handling Volume (from actual data. ton/year)	Others																

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

Layout Map of Port Facilities (Current Situation)

Current problems and obstacles.

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

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

(Unit: tons)

Year	2002	2003	2004	2005	2006
Cargo Handling Volume (total)					
1. Foreign Cargo (total) - including container cargo					
1-1. Export					
1-2. Import					
1-3. Main Commodities e.g. Banana (export)					
1-4. Container Cargo Export (ton) (TEU) Import (ton) (TEU) Total (ton) (TEU)					
2. Domestic Cargo (total) -including container cargo					
2-1. Outgoing					
2-2. Incoming					
2-3. Main Commodities					
2-4. Container Cargo Outgoing (ton) (TEU) Incoming (ton) (TEU) Total (ton) (TEU)					

(Unit: persons)

Year	2002	2003	2004	2005	2006
No. of Passengers (total)					
1. Foreign Line Outgoing Incoming					
2. Domestic Line Outgoing Incoming					

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

(Unit: vessels)

Year	2002	2003	2004	2005	2006
No. of Vessels (total)					
1. Foreign Line Vessels Conventional cargo vessels Container vessels Passenger vessels Other vessels					
2. Domestic Line Vessels Conventional cargo vessels Container vessels Passenger vessels Other vessels					

2-3. Port Management and Operation

1. Organization

Please provide an outline of organization of port management body.

2. Port Management

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

3. Port Service Entities

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

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

4. Financial Conditions

Please describe financial conditions including budget scale of port management body.

5. Port Tariff

Please provide an outline of port tariff (please attach tariff table).

6. Organization Charts

Please attach charts of organizations related to the port.

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

2-4. Container Terminals

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

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

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

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

2-6. The Future Plans of the Port

1. Future Development Plans

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

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

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

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

3. Future Plans of Container Terminals

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

Anticipated problems.

Remarks

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



**Japan International Cooperation Agency (JICA)
Yokohama International Center (JICA YOKOHAMA)**

Address : 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan
TEL : 81-45-663-3251 FAX : 81-45-663-3265

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
	Type of Organization <input type="checkbox"/> Governmental/Public <input type="checkbox"/> Private <input type="checkbox"/> International <input type="checkbox"/> Others
Address	
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.

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

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.

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

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

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

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