

No.34/54/2010-EO(F)  
Government of India  
Ministry of Personnel, P.G. and Pensions  
Department of Personnel & Training

North Block, New Delhi-1  
Dated the 8<sup>th</sup> September 2010.

**TRAINING CIRCULAR**

Subject: A Group Training Course in Integrated Basin Management for Lake Environment to be held in Japan from 10<sup>th</sup> January 2011 to 11<sup>th</sup> March 2011 (Core Phase).

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 the above programme. The total duration of the course is from January 2011 to June 2011, out of this the Core Phase, from 10/01/2011 to 11/03/2011, will be held in Japan. The Preliminary Phase and the Finalization Phase will be held in the candidate's home country. 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 to strengthen the participants' capacity to formulate an Action Plan with cooperation among relevant organizations, applying experience and knowledge gained through this training and dialogue programs in order to solve the problems/challenges which participants' organization are facing.

3. The Candidate should be either technical officer in charge of lake/wetland water management(including management of rivers flowing into such water bodies) who are expected to assume executive administrative posts in that field or researchers in water quality and ecosystem management who are expected to take leading roles in guiding the lake/wetland management programs in their country; have more than three years occupational experience in the field; be between twenty-five and forty years of age; 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 the time of arrival in Japan to departure from 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 3<sup>rd</sup> September 2010. 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.

..Contd.

7. The applications should reach this Department through the Administrative Ministry/State Governments not later than 25<sup>th</sup> October 2010. Nominations received after the prescribed date will not be considered.



(Raakesh Mishra)  
Desk Officer

1. The Secretary, Ministry of Water Resources, Shram Shakti Bhavan, New Delhi.
2. The Secretary, Ministry of Environment and Forest, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi.
3. All State Governments/ Union Territories.  
[With the request to circulate it amongst the related organizations]
4. 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. 67/GT-CP/2010

3<sup>rd</sup> September, 2010

Dear Mr. Rakesh Mishra,

A Group Training Course in Integrated Basin Management for Lake Environment will be held in Japan from 10<sup>th</sup> January, 2011 to 11<sup>th</sup> March, 2011, 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 **31<sup>st</sup> October, 2010**:-

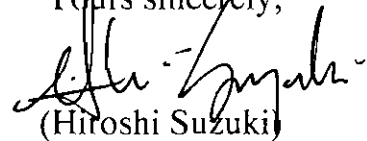
- (1) The Nomination Form A2A3 together with the medical history questionnaire
- (2) The desired Preliminary Lake Basin Report
- (3) The filled in Questionnaire

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

It is further informed that 10 slots are available globally and 2 slots are available for India for the above course and it would be much appreciated if you could take further necessary action and submit the nominations of suitable candidates to this office by the designated date.

With regards,

Yours sincerely,



(Hitoshi Suzuki)

Senior Representative

Encl: As stated above.  
Mr. Rakesh Mishra  
Section Officer  
Department of Personnel and Training  
Ministry of Personnel, Public Grievances and Pensions  
North Block  
New Delhi

DVD No. 78557/2010  
C-4957 F.O.F./2010  
7/9/2010



# TRAINING AND DIALOGUE PROGRAMS

**GENERAL INFORMATION ON  
INTEGRATED BASIN MANAGEMENT  
FOR LAKE ENVIRONMENT**

**集團研修「湖沼環境保全のための統合的湖沼流域管理」  
JFY 2010**

**<Type: Solution Creation Programs/ 類型：課題解決促進型>  
NO. J10-00795/ ID. 1080988**

**From January 2011 to June 2011  
Phase in Japan: From January 10 to March 11, 2011**

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**

Lakes/wetlands play a vital role as fresh water resources such as drinking water, agricultural water and industrial water. Lakes/wetlands, including saline waterbodies, also play an important role as fishery resources and places for recreation.

In recent years, though, there are growing concerns about degradation of lake environments and their basins caused by inappropriate development especially in developing countries. Technical officers and policy makers in charge of lake/wetland water management are required to have comprehensive knowledge and skill in order to prevent further degradation, and development of their leaders presents a significant challenge in those countries.

## **For what?**

This program is designed to strengthen the participants' capacity to formulate an Action Plan with cooperation among relevant organizations, applying experience and knowledge gained through this training and dialogue programs in order to solve the problems/challenges which participants' organization are facing.

## **For whom?**

Mid-career government officials and senior researchers who are responsible for the management of lakes (natural and artificial) and their basins for sustainable use of resources

## **How?**

This program is composed of 3 stages with 11 topics according to the GEF-LBMI Report, "Managing Lakes and their Basins for Sustainable Use."

In the first stage, Participants will review biophysical characteristics of lakes and its utilization. In the second stage, participants will learn the challenges of governance in the field of Lake Basin management, focusing on institution, policies, participation, technology, information and financing. And finally, participants will learn how to integrate all the components needed for sustainable management of lakes and their basins.

The program will be implemented through lectures, field visits and some laboratory experiments.

**\* The GEF-LBMI Report, "Managing Lakes and their Basins for Sustainable Use" can be downloaded from the following page.**

<http://www.ilec.or.jp/eq/lbmi/index.htm>

## **II. Description**

**1. Title (J-No.) : Integrated Basin Management for Lake Environment  
(J10-00795)**

**2. Period of program**

**Duration of whole program:**

January to June, 2011

**Phase in Japan:**

January 10 to March 11, 2011

**3. Target Regions or Countries:** Uruguay, Malawi, China, India, Haiti, Venezuela, Ethiopia, Kenya and Egypt

**4. Overall Goal:**

Activities for solving the problems related to Lake Basin Management are continuously implemented with cooperation among relevant organizations based on the Action Plans.

**5. Objective:**

**(1) Program objectives**

**For the participants to become adequately knowledgeable about the fundamental of lake basin management, and to become able to play a major catalytic role in developing the needed governance framework**

**(2) Expected Module Output:**

(Preliminary Phase in Participants' home countries)

1. Preliminary Lake Basin Report and Lake Basin Questionnaire are completed.

(Core Phase in Japan)

2. Participants are able to explain the resources of lakes and its utilization.

3. Participants are able to explain the challenges of governance in the field of Lake Basin management in general and in their respective country.

4. Participants are able to propose a draft Action Plan, to solve the problems/challenges which participants' organization are facing, by properly integrating the components of the governance framework involving institutions, policies, stakeholder participation, technological investments, information, financing and other considerations.

(Finalization Phase in Participants' Home Countries)

5. Draft Action Plans are shared and discussed by the participating organization

**6. Eligible / Target Organization :**

Division in National/Local government which is in charge of Management of Lakes and their basins

\* Management of lakes and their basins requires close cooperation among different sectoral organizations. This training program offers some clues as to how such cooperation may be pursued. Representatives from sectoral organizations willing to explore ways to achieve sustainable management of lake basins by contributing to strengthen the overall basin governance framework are welcome to send a participant to this program.

**7. Total Number of Participants :**

10 participants in total from 9 countries which are Uruguay, Malawi, China, India, Haiti, Venezuela, Ethiopia, Kenya and Egypt

**8. Language to be used in this project :** English (including English translated from Japanese through interpreters)

**9. Contents:**

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

**(1) Preliminary Phase in participant's home country (~January 9, 2011)**

*Participating organization make required preparation for the Program in the respective country.*

<b>【Output1】 Preliminary Lake Basin Report and Lake Basin Questionnaire are completed.</b>	
Modules	Activities
Report Preparation	<ul style="list-style-type: none"> <li>♣ Formulation of Preliminary Lake Basin Report and Lake Basin Questionnaire               <ul style="list-style-type: none"> <li>◆ Participants are required to prepare 1) Preliminary Lake Basin Report (LBR) and 2) Lake Basin Questionnaire, according to the instructions in <b>V. ANNEX1.</b> and <b>VI. ANNEX 2.</b></li> <li>◆ Participants <u>will be required to give a short presentation on their LBRs, using Power Pont Slides at the beginning of the program after arriving in Japan.</u></li> <li>◆ <u>The LBR</u> should be                   <ul style="list-style-type: none"> <li>-typewritten single-spaced in English(about 20 pages, A-4 size)</li> <li>-submitted to JICA as an original hard copy and as a copy saved on CD-Rom or USB memory stick by the time of arrival in Osaka.</li> </ul> </li> <li>◆ Participants are recommended to bring supplementary materials, such as photos and map which show the lake environment in the participants' countries.</li> </ul> </li> </ul>



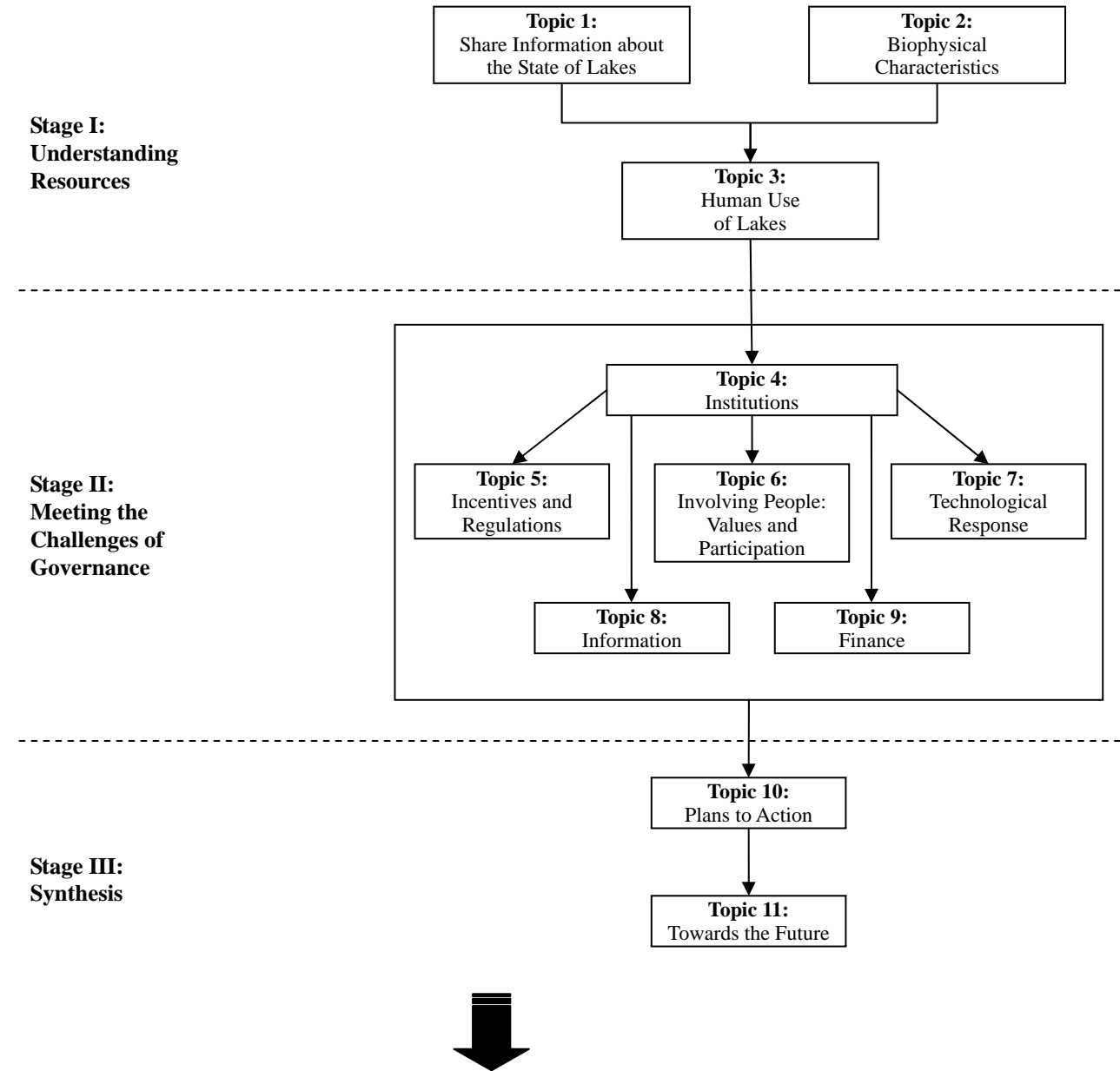
**(2) Core Phase in Japan (January 10 to March 11, 2011)**

*Participants dispatched by the organizations attend the Program implemented in Japan.*

<b>【Introduction】</b>	
Modules	Subjects/Agendas/Methodology
Introduction	Course Orientation
	<ul style="list-style-type: none"> <li>♣ Presentation of LBRs               <ul style="list-style-type: none"> <li>◆ Each participant will make presentation on LBR.</li> <li>◆ Sharing the <u>difficulties or challenges which participants' organizations are facing and confirming what should be learned during the course.</u></li> </ul> </li> </ul>
<b>【Output2】 Participants are able to explain the resources of lakes and its utilization.</b>	
Modules	Subjects/Agendas/ Methodology
Stage I: Understanding Resources	Topic 1: Share information about the State of Lakes
	Topic 2: Biophysical Characteristics
	Topic 3: Human use of Lakes
<b>【Output3】 Participants are able to explain the challenges of governance in the field of Lake Basin management in general and in their respective country.</b>	
Modules	Subjects/Agendas/ Methodology
Stage II: Meeting the Challenges of Governance	Topic 4: Institutions
	Topic 5: Incentives and Regulations
	Topic 6: Involving People: Values and Participation
	Topic 7: Technological Response
	Topic 8: Information
	Topic 9: Finance

<b>【Output4】 Participants are able to propose an draft Action Plan, to solve the problems/challenges which participants' organization are facing, by properly integrating the components of the governance framework involving institutions, policies, stakeholder participation, technological investments, information, financing and other considerations.</b>	
Modules	Subjects/Agendas/ Methodology
Stage III: Synthesis	Plans to Action
	Towards the future
Action Plan Preparation	Interview with course leader to get the guidance on making Action Plan (Participants will have several opportunities to get the guidance during the program)
	Preparation of Action Plan
	Presentation and discussion of Action Plan

**\*Flowchart of the program in Japan**





**(3) Finalization Phase in participant's home country (March to June, 2011)**

*Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.*

<b>【Output5】 Draft Action Plans are shared and discussed by the participating organization</b>	
Discussion and Finalization of Action Plan	<ul style="list-style-type: none"><li>♣ Sharing and discussing of draft Action Plan in the participating organization</li><li>♣ Finalization of draft Action Plan</li></ul>
Submission of final report to JICA regional Office	<ul style="list-style-type: none"><li>♣ Submitting Final report including description of progress of Action Plan to respective JICA Regional Offices (Deadline: June 10<sup>TH</sup>, 2011)</li></ul>



**【Program Objective】 For the participants to become adequately knowledgeable about the fundamental of lake basin management, and to become able to play a major catalytic role in developing the needed governance framework.**

### **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 program 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 program 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.

#### **2. Nominee Qualifications:**

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

##### **(1) Essential Qualifications**

- 1) **Current Duties:** be either technical officer in charge of lake/wetland water management (including management of rivers flowing into such water bodies) who are expected to assume executive administrative posts in that field or researchers in water quality and ecosystem management who are expected to take leading roles in guiding the lake/wetland management programs in their country.
- 2) **Experience in the relevant field:** more than three (3) years' occupational experience in the field
- 3) **Age :** be between twenty-five (25) and forty (40) years of age
- 4) **Language :** have a competent command of spoken and written English (This training course include active participation in discussions, Action Plan development, thus requires high competence of English ability. Please attach official certificate for English ability such as TOEFL, TOEIC etc, if possible).
- 5) **Health:** must be in good health, both physically and mentally, to participate in the Program in Japan.

※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

permission 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.

6) Must not be serving any form of military service.

### 3. Required Documents for Application

(1) **Application Form:** The Application Form is attached to this General Information.

(2) **Organization Chart:** Please describe correlation charts of organizations which involved in basin management for lake environment, and indicate which is your organization.

**Note: Applications not accompanied by Organization Chart cannot be duly considered.**

**Attention! : All documents should be in English and typewritten by PC or handwritten in BLOCK LETTERS, NOT in *Running Hand*.**

### 4. Procedure for Application and Selection :

#### (1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **October 31, 2010**

**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 Osaka in Japan, which organizes this program. Selection shall be made by the JICA Osaka 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 November 30, 2010**.

## 5. 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 preparatory phase prior to the program in Japan.

## IV. Administrative Arrangements

### 1. Organizer:

- (1) **Name:** JICA Osaka (Japan International Cooperation Agency, Osaka International Center: JICA/OSIC)
- (2) **Contact:** Ms. KAWAMURA Mihoko  
([Kawamura-Mihoko@jica.go.jp](mailto:Kawamura-Mihoko@jica.go.jp), [jicaosicp-kensyu1@jica.go.jp](mailto:jicaosicp-kensyu1@jica.go.jp))

### 2. Implementing Partners:

2-1) **Name:** International Lake Environment Committee: ILEC

(1) **Contact:** Mr. MOCHIZUKI Takayuki ([tmochizuki@ilec.or.jp](mailto:tmochizuki@ilec.or.jp))

(2) **URL:** <http://www.ilec.or.jp/eg/index.html>

(3) **Remark:** The International Lake Environment Committee Foundation (ILEC), formed in 1986 is an international non-governmental organization (NGO), and was given legal status in 1987 by the Japanese Environment Agency and Ministry of Foreign Affairs.

ILEC was organized with the aim of promoting environmentally sound management of natural and man-made lakes and their environments consistent with sustainable development policies by promoting international research and investigation, and by facilitating the exchange of findings and knowledge among the experts throughout the world.

ILEC is permanently located in a building shared with the United Nations Environment Programme-Division of Technology, Industry, and Economics-International Environmental Technology Centre (UNEP-DTIE-IETC). This building is located on the shores of Lake Biwa in Shiga Prefecture, Japan.

### 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:

**(1) JICA Osaka International Center (JICA Osaka)**

Address : 25-1 Nishi-Toyokawa-cho, Ibaraki-shi, Osaka 567-0058, Japan

TEL : 81(\*)-72(\*\*)-641-6900      FAX : 81(\*)-72(\*\*)-641-6910

(where "81" is the country code for Japan, and "72" is the local area code)

**(2) International Lake Environment Committee (ILEC)**

Address : 1091 Oroshimo-cho, Kusatsu-shi, Shiga 525-0001, Japan

TEL : 81(\*)-77(\*\*)-568-4567      FAX : 81(\*)-77(\*\*)-568-4568

(where "81" is the country code for Japan, and "77" is the local area code)

Note: Please refer to "V. Other Information" for the stay in ILEC.

If there is no vacancy at JICA Osaka or ILEC, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Osaka at its URL, [http://www.jica.go.jp/english/contact/pdf/life\\_in\\_osic.pdf](http://www.jica.go.jp/english/contact/pdf/life_in_osic.pdf)

### 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, conditions of the workshop, and other matters.

## ***V. Other Information***

1. Participants who have successfully completed the course will be awarded a certificate by JICA.
2. Allowances, such as for accommodation, living, clothing, and shipping, will be paid on the third day of the designated course schedule. Those participants, who will arrive in Japan before that day, are kindly advised to bring the necessary funds to cover expenses as JICA only provides accommodation facilities.
3. Participants are strictly advised to visit the JICA Counter upon arrival at Kansai International Airport, the designated airport of arrival in Japan. The JICA Counter is located at the south-end corner of the arrival hall on the 1st floor. A JICA-designated travel agent will provide participants with instructions and tickets to get to their designated accommodations.
4. Participants are recommended to bring your own personal computers if possible for your convenience. Through the program, participants are required to work on computers intensively for various assignments including preparation of Action Plans. Desk top computers are also available in the training center.
5. Osaka International Center has common kitchen  
It is advisable to bring spices and other food stuff along with you if you wish to cook.
6. Stay in ILEC  
Participants are kindly requested to cook for yourself in ILEC, because ILEC has no dining hall and there are little shops available for food.

## **VI. ANNEX1 Preliminary Lake Basin Report**

Please complete the report and questionnaire according to the instructions below. These should be submitted on the arrival in Japan. Also it is recommended to bring the photos and maps which show the lake environment in the participants' countries.

### **Preliminary Lake Basin Report**

(For Introductory Presentation during the Training Course)

The participants will be requested to make a short presentation on their Lake Basin Reports (LBRs), using PowerPoint slides. An LBR can be described by the following general outline:

1. Introduction
2. The Lake
3. Management of the Lake and Its Basin
4. Key Challenges
5. References

1. Introduction. (based in part on Lake Basin Questionnaire items, 10 and 11, 14 and 15)

This section should describe the socio-economic context (people, livelihood, economy, institutions, political structure, etc.) of the region, country, or the basin in which the lake is located. It should summarize the overall importance of the lake and its drainage basin, from the perspective of its significance as a natural habitat and its social, economic, political, cultural and recreational importance to the human population in the region, and for globally-important lakes of the world.

2. The Lake (based in part on Lake Basin Questionnaire items, 1 through 9)

#### 2.1 Overview

This section should provide information on the biophysical feature of the lake and its drainage basin. It should also present basic physical characteristics including the water surface and drainage areas, depth and volume of the lake, etc. The landscape of the drainage basin as well as the past and current land use patterns should also be mentioned. It should also summarize the environmental state of the lake in relation to its drainage basin.

List the human and environmental benefits derived from the lake/reservoir and its drainage area.

#### 2.2 State of the Lake

To be included here is the past and present states of the lake's water environment, including water quantity and quality, and aquatic biota (flora and fauna). Any regionally or globally important aspects of the lake's environment should be identified.

3. Management of the Lake and Its Basin

(based in part on Lake Basin Questionnaire items, 10 through 14)

### 3.1 Overview of Management Needs

- What is the importance of the lake/reservoir to the population of its drainage basin? What are the major socio-economic-political characteristics of the lake/reservoir and its drainage basin?
- What is the importance of the lake/reservoir for the economy of the region? Describe a brief history of the resource degradation and environmental problems that the lake and its drainage basin have experienced over past decades (e.g., the impacts of industrial, urban, and agricultural development).
- Provide an overview of resource development, use and conservation conflicts within the lake and its drainage basin resulting in significant environmental threats to the sustainable use of the lake resources (resource exploitation, watershed degradation, declining fishery, biodiversity losses, etc).

### 3.2 Management Programs and Processes

- To what extent have land-based and water-based activities occurring in and around the lake and within its drainage basin been reduced (by, for example, control of domestic, industrial and other pollution loads, control of urban and agricultural run-offs, including that resulting from watershed degradation, excessive flow control and water withdrawal, over-fishing, loss of wetlands and riparian zones)?
- Are there any formal plans or policies for management of the lake and its drainage basin or, in the absence of formal plans and policies, the existing legal and policy basis for lake management? Describe the major water pollution control programs, management of water abstraction from the lake and its inflowing rivers, legal framework for the prevention of lake water and lake environment quality degradation, including land-use control, environmental and ecosystem management and restoration, as well as specific instruments for financing lake management including user fees, taxes, fish levies, zoning charges, tradable permit systems, etc.). This section also should identify important gaps, issues and challenges.

## 4. Key Challenges (based largely on your insights and impressions)

This section should identify key challenges with regard to such issues as policy development, institutional and management frameworks, capacity building efforts, financing mechanisms, stakeholder involvement, scientific research and community-based knowledge-base development, sharing, transfer and dissemination of information, etc., as well as the corresponding investment approach, considerations and priorities. The questions to ask may include;

- (a) Has there been an emergence of political interest and commitment to managing and using the lake and its resources in a more sustainable manner, and the reasons for this emergency?
- (b) Have there been attempts to establish sustainable institutions that can adequately address multi-national, multi-sectoral issues and multi-stakeholder interests involved in managing the lake for sustainable use;
- (c) Will there be efforts to develop financing subsidizing mechanisms for management activities focusing on sustainable lake use?



- (d) Will there be attempts to establish a new legislative framework and policies for lake management?
- (e) Will there be efforts to enhance the extent of stakeholder participation in the design and implementation of the lake management program?
- (f) Will there be a plan or plans to strengthen the linkages between the lake management program and the broader national and regional water resources management efforts?
- (g) Will there be efforts to better incorporate scientific information and research in the lake management program?

## 5 References

List useful supplementary reading materials on the lake, the lake basin, and the region including your country, which complement this Report.

## **VII. ANNEX2 Lake Basin Questionnaire**

Please provide as much information as possible. Information relating to items displayed in boxes below may be omitted from the questionnaire if not readily available. It may, however, be found later in the scientific literature or in the global database, or even during the course of training course. Identify as many reference materials on the subjects as possible and be prepared to have ready access to them if and when needed for improving the Preliminary Lake Basin Report as a Final Report.

### 1. Basic Information

#### 1.1 Name(s)

1.1.1 In English (All official names, if called in more than one way.)

1.1.2 In local language(s)

#### 1.2 Location

1.2.1 Latitude (range from West to East)

1.2.2 Longitude (range from South to North)

1.2.3 Elevation at water surface from sea level

1.2.4 Riparian countries and sub-national (state, province, etc.) jurisdictions

1.2.5 Non-riparian basin (upstream) countries and sub-national jurisdictions

#### 1.3 Origin

1.3.1 In the case of natural lakes

- Origin of the lake (e.g., glacial, tectonic, volcanic, etc.)
- Estimate of the age of the lake

1.3.2 In case of artificial lakes (reservoirs)

- Describe the physical features
- Years of construction in phases

#### 1.4 Basin and/or Watershed, Map(s)

1.4.1 Major inflowing and out-flowing rivers

1.4.2 Main cities and other points of interest

1.4.3 National/sub-national jurisdictional boundaries

1.4.4 Etc.

#### 1.5 Basin Demography, Map(s)

1.5.1 Population and density distribution

1.5.2 Etc.

(The participants are requested to bring along maps and other resource materials containing geographical, demographical, land-use, geo-hydrological information for the lake and its basin and/or watershed.)

#### 1.6 Landscape and waterscape

1.6.1 Visual features of the lake and its basin

(The participants are requested to bring along photos of various kind including landscape, physical facilities, water quality problems, land and water uses in the riparian as well as upstream regions, biological and ecosystem conditions including unique fauna and flora, etc., for possible use in the final report.)

### 2. Morphology

2.1 Bathymetric map, if available

- 2.2 Volume (in km<sup>3</sup>)
- 2.3 Surface Area (in km<sup>2</sup>)
- 2.4 Length and width (in km)
- 2.5 Length of shoreline (in km)
- 2.6 Maximum depth (in m)
- 2.7 Mean depth (in m)
- 2.8 Note on intra- and inter-annual changes in water level and volume, if information is available (provide a note on water level changes due to flow regulations)

- 3. Water Balance
  - 3.1 Inflow (Annual average in m<sup>3</sup> per year)
    - 3.1.1 Precipitation
    - 3.1.2 Rivers (Note if they are controlled.)
    - 3.1.3 Groundwater
    - 3.1.4 Diversions
  - 3.2 Outflow (Annual average in m<sup>3</sup> per year, if information is available.)
    - 3.2.1 Evaporation
    - 3.2.2 Rivers (Controlled?)
    - 3.2.3 Groundwater
    - 3.2.4 Diversions
  - 3.3 Retention time (In years, if information is available.)
    - 3.3.1 Theoretical filling time (Lake volume/annual inflow)
    - 3.3.2 Theoretical flushing time (Lake volume/annual outflow)
  - 3.4 Notes on any long-term changes

- 4. Climate
  - 4.1 Average T, min monthly T, max monthly T (in centigrade)
  - 4.2 Average Precipitation, min monthly precipitation, max monthly precipitation (in mm)
  - 4.3 Prevailing wind directions by season, strength

- 4.4 Seasonal and inter-annual variability (Describe.)

- 5. State of Ecosystem
  - 5.1 Description on the state of ecological health including conservation of fauna and flora
  - 5.2 Description on the state of biodiversity conservation

- 6. Physical Data
  - 6.1 Temperature of water
    - 6.1.1 Versus time
    - 6.1.2 Versus depth
  - 6.2 Freezing period and extent of freezing

- 6.3 Mixing
  - 6.3.1 Vertical
  - 6.3.2 Horizontal (Note main bays, sub-basins of lake.)

- 6.4 Stratification
  - 6.4.1 Period and extent of stratification
  
- 7. Chemical Data
  - 7.1 Concentrations: The state of chemical water quality in general including the states of eutrophication, i.e., oxygen demand, N and P concentration values (organic, inorganic, particulate, total, if available), salinity, organic and inorganic chemical pollution.
  - 7.2 Loadings (tons/yr.) of inputs from rivers, groundwater, and the atmosphere
  
- 8. Biotic Data (Main species, exotics, productivity change through time)
  - 8.1 The overall state of the lake ecosystem including its biodiversity
  - 8.2 Phytoplankton, Zooplankton, Fish
  - 8.3 Benthos, Avifauna
  - 8.4 Linkages (e.g., Describe briefly the ecosystem/biodiversity issues in general with regard to littoral wetlands, rivers, air (birds, etc.).
  
- 9. State of the Basin
  - 9.1 Description of the catchment area including its size (in km<sup>2</sup>), general geography of the region in relation to the lake and other neighboring water bodies (other lakes connected in chain, for example), catchment (draining-in) system, catchment area of the out-flowing river (draining-out) system
  - 9.2 Basin hydrology (Briefly describe basin hydrology, including active as well as non-active parts.)
  - 9.3 Soil types (refer to a soil map, if available)
  - 9.4 Land cover with changes through time (Briefly describe seasonal land-use changes, by referring to a land-use map.)
  - 9.5 Notes on sub-surface drainage (Briefly describe underground water flows, referring to hydrographical and hydrological maps, if available.)
  
- 10. Uses of the Lake and Its Resource Development Facilities
  - 10.1 Water
    - 10.1.1 Flood/drought control facilities
    - 10.1.2 Drinking water withdrawal and facilities
    - 10.1.3 Agricultural water withdrawal and facilities
    - 10.1.4 Industrial water withdrawal and facilities
  - 10.2 Fisheries and their facilities
  - 10.3 Tourism facilities
  - 10.4 Others
  
- 11. Impairments to Uses
  - 11.1 Increased algal growth
  - 11.2 Increased salinity
  - 11.3 Destruction of wetlands
  - 11.4 Declining fish stocks

- 11.5 Other
  
- 12. Causes of Impairments
  - 12.1 Upper-watershed degradation including erosion and siltation
  - 12.2 Point and non-point source runoff from urban areas
  - 12.3 Shoreline degradation and alterations
  - 12.4 Other
  
- 13. Structural Management Response
  - 13.1 Sewerage system
  - 13.2 Industrial wastewater treatment system
  - 13.3 Solid and hazardous waste management system
  - 13.4 Other
  
- 14. Non-structural Management Response
  - 14.1 Rules
    - 14.1.1. Informal (informal community rules and voluntary restrictions)
    - 14.1.2. Formal (industrial effluent regulations, protected areas (land use restrictions, ecological reserves), etc.)
  - 14.2 Economic Incentives (subsidies, taxes, etc.)
  - 14.3 Awareness Raising (public awareness-raising including environmental education, environmental campaigns, activities of environmental NGOs and CBOs, etc.)
  
- 15. Socioeconomic Information (partial duplication of 1.5)
  - 15.1 Population dynamics (numbers, distribution, main cities, percent urban/rural, etc.)
  - 15.2 Education (extent and types of education, literacy rates, etc.)
  - 15.3 Culture (languages, ethnicity, including indigenous peoples, religion, legends/beliefs about the lake)
  - 15.4 Economic sectors (major industries and their production statistics, regional economic development issues including energy, transportation, commerce sectors, livelihood issues in different parts of the lake basin, i.e., coastal regions, upland regions, upper-watershed regions, Gross National Income per capita within the basin (noting how it might differ from the national average(s)))
  
- 16. Political Situation (partial duplication of 1.2)
  - 16.1 Nations within basin
  - 16.2 Sub-national boundaries
  - 16.3 Describe briefly the political history of the region
  - 16.4 Describe briefly the governance challenges for the people to have;
    - 16.4.1. Access to information
    - 16.4.2. Rights to participation
    - 16.4.3. Access to justice

## **VII. ANNEX3 Lake Basin Governance Challenges**

<Note> The following preview gives a general description of what this training program aims to address during its course, with regard to some of the important challenges that you have listed under 4. Key Challenges in the Lake Basin Report to be presented at the outset of the training course.

### Institution

- Is there a good institutional mechanism to ensure vertical (transboundary, regional, national and local) linkages among government agencies in lake basin management?
- Is there a good institutional mechanism to ensure horizontal linkages between government agencies, industries, scientific institutions and citizen groups, etc., in dealing with lake resource development and conservation? In particular, is there good institutional collaboration to deal with water pollution and other natural resource degradation activities such as land degradation and over-fishing?

### Policy

- Is there a national policy for lake basin management? What, if any, are the major national/regional development plans related to the lake basin? What, if any, are the major national/regional conservation plans related to the lake basin?
- What sort of policy reforms have taken place, or are being considered, to overcome the constraints to achieving environmentally-sound management and use of the resources of the lake and its drainage basin, particularly with respect to development of sound policy, strengthening of institutional capacity, promotion of environmental investments, and development of human resources?

### Legislation

- What are the major legislative provisions (laws, regulations, ordinances) pertaining to development and conservation measures for lake basin management? Does your lake have lake-specific legislation (lake laws and ordinances)?
- What are the major regulatory measures introduced for lake basin management, e.g., effluent standards, ambient standards such as nutrient and chemical concentrations, source-water protection classification?
- What is the state of command-and-control measures? Have industries been well regulated?
- What is the state of voluntary compliance regarding industrial pollution? Have they been able to regulate themselves in preventing lake water pollution?

### Stakeholder and community/citizen participation

- What are the major stakeholder groups in the management of your lake (e.g., government sectors, institutions, organizations, interest groups, private sectors, etc.)?
- How well have stakeholders been involved in the design and implementation of the lake management program(s) (e.g., identification of relevant stakeholders living on the lake shore, as well as those living upstream and downstream of the lake, the existing mode, if any, of stakeholder involvement, the relationship between the

government and various non-governmental stakeholders)?

- How has involvement of voluntary associations, village organizations, CBOs, NGOs, etc. been promoted/assured?
- How has involvement of women as well as disadvantaged and affected members of community been promoted/assured?
- How has involvement of international/external NGOs been? What have been the benefits and disbenefits of their involvement?

#### Role of Science

- What is the state of lake water quality monitoring?
- How well have monitoring results been reflected in lake basin management?
- How well has scientific information been reflected in management plans for your lake/reservoir and its basin?
- List the names of major scientific institutions working on your lake including universities, governmental/non-governmental research institutes, private sector laboratories, etc. This has no value unless each institution's role is critiqued.
- What has been the extent of information dissemination and sharing, and the degree of transparency and access to data and information on the lake?

#### Technology

- List some of the major technological interventions for lake resources development, e.g., water resource development (sewerage comes here too I think), agriculture/irrigation, fisheries/navigation, tourism, etc.
- List some of the major technological interventions for lake resources conservation, e.g., sewerage, industrial pollution control, solid waste management, wetland conservation, etc.

#### Finance

- Describe briefly the taxation system of your country? How much tax money is retained for local use, such as for management of your lake basin?
- If you know, what is the general distribution of major sources of funds, for lake environment management, such as construction and operation/maintenance of sewerage, and/or other sanitation systems? For example, what portion of construction costs is being borne by the national budget, state budget, local budget, and external financial assistance? Who pays the operations and maintenance costs?
- What are some of the means for raising local funds, taxes, charges, fees, etc., used for conservation projects?
- Do you know of any innovated financial mechanisms used in your region for pollution control, such as pollution charges, tradable permits, etc.?

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

**JICA Osaka International Center (JICA Osaka)**  
**Address: 25-1 Nishi-Toyokawa-cho, Ibaraki-shi, Osaka 567-0058, Japan**  
**TEL : 81-72-641-6900 FAX : 81-72-641-6910**

# Welcome to JICA Osaka

Osaka International Centre of Japan International Cooperation Agency (JICA Osaka) extends a hearty welcome to all JICA participants.

## 1. Location of the centre in the Kansai region

JICA Osaka is located in Ibaraki City, Osaka prefecture, in the heart of the Kansai region. Ibaraki lies close to the ancient cultural centers of Kyoto and Nara, and to the commercial, industrial and economic center of Osaka, and the city of Kobe.

## 2. Orientation Programme & Japanese Language Course

(1) The four days after arrival at JICA Osaka are dedicated to an orientation programme, during which participants are introduced to JICA Osaka and its facilities, attend lectures on Japan's economy, society and culture, and participate in an international exchange programme with local communities.

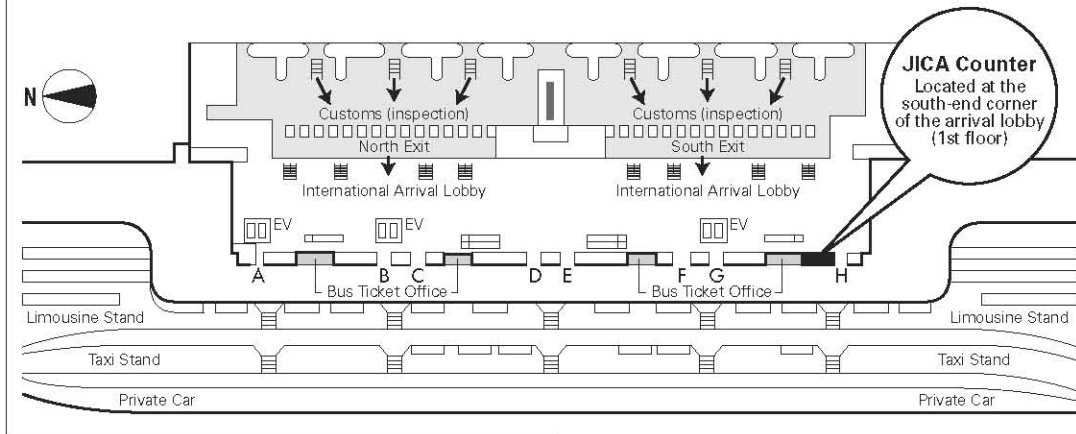
(2) It is desirable that participants acquire basic Japanese daily conversation for use in communication with training institution personnel and in other situations outside the scope of their technical training. JICA Osaka therefore offers:

- 1 an intensive Japanese language course as an integral part of the training programme in designated courses
- 2 an optional Japanese language course held in the evenings

## 3. Weekend Recreational Programme

Occasionally, at the weekends, JICA Osaka, in concert with community groups, organizes a programme of recreational activities and exchange events, including introductions to flower arrangement, tea ceremony, kimono wearing, handicrafts, and folk dancing, and visits to Japanese homes.

## Map of JICA Counter in Kansai International Airport (KIX)



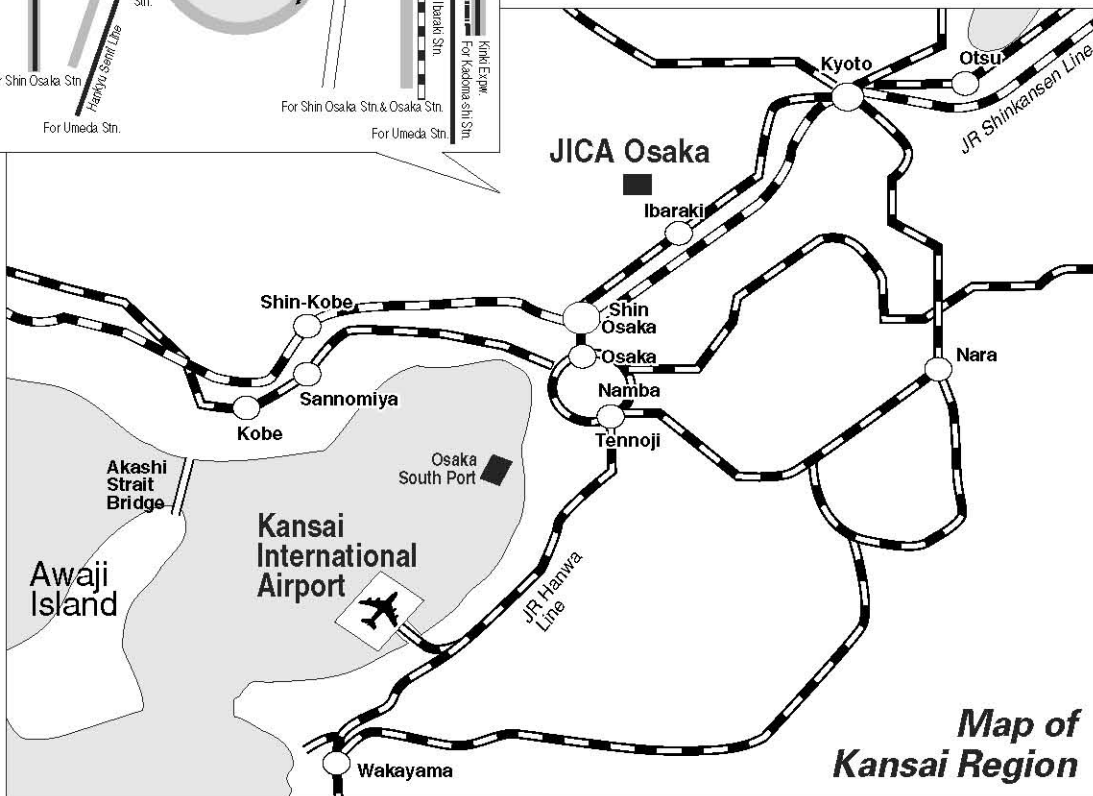
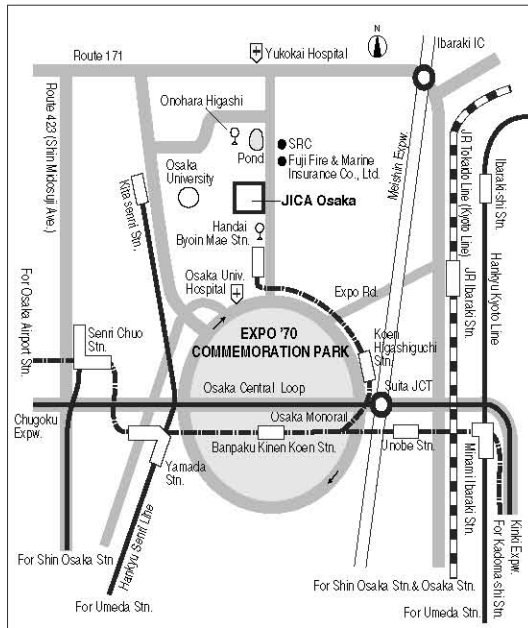
**Upon arrival, participants should follow the procedure below:**

1. Ride on Wing Shuttle (red elevated tram).
2. Pass through Immigration.
3. Collect baggage and pass through Customs Inspection.
4. Go to the JICA Counter located at the south-end corner of the arrival lobby (1st floor).

The staff at the JICA Counter will provide participants with a limousine bus ticket to Osaka Station (alight at Hotel New Hankyu).

At Osaka Station, a representative of the travel agency designated by JICA will meet the participant. The participant will be taken to JICA Osaka by taxi (with a taxi ticket), which takes approximately 30 minutes.

## Map of the JICA Osaka Vicinity



**Map of Kansai Region**

## 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 including Medical History and Examination must be submitted.

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

Part B including Medical History and Examination 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 including Medical History and Examination

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:

- carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,
- 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/\\*\\*\\*\\*\\*](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**

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#### **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		-						
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**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.



For a better tomorrow for all.  
Japan International Cooperation Agency

**Version 080326**

**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**

<input type="checkbox"/> National Governmental	<input type="checkbox"/> Local Governmental	<input type="checkbox"/> Public Enterprise
<input type="checkbox"/> Private (profit)	<input type="checkbox"/> NGO/Private (Non-profit)	<input type="checkbox"/> University
<input type="checkbox"/> 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	<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
Reading	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Writing	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Certificate (Examples: TOEFL, TOEIC)				
2) Mother Tongue				
3) Other languages (                    )	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> 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. Compound complex sentences. Extended essay formation.

<sup>1</sup> Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound 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 and not to claim any cost or damage due to the said 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.)

<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of Medication ( _____ ), Quantity ( _____ )
-----------------------------	--

(b) Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes ( _____ months )
-----------------------------	---

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

<input type="checkbox"/> No	<input type="checkbox"/> Yes >>>	<input type="checkbox"/> Medication	<input type="checkbox"/> Food	<input type="checkbox"/> Other: _____
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(d) Please indicate any needs arising from disabilities that might necessitate additional support or facilities.

( _____ ) <i>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.</i>
--

### 2. Medical History

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

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of illness ( _____ ), Place & dates ( _____ )
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Present Condition ( _____ )

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

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of illness ( _____ ), Place & dates ( _____ )
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Present Condition ( _____ )

(c) High blood pressure

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Present Condition ( _____ ) mm/Hg to ( _____ ) mm/Hg

(d) Diabetes (sugar in the urine)

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Present Condition ( _____ )
	Are you taking any medicine or insulin? <input type="checkbox"/> No <input type="checkbox"/> Yes	

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

<input type="checkbox"/> Stomach and Intestinal Disorder	<input type="checkbox"/> Liver Disease	<input type="checkbox"/> Heart Disease	<input type="checkbox"/> Kidney Disease
<input type="checkbox"/> Tuberculosis	<input type="checkbox"/> Asthma	<input type="checkbox"/> Thyroid Problem	
<input type="checkbox"/> Infectious Disease >>> Specify name of illness ( _____ )			
<input type="checkbox"/> Other >>> Specify ( _____ )			

(e') Has this disease been cured?

<input type="checkbox"/> Yes	<input type="checkbox"/> 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: