#### <u>F.No. 34/28/2008-EO(F)</u> Government of India Ministry of Personnel, P.G. and Pensions (Department of Personnel and Training)

New Delhi, the (( April, 2008.

Subject: A group training course in Sustainable Rural Development in Japan and India from August, 2008 to December, 2011(Preliminary Phase: Activities in India from August, 2008 to January, 2009, Core Phase in Japan: From 9<sup>th</sup> February, 2009 to 12<sup>th</sup> December, 2009 and Final Phase in India: From January, 2010 to December, 2011).

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 Rural Development to be held in Japan from January, 2010 to December, 2011. However, the preliminary phase of the training will be held in India from August, 2008. The details of the course and the application form may be drawn from Ministry of Personnel, Public Grievances and Pensions website (www.persmin.nic.in).

2. This Group Training Course is particularly meant for officers who already hold Bachelor of Agriculture or Bachelor of Science and who has completed 16 years of formal education. The applicant should have more than 5 years experience, be willing to work as specialist in agricultural and rural development, be under forty-five(45) years of age, be in good health, both physically and mentally and not be serving in the military. The candidate should have outstanding academic records and excellent knowledge of English.

3. The objective of this course is to make the participants achieve the following: (i) to enhance the capacities cf conducting survey and analysis of actual condition and problems in development (ii) to enhance the fundamental capacities through acquiring a variety of methods and skills essential for rural development (iii) to study possible/feasible countermeasures in their respective countries (iv) to prepare monitoring reports regarding the information and experiences acquired by implementing of job improvement plans.

4. The fellowship award covers a Round-trip air ticket between an international airport designated by the JICA and Japan, Travel insurance from arrival to departure in Japan, Allowances for (accommodation, living expenses and shipping), expenses for JICA study tours, free medical care for participants who may fall ill after reaching Japan. The participants are not allowed to take any family member during the training course.

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 this Department before  $2^{nd}$  June, 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).

Trisha Director

- 1. M/o Rural Development, Krishi Bhavan, New Delhi.
- 2. M/o Panchayat Raj, Krishi Bhavan, New Delhi.
- 3. All the State Governments/Union Territories.
- 4. Director(Technical), NIC with the request to post the circular along with the JICA's circular and the enclosed proformas on the Department's website.



4<sup>th</sup> April, 2008

Dear Ms. Arun Prabha,

A Group Training Course in Sustainable Rural Development will be held in Japan from 9<sup>th</sup> February, 2009 to 12<sup>th</sup> December, 2009 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  $6^{\text{th}}$  June, 2008:-

- (1) The Nomination Form together with the medical history questionnaire
- (2) The Certificate of Graduation and Certificate of Diploma of Degree
- (3) The desired Application Report

Further details are available in the General Information Booklet. It may be noted that the Certificate of Graduation and Certificate of Diploma or Degree and the Application Report are essential for screening of applications.

It is further informed that 6 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.

ith regards.

Yours sincerely, (umiko Asakuma) esident Representative Deputy

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



# TRAINING AND DIALOGUE PROGRAMS

## **GENERAL INFORMATION ON**

## SUSTAINABLE RURAL DEVELOPMENT

集団研修「持続的農村開発」

JFY 2008

<Type: Solution Creation / 類型:課題解決促進型> NO. J08-00918 / Project # :0880036 Whole Program: From August, 2008 to November, 2011 Program in Japan: From February 9, 2009 to December 12, 2009

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

In most developing countries, the capacity development of human resources is essential for sustainable agricultural and rural development. Special 14 months' long Master's Program on Sustainable Rural Development started in FY2006 at the Graduate School of Agro-Bioresources Science and Technology, University of Tsukuba in corporation with JICA Tsukuba Center.

This program provides practical and theological training at graduate level in relation to stable food production and supply, and alleviation of poverty in the participant's own country.

This training program has been designed by the following three basic concepts in order to find possible countermeasures for sustainable rural development in Asian and African countries;

## 1. Comprehensive approach to rural community Development

- Capacity assessment of individual, organization and society.
- Learning of techniques and methodologies to improve problems.
- Preparation of realistic action plans and their implementation.

## 2. Implications of Japanese and Asian knowledge

- Learning of Japanese and Asian experiences in rural development projects and researches.
- Verification of tentative action plans through Program in Thailand for application in home countries
- Preparation of action plans utilizing Japanese and Asian knowledge and their implementation.

## 3. Networking of JICA's partners

- Preparatory Program in respective countries using JICA-Net System.
- Sharing of JICA's experiences and methodologies.
- Individual Technical Program of specific theme.
- Master's degree by the University of Tsukuba.
- Continuous communication through Post-Program monitoring reports.

Figure 1. Concept of the training program

1. Comprehensive approach to rural community Development

2. Implications of Japanese and Asian knowledge Finding possible countermeasures

3. Networking of JICA's partners

## II. Description

## 1. Title (J-No.): SUSTAINABLE RURAL DEVELOPMENT (J0800918)

## 2. Period of program

Duration of whole program:August 2008 to December 2011(1)Preliminary Phase:August 2008 to January 2009(in a participant's home country)February 9, 2009 to December 12, 2009(3)Finalization Phase:January 2010 to December 20011(in a participant's home country)

3. Target Regions or Countries: India, Ghana, Kenya, Senegal, Laos and South Africa

## 4. Overall Goal:

Effective approaches for sustainable rural development projects in Asian and African countries are proposed through experiences acquired by implementing of job improvement plans and by applying thematic materials and technical reports.

## 5. Objective:

At the end of the program, the participants are expected to achieve the following;

- 1. To enhance the capacities of conducting survey and analysis of actual condition and problems in rural development,
- 2. To enhance the fundamental capacities through acquiring a variety of methods and skills essential for rural development,
- 3. To study possible/feasible countermeasures in their respective countries and get the result into shapes such as; Business improvement plans, thematic materials and technical reports, by conducting case studies in Japan, the field study program in Thailand, and Individual Technical Programs, and
- 4. To prepare monitoring reports regarding of the information and experiences acquired by implementing of job improvement plans and by applying thematic materials, and after that, share and discuss with the network of participants and persons concerned.

## 6. Eligible / Target Organization :

This program is designed for Officers and/or specialists of central/local governments and/or project managers of NGO, who are working for rural development projects. (This training program is not for researchers.)

## 7. Total Number of Participants :

6 participants from India, Ghana, Kenya, Senegal, Laos and South Africa

## 8. Language to be used in this project: English

## 9. Contents:

SPECIAL MENTION OF THIS TRAINING PROGRAM	<ul> <li>The participants of this training program will obtain a Master's degree of Science in Agriculture by the University of Tsukuba of the following requirements;</li> <li>1. Earning of 30 credits of the University,</li> <li>2. Approval of technical report by the University,</li> <li>3. Submission of approved Job implementation plan authorized by his/her organization,</li> <li>4. Accomplishment of other necessary tasks of the training program, and</li> <li>5. Good attitude and participation in the training program.</li> </ul>
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## (1) Course Contents:

This training program is composed of various subjects and the subjects are shown in the Table 1 below. Please refer to ANNEX I for detailed information of these subjects.

Table 1

Category	Total Credit	Subjects Title (Number of Credit)
of Subjects		
<ul><li>(1) Basic</li><li>Subject</li><li>Matter</li></ul>	1 credit from the following 2 subjects	<ul> <li>Writing Scientific Papers in English for Students of Agro-Bioresources Science and Technology (1)</li> <li>Basic Study in Agro-bioresouces Science and Technology for International Students (1)</li> </ul>
(2) Preparator y Subject Matter	11 credits from the following 5 subjects	<ul> <li>Methodology for Community Development (e-Learning) (2)</li> <li>Livelihoods Improvement Approach (e-Learning) (2)</li> <li>Special Research Work I (1)</li> <li>Special Research Work II (3)</li> <li>Special Research Work III (Internship) (3)</li> </ul>
(3) Depth Subject Matter	10 credits from the following 6 subjects	<ul> <li>Capacity Development (1)</li> <li>Empowerment for Rural Enterpreneuring Activities in Rural Areas (1)</li> <li>Gender in Rural Development (1)</li> <li>Extension Methods for Organic Agriculture (1)</li> <li>Project Cycle Management (3)</li> <li>Facilitation for Farmers Groups Assistance (3)</li> </ul>
(4)Selectiv e Subject Matter	8 credits from the following 9 subjects	<ul> <li>Farming Systems (2)</li> <li>Conservation of Soil and Water Resources (2)</li> <li>Agricultural &amp; Forestry Technology and Extension (2)</li> <li>Rural Development Policy &amp; Planning (2)</li> <li>Basic Plant Biotechnology (2)</li> <li>Environmental Management Technology (2)</li> <li>Appropriate use of Genetic Resources (2)</li> <li>Conservation and Sustainable Use of Biological Diversity (1)</li> <li>Ethics, Legal and Social Implication on Science and Technology (1)</li> </ul>

\* There may be minor changes in the training program contents.

## (2) Preparatory Program: August 2008 – January 2009

Preparatory Program will be conducted in your own country using JICA-Net System at your nearby JICA Office. JICA-Net System is the video conference system networked among over 100 JICA Offices in the world.

\*Schedule shown below is subject to minor changes.

- Opening Ceremony (Entrance Ceremony), Program Orientation: August 1st, 2008
- Preparatory Program ① Guidance on Inception Report

-Remote Seminar 1 in mid-August

-Submission of Inception Report I

- Preparatory Program ② "Livelihoods Improvement Approach"
  - -Remote Seminar 2 in October
  - -Submission of two reports
- Preparatory Program ③ "Methodology for Community Development"
   Remote Seminar 3 in mid-November
  - -Submission of two reports
- Preparatory Program ④ Guidance on Inception Report
  - -Remote Seminar 4 in December
  - -Submission of Inception Report II

## (3) Program in Japan & Thailand: February 9, 2009 to December 12, 2009

\*Schedule shown below is subject to minor changes.

- Briefing and Orientation: February 10th, 12th & 13th, 2009
- Inception Report Presentation: February, 2009
- Intensive lectures and seminars I at JICA Tsukuba: February March, 2009
- Submission of Progress Report I & presentation: end of March, 2009
- First Trimester at the University of Tsukuba: April June, 2009
- Submission of Progress Report II: end of June, 2009
- On-site program in Thailand: end of June early July, 2009
- Intensive lectures and seminars II: July, 2009
- Field survey in Yamaguchi Prefecture: July, 2009
- Field observation of community development: July, 2009
- Action Plan TV Conference I: August, 2009
- Second Trimester (individual guidance): September November, 2009
- Submission of Progress Report III: end of October, 2009
- Submission of final report I: early November, 2009
- Field survey in Yamaguchi Prefecture: late November, 2009
- Final report I presentation: early December, 2009
- Action Plan TV Conference II: December, 2009
- Closing Ceremony of the program in Japan: December 11th, 2009

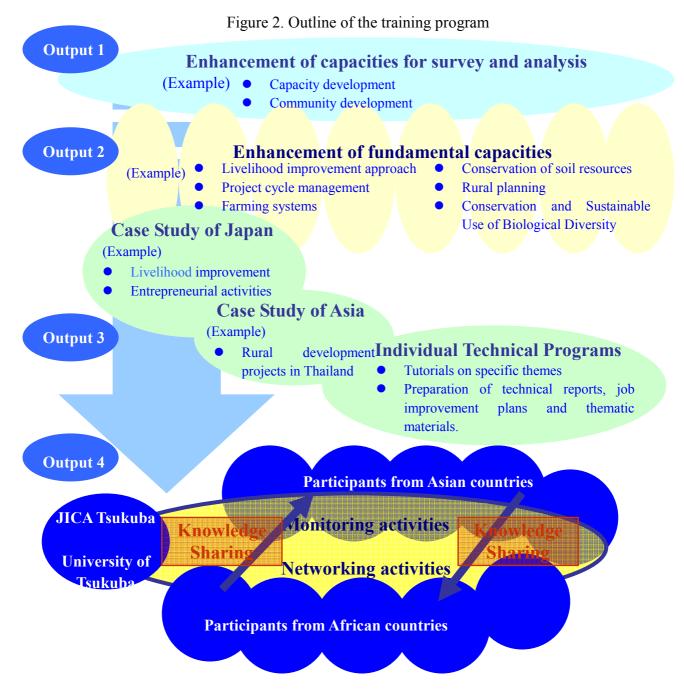
## (4) Post-course Program: January, 2010 – December, 2011

\*Schedule shown below is subject to minor changes.

- Coordination among persons concerned (belonging organization, JICA Office, target group): January, 2010 – February, 2010
- Submission of final report II and examination: February, 2010
- Conferral of master degree: March, 2010

- Submission of monitoring report ①: March, 2010
- Submission of monitoring report 2: June, 2010
- Submission of monitoring report ③: September, 2010
- Submission of monitoring report ④: December, 2010
- Follow-up seminar I through JICA-Net: January, 2011
- Submission of monitoring report (5): March, 2011
- Submission of monitoring report (6): June, 2011
- Submission of monitoring report 7: September, 2011
- Submission of monitoring report (8): December, 2011
- Follow-up seminar II through JICA-Net: December, 2011

### <Structure of the program>



## III. Conditions and Procedures for Application

## 1. Expectations and requirements for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preparatory Program described in section II-9.
- (4) For the above mentioned Preparatory Program, the organizations of the respective participants are required to pay special attention to the preparatory schedule and make special consideration to the participants activities in their own organizations so that they can have enough time to complete their activities and assignments in the Preparatory Program.
- (5) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Post-course Program described in section II-9.

## 2. Eligibility Requirements:

- 1) Applicants who already hold Bachelor of Agriculture or Bachelor of Science.
- 2) Applicants who has completed 16-years of formal education or its equivalent outside Japan.
- 3) Applicants designated by the Ministry of Education, Science, Sports and Culture of Japan.
- 4) Applicants regarded to be equivalent to a B.A. holder by the graduate school of the University of Tsukuba above the age 22 in March 2008.
- 5) Applicants who have completed 15-years of formal education or its equivalent outside Japan, and regarded to hold an outstanding academic records by the graduate school of the University of Tsukuba.
- 6) Applicants accepted to be equivalent to a Bachelor degree holder by graduate school of the University of Tsukuba.
   (Eligibility of applicants who meet one of the qualifications of (4)-(6) will be verified before consideration)

## 3. Other requirements:

Applicants should;

- 1) have more than 5 years experience of working for stakeholders e.g. government or relevant NGOs.
- 2) be willing to work as specialist in agricultural and rural development

- 3) be employed, and have permission for applying to the present program by the current employer.
- 4) <u>have outstanding academic records and excellent knowledge of English</u> (e.g. TOEFL(PBT) 510, TOEIC 680) as standard.
- 5) be under forty-five (45) years of age
- 6) be in good heath, both physically and mentally, to undergo the training program.
- 7) not be serving in the military
- 4. Special Attention for the condition of attendance:

Participants are required:

- 1) to participate in certain seminars by JICA-Net System (Distance Technical Cooperation) in the respective country's JICA office and prepare necessary documents through Preparatory Program (before leaving home country).
- 2) to participate in certain workshops by JICA-Net System in the respective country's JICA Office and prepare monitoring reports through Post-Program (after returning to home country),
- 3) not to change the program subjects or extend the period of stay in Japan,
- 4) not to bring any members of their family,
- 5) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- 6) to refrain from engaging in political activities, or any form of employment for profit or gain,
- 7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and

## 5. Required Documents for Application:

- (1) Nomination Form: one original and three copies
- (2) Nominee's English Score Sheet: to be submitted with the application form. If you have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the application form.
- (3) Certificate of Graduation and Certificate of Diploma or Degree

## (4) Application Report:

All applicants should prepare an Application Report on the present situation (strengths and weaknesses) of his/her institution and problems in his/her own job. It should be typewritten in English (12-point font, double-spaced, A4 size paper) and in accordance with the format (see **ANNEX II**), and submitted together with the Nomination Form (A2A3). The Application Report is used only for screening applicants and as training material.

## 6. Procedure for Application and Selection:

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: June 6, 2008 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 (JICA Tsukuba).
- ② Documentation Screening: JICA Tsukuba and the University of Tsukuba will conduct the documentation screening based on submitted documents according to qualifications.
- ③ The respective country's JICA office (or Japanese Embassy) will inform the results of the documentation screening <u>not later than June 23rd, 2008.</u>
- ④ The applicants who pass the documentation screening should participate in the oral examination by JICA using JICA-Net System in the respective JICA Office. The date will be set <u>between July 9th and July 11th, 2008.</u> The respective country's JICA office (or Japanese Embassy) will inform the details.

## (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 <u>no later than July 15th,</u> <u>2008.</u>

## 7. Document(s) to be submitted by <u>accepted participants</u>:

All accepted participants should prepare the Inception Report during the Preparatory Program from August to January and will submit to JICA Tsukuba by email. The detailed instruction will be given in the remote seminars.

It should be typewritten in English, less than 15 pages (12-point font, double-spaced, A4 size paper) and <u>the format will be provided in the guidance</u> <u>through JICA-Net System in August</u>.

The Inception Report is intended to be used as training material for the presentation by each participant and for comparative studies during the program period. For the presentation, participants are advised to bring audio-visual aids such as Power Point files. Presentation time will be about 20-30 minutes for each participant.

# IV. Administrative Arrangements

## 1. Organizer:

- (1) Name: JICA Tsukuba
- (2) Contact: Mr. NESAKI Shun (Nesaki.Shun@jica.go.jp)

## 2. Implementing Partner:

(1) Name: University of Tsukuba Graduate School of Life and Environmental Sciences 1 -1 - 1 Tennodai, Tsukuba-shi, Ibaraki, 305-8572, Japan

Tel: +81-(0)29-853-7228 Fax: +81-(0)29-853-4577

- (2) URL: http://www.life.tsukuba.ac.jp/ http://www.intersc.tsukuba.ac.jp/
- (3) **Remarks:** The detailed information on the University of Tsukuba is shown in ANNEX III and ANNEX IV. Please be sure to also visit the above URLs.

## 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:

JICA Tsukuba International Center (JICA TSUKUBA) Address: 3-6 Koyadai, Tsukuba, Ibaraki, 305-0035, Japan TEL: +81-29-838-1117, FAX: +81-29-838-1790 (where "81" is the country code for Japan, and "29" is the local area code)

If there is no vacancy at <u>JICA TSUKUBA</u>, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA TSUKUBA at its URL: <u>http://www.jica.go.jp/english/index.html</u>

## 5. 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 <u>not</u> included)
- (4) Expenses for program implementation, including materials
   For more details, please see p. 9-16 of the brochure for participants titled
   "KENSHU-IN GUIDE BOOK," which will be given to the selected participants before (or at the time of) the pre-departure orientation.

## 6. 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. ANNEX:

ANNEX I: Syllabus ANNEX II: Application Report ANNEX III: Master's Program in Agro-bioresources Scienceand Technology ANNEX IV: Graduate School of Life and Environmental Sciences

## ANNEX I Syllabus Category of Subjects: (1) Basic Subject Matter (1 unit from the following two subjects)

Subject Matter	Detailed Description of Subject	Credit
	Guidance to prepare materials on agro-bioresources science and technology and to write the scientific	
for Students of Agro- bioresources	paper in English for publication, as well as the sociological paper.	1
Science and Technology		
Basic Study on Agro-bioresources	International students must be offered to deepen their knowledge of agricultural and forestry, or related	
Science and Technology for	enterprises in Japan. Students have the opportunity to inspect its scene and communicate with experts	1
International Students	in each field for the better understanding of agro-bioresources science and technology.	

#### Category of Subjects: (2) Preparatory subjects Matter

Subject Matter	Detailed Description of Subject	
Methodology for Community Development (e-Learning)	This subject provides: (1) outline of methodologies for community development in developing countries, (2) methodologies to enhance motivation of target groups, (3) methodologies for promotion of changes in the consciousness by using local resources. And the participants deepen their understanding of their participation in development process as outsiders, in the whole concept of participatory community development.	
Livelihoods Improvement Approach (e-Learning)	This subject provides concepts and methodologies of Livelihoods Improvement Approach (outline, role of extension workers, support systems of central and local governments, extension mechanism, problem solution process and so on) which has been contributed to the reconstruction of Japan after the Second World War, especially in reconstruction of rural communities. And also the participants study possibility of implication of this approach for their respective country.	
Special Research Work I	Preparation of individual inception report which each applicant is facing the regional or country conflicts upon its rural development under the supervision by host-scientist belonging University of Tsukuba.	1
Special Research Work II	Under the supervision by host-scientist, the draft-final report must be imposed for publication in the on-line scientific journal issued by the Agriculture and Technology Center, Univ. of Tsukuba, as a compulsory appreciation for graduation instead of Master thesis.	3
Special Research Work III (Internship)	Internship is composed of survey in areas where rural development projects and researches are progressed in Thailand, and extraction of contributing factors from successful development examples. It is requested during this internship to mind his/her implication to projects in one's country after graduation. Examination of survey results also aims to obtain subjects of investigation in Special research work requested in the latter half of this course, while confirming knowledge and technologies learnt in the first half of this course.	3

#### Category of Subjects: (3) Depth subjects Matter

Subject Matter	Detailed Description of Subject	
Capacity Development	JICA regards "capacity" as "the ability of developing countries to set and achieve goals and to	1
	identify and resolve development issues." Capacity development is thus "the process that such F	

	abilities are enhanced at three different levels - individual, organizational, and society as a whole - in an integrated way."	Subject
Empowerment for Rural Rural enterpreneuring activities are very active in rural areas in recent years, and this subject		1 Requisite
Enterpreneuring Activities in Rural Areas	ral provides to deepen the understanding of meanings of economic empowerment, some inhibition cultures, and social systems and so on, and learn some skills to facilitate promoting these enterpreneuring activities. Also the participants study possibility of implication of these knowledge and skills for their respective country.	
Gender in Rural Development	It is widely known that Gender is an essential point of view to plan, implement and evaluate rural development projects. This subject provides opportunities in order for the participants to study theories, gender analysis methods and case studies in developing countries and Japan. Also the participants study possibilities of implication in gender issues for rural development projects in respective country.	1 Requisite Subject
Extension Methods for Organic Agriculture	This subject provides concept of organic agriculture and extension methodologies including: (1) Potential survey for organic agriculture, (2) organic cultivation guide, and (3) organic farming management. Also the participants study possibilities of implication in organic agriculture for rural development projects in respective country.	1 Requisite Subject
Project Cycle Management	This subject provides opportunities to learn PCM (Project Cycle Management) method thorough practical workshops for more effective project planning, administration and evaluation. And also facilitation method in PCM workshops is provided in order to moderate smooth and meaningful discussion and decision making.	3 Requisite Subject
Facilitation for Farmers Groups Assistance	The subject covers following topics: (1) understand approaches, essential considerations and methodologies to develop capacities of farmers as outsiders, (2) study role of facilitators in community development in rural areas in own country, and (3) prepare facilitators guideline for use in rural development project in own country.	3 Requisite Subject

## Category of Subjects: (4) Elective subjects Matter (11units) from the following eight subjects

Subject Matter	Detailed Description of Subject	Credit
Farming Systems	How should farming systems be implemented for not only economically profitable but also ecologically sustainable? An appropriate farming system in rice, vegetables, and fruit and livestock production areas must be needed to employ technology for environmental conservation and management, being coupled with uses of agricultural machine. Consideration and practical principal for appropriate farming system will be provided, depicting a model management through the case-study carried out previously.	2
Conservation of Soil and Water Resources	After the introduction to the distribution and diagnostic properties of soil and water resources in global scale, current information on the soil and water management and conservation are presented and discussed in terms of the methods for soil and water management, establishment of sustainable crop production systems, and the land use.	2

Agricultural & Forestry Technology and Extension	The subject covers following topics: (1) understand the characteristics of technology and assess the new technology to be disseminate from acceptability and effectiveness, (2) learn effective extension method and develop systematic education & training programs for the senior extension workers.	2
Rural Development Policy & Planning	Rural development planning & execution methods including agriculture, forestry, agribusiness industry, rural life, and environmental protection are treated with emphasis on the community participation and sustainable development. The key issues are the needs prospect, public consensus & acceptance, prior and post cost-benefit evaluations.	2
Basic Plant Biotechnology As an interface between local and advanced technologies, lectures are given on fundamenta biotechnology including plant cell and tissue culture, virus-technology, in vitro propagation, embryc rescue, haploid production, DNA marker, genetic transformation etc as well as present status of the application to science and industry.		2
Environmental Management Technology	In this class, the following two topics are presented. (1) the present state of contamination in soil and water environments by heavy metals, chemicals, pesticides, nitrate, and spilled oil, etc. (2) remediation technology using microorganisms and plants.	2
Appropriate use of Genetic Resources	In order to develop a sustainable farming system, the knowledge on appropriate use of the plant / animal genetic resources are essential. Based on the modern genetics and breeding theory, the present lecture covers following topics: 1) The methodology to explore, preserve and utilize local genetic resources, 2) The methodology to introduce suitable crops or new varieties to the local environment.	2
Conservation and Sustainable Use of Biological Diversity Conservation and sustainable use of biological diversity is one of national strategic agen instruments. Under the international environment, overview is made on the conserva- sustainable use of biological diversity, emphasizing agricultural biological re- Ethnological-social scientific aspects are also covered on the sustainable use of the bio based on traditional/indigenous knowledge; lecture consideration is also provided on the po- of intellectual property associated with the genetic resources; and finally multidisciplinary a approach is taken for the comprehension. Guest speakers will be invited from United University and other institutions.		1
Ethics, Legal and Social Implication on Science and Technology	Holistic discussion is aimed on the ethics, legal and social implication on the science and technology. Not only on the application phases, is the understanding of ELSI urged on planning and conducting basic research and also on capacity building. It is essential to have the governance on science and technology in order to promote and attain the R&D, and ultimately to receive the public acceptance towards the regional development. Guest speakers will be invited from United Nations University and other institutions	1



## **Application Report**

## for the Group Training Course on Sustainable Rural Development (submission of Application Report is indispensable for selection)

## 1. Basic Information

Name	
Organization	
Position	

## 2. Explain your job experiences in Rural Development.

Period	Organization	Position
From		
up to Now		
Outline of duties:		
Devied	Omerication	Desilier
Period	Organization	Position
From to		
Outline of duties:		
		<b>D</b>
Period	Organization	Position
From to		
Outline of duties:		
Outline of duties.		

# 3. Analyze difficulties and give the reasons (technical and organizational) in assisting group activities of small scale farmers in your responsible region.

## 3.1 Technical aspects

No	Difficulties	Reasons
1		
		•
2		
		•

## 3.2 Organizational aspects

No	Difficulties	Reasons
1		•
2		

## 4. Explain about followings related to Sustainable Rural Development

4-1. Your idea of Sustainable Rural Development concretely by your own words (less than 200 words)

4-2. Your idea on how to realize above mentioned Sustainable Rural Development in your job (less than 200 words)

## 5. Individual Research (Special Research Work)

During the program in Japan, each participant takes "Special Research Work II" which gives you (4) units. "Special Research Work II" is an individual research program instructed by certain professors according to the specific topic you choose from the Table of research topic shown below. State your priority 1 up to 3, considering your special interest.

	or o priorities
PRIORITY	Interested area chosen from the table below
Priority 1	
Priority 2	
Priority 3	

#### 5-1. Selection of 3 priorities

5-2. Explain reasons for choosing 3 priorities (less than 300 words)

PRIORITY	Interested area chosen from the table below
Priority 1	
Reason	
Priority 2	
Reason	
Priority 3	
Reason	

## Table of research topics area

NO.	TOPICS	OUTLINES
1	Farming Systems	How should farming systems be implemented for not only economically profitable but also ecologically sustainable? An appropriate farming system in rice, vegetables, and fruit and livestock production areas must be needed to employ technology for environmental conservation and management, being coupled with uses of agricultural machine. Consideration and practical principal for appropriate farming system will be provided, depicting a model management through the case-study carried out previously.
2	Conservation of Soil and Water Resources	After the introduction to the distribution and diagnostic properties of soil and water resources in global scale, current information on the soil and water management and conservation are presented and discussed in terms of the methods for soil and water management, establishment of sustainable crop production systems, and the land use.
3	Agricultural & Forestry Technology and Extension	The subject covers following topics: (1) understand the characteristics of technology and assess the new technology to be disseminate from acceptability and effectiveness, (2) learn effective extension method and develop systematic education & training programs for the senior extension workers.
4	Rural Development Policy & Planning	Rural development planning & execution methods including agriculture, forestry, agribusiness industry, rural life, and environmental protection are treated with emphasis on the community participation and sustainable development. The key issues are the needs prospect, public consensus & acceptance, prior and post cost-benefit evaluations.
5	Basic Biotechnology	As an interface between local and advanced technologies, lectures are given on fundamental biotechnology including plant cell and tissue culture, virus-technology, in vitro propagation, embryo rescue, haploid production, DNA marker, genetic transformation etc as well as present status of the application to science and industry.
6	Environmental Management Technology	In this class, the following two topics are presented. (1) the present state of contamination in soil and water environments by heavy metals, chemicals, pesticides, nitrate, and spilled oil, etc. (2) remediation technology using microorganisms and plants.
7	Appropriate Use of Genetic Resources	In order to develop a sustainable farming system, the knowledge on appropriate use of the plant / animal genetic resources are essential. Based on the modern genetics and breeding theory, the present lecture covers following topics: 1) The methodology to explore, preserve and utilize local genetic resources, 2) The methodology to introduce suitable crops or new varieties to the local environment.
8	Conservation and Sustainable Use of Biological Diversity	Conservation and sustainable use of biological diversity is one of national strategic agenda at the 21st century and many forums have active discussion, especially at internationally legal-binding instruments. Under the international environment, overview is made on the conservation and sustainable use of biological diversity, emphasizing agricultural biological resources. Ethnological-social scientific aspects are also covered on the sustainable use of the biodiversity based on traditional/indigenous knowledge; lecture consideration is also provided on the protection of intellectual property associated with the genetic resources; and finally multidisciplinary academic approach is taken for the comprehension. Guest speakers will be invited from United Nations University and other institutions.
9	Ethics, Legal and Social Implication on Science and Technology	Holistic discussion is aimed on the ethics, legal and social implication on the science and technology. Not only on the application phases, is the understanding of ELSI urged on planning and conducting basic research and also on capacity building. It is essential to have the governance on science and technology in order to promote and attain the R&D, and ultimately to receive the public acceptance towards the regional development. Guest speakers will be invited from United Nations University and other institutions.

# 5-4. Explanation of your research topic proposal related to Sustainable Rural Development (less than 300 words)



## Master's Program in Agro-bioresources Science and Technology

The 2-year master's course of this division is comprised of four main research fields consisting of a wide range of disciplines, as many as 55 individual specialties. The four main research fields are agro-biological sciences, agricultural economics and sociology, bioresource environment engineering and applied biochemistry. In addition a special master's degree is offered as the special program of sustainable agricultural and rural development.

The division aims to teach fundamental knowledge of comprehensive life sciences involving agriculture, biology and environmental sciences as a prerequisite for further study in a 3-year doctoral course, and to provide a wide spectrum of skills in technology for practical skills needed to succeed as a graduate of the master's degree program.

The four main research fields emphasize the rationale of education based on both objectives in the curriculum.

With respect to the special program of sustainable agricultural and rural development, in most developing countries, the capability building of human resources is essential for this objective. This program provides practical and technical training at graduate level in relation to stable food production and supply, and alleviation of poverty in the student's own country. The degree of Master of Science in Agriculture can be awarded upon fulfillment of required course work (total of more than 30 credits) as well as submission and successful examination of the paper on special research subsequent to the termination of the 16-month program (including e-Learning periods).

## ANNEX IV

Graduate School of Life	and Environmental Sciences
Master's Program	Doctoral Program
Biological Sciences	Structural Biosciences
Diversity Biology field Cell Biology field Molecular Biology field	Functional Biosciences
Agro- bioresource Sciences and Technology	Bioindustrial Sciences
Agro-biological Science field	Appropriate Technology and Science for Sustainable
Agricultural and Bioresource Economics field	Development Biosphere Resource Science
Bioresource Environment and Technology Engineering field	and Technology Life Sciences and
Applied Biochemistry field	Bioengineering
Special Program of Sustainable Agricultural and Rural Development	Advance Agricultural Technology and Sciences
Five-year Do	octoral Program
Geoenvironm	ental Sciences
Earth Evolution	n Sciences
Integrative Env	vironmental Sciences

#### For Your Reference

#### JICA and Capacity Development

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

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

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

#### Japanese Development Experience

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

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

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

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



## CORRESPONDENCE

For inquiries and further information, please contact a JICA office or Embassy of Japan, or address correspondence to:

#### Tsukuba International Center, JICA

Address: 3-6, Koyadai, Tsukuba-shi, Ibaraki-ken 305-0074, JAPAN Tel: +81-(0)29-838-1111 Fax: +81-(0)29-838-1119 Email: tbictp2@jica.go.jp

# 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 must be submitted.

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

Part B 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

This part is to be completed by the person who is nominated by the organization applying. <u>The applicants for Group and Region Focused Training Program are required to fill in **every** <u>item</u>. 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.</u>

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:

- (a) carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,
- (b) 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, of which the electronic



version is available on the web site: <u>http://www.jica.go.jp/</u>, or write in <u>block</u> <u>letters</u>,

- (d) fill in the form in **English**,
- (e) use  $\square$  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.



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)

2. Number: (Please write down as shown in the General Information)										
J	0		-							

#### 3. Country Name:

#### 4. Name of Applying Organization:

#### 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 / I	Position				
Department / Division			Official Stamp		
Office Address	and	Address:			
Contact Inform	nation	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.



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.



## Part B: Information about the Nominee

#### (to be completed by the Nominee)

NOTE>>>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 below.

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

2. Number: (Please write down as shown in the General Information) (required)											d)	
J	0		-									

Attach the nominee's photograph (taken within the last three months) <u>here</u> Size: 4x6 (Attach to the documents to be submitted.)

#### 3. Information about the Nominee(nos. 1-9 are all required)

#### 1) Name of Nominee (as in the passport)

Family Name

First Name														
Μ	iddle	Nan	ne											
														L

2) Nationality			5) Date of Birth (please write out the						
(as shown in the passport)			month in English as in "April")						
3) Sex	() Male	() Female	Date	Month	Year	Age			
4) Religion									

#### 6) Present Position and Current Duties

Organization							
Department / Division							
Present Position							
Date of employment by the	Date Month		Year	Date of assignment to the	Date	Month	Year
present organization				present position			

#### 7) Type of Organization

() National Governmental	() Local Governmental	( ) Public Enterprise
( ) Private (profit)	() NGO/Private (Non-profit)	() University
() Other (	)	

#### 8) Outline of duties: Describe your current duties



Т

## 9) Contact Information

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

#### 10) Others (if necessary)

## 4. Career Record

### 1) Job Record (After graduation)

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

## 2) Educational Record (Higher Education)(required)

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



**Version 071011** 

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

	/			
	City/	Per	riod	
Institution	Country	From	То	Field of Study / Program Title
	Country	Month/Year	Month/Year	

#### 5. Language Proficiency (required)

1) Language to be used in the progra	am (as in GI)			
Listening	() Excellent	()Good	()Fair	()Poor
Speaking	() Excellent	()Good	()Fair	() Poor
Reading	() Excellent	()Good	()Fair	() Poor
Writing	() Excellent	()Good	()Fair	() Poor
Certificate (Examples: TOEFL, TOEIC)				
2) Mother Tongue				
3)Other languages ( )	() Excellent	( ) Good	()Fair	( ) Poor

<sup>1</sup> 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.

<sup>1</sup> Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews.
 <sup>2</sup> Compound complex sentences. Extended essay formation.
 <sup>3</sup> Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound compound complex sentences.

and complex sentences & expanded paragraph formation. <sup>1</sup> 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.
- (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.

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 yo	(b) Are you pregnant?							
( ) No	( ) Yes ( months )							
(c) Are yo	u allergic to any	medication or foo	d?					
( ) No	) No ( ) Yes >>> ( ) ( ) Food ( ) Other:							
		Medication						
(d) Please	(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:	( ) N	o (	) Yes>>Name of illness (	), Place & dates
		(	)	
Present:	( ) N	o (	) Yes>>Present Condition	
		(		)
(b) Have y	/ou ever	been a	a patient in a mental hospital or	been treated by a psychiatrist?
Past:	( ) N	o (	) Yes>>Name of illness (	), Place & dates
		(	)	
Present:	( ) N	o (	) Yes>>Present Condition	

#### (c) High blood pressure

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

(d) Diabetes (sugar in the urine)							
Past:	(	) No	( ) Yes				
Present:			(	)	Yes>>Present		Condition
	(	) No	(			)	
			Are you taking any m	edicine 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: