

TRAINING CIRCULAR

Subject : A Group Training Course in Improvement of Infectious Disease Control and other Health Issues through enhancement of District/Provincial Health System to be held in Japan from 27/9/2009 to 12/11/2009.

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 Improvement of Infectious Disease Control and other Health Issues through enhancement of District/Provincial Health System. The total duration of the programme is from September 2009 to May 2010, out of this, the Core Phase from 27/9/2009 to 12/11/2009, will be held in Japan. The details of the programme and the application form may be drawn from Ministry of Personnel, Public Grievances and Pensions website (**persmin.nic.in**).

2. The Program is designed for the department of the central and the local governments in the field of health planning, health and medical systems, health financing and health performance evaluation. The objective of this training course is to develop effective and feasible health system plans for health department of the central and/or the local governments in the target countries, to deal with infectious diseases and other health issues such as MCH.
3. The Candidates should be a government officer presently engaged in the field of health planning, health and medical systems, health financing and or health performance evaluation at the central or the local government; have 10 years' experience in the field of health administration and/or management; preferably be holding the position of Deputy Director level or above; be a University Graduate or the equivalent; be proficient at written and spoken English; be in good health, both physically and mentally to undergo the training and not be serving in any form of military service.
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, outfit and shipping); expenses for JICA study tours and free medical care for participants who may fall ill after reaching Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included). The participants are not allowed to take any family member during the training course.
5. It is requested that the nomination of the suitable candidates may please be forwarded to this Department in accordance with the eligibility criteria and the terms and conditions of the JICA's Circular dated 11th May 2009. The Ministry/ State Governments may sponsor the names of only Government/ Public Sector Undertaking functionary.
6. The nomination details should be submitted in the JICA's prescribed proformas (A2A3 Forms), duly authenticated by the Department concerned alongwith the country report.
7. The applications should reach this Department through proper channel **not later than 20th July 2009**. Nominations received after the prescribed date will not be considered. The circular inviting applications for training courses is available on this Department's website persmin.nic.in


(Trishaljit Sethi)
Director

1. The Secretary, Ministry of Health & Family Welfare, Nirman Bhavan, New Delhi.
2. All State Governments/ Union Territories.
[With the request to circulate it amongst the related organizations]
3. Director (Technical), NIC with the request to post the circular along with the JICA's circular and the enclosed application Proformas on the Department's website

No. 47/GT-CP/2009

15th May, 2009

Dear Mr. R.K. Kharb,

A Group Training Course in Improvement of Infectious Disease Control and other Health Issues through Enhancement of District/Provincial Health System will be held in Japan from 27th September, 2009 to 12th November, 2009 under the Technical Cooperation Programme of the Government of Japan.

We are forwarding herewith two copies of the General Information Booklet on the above offer. It is requested that the following documents of the selected candidate may please be submitted to this office by 27th July, 2009:-

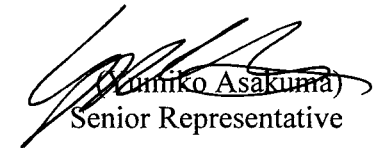
- (1) The Nomination Form A2A3 together with the medical history questionnaire,
- (2) The desired Job and Country Report

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

It is further informed that 12 slots are available globally for the above course and it would be much appreciated if you could take further necessary action and submit the nomination(s) of suitable candidate(s) to this office by the designated date

With regards,

Yours sincerely,



Juniko Asakuma
Senior Representative

Encl: As stated above.

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

DUD No. 38167/2009
C-487/Eo(F)/09
20/5/2009

20/5
Ms. S.



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON
IMPROVEMENT OF INFECTIOUS DISEASE CONTROL
AND OTHER HEALTH ISSUES THROUGH ENHANCEMENT OF
DISTRICT/PROVINCIAL HEALTH SYSTEM

(for Government officials)

集団研修「地域保健システム強化による感染症を中心とした
保健課題の改善」

(行政官向け)

JFY 2009

<Type: Solution Creation / 類型:課題解決促進型>

NO. J0900925 / ID. 0980101

From September 2009 to May 2010

Phases in Japan: From September 27, 2009 to Nov 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

Background

In general, health issues in many developing countries are mainly maternal and child health and infectious diseases such as TB, malaria and HIV/AIDS. Japan International Cooperation Agency has put a high priority on controlling those issues and has provided technical cooperation through cooperating with its partner countries for a few decades. To control above mentioned health issues, the health systems should be strengthened, which includes cross-cutting (horizontal and sometimes diagonal) interventions such as quality assurance of health services, development of health information system, strengthening management capacity in planning, implementing and evaluating programs, and so forth. In addition, to strengthen health systems, it is also important to develop partnership with private sectors as public private partnership (PPP). Furthermore, decentralization that has been recently promoted in many countries has brought changes in the roles of the central and the local governments.

JICA, working with Nagasaki University, designed the training program to support health officials to obtain profound understandings on health system, and to develop plan-making capacity to deal with improvement of the health system to control infectious diseases and other health issues such as MCH.

Nagasaki University has a lot of experiences working with JICA as a Japanese partner to extend technical cooperation especially in infectious diseases control in Sub Sahara Africa since 1970's. Moreover, while Nagasaki Prefecture has more than fifty isolated islands where people live and it is one of the most remote areas in Japan, the health system has been developed historically very well.

Since Japan had transited health and disease structure as well as achieved economic growth during 1950's and 1960's, the situation of health system and its conditions such as infrastructures (road, telecommunication and so on) seems to be very different from developing countries. However, looking at its history carefully, there should be many seeds that would be references for partner countries to think of and improve their health system. Even looking at existing situation, it has been developed based on historical asset as well as people's mind.

For what?

This program aims to provide 'food for thoughts' to participants **to think of , to plan, and to improve their own health system** through observing Japan's health system especially taking the case of Nagasaki Prefecture, thus the capacity of participants should be developed to deal with infectious diseases and other health issues such as MCH through strengthening their own health systems. Therefore, participants will be required to have horizontal view points rather than vertical such as infectious diseases, MCH, and so forth.

For whom?

This program is offered **to the health departments at the central or the local government** in health planning, health and medical systems, health financing, and performance evaluation in health. (The program is designed for government officials, **not** for clinical personnel working in hospitals).

How?

Participants shall have opportunities in Japan to study the cases of health and medical care systems in Nagasaki Prefecture. The program covers not only management at the level of prefecture but situations in remote areas. Looking at the situations and exchanging views with informers as well as other participants, participants could develop their own ideas and reflect them in the health policies and administration of their countries.

Participants will also formulate an action plan describing what the participants will do after they go back to home country putting the knowledge and ideas acquired in Japan among others into their on-going activities.

II. Description

1. Title (J-No.): Improvement of Infectious Disease Control and Other Health Issues through Enhancement of District/Provincial Health System (J0900925)

2. Period of program

Duration of whole program:

August 2009 to May 2010

Preliminary Phase:

August 2009 to September 2009

(in a participant's home country)

Core Phase in Japan:

September 27,2009 to November12,2009

Finalization Phase:

November 2009 to May 2010

(in a participant's home country)

3. Target Regions or Countries:

Bangladesh, China, Cote d'Ivoire, Dominican Republic, India, Indonesia, Mali, Nigeria, Senegal, South Africa, Tonga, Palestine

4. Eligible / Target Organization :

This program is designed for the department of the central and the local governments in the field of health planning, health and medical systems, health financing, and health performance evaluation.

5. Total Number of Participants :

Twelve(12) participants from Bangladesh, China, Cote d'Ivoire, Dominican Republic, India, Indonesia, Mali, Nigeria, Senegal, South Africa, Tonga, Palestine

6. Language to be used in this project: English

7. Program Objective:

To develop effective and feasible health system plans for health department of the central and/or the local governments in the target countries, to deal with infectious diseases and other health issues such as MCH.

8. Overall Goal:

The health systems function effectively at all levels (central, district and provincial) in the target countries.

9. Contents:

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

(1) Preliminary Phase in a participant's home country
(August to September 2009)
Participating organizations make required preparation for the Program in the respective country.

Modules	Activities
Job and Country Report	Formulation and submission of the Job and Country Report in PPT format.

(2) Core Phase in Japan
(September 27, 2009 to November 12, 2009)
Participants dispatched by the organizations attend the Program implemented in Japan.

Modules	Subjects/Agendas	Methodology
Be able to explain the priority issues after organizing issues regarding the affiliated organizations and operating issues of the participants regarding the strengthening of health care systems.	<ol style="list-style-type: none"> 1. Explanation and discussion on Job Reports (Situation analysis in participants' duty and/or country/region) 2. Learning the method of project designing as Project Cycle Management 	Lecture Discussion
Verify examples of actual preventive measures developed in Nagasaki, functions and schemes related to the various related organizations and roles of national and local bodies in health administration, and be able to extract applicable systems that can be used in your own country.	<ol style="list-style-type: none"> 1. Learning Japan's health situation and systems with their histories through having lectures in class rooms at Nagasaki University, Nagasaki Prefecture, city governments and National Institutes. 2. Visit and observation of health facilities in Nagasaki prefecture: Top referral hospital, district hospitals, public and private clinics, health centers, cities, communities, blood supply center, TB hospital, laboratories, public health nurses, and outreach nursing station. 3. Exchange culture with local communities both in Hirado and Goto. 4. Cultural exchange: exchange with communities and attending to historical Japanese Festivals. 	Lecture Discussion and Facilities Observation/ Visit
Utilize the knowledge and techniques gained during the training to be able to create draft plans for health service improvement plans that are effective and practical.	Participants will develop an effective and practical plan to improve health systems, thus they could have programs to control infectious diseases as well as other health issues.	Lecture Discussion and Facilities Observation/ Visit

(2) Finalization Phase in a participant's home country
(November 2009 to May 2010)
Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.

Modules	Activities
Implementation of the Action Plan	Application and implementation of the action plan back in the participant's country and submission of its final report by May 2010.

<Structure of the program>

1. Preliminary phase (activities in your home country):
Preparation of the Job and Country Report.

2. Core Phase (activities in Japan): See attached tentative schedule
 - (1) Briefing, Orientation and Japanese language class in JICA Kyusyu
 - (2) Orientation by Nagasaki University, presentation and discussion on Job report, and PCM workshop
 - (3) Lectures about histories on public health, infectious disease control and MCH by Nagasaki University
 - (4) Lecture about medical and health services to remote area
 - (5) Lectures about Nagasaki Prefecture and its health system by the Local Government of Nagasaki Prefecture such as;
 - ① General information about prefecture and visiting places,
 - ② Mechanisms on health and medical service including roles of each medical and health functions and institutes, lab system, human resource management, health and medical financing,
 - ③ Differences of roles of National, Prefecture and City
 - ④ Existing conditions on each vertical medical and health issues such as; Infectious diseases control, MCH, health promotion, system on emergency medical care, and so on,
 - ⑤ Medical and health programs
 - (6) Lectures by national institutions such as;
 - ① National Institute of Public Health:
 - 1) Health and medical system
 - 2) Health Financing
 - (7) Discussions and exchange views with JICA HQ
 - (8) Visits and Observations
 - ① Nagasaki Medical Center; the role of top referral hospital
 - 1) Human resource development and management for remote area
 - 2) Helicopter and digital medical records: reference for remote area
 - 3) HB control
 - 4) QC, perinatal and neonatal care
 - ② Nagasaki Environmental Health Research Center: HIV test
 - ③ Red Cross Isahaya Hospital: TB beds
 - ④ Health Centers: Nagasaki central (urban) and Goto city (rural)
 - ⑤ City Governments: Nagasaki city (urban), Goto city (rural), and Ojika town (remote)
 - ⑥ Red Cross Nagasaki Blood Supply Center
 - ⑦ Hirado city (the first case of remote area):
 - 1) Observation of activities by Hirado City Hospital working with Hirado City Government and community for promoting health status to protect vulnerable population in the community.
 - 2) Hearing from an old midwife/public health nurse who knows the history
 - 3) Cultural exchange with community
 - ⑧ Shimo-Goto (the center of Goto area): mixture with private and public
 - 1) Lectures on District hospital (Goto Chuo Hospital), Goto Health Center, Goto City
 - 2) Three clinics: a public clinic in a small island, a private clinic in Fukue Island, and a private doctor with public facilities (public and private partnership: PPP)
 - 3) Fukue Visiting Nurse Station: mechanisms to connect communities and medical facilities

- 4) Hearing from an old public health nurse who knows the history
- ⑨ Ojika (the first case in Goto): no private hospital and independent with three thousand population as local government
 - 1) Decentralization
 - 2) The role of public clinic and the role of the town government for health promotion
 - 3) Cultural exchange with community
- ⑩ Kami-Goto (the second case in Goto): no private hospital and tough geographical situation
 - 1) District hospital: Kami-Goto Hospital (health and medical system in Kamigoto, roles of public hospital, ATL control, reference with top referral hospital (Nagasaki Medical Center))
 - 2) Observation of health and medical facilities along with road (role of infrastructures)
 - 3) Wrapping up with Dr. Shirahama who is an expert on medical services in remote area
 - 4) Cultural exchange with community
- ⑪ Infrastructure
 - 1) Water purification system
 - 2) Transportation
- (9) Development of programs for improving health systems and presentation of it
- (10) Final evaluation of the course

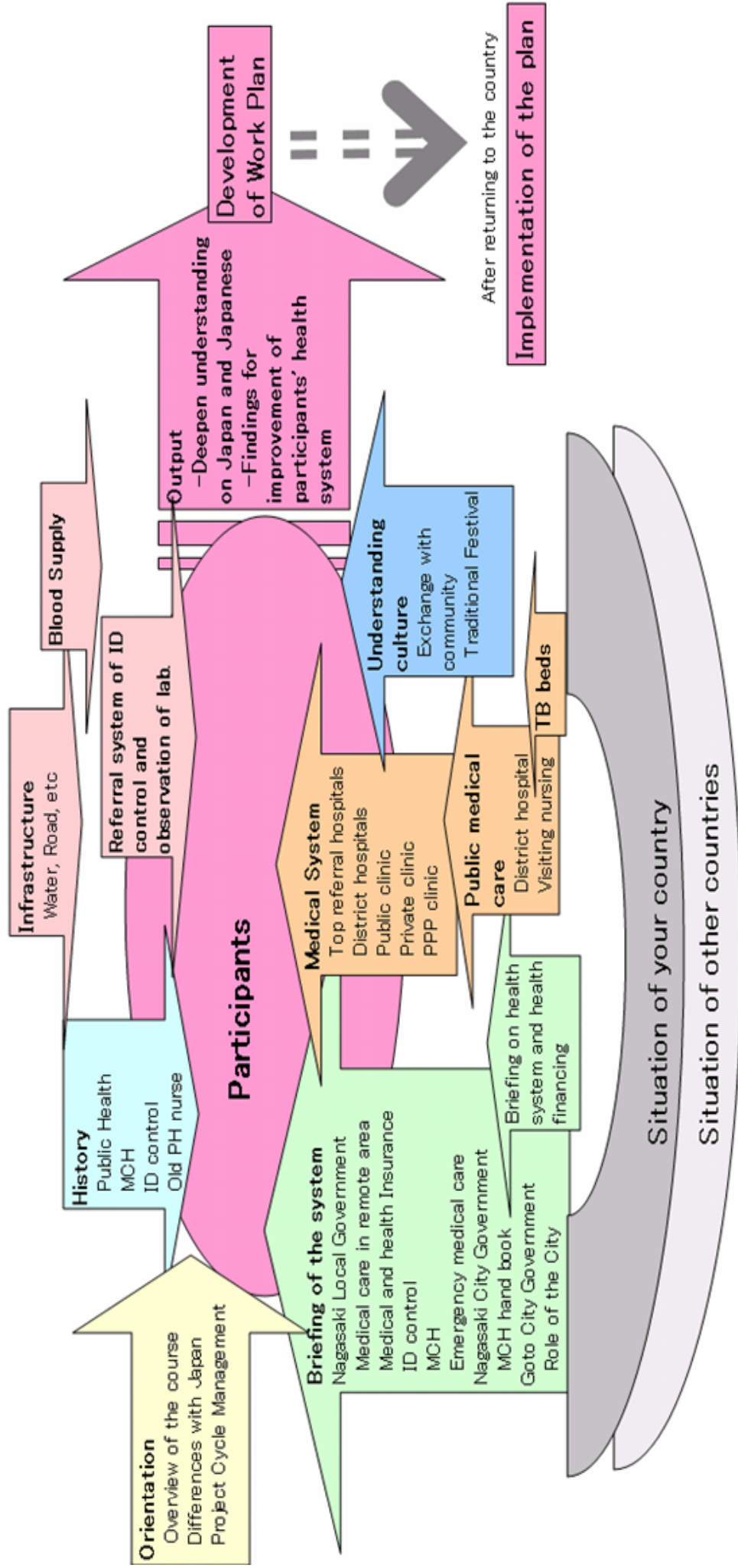
3. Remarks

- (1) Since the conditions of health systems should be different among different countries, the course will provide 'food for thoughts' to participants. Never think of that the system of Japan must be suitable for participants' countries.
- (2) The infrastructure should be important but it is not all. Mindset of personnel to provide health and medical services is the key for the health systems.
- (3) The balance between quality of services and cost should be one of main issues to be observed.
- (4) At the developing program phase, participants might think that without collaboration with other departments such as public work, financing, education, etc, it would be difficult to change the situation. In that case, the program should be two such as short term and medium term.

4. Final Phase (activities in home country)

Participants are expected to implement the action plan and report on progress within six (6) months after the end of the phases in Japan.

Image of the course



III. Conditions and Procedures for Application

1. Expectations 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 Preliminary Phase described in section II -9 .
- (4) 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 Finalization Phase described in section II -9.

2. Nominee Qualifications:

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

(1) Essential Qualifications

- 1) Current Duties: be **a government officer** presently engaged in the field of health planning, health and medical systems, health financing, and/or health performance evaluation at the central or the local government.
- 2) Experience in the relevant field: 10 years' experience in the field of health administration and/or management
- 3) Education: be university, or college graduates or the equivalent
- 4) Language: have a sufficient command of spoken and written English which is equal to TOEFL CBT 250 or more, or the Cambridge First Certificate
- 5) Health: must be in good health, both physically and mentally, to participate in the Program in Japan. (The training includes many field works in summer season that would be too demanding for a dedicate person especially for a pregnant women. Pregnancy is regarded as a disqualifying condition for participation in this training course.)
- 6) Must not be serving any form of military service.

※Pregnancy :

Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include ①letter of the participant's consent to bear economic and physical risks ②letter of consent from

the participant's supervisor ③ letter of consent from your Embassy in Japan, ④ medical certificate. Please ask National Staffs in JICA office for the details.

(2) Recommendable Qualifications

Position: deputy director level or above.

3. Required Documents for Application

(1) Application Form: The Application Form is available at the respective country's JICA office or the Embassy of Japan.

(2) Job and Country Report (Annex-1): to be submitted with the application form.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **July 27, 2009**

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection:

After receiving the document(s) through due administrative procedures in the respective government, the respective country's JICA office (or Japanese Embassy) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this project. Selection shall be made by the JICA Center in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(3) Notice of Acceptance

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than August 27, 2009.**

5. Document(s) to be submitted by accepted participants:

Job and Country Report **in PPT format:** Before coming to Japan, only accepted participants are required to prepare a Job and Country Report in PPT. The PPT should be sent to JICA Kyushu by September 18, 2009, preferably by e-mail to kictp2-05@jica.go.jp. The accepted participants are requested to make a presentation in the beginning of and during the training program.

6. Conditions for Attendance:

(1) to observe the schedule of the program,

(2) not to change the program subjects or extend the period of stay in Japan,

- (3)** not to bring any members of their family,
- (4)** to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5)** to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6)** to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (7)** to participate the whole program including a preliminary phase prior to the program in Japan. Applying organizations are expected to carry out the actions described in section II -9.

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA Kyushu

(2) **Contact:** Ms. Yumi KIMURA (kictp2-05@jica.go.jp)

2. Implementing Partner:

(1) **Name:** Nagasaki University

(2) **URL:** <http://www.cicorn.nagasaki-u.ac.jp/en-html/index-en.html>

(3) **Remark:** Over the years, Nagasaki University has become the leading academic institution among national universities in Japan in the area of tropical diseases/infectious diseases and radiation medical research. Both of these areas of research have been awarded the Center of Excellence (COE), which is a new initiative promoted by the Ministry of Education, Culture, Sports, Technology and Science (MEXT), Japan, that aims to endorse universities across Japan to become centers of world-standard research institutes. Also, a new MPH course was established this year as an independent school from any faculty in its university to provide international health development specialists with interdisciplinary curriculum. The participants would be expected to exchange views with students and lectures of the MPH course.

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.

Participants will move to Nagasaki Prefecture after the introduction program at

JICA Kyushu. Accommodation in Nagasaki Prefecture will be informed upon arrival.

JICA Kyushu International Center (JICA Kyushu)

Address: 2-2-1 Hirano, Yahatahigashi-ku, Kitakyushu-shi, Fukuoka, 805-8505, Japan

TEL: 81-93-671-6311 FAX: 81-93-663-1350

(where "81" is the country code for Japan, and "3" is the local area code)

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

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 not included)

(4) Expenses for program implementation, including materials

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

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, living conditions in Japan, and other matters.

V. Other Information

1. Pre-departure orientation is held at JICA overseas offices (or the Embassy of Japan) to provide the selected candidates with details on travel to Japan, conditions of training, and other matters. Participants will see a video, "TRAINING IN JAPAN", and will receive a textbook and cassette tape, "SIMPLE CONVERSATION IN JAPANESE". A brochure, "GUIDE TO TRAINING IN JAPAN" will be handed to each selected candidate before (or at the time of) the orientation.
2. Participants who have successfully completed the course will be awarded a certificate by JICA.
3. International Exchange Program with Local Communities
Participants will have a chance to mingle with local residents in the program. Therefore, participants are recommended to bring their national costumes or crafts and materials such as cassette tapes and photographs that will make the exchange program more fruitful.
4. This training is designed for the purpose of acquiring the knowledge and the techniques of Japan, NOT for a specific participant's country. Participants are kindly requested to understand the differences and not to insist on the techniques of their countries.

VI. ANNEX-1:

IMPROVEMENT OF INFECTIOUS DISEASE CONTROL AND OTHER HEALTH ISSUES THROUGH ENHANCEMENT OF DISTRICT/PROVINCIAL HEALTH SYSTEM (JFY 2009) *Job and Country Report*

Participants are required to fill in this form (or use separate sheets) in English. Typewritten would be preferable.

1. Name:
2. Country:
3. Name of the Organization to which you belong:

* Attachments like Pictures of your work sites or Chart of your organization would be helpful

4. Main duties of your organization:
5. Present Post in your organization:
6. Your present duty in your organization
7. List the 5 major problems on health system in your duty:
 - 1)
 - 2)
 - 3)
 - 4)
 - 5)
8. Countermeasures for those problems:

9. Skills and knowledge you expect to gain in this course:

10. Prepare presentation papers/pictures to introduce a country or area where you live. You will be required to make 10 minutes presentation for junior or high school students and other local residents. Please bring data of such papers at the beginning of this course.

Annex-2: Tentative Schedule for the Core Phase in Japan

1	27-Sep	Sun	Arriving Japan
2	28-Sep	Mon	Briefing by JICA/JICE
3	29-Sep	Tue	General Orientation on Japan
4	30-Sep	Wed	General Orientation on Japan
5	1-Oct	Thr	Trip: Kitakyushu→Nagasaki
6	2-Oct	Fri	Orientation by Nagasaki University
7	3-Oct	Sat	Day-off
8	4-Oct	Sun	Day-off
9	5-Oct	Mon	PCM
10	6-Oct	Tue	PCM
11	7-Oct	Wed	PCM
12	8-Oct	Thr	<ul style="list-style-type: none"> • Introduction on the situation of health and medical system in Nagasaki • Briefing on public health, infectious diseases, and infectious disease control
13	9-Oct	Fri	Okunchi Festival
14	10-Oct	Sat	Day-off
15	11-Oct	Sun	Day-off
16	12-Oct	Mon	Day-off (Public Holiday)
17	13-Oct	Tue	Lectures by Nagasaki Prefecture
18	14-Oct	Wed	Lectures by Nagasaki Prefecture
19	15-Oct	Thr	<ul style="list-style-type: none"> • Lecture on Public health services by Nagasaki City • Visit to Water purification plant
20	16-Oct	Fri	Lecture by National Institute of Public Health
21	17-Oct	Sat	Day-off
22	18-Oct	Sun	Day-off
23	19-Oct	Mon	<ul style="list-style-type: none"> • Lecture by National Institute of Public Health • Discussion with Human Development Department, JICA HDQ
24	20-Oct	Tue	Lecture by the Research Institute of Tuberculosis Trip: Tokyo→Nagasaki
25	21-Oct	Wed	<ul style="list-style-type: none"> • Brainstorming • Lecture by Blood Center
26	22-Oct	Thr	Lecture by Nagasaki Medical Center
27	23-Oct	Fri	Lecture and Visits to <ul style="list-style-type: none"> • Nagasaki Health Center • Hospital for TB patients • Nagasaki environmental health research center
28	24-Oct	Sat	Trip: Nagasaki→Ojika
29	25-Oct	Sun	Day-off
30	26-Oct	Mon	Trip: Ojika→Fukue→Kami-goto <ul style="list-style-type: none"> • Introduction on health and medical systems in Goto, Gotocho Hospital, Goto City, and Goto Health Center
31	27-Oct	Tue	<ul style="list-style-type: none"> • Visit to Kabashima to observe medical and health services in isolated islands
32	28-Oct	Wed	<ul style="list-style-type: none"> • Observations in Fukue Island: Visit to Nurse Station and Private Clinic, and hear experiences from public health nurse in the past
33	29-Oct	Thr	<ul style="list-style-type: none"> • Kami-goto Hospital, Observing situation in the Kamigoto Island, Narao Hospital, wrapping-up observations in Goto islands, Cultural exchange with the community
34	30-Oct	Fri	<ul style="list-style-type: none"> • Kami-goto Hospital, Observing situation in the Kamigoto Island, Narao Hospital, wrapping-up observations in Goto islands, Cultural exchange with the community
35	31-Oct	Sat	Trip: Kamigoto→Hirado
36	1-Nov	Sun	Day-off
37	2-Nov	Mon	<ul style="list-style-type: none"> • Hear experiences from midwife in the past • Visit and observe activities of Hirado City Hospital • Cultural exchange with the community
38	3-Nov	Tue	Day-off (Public Holiday)
39	4-Nov	Wed	Brainstorming
40	5-Nov	Thr	Developing Improvement Plan
41	6-Nov	Fri	Visit to a sewerage treatment plant and a garbage incineration facility
42	7-Nov	Sat	Day-off
43	8-Nov	Sun	Day-off
44	9-Nov	Mon	Developing Improvement Plan
45	10-Nov	Tue	<ul style="list-style-type: none"> • Presentation of Improvement Plan • Evaluation Meeting • Closing Ceremony
46	11-Nov	Wed	Trip: Nagasaki→Kitakyushu
47	12-Nov	Thr	Leaving Japan

For Your Reference

JICA and Capacity Development

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

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

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

Japanese Development Experience

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

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

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

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



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

JICA Kyushu International Center (JICA KYUSHU)

Address: 2-2-1 Hirano, Yahatahigashi-ku, Kitakyushu-shi, Fukuoka, 805-8505, Japan

TEL: 81-93-671-6311 FAX: 81-93-663-1350

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.

The applicants for Group and Region Focused Training Program are required to fill in every item. As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated “**required**” items as is shown on the Form.

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

2. How to complete the Application Form

In completing the application form, please be advised to:

- (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: <http://www.jica.go.jp/> _____, or write in **block letters**,

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

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

3. Privacy Policy

1) Scope of Use

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

2) Limitations on Use and Provision

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

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

3) Security Notice

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

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

Confirmation by the organization in charge (if necessary)

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

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

Part A: Information on the Applying Organization

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

1. Profile of Organization

1) Name of Organization:

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

2. Purpose of Application

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

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

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)**

J	0		-						
---	---	--	---	--	--	--	--	--	--

Attach the nominee's photograph (taken within the last three months) here
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

Middle Name

2) Nationality (as shown in the passport)		5) Date of Birth (please write out the 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 present organization	Date	Month	Year	Date of assignment to the present position	Date	Month	Year

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

9) Contact Information

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

10) Others (if necessary)

--

4. Career Record

1) Job Record (After graduation)

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

2) Educational Record (Higher Education)(required)

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

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

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

5. Language Proficiency (required)

1) Language to be used in the program (as in GI)					
Listening	() 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

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

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

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

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

6. Expectation on the applied training and dialogue program

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

--

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

--

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

--

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

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

If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for the program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements the program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation.
- (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 you pregnant?

() No	() Yes (_____ months)
--------	--------------------------

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

() No	() Yes >>> () Medication	() Food	() Other:
--------	----------------------------	----------	------------

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

(_____)

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

2. Medical History

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

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

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

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

(c) High blood pressure

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

(d) Diabetes (sugar in the urine)

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

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

() Stomach and Intestinal Disorder	() Liver Disease	() Heart Disease	() Kidney Disease
() Tuberculosis	() Asthma	() Thyroid Problem	
() Infectious Disease >>> Specify name of illness (_____)			
() Other >>> Specify (_____)			

(e') Has this disease been cured?

() Yes	() No (Specify name of illness) (_____)
() Yes	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: