

No.34/38/2008-EO(F)
Government of India
Ministry of Personnel, P.G. & Pensions
(Department of Personnel & Training)

New Delhi, the 8th May 2008

Subject : Fourth Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics) to be held in Chiba, Japan from 09/07/2008 to 13/09/2008.

The undersigned is directed to state that The United Nations Statistical Institute for Asia and the Pacific (SIAP) are conducting the Fourth Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics) in Chiba, Japan from 9th July 2008 to 13th September 2008. The Government of Japan through the Japan International Cooperation Agency (JICA) will provide fellowships for the course. 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).

2. The Training programme is meant for middle level statisticians/ government officials engaged in data collection, analysis and dissemination of information relating to social statistics including MDGs.

3. The applicant should, in the present position, assignment, be a middle level statistician having sufficient knowledge of social statistics and basic methods for statistical analysis as well as the use of personal computers for data analysis, word processing, tabulation and presentation visuals; and have a university degree in either statistics, mathematics, economics, sociology or have completed the six months General, Practical Statistics or Modules in Core/Fundamental Official Statistics course of UNSIAP or have attended similar training; be over 30 years and not more than 45 years of age at the beginning of the training course; have sufficient command of written and spoken English; not be serving in the military and be in good health both physically and mentally to undergo the training.

4. The fellowship award covers a Round-trip ticket between an international airport designated by the JICA and Japan; allowances for (accommodation, living expenses and shipping); expenses for 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. It is requested that the nomination of the suitable candidates may please be forwarded to this Department in accordance with the eligibility criteria and the terms and conditions of the UN's Circular dated 22nd April 2008 and the enclosed brochure. The Ministries/ State Governments may sponsor the names of only Government/ Public Sector Undertaking functionary. The nominations of eligible and interested persons may be sent to this Department immediately in the prescribed proforma duly authenticated by the Department concerned alongwith the enclosures.


(Trishaljit Sethi)
Director

1. Ministry of Statistics and Programme Implementation, Sardar Patel Bhavan, Sansad Marg, New Delhi.
2. Planning Commission, Yojana Bhawan, Sansad Marg, New Delhi.
3. All State Governments/ Union Territories.

✓ Director (Technical), NIC with the request to post the circular along with the UN's circular and the enclosed brochure and application proformas on the Department's website.



NEW DELHI, INDIA

Resident Coordinator's Office

UNRCO/NRA-79

22 April 2008

Dear Mr. Pandey,

Fourth Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics)
9 July - 13 September 2008, Chiba, Japan

I am pleased to attach a letter from the Director, Statistical Institute for Asia and the Pacific (SIAP), UN ESCAP, inviting qualified nominations from Government of India for the above course. The booklet containing general information and the nominations forms are enclosed.

15/20(F)/2008
8/5/2008

Please note that the deadline for submission of the nominations is 9 May 2008.

With regards,

UN (F)

EO Division, may please

See.

Yours sincerely,

Hari Mohan
Coordination Associate

Mr Vineet Pandey
Director (Training)
Department of Personnel and Training
Block No.4, Old JNU Campus
Room No.303, New Mehrauli Road
New Delhi 110067

Mr (FT)
28/4/08

cc: Mr. Rakesh Malhotra, Under Secretary, Department of Economic Affairs, North Block
New Delhi
: Ms. Trishaljit Sethi, Director, Department of Personnel and Training, North Block,
New Delhi

Received on
7/5/08
at 4:25 PM.
through Mr. [unclear]

Tha. [unclear]
EO Section

EO (F)

Ms. [unclear]



UNITED NATIONS - NATIONS UNIES
ECONOMIC AND SOCIAL COMMISSION FOR ASIA AND THE PACIFIC

STATISTICAL INSTITUTE FOR ASIA AND THE PACIFIC (SIAP)
JETRO IDE Bldg., 2-2 Wakaba 3-chome, Mihama-ku, Chiba-shi, Chiba 261-8787, Japan

TRG/AID-4/2008

19 March 2008

Dear Ms. Olson,

Fourth Group Training Course in Analysis, Interpretation
and Dissemination of Official Statistics (Social Statistics)
9 July - 13 September 2008, Chiba, Japan

We are pleased to inform you that the United Nations Statistical Institute for Asia and the Pacific (SIAP) will conduct the Fourth Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics) in Chiba from 9 July to 13 September 2008. Fellowships for the course will be provided by the Government of Japan through the Japan International Cooperation Agency (JICA). Ten copies of the booklet containing information on the group training course as well as the same number of nomination forms per country are enclosed for distribution.

We would be grateful if you could assist us in informing the authorities in the Government of India about this group training course and inviting them to nominate qualified candidates from Central Statistical Organisation and related organizations for consideration by the Selection Committee.

Ms. Maxine Olson
Resident Representative
United Nations Development Programme
55 Lodi Estate
New Delhi 110 003, India

United Nations Development Programme New Delhi-INDIA			
25 MAR 2008			
	RR	CD	DD/DC/DO
N			
A			

cc: Mr. Pietro Gennari, Chief, SD, ESCAP
Ms. Nanda Krairiksh, Chief, PMD, ESCAP
Concerned Government Permanent Representatives to ESCAP in Bangkok

United Nations Resident Coordinator's Office New Delhi-INDIA			
25 MAR 2008			
N	✓		
A			

Kindly pay special attention to the application procedures provided in Annex 3 of the information bulletin. All the invitations along with the attached documents are required to be sent to the designated government authority responsible for JICA's Technical Cooperation in respective countries for their distribution to the authorities of respective government. The names and contact details of the designated government authorities are provided in the attachment for your information.


We would be grateful if you could forward the invitation along with the attached documents to the designated government authorities for their distribution to the concerned government agencies. Please request them to send the nomination forms and questionnaires completed by the candidates to your office for your transmission to SIAP. Any nominations which are not channelled through your office and the designated government authorities listed in the attachment will not be considered as official by the Selection Committee. In order to facilitate the invitation to the government, an announcement of invitation for nominations is also attached.

The deadline for submission of the nominations is **9 May 2008**. Please send the completed nomination forms and questionnaires along with the cover letter of the designated government authority to the following address as soon as possible:

Ms. Davaasuren Chultemjamts
Director
United Nations Statistical Institute
for Asia and the Pacific
JETRO-IDE Building
2-2 Wakaba 3-chome, Mihama-ku
Chiba-shi, Chiba 261-8787
Japan
Fax nos.: (81-43) 299-9780, 299-2521

Thank you for your kind co-operation in this matter.

Yours sincerely,



Davaasuren Chultemjamts
Director



TRG/AID-4/2008

19 March 2008

INVITATION FOR NOMINATIONS
Fourth Group Training Course in Analysis, Interpretation
and Dissemination of Official Statistics (Social Statistics)
9 July – 13 September 2008, Chiba, Japan

The United Nations Statistical Institute for Asia and the Pacific (SIAP) will conduct the Fourth Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics) in Chiba from 9 July to 13 September 2008 with fellowships provided by the Government of Japan through the Japan International Cooperation Agency (JICA). Governments are invited to nominate qualified applicants from statistical departments and related organizations. The Institute encourages governments to nominate more than one applicant for consideration by the Selection Committee. Nominations of qualified women to participate in the course are especially encouraged.

This course is designed for middle level statisticians/government officials engaged in data collection, analysis and dissemination of information relating to social statistics including MDGs. Through the course, participants are expected to (1) gain knowledge and skills in various statistical techniques for analysis, interpretation and dissemination of data that can be used to improve the data usage in the country; (2) improve knowledge and skills in report writing and presentation techniques; (3) formulate action plan to operational improvement of statistical analysis, interpretation and dissemination in the national statistical system in the country; and (4) become trained trainers for local officials.

The booklets containing general information on the course as well as the nomination forms are attached. Special attention is drawn to the importance of compliance with the instructions in the Section II (5)-b concerning qualifications of applicants, and procedure for application provided in Annex 3. Completed questionnaire as contained in Annex 2 is also required to be submitted along with the nomination form. Nominations for the course will be coordinated by the Government Authorities which are responsible for JICA's Technical Cooperation and UNDP local offices of the countries concerned. Please note that nominations which are not transmitted through the two organizations mentioned above will not be considered for participation by the Selection Committee.

The deadline for receipt of nominations at SIAP is 9 May 2008. Governments are requested to ensure that the completed nomination forms and questionnaires reach UNDP local offices well in advance, through their respective Government Authorities responsible for JICA's Technical Cooperation, for their onward transmission to SIAP.

Davaasuren Chultemjamts
Director

Distribution List

Forth Group Training Course in Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics), 9 July - 13 September 2008, Chiba, Japan

No.	Name of Country	Number of Brochures	Government Authority responsible for JICA's Technical Cooperation	Address	Tel	Fax
6	India	10	Department of Economic Affairs, Ministry of Finance	273, North Block, New-Deli 110001	91-11-3016373	91-11-3012477

TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

**Analysis, Interpretation and Dissemination of Official Statistics
(Social Statistics)**

**集団研修「官庁統計の解析、解釈及び公表」
JFY 2008**

**<Type: Trainers Training / 類型: 人材育成普及型>
NO. J08-00619**

From July 2008 to September 2008

Phases in Japan: From July 9, 2008 to September 13, 2008

THE GOVERNMENT OF JAPAN

Preface

The Group Training Course in *Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics)* will be conducted jointly by the Government of Japan [through the Japan International Cooperation Agency (JICA)*] and the United Nations Statistical Institute for Asia and the Pacific (UNSIAP)** with a view of strengthening the capability of producing statistics for social and economic progress in developing countries.

* The Japanese Government extends official development assistance (ODA) to developing countries to support their self-help 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. In October 2003, JICA was transformed into an “Independent Administrative Institution”, a new form of governmental agency. Important related changes include closer attention to grassroots level cooperation, peace-building, cost performance, faster decision-making, and accountability. JICA continues to be one of the official agencies responsible for implementing ODA programs, in particular technical cooperation, on behalf of the Government of Japan. JICA's programs include Technical Cooperation Projects, Dispatch of Technical Cooperation Experts, Technical Training of Overseas Participants, Development Studies, Dispatch of Japanese Volunteers, Disaster Relief and Grant Aid, etc.

**United Nations Statistical Institute for Asia and the Pacific (UNSIAP) was established in Tokyo in 1970 by twenty countries in Asia and the Pacific and the United Nations Development Programme (UNDP). It has been an international center to bring about regional cooperation in training government statisticians from developing countries of the region. UNSIAP was accorded the legal status of a subsidiary body of the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP) as of April 1, 1995. As the host country, the Government of Japan extends cooperation to the Institute through the Ministry of Internal Affairs and Communications (MIC) as the cooperation agency.

1. ESSENTIAL FACTS

Course Title (No.)	Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics) (J08-00619)
Duration of the Cooperation	July 2008 to September 2008 【Duration of the Program in Japan: July 9, 2008 - September 13, 2008】
Deadline for Application	May 9, 2008
Deadline for Acceptance Notice	June 9, 2008
Number of Participants	21
Language	English
Target Group	Middle level statisticians/ government officials engaged in data collection, analysis and dissemination of information relating to social statistics, including MDGs
Outcome	Trained participants are able to take measures to improve the quality and availability of social statistics.
Output	<ol style="list-style-type: none"> 1. Gained knowledge and skills in various statistical techniques for analysis, interpretation and dissemination of data that can be used to improve the data usage in the country. 2. Improved knowledge and skills in report writing and presentation techniques 3. Formulated Action Plan to operational improvement of statistical analysis, interpretation and dissemination in the National Statistical System in the country. 4. Trained Trainers for local officials
Course Contents	<p>Lectures and Exercises</p> <ol style="list-style-type: none"> 1. Framework of Social Statistics 2. Statistical Data Analysis 3. Applicable Technology for Statistical Analysis 4. Training Techniques and Presentation Skills <p>Project Work and Action Plan</p> <ol style="list-style-type: none"> 1. Country report presentations 2. Project work 3. Action plan development <p>Field Study Trip and Group Visit</p> <ol style="list-style-type: none"> 1. Study visits to Japanese government offices and leading industries
Training Institution	United Nations Statistical Institute for Asia and the Pacific (UNSIAP) Participants who have successfully completed the course will be awarded certificates by UNSIAP and JICA.

II. DETAILS

COURSE TITLE	Analysis, Interpretation and Dissemination of Official Statistics (Social Statistics)
COURSE NO.	J08-00619
ISSUES IN THE FIELD	Governance
SCHEME	Issue-specific
FISCAL YEAR	2008
DURATION OF THE COOPERATION	July 2008 to September 2008 《Duration of the Program in Japan: July 9, 2008 - September 13, 2008》
BACKGROUND	In developing countries, especially in ESCAP member countries, there is an urgent need to enhance capabilities for analysis, interpretation and dissemination of statistical data collected through censuses, sample surveys and administrative data System. In order to understand the state of achievement targeted by MDGs, the international community strongly requests training to develop and improve necessary skills for effective and efficient production and utilization of statistical data.
OUTLINE	
(1) TARGET GROUP	Middle level statisticians/ government officials engaged in data collection, analysis and dissemination of information relating to social statistics, including MDGs
(2) OUTCOME	Trained participants are able to take measures to improve the quality and availability of social statistics.
(3) OUTPUT	<ol style="list-style-type: none"> 1. Gained knowledge and skills in various statistical techniques for analysis, interpretation and dissemination of data that can be used to improve the data usage in the country. 2. Improved knowledge and skills in report writing and presentation techniques 3. Formulated an Action Plan to operational improvement of statistical analysis, interpretation and dissemination in the National Statistical System in the country. 4. Trained Trainers for local officials

(A) ACTIVITIES

【PRELIMINARY PROGRAM】

Country Report

Those who are informed of the acceptance to participate in the Course will be requested to prepare a country report on the activities of the organization in accordance with the instructions as given in ANNEX 1

The report should be prepared in typewritten form in double space and submitted together with the organization chart to JICA for processing upon the participant's arrival in Japan.

The report will be printed and distributed to all participants and concerned staff members of UNSIAP and JICA. Each participant is expected to make a presentation of the report during the course.

【PROGRAM IN JAPAN】

a. DURATION

〈arrival in Japan –
departure from Japan〉

July 9, 2008 - September 13, 2008

**b. NUMBER OF
PARTICIPANTS to be invited**

21

c. RANK OF INVITATION

Position as a standard

d. LANGUAGE to be used

English

e. MODULE

〈curriculum, components〉

1. Framework of Social Statistics
 - 1-1 Introduction to Framework of Social Statistics
 - 1-2 Education Statistics
 - 1-3 Health Statistics
 - 1-4 Disability Statistics
 - 1-5 Labour Statistics
 - 1-6 Gender Statistics
 - 1-7 MDG Statistics & Monitoring Indicators
 - 1-8 Measuring Poverty & Inequality
2. Statistical Data Analysis
 - 2-1 Descriptive Statistics
 - 2-2 Inferential Statistics
 - 2-3 Simple Linear Regression & Correlation
 - 2-4 Multiple Regression Analysis
 - 2-5 Introduction to Multivariate Techniques
 - 2-6 Time Series Analysis
3. Applicable Technology for Statistical Analysis
 - 3-1 Modern Database Management System
 - 3-2 Electronic Publishing of Statistical Data
 - 3-3 Introduction to STATA and Devinfo
4. Training Techniques and Presentation Skills
 - 4-1 Training Techniques and Action Planning
 - 4-2 Presentation Skills and Software
 - 4-3 Report Writing

5. Project Work and Action Plan
- 5-1 Project Work and Action Plan by Participants
- 5-2 Presentation of Project Work and Action Plan by Participants
- 5-3 Finalization of Project Work
6. Field Study Trip and Group Study Visit

(3) Project Work.

With a view to applying techniques of statistical analysis, interpretation and dissemination relating to social statistics, each participant will work on an individual project featuring research on analysis and interpretation of appropriate primary and secondary data in a topic related to social issues of the respective country. Participant should bring relevant data, preferably primary data for analysis and reference materials including secondary data and publications that will be needed for project work.

Each participant will be assigned to a SIAP faculty member for guidance and assistance in the preparation of the individual project work. Participants may also seek guidance from other faculty members and training staff in their areas of expertise.

(4) Action Plan

Each participant will prepare an action plan which describes what activities he/she will undertake to apply the knowledge and techniques acquired from the course to improve the production and use of social statistics in their countries. The plan will be presented for discussion at a seminar.

(5) Workshops / Seminars

Faculty members and invited guest lecturers will present and discuss various topics on the empirical research, presentation techniques, software and training techniques. Each participant will give two presentations the first at the beginning of the course introducing the proposed topic, objectives and proposed methodology for his/her project work and action plan, and the second, towards the end of the course, on the findings of his/her project work and action plan.

(5) Statistical Computing

The participants are expected to know basic statistical computing software especially spreadsheet applications . Knowledge on the use of software packages such as Microsoft Office, PHStat, STATA and Devinfo will be useful.

Note: The above contents are subject to changes.

POST PROGRAM】	None
(5) INPUT a. BY JAPAN (JICA) 【PRELIMINARY PROGRAM】 【PROGRAM IN JAPAN】	None 1. A round-trip ticket between an international airport designated by JICA and Japan. 2. Allowance (accommodation, living expenses, shipping) 3. Expenses for study tours Basically paid in the form of train ticket(s) or chartered bus 4. Free medical care for participants who become ill after arrival in Japan (costs related to pre-existing illness, pregnancy or dental treatment are not included) See the brochure, KENSHU-IN GUIDE BOOK p. 9-16, given to each selected candidate before (or at the time of) the pre-departure orientation. 5. Inputs/arrangements required for the activities of the course, such as manpower, materials (printouts/publications), rooms/equipment/ transportation, etc. Note: For preparation of report presentation and practice of statistical software in each individual room, it is recommendable that you may bring your own personal computer because there is only a limited number of PC available in JICA TOKYO.
【POST PROGRAM】	None

**b. BY THE GOVERNMENTS OF
THE PARTICIPATING
COUNTRIES**

The governments of the participating countries nominate and recommend an applicant(s) fulfilling the requirements below for the course in accordance with the procedures mentioned in the PROCEDURE FOR APPLICATION (ANNEX 3).

Applicants should

(1) Present position, assignment:
be middle level statisticians.

(2) Occupational background:
have sufficient knowledge of social statistics and basic methods for statistical analysis as well as the use of personal computers for data analysis, word processing, tabulation and presentation visuals.

(3) Academic background:
have **university degree** in either statistics, mathematics, economics, sociology or have completed the six months General, Practical Statistics or Modules in Core/Fundamental Official Statistics course of UNSIAP or have attended similar training.

(4) Age:
be **over 30 years and not more than 45 years of age** at the beginning of the training course.

(5) Health:
be in good health, both physically and mentally, to undergo the training. As training runs over a long period of time and that may pose risks to pregnant women, therefore, pregnancy is regarded as a disqualifying condition for participation in this training course.

(6) Not be serving in any form of military services

(7) Language: have a working knowledge of spoken and written English.

⟨NOTE⟩

Questionnaire

Each applicant should fill in the attached questionnaire (ANNEX 2) which is to be used for the screening of applicants. After filling out the form, detach and submit it together with the Nomination Form. Applications not accompanied by a completed questionnaire cannot be considered for selection.

(6) TRAINING INSTITUTION	United Nations Statistical Institute for Asia and the Pacific (UNSIAP) Address: 2-2 Wakaba 3-chome, Mihama-ku, Chiba-shi, Chiba 261-8787 Japan TEL: 81-43-299-9782 FAX: 81-43-299-9780 (81: country code for Japan, 43: area code)
(7) ACCOMMODATION	Tokyo International Center (JICA TOKYO) Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan TEL: 81-3-3485-7051 FAX: 81-3-3485-7904 (81: country code for Japan, 3: area code) If no room is available at JICA TOKYO, JICA will arrange alternative accommodations for the participants.
OTHER MATTERS	
(1) A PRE-DEPARTURE ORIENTATION	A pre-departure orientation will be held at JICA overseas offices (or Embassies of Japan) to provide the selected candidates with details on travel to Japan, conditions of training, and other matters. Participants will see a video "Training in Japan", and receive a textbook and cassette tape, "Simple Conversation in Japanese". A brochure, the "KENSHU-IN GUIDE BOOK", will be handed to each selected candidate before (or at the time of) the orientation.
(2) ATTENTION	Participants are required: <ol style="list-style-type: none"> (1) not to change course subjects or extend the course period, (2) not to bring with them 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 the accommodations designated by JICA.
ANNEX 1. FORMAT OF THE COUNTRY REPORT 2. FORMAT OF THE QUESTIONNAIRE 3. PROCEDURE FOR APPLICATION	

**Analysis, Interpretation and Dissemination of Official Statistics
(Social Statistics)
(JFY 2008)**

Recommended Format of Country Report

1. NAME OF PARTICIPANT

2. NAME OF COUNTRY

3. MAIN CONTENTS

(i).Provide key information about your country (main indicators covering demographic, social and economic characteristics, cultural highlights);

(ii).Highlight main features of your country's statistical system (structure:- whether centralised/decentralised/combo; main institutions responsible for economic, social, poverty, environmental statistics, MDGs; statistics act/legislation)

(iii).Discuss the mission/vision and organisation chart of your office, including information on the human resource such as the number of staff and available training services, with a focus on the unit within the office that you work in and your own job and responsibilities in that unit; and

(iv).Describe the status of MDG monitoring in your country with special reference to the involvement/inputs of your own organisation, the extent of use of survey data and administrative data system for MDGs; Challenges and issues that need to be addressed in improving the availability of data for monitoring MDGs and other socio economic development programmes in your country

(v). Describe the topic which you would like to propose for your project work, the research questions you would like to find answers through the project work, and the relevance to the work of the statistical office and/or social issues in your country. Also describe the data and/or data sets you will base your analysis on.

* * * * *

Note 1: The participant should prepare a country report based on the headings stated above.

Note 2: The report should be typewritten in double space on A4 size paper, and submitted to JICA for processing on the participant's arrival in Japan. Also bring an electronic copy with you.

Note 3: Please do not provide answers directly on this Annex sheet; this is a format to be used to prepare your report.

**ANALYSIS, INTERPRETATION AND DISSEMINATION
OF OFFICIAL STATISTICS (Social Statistics)
(JFY 2008)**

Questionnaire

Name of applicant:

Name of country:

Level of Knowledge

Good Little Not at all

1. Statistics proficiency

- | | | | |
|--|---|---|---|
| <ul style="list-style-type: none"> a. Descriptive statistics b. Statistical inference c. Bivariate analysis d. Multiple regression analysis e. Multivariate techniques f. Time series analysis | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |
|--|---|---|---|

2. Personal computer proficiency

- | | | | |
|--|--|--|--|
| <ul style="list-style-type: none"> a. Microsoft Windows b. Word processing software c. Spread sheet software d. Statistical analysis software
(DevInfo/ STATA) e. Presentation software | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |
|--|--|--|--|

3. Working experience in social statistics

- | | | | |
|---|---|--|--|
| <ul style="list-style-type: none"> a. Poverty statistics b. Gender statistics c. Education statistics d. Health statistics e. Disability statistics f. Demography g. Labour statistics h. MDG Goals, Targets & Indicators | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> | <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> |
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Note: Each applicant should submit this

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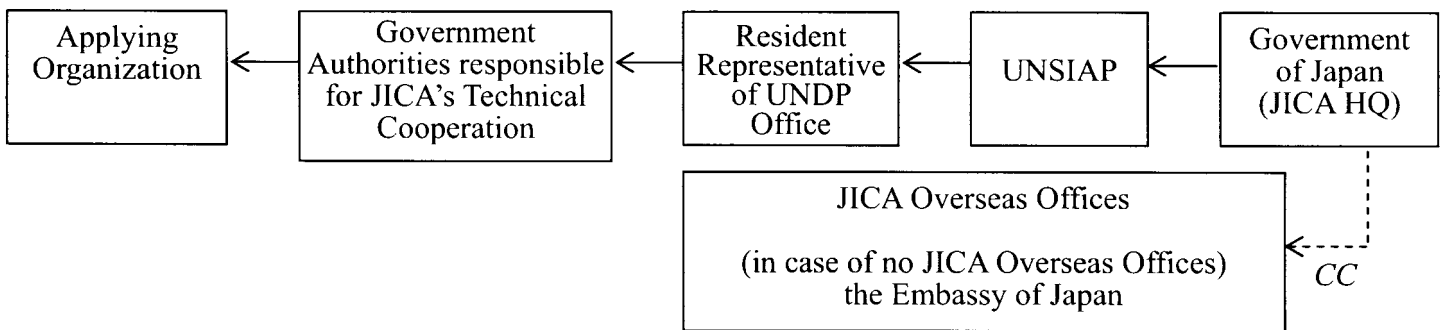
PROCEDURE FOR APPLICATION

<For Countries of the UNESCAP Region>

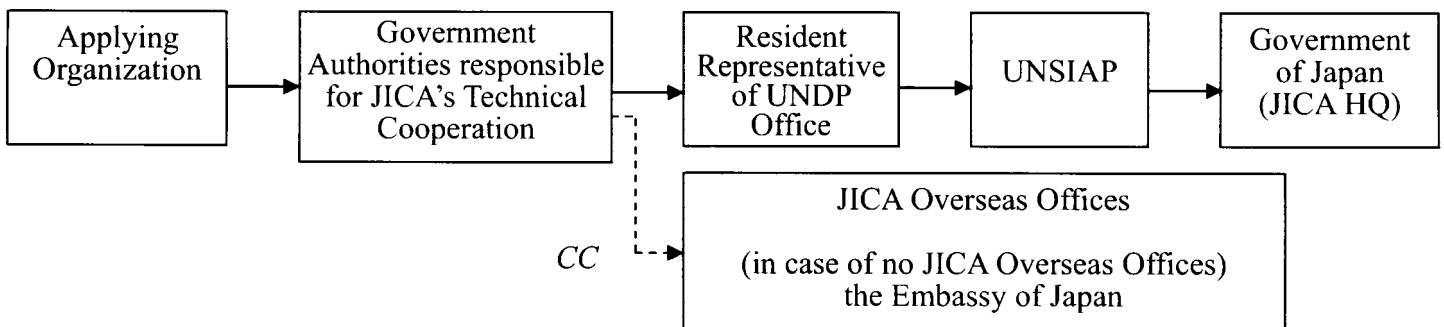
- (1) Organizations desiring to nominate applicants for the course should fill in and forward one (1) original and three (3) copies of the Nomination Form (Form A2A3) and a questionnaire for each applicant to the office of the Resident Representative of the United Nations Development Programme (UNDP) through the government authority responsible for JICA's technical cooperation by **May 9, 2008**. The government authorities which are responsible for JICA's technical cooperation should send a copy of the Nomination Form (Form A2A3) and the questionnaire to JICA overseas office or the embassy of Japan.
- (2) After all the nomination forms are received in Japan, A Selection Committee, comprising of officials from JICA and UNSIAP will be held in Japan. The committee will jointly decide on the selection of participants of the course from applications nominated by applying Governments. (Under this procedure, JICA overseas offices will not screen any applicants.)
- (3) UNSIAP will inform the applying Governments of the selection results through the office of the Resident Representative of UNDP by **June 9, 2008**

1. The chart below indicates the flow of the application procedure.

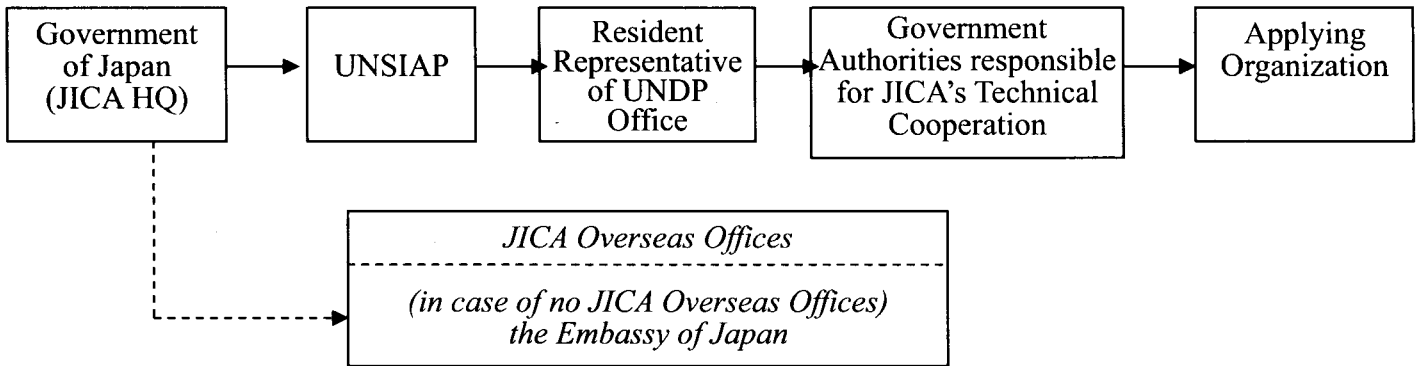
(1) Flow of General Information (G.I.)



(2) Flow of Completed Application Form (A2-A3 Form.)



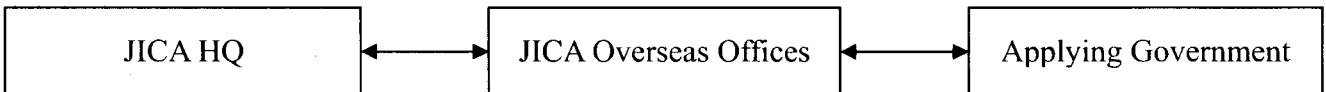
2. The chart below indicates the flow of the notice of the selection results.



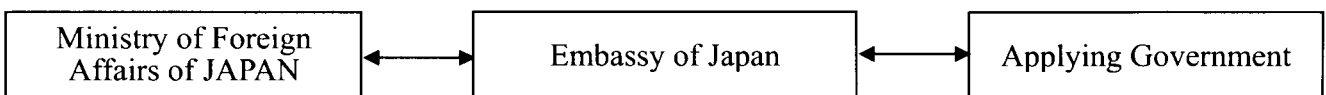
<For Countries outside the UNESCAP Region>

- (1) Governments 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) and a questionnaire for each applicant to the JICA office (or the Embassy of Japan) by **May 9, 2008**.
- (2) The Government of Japan and UNSIAP will jointly decide whether or not the nominee is acceptable for the course.
- (3) The JICA office (or the Embassy of Japan) will inform the applying government of the above result by **June 9, 2008**.

a) through JICA Overseas Offices



b) in case of no JICA Overseas Offices



CORRESPONDENCE

For enquires and further information, please contact the JICA office, UNDP regional office or the Embassy of Japan. Address any other correspondence to:

Tokyo International Center,
Japan International Cooperation Agency
(JICA TOKYO)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: 81-3-3485-7051 FAX: 81-3-3485-7904

United Nations Statistical Institute for Asia and the Pacific (UNSIAP)

Address: 2-2 Wakaba 3-chome, Mihama-ku, Chiba-shi, Chiba 261-8787, Japan

TEL: 81-43-299-9782 FAX: 81-43-299-9780

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 Address Telephone: Telex/Fax:	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

2) Previous Job

Name and Address of Organization Previous Title/Post and Dates(from/to)	Description of Your Previous Job
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3) Describe briefly the work of your organization and the service it provides.

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4) Describe your own job.

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

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13 LANGUAGE PROFICIENCY

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

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

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

If accepted for a training award, I agree:

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

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

Date: Signature:

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

OBSERVATIONS OF NOMINATING ORGANIZATION

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

.....

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.....

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

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.....

.....

3 (For Non-Group Training only)

Describe:

1) Subject area of the training required.

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.....
.....

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

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

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.

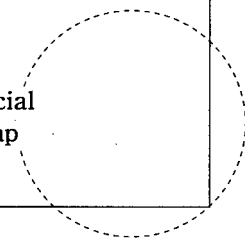
I accordingly nominate this person on behalf of the
Government of

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 medical 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