

F.No.12040/21/2019-FTC/IR  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
[Training Division]

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Block-4, Old JNU Campus, New Delhi-110067

Dated: 28.11.2019

**TRAINING CIRCULAR**

Subject: Knowledge Co-Creation Program on “Vegetable Production Technology for Livelihood Improvement of Small Scale Farmers” to be held in Japan from 24.02.2020 to 19.09.2020 under the Technical Cooperation Program of the Government of Japan (**Submission Deadline-03.12.2019**).

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) has invited applications for Knowledge Co-Creation Program on “Vegetable Production Technology for Livelihood Improvement of Small Scale Farmers” to be held in Japan from 24.02.2020 to 19.09.2020 under the Technical Cooperation Program of the Government of Japan.

2. The program aims at equipping participants with basic knowledge on vegetable production technology and farm management, and problem solution skills, for providing effective and efficient agricultural extension services in their working areas and ultimately achieving farmers’ livelihood improvement.

3. The applying organizations are expected to nominate agricultural extension officers involved in dissemination of vegetable production technologies with at least 3 years of the occupational experience in the relevant field. The officer should be a university graduate or equivalent (not for PhD holders); have competent command over spoken and written English; must be in good health (both physically and mentally); be between the ages of 25 to 35 years. More information may be seen in the general information brochure.

4. In addition, the following information in respect of the nominated officers may please be mentioned while furnishing the nomination:-

- a) Whether attended any foreign training program in the past? If so, the duration/details thereof;
- b) Whether cleared from vigilance angle;
- c) Age;
- d) Whether working in North East State/J&K;
- e) A brief in 50-100 words justifying the nomination.

5. The course covers the cost of a round-trip air ticket between international airport designated by 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 relating to pre-existing illness, pregnancy, or dental treatment are not included).

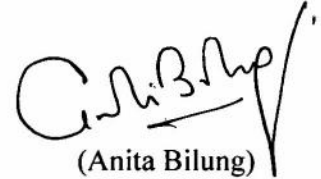
...2/-

(2)

6. It is, therefore, requested that the nomination of suitable candidates may please be forwarded (**in two copies**) to this Department in JICA's prescribed format duly authenticated by the HOD of the concerned Ministry/Department in accordance with the eligibility criteria.

7. The applications should reach this Department through the Administrative Ministry/Department not later than **03.12.2019**. Nominations received after the prescribed date may not be considered. An advance copy from the applying organization for nomination(s) and the application form(s) can be sent to the JICA India Office via courier or email at [bapalahema.id@jica.go.jp](mailto:bapalahema.id@jica.go.jp) or [ShekarD.ID@jica.go.jp](mailto:ShekarD.ID@jica.go.jp). The details of the program (General Information Brochure) and application form may be drawn from the website of DoPT at link <http://persmin.gov.in/otraining/index.aspx>.

8. This issues subject to the approval of the competent authority.



(Anita Bilung)

Under Secretary to the Government of India  
Tele no: 26165682

To

- a) Secretary, Department of Agriculture and Cooperation, Krishi Bhawan, New Delhi.
- b) Secretary, Department of Agricultural Research and Education, Krishi Bhawan, New Delhi.
- c) Chief Secretaries to State Governments/Union Territories (with request to circulate the same amongst related Departments/Organizations under them).
- d) Senior Representative, Japan International Cooperation Agency, 16<sup>th</sup> Floor, Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi -110001.
- e) NIC with request to post the circular along with the JICA's circular on this Department's website.



# Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

VEGETABLE PRODUCTION TECHNOLOGY FOR LIVELIHOOD  
IMPROVEMENT OF SMALL SCALE FARMERS  
課題別研修「小規模農家の生計向上のための野菜生産技術」

**JFY 2019**

NO. 201984712J003 / ID. 201984712

Course Period in Japan: From February 24th to September 19th, 2020

This information pertains to one of the JICA Knowledge Co-Creation Program (Group & Region Focus) 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.

'JICA Knowledge Co-Creation Program (KCCP)' as a New Start

In the Development Cooperation Charter which was released from the Japanese Cabinet on February 2015, it is clearly pointed out that *"In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together."* We believe that this 'Knowledge Co-Creation Program' will serve as a center of mutual learning process.

# ***I. Concept***

## **Background**

The majority of the world's farms are small or very small: farms with less than 1 hectare make up 72 percent of all farms worldwide, and in many developing countries, the size of small scale farms is becoming even smaller. Yields per hectare are typically much lower in low-income countries, where smaller farms are more prevalent, than in high-income countries. Meanwhile, as the economy of developing countries grows with people's income level, their food consumption patterns change to adopt tastes and preferences for a variety of different foods, food quality and safety. In this scenario, producing vegetables to meet such new demands is expected to increase the income and improve livelihood of small scale farmers. In these countries, however, there is not a sufficient number of extension workers who are able to provide appropriate guidance to small scale farmers, nor is there established system for training extension agents to develop their capacity. As a result, small scale vegetable farmers rarely have opportunities to receive guidance to enhance their knowledge and skills for production, distribution, and marketing.

In this program, extension officers receive technical guidance to acquire basic knowledge on vegetable production technology, farm management, marketing and distribution. Participants also have opportunities to gain exposure to and exchange ideas on the use of Information and Communication Technology (ICT) in extension services, to overcome the challenge in their respective countries.

## **For what?**

This programs aims at equipping participants with basic knowledge on vegetable production technology and farm management, and problem solution skills, for providing effective and efficient agricultural extension services in their working areas and ultimately achieving farmers' livelihood improvement.

## **For whom?**

This program is designed for extension officers engaged in extension services for small scale farmers.

## **How?**

This course consists of extensive field practices, individual experiments, lectures, observation trips, discussions and presentations. The curriculum of the program focuses mainly on field practices and field studies to enhance participants' practical skills on vegetable production.

## ***II. Description***

- 1. Title (J-No.): Vegetable Production Technology for Livelihood Improvement of Small Scale Farmers (201984712J003)**
- 2. Course Period in JAPAN**  
February 24 to September 19, 2020
- 3. Target Regions or Countries**  
Cambodia, India, Iraq, Jordan, Laos, Nepal, Pakistan, Palau, Papua New Guinea, Philippines, Samoa, and Timor-Leste
- 4. Eligible / Target Organization**  
This program is designed for central and local government organizations and non-governmental organizations that provide agricultural extension services in vegetable production for small-scale farmers.
- 5. Course Capacity (Upper limit of Participants)**  
12 participants
- 6. Language to be used in this program:** English
- 7. Course Objective:**  
Participants acquire knowledge on essential vegetable production technologies and basic farm management, and problem solution skills.
- 8. Overall Goal :**  
Participants' organizations expand effective and efficient agricultural extension services in their working areas.

## 9. Expected Module Output and Contents:

This program consists of the following components. Details on each component are given below. Please note subjects and agendas are subject to changes.

Expected Module Output	Subjects/Agendas	Methodology
<b><i>Preparatory Phase in participants' home countries (January 2020 – February 23, 2020)</i></b>		
1. Participants analyze vegetable production technologies and farm management adopted by small scale farmers, identify their problems, and consider solutions.	(1) Formulation of <b>Inception Report 1</b> and <b>Inception Report 2</b>	Reports
<b><i>Core Phase in Japan (February 24, 2020 – September 19, 2020)</i></b>		
1. Participants analyze vegetable production technologies and farm management adopted by small scale farmers, identify their problems, and consider solutions.	(1) Presentation of Inception Reports (2) Individual Interviews	Reports Presentations Discussions
2. Participants learn cultivation and management techniques for major fruit vegetables, root vegetables, and leafy vegetables.	(1) Cultivation and management of major fruit, root, and leafy vegetables (2) Cropping types for producing better quality and quantity (3) Basic production technologies from seed production, raising seedlings to preservation	Lectures Practices Experiments Observations Reports
3. Participants acquire basic knowledge on farm management.	(1) Basic vegetable processing techniques (2) Selection of crops and crop planning (3) Good Agricultural Practice (GAP)	Lectures Practices Observations Reports
4. Participants obtain basic knowledge on marketing and sales.	(1) Identification of market needs (2) Distribution and sales	Lectures Observations Reports
5. Participants acquire methods on agricultural extension.	(1) Agricultural extension services in Japan (2) Research and development, and dissemination of new and improved varieties (3) Technology transfer	Lectures Practices Observations Reports
6. Participants consider effective agricultural extension methods suitable for their working areas.	(4) Guidance over farm management (5) Use of Information and Communication Technology (ICT) in agricultural extension	
7. Participants develop comprehensive abilities to conduct experiments for solving problems in their respective countries.	(1) <b>Common and individual experiments</b> (2) Experimental design (3) Formulation of <b>Action Plans</b> (4) Presentation of Action Plans	Lectures Practices Experiments Reports Presentations

### **Common experiments:**

- Participants learn cultivation techniques for major vegetables through field practices. Various contents are prepared for participants to acquire abilities to conduct experiments, including lectures on experimental designs and statistical analysis. This program offers pre-designed experiments to understand the process of conducting experiments. Some of the subjects of common experiments may include but not limited to:
  - (1) Cultivation: crop rotation; soilless culture; pruning; and crop density
  - (2) Propagation: seed production; germination; and variety trial
  - (3) Fertilizer application: organic fertilizer; and compost effect
  - (4) Pest and disease control
- For your reference, see Annex II for the titles of common experiments conducted by participants in the previous year.

### **Individual experiments and Action Plans:**

- As explained in III 1 (1) below, participants and their organizations should address specific problems in their operation. In the Core Phase in Japan, participants are going to carry out **individual experiments** in Japan that will provide possible solutions to the existing problems analyzed in Inception Report.
- At the time of applying for the program, therefore, the accepted candidates should have good understanding over the current problems and ideas on possible solutions during the Preparatory Phase in respective countries, to plan for their individual experiments.
- Furthermore, participants of this program are expected to utilize the knowledge and skills they acquire from conducting experiments, when they go back to their organizations, through implementing their **Action Plans**.
- For your reference, see Annex II for the titles of individual experiments and action plans conducted and formulated by participants in the past years.

### **III. Conditions and Procedures for Application**

#### **1. Expectations from the Participating Organizations:**

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operations. Applying organizations are expected to use the Program for those specific purposes.
- (2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.
- (3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose. 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. Nominee Qualifications:**

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

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

- 1) Current Duties: **agricultural extension officers involved in dissemination of vegetable production technologies**
- 2) Experience in the relevant field: have **at least three (3) years'** experience in agricultural extension service activities
- 3) Educational Background: graduates of university, not for PhD holders
- 4) Language: have a competent command of spoken and written English which is equal to **TOEFL iBT 80** or more. This program includes extensive report writing, written examinations and active participation in discussions, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC, etc.
- 5) Health: must be in good health, both physically and mentally, to participate in the Program in Japan. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.

##### **(2) Recommendable Qualifications**

- 1) Age: since this program offers basic knowledge and skills in the relevant field, the nominee should be between the ages of twenty-five (25) and thirty-five (35) years
- 2) Gender Consideration: JICA is promoting Gender equality. Nominees of both genders are encouraged to apply for the program.

#### **3. Required Documents for Application**



- (1) **Application Form:** The Application Form is available at **the JICA office (or the Embassy of Japan)**.
- (2) **Photocopy of passport:** to be submitted with the application form, if you possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain it.  
\*Photocopy should include the followings:  
Name, Date of birth, Nationality, Sex, Passport number and Expire date.
- (3) **Nominee's English Score Sheet:** to be submitted with the application form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)
- (4) **Inception Report 1:** to be prepared in accordance with the format (see ANNEX I) and submitted with the application form. The report must be typewritten in English. The report is used for screening of nominees. **Those nominees who fail to submit Inception Report 1 by the deadline is not considered for selection.**

#### **4. Procedures for Application and Selection :**

##### **(1) Submission of the Application Documents:**

Closing date for applications: **Please inquire to the JICA office (or the Embassy of Japan)**. After receiving applications, the JICA office (or the Embassy of Japan) will send them to **the JICA Center in Japan** by **December 20, 2019**.

##### **(2) Selection:**

After receiving the documents through proper channels from your government, the JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to the JICA Center in Japan. Selection will be made by the JICA Center in consultation with concerned organizations in Japan. *The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.* Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

##### **(3) Notice of Acceptance**

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than January 10, 2020**.

#### **5. Document(s) to be submitted by accepted candidates:**

**Inception Report 2**: to be submitted in consultation with the program instructors.  
**The format and instructions for Inception Report 2 will be provided upon the announcement of acceptance.**

**6. Conditions for Attendance:**

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) not to extend the period of stay in Japan.
- (4) not to be accompanied by family members during the program.
- (5) to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6) to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of said violation.
- (8) to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.
- (9) to participate fully in **the Preparatory Phase Program**: The participants of this program prepare Inception Report 2 during the Preparatory Phase in their respective countries prior to arrival in Japan (from January to February 23 2020). They are going to receive instructions and guidance from the instructors via e-mails. Participants are, therefore, expected to have regular access to the Internet connection and email services, to respond to inquiries from the instructors timely, and to work on the reports.

## IV. Administrative Arrangements

### 1. Organizer:

(1) **Name:** JICA Tsukuba

(2) **Contact:** Ms. Miwa KURABAYASHI ([tbictp@jica.go.jp](mailto:tbictp@jica.go.jp))

### 2. Implementing Partner: Appropriate Agriculture International Co., Ltd.

### 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:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan will not be covered.

### 4. Accommodation in Japan:

JICA will arrange the following accommodations for the participants in Japan:

JICA Tsukuba Center (JICA Tsukuba/TBIC)

Address: 3-6 Koyadai, Tsukuba, Ibaraki, 305-0074, Japan

TEL: 81-29-838-1744 FAX: 81-29-838-1776

(where "81" is the country code for Japan, and "29" is the local area code)

If there is no vacancy at JICA Tsukuba, JICA will arrange alternative accommodations for the participants.

### 5. Expenses:

The following expenses will be provided for the participants by JICA:

(1) Allowances for accommodation, meals, 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 "III. ALLOWANCES" of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given before departure for Japan.

### 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 program will be awarded a certificate by JICA. Please note **this program does not issue a diploma or degree.**
- (2) For the promotion of mutual friendship, JICA Tsukuba encourages international exchange between JICA participants and local farmers, and participants and research institutes. Participants are expected to contribute to this effort by attending such activities and will possibly be asked to make presentations on the society, economy and culture of their home countries.
- (3) It is strongly recommended that participants bring laptop computers. During the program, participants are required to work on computers, including preparation of different reports.
- (4) Allowances, such as for accommodation, living, clothing, and shipping, are deposited to participants' temporary bank account in Japan after 2 to 5 days after their arrival in Japan. It is highly advised to bring some cash in order to cover necessary expenses for the first few days.
- (5) It is very important that currency is exchanged to Japanese Yen at any transit airport or International Airport in Japan at the time of participants' arrival. It is quite difficult to exchange money after this, as there is no facility near JICA Tsukuba for exchange and participants are not able to use these services during regular office hours.



Spring Grafting Workshop  
with Visitors



Practical Work



Field Presentation



Marketing Practice



Summer Event with Children



Closing Ceremony

(6) You can check our location, facility and services on our website and social media.

- JICA Tsukuba website:  
<https://www.jica.go.jp/tsukuba/english/office/index.html>
- JICA Tsukuba Brochure:  
[https://www.jica.go.jp/tsukuba/english/office/others/c8h0vm0000ec0zqr-att/tsukuba\\_profile\\_en.pdf](https://www.jica.go.jp/tsukuba/english/office/others/c8h0vm0000ec0zqr-att/tsukuba_profile_en.pdf)
- JICA Tsukuba Facility Guide:  
[https://www.jica.go.jp/tsukuba/english/office/c8h0vm00009ylr70-att/tsukuba\\_guide.pdf](https://www.jica.go.jp/tsukuba/english/office/c8h0vm00009ylr70-att/tsukuba_guide.pdf)
- Sightseeing guide around Tsukuba:  
[https://www.jica.go.jp/tsukuba/english/office/others/c8h0vm0000ec0zqr-att/tsukuba\\_transportation\\_sightseeing.pdf](https://www.jica.go.jp/tsukuba/english/office/others/c8h0vm0000ec0zqr-att/tsukuba_transportation_sightseeing.pdf)
- JICA Tsukuba Facebook:  
<https://www.facebook.com/jicatsukuba>  
We post articles about our programs, the activities of the past participants, and other topics on Facebook page.
- YouTube clip “Introduction of JICA Tsukuba”:  
<https://www.youtube.com/watch?v=hKM1iTv-9lg&feature=youtu.be>

## **VI. ANNEX I: Inception Report**

### **Guidelines for Inception Report 1 and 2 for Knowledge Co-Creation Program on “Vegetable Production Technology for Livelihood Improvement of Small Scale Farmers”**

#### **For all applicants**

- All applicants for this program are required to submit **Inception Report 1** along with other application documents.
- **JICA does not consider those applicants who fail to submit Inception Report 1 by the closing date for application.**
- Please note **JICA may disqualify from the selection those applicants whose reports are not following the prescribed format and instructions.**
- The report must be typewritten in English (12-point Times New Roman, single-spaced, A4 size).

#### **For accepted candidates**

- The candidates who are accepted to this program are required to submit **Inception Report 2** with guidance from and consultation by instructors via e-mails.
- JICA is going to provide detailed instructions and the format for Inception Report 2 to the accepted candidates, upon their acceptance to the program.
- Participants are expected to have regular access to the Internet connection and email services, to respond to inquiries from the instructors timely, and to work on the reports before arriving in Japan.
- The report must be typewritten in English (12-point Times New Roman, single-spaced, A4 size)

**Inception Report 1**  
**for Knowledge Co-Creation Program “Vegetable Production**  
**Technology for Livelihood Improvement of Small Scale Farmers”**

For all applicants

**Your report must be type-written**

1. Basic Information	
1.1 Country	
1.2 Name	
1.3 Email address	*JICA might contact you on this email address during the selection. Please write an address you check regularly.
1.4 Organization	*Please attach the <u>organization chart</u> on the last page
1.5 Position	

2. Explain your job experiences in the field of vegetable cultivation and extension <b>from recent ones to old ones</b> . Mention specific activities related to vegetable growing. Add or delete rows if necessary.			
2.1 Your <u>current work</u>			
Period (month/year)		Organization	Position
From			
To	Now		
Outline of duties: ● ● ●			
2.2 Your <u>past experience</u>			
Period (month/year)		Organization	Position
From			
To			
Outline of duties: ● ● ●			
Period (month/year)		Organization	Position
From			
To			

Outline of duties:

- 
- 
- 

**3. Write the years and target of your experience in the following areas of duty:**

3.1 Vegetable cultivation	Years of experience	
	Target crop(s)	
3.2 Seed production	Years of experience	
	Target crop(s)	
3.3 Extension work	Years of experience	
	Target crop(s)	
3.4 Research work	Years of experience	
	Target crop(s)	
3.5 Administrative work	Years of experience	
3.6 Government farm	Years of experience	
	Target crop(s)	
3.7 Private farm	Years of experience	
	Target crop(s)	
3.8 Teaching and instructions	Years of experience	
	At (Check box(es))	<input type="checkbox"/> University <input type="checkbox"/> Agricultural college <input type="checkbox"/> Training for farmers <input type="checkbox"/> Others (specify):

**4. What are the areas of your specialty? Check box(es).**

<input type="checkbox"/> Agronomy	<input type="checkbox"/> Breeding	<input type="checkbox"/> Disease control	<input type="checkbox"/> Extension
<input type="checkbox"/> Farm machinery	<input type="checkbox"/> Farm management	<input type="checkbox"/> Insect control	<input type="checkbox"/> Policy planning
<input type="checkbox"/> Physiology	<input type="checkbox"/> Seed production	<input type="checkbox"/> Soil and fertilizer	<input type="checkbox"/> Weed control



<input type="checkbox"/> Others (specify):
--

**5. If you have published any scientific papers, please list the major ones. Add or delete rows if necessary.**

5.1	Author(s)	
	Date/month/year published	
	Title of the paper	
	Title of the journal/periodical	
	URL (if any)	
5.2	Author(s)	
	Date/month/year published	
	Title of the paper	
	Title of the journal/periodical	
	URL (if any)	
5.3	Author(s)	
	Date/month/year published	
	Title of the paper	
	Title of the journal/periodical	
	URL (if any)	

**6. Have you had experience in cultivation of following crops? Check box(es).**

<input type="checkbox"/> Tomato	<input type="checkbox"/> Eggplant	<input type="checkbox"/> Sweet pepper	<input type="checkbox"/> Watermelon
<input type="checkbox"/> Sweet melon	<input type="checkbox"/> Cucumber	<input type="checkbox"/> Pumpkin	<input type="checkbox"/> Bitter gourd
<input type="checkbox"/> Carrot	<input type="checkbox"/> Okra	<input type="checkbox"/> Onion	<input type="checkbox"/> Green onion
<input type="checkbox"/> Cabbage	<input type="checkbox"/> Chinese cabbage	<input type="checkbox"/> Rice	<input type="checkbox"/> Maize
<input type="checkbox"/> Sorghum	<input type="checkbox"/> Wheat	<input type="checkbox"/> Potato	<input type="checkbox"/> Beans
<input type="checkbox"/> Asparagus			
<input type="checkbox"/> Others (specify):			

**7. Crops produced by small scale farmers**

7.1 What are the major crops produced by small scale farmers in your working area and are subject for agriculture extension services?

●

●

●

7.2 What are the problems and challenges associated with these crops in your

working area? Check box(es) that are applicable, and give explanations.	
Problems	Causes / Reasons
<input type="checkbox"/> Yield is low	
<input type="checkbox"/> Quality of the products is low	
<input type="checkbox"/> Farmers' knowledge on cultivation is limited	
<input type="checkbox"/> Extension activities for cultivation technology is limited	
<input type="checkbox"/> Others (Specify):	
7.3 Expectations from the program: Choose the subjects of particular interest to you, for solving the problems analyzed above.	
7.3.1 Cultivation	
<input type="checkbox"/> Cropping pattern	<input type="checkbox"/> Plant density
<input type="checkbox"/> Hydroponics	<input type="checkbox"/> Pruning
<input type="checkbox"/> Use of mulching	<input type="checkbox"/> Training
<input type="checkbox"/> Post harvest	<input type="checkbox"/> Others (Specify):
7.3.2 Propagation	
<input type="checkbox"/> Seed production/selection	<input type="checkbox"/> Variety selection
<input type="checkbox"/> Grafting	<input type="checkbox"/> Others (Specify):
7.3.3 Growth environment	
<input type="checkbox"/> Soil property	<input type="checkbox"/> Irrigation
<input type="checkbox"/> Fertilizer <input type="checkbox"/> Chemical <input type="checkbox"/> Components <input type="checkbox"/> Organic	<input type="checkbox"/> Others (Specify):
7.3.4 Pest and diseases	
<input type="checkbox"/> Pest control <input type="checkbox"/> Chemical <input type="checkbox"/> Biological <input type="checkbox"/> Integrated Pest Management (IPM) <input type="checkbox"/> Others:	<input type="checkbox"/> Disease control <input type="checkbox"/> Chemical <input type="checkbox"/> Biological <input type="checkbox"/> Others:
<input type="checkbox"/> Banker plants	<input type="checkbox"/> Others (Specify):

**Attachment:** Organization chart

## **Inception Report 2** **for Knowledge Co-Creation Program “Vegetable Production** **Technology for Livelihood Improvement of Small Scale Farmers”**

For accepted candidates

Below are tentative contents for Inception Report 2. Accepted candidates receive detailed instructions on Inception Report 2 and the final format upon their acceptance, and are expected to prepare Inception Report 2 by the prescribed deadline. Please note these are not the final structure of the report, and subject to changes.

- 1 Country statistics
  - 1.1 Statistics of major vegetable production and productivity in your working area
  - 1.2 Statistics of vegetable seed production and supply in your country
  - 1.3 Trade volume of major vegetables
- 2 Outline of vegetable cultivation in your working area
  - 2.1 Geography, location and climate
  - 2.2 Cultivation methods, cropping patterns and cropping system
  - 2.3 Marketing and trade of vegetables
  - 2.4 Vegetable seed supply and its production in your area
  - 2.5 Land tenure system
  - 2.6 Agricultural policy
  - 2.7 Other characteristics points of agriculture in your working area (if possible)
- 3 Your organization and present job
  - 3.1 Purpose of your organization’s work
  - 3.2 Outline of your present job
  - 3.3 Your experience in the relevant field (cultivation, extension work, trial work, marketing, and others)
- 4 Problems to be solved (part of your Individual Experiment in Japan)
  - 4.1 Major problems to be solved related to your activities
  - 4.2 Causes of the problems mentioned in 4.1
  - 4.3 Countermeasures taken against the problems mentioned in 4.2
  - 4.4 Expected result of countermeasures mentioned in 4.3.
- 5 Plan of individual experiment in Japan
  - 5.1 Subject
  - 5.2 Background: Explain the background of the experiment in Japan, related to the problem or countermeasure mentioned in 4 (Problems to be solved).
  - 5.3 Methods and materials
  - 5.4 Explain your country’s crop pattern of the particular crop which you will use for individual experiment in Japan, including such items as : seed and seedling; cultivation technique; fertilizer application; water management; pests and diseases control; marketing and sales; and cropping calendar

- 6 Attachments: Please bring the following with you when you come to Japan.
- 6.1 **Cultivation standard** of major vegetables produced in your working area (Important): When producing vegetables, farmers should follow a set of standards for preparing soil, nursery and field, sowing, spacing, mulching, controlling weed, pests, and diseases, irrigation, applying fertilization, and so on. Such methods change depending on the climate, varieties, cropping types or modes of production (open field/ green house) and other conditions. In Japan, the national government sets the standard for fertilization application, and each prefectural (regional) government sets standard for cultivation of major crops in accordance with the major cropping type and climate of each area. In your countries, each extension office may prepare such documents, or these standard documents may be created as a part of an agricultural or development project and program. The contents of cultivation standard may include such items as explanation on different varieties, cultivation calendar by different cropping types, fertilizer application, detailed instructions for each stage of cultivation (from sowing to harvesting), and so on. Based on these agricultural extension officers provide guidance and offer recommendations to farmers. Please bring the standard, or manuals for cultivating major vegetables produced in your working area, either by hard copies (books, booklets, or leaflets), or soft copies (digital data). **If you are not certain what you should bring please consult your course instructors.**
- 6.2 **Visual aids**: Participants should bring visual aids such as photographs on their working sites (e.g. photographs of plants, diseases, insects, field views, tools, irrigation, farmers, meeting, your office, etc.)

## VI. ANNEX II: Reference

### List of Common Experiments (JFY2018)

Subject	Crop	Common Experiment
Fertilizer	Tomato	Evaluation of three organic fertilizers on growth and yield of indeterminate tomato in greenhouse
Propagation	Onion	Onion variety trial
Fertilizer	Cabbage	Effect of different amount of nitrogen application on growth and yield of cabbage

\* In addition to above experiments participants will have common practices such as raising seedlings and material making, cultivation practices, and seed production.

### List of Individual Experiments and Action Plans (JFY2015-2018)

Country	Crop	Individual Experiment	Action Plan
Afghanistan	Potato	Effect of cut seed tuber weight on growth and yield of potato	Introducing appropriate seed tuber weight of potato in target area
Afghanistan	Potato	Effect of different amount of cow manure compost application on growth and yield of potato	Improvement of new cultivation techniques and effect of different amount of cow manure compost application on growth and yield of potato for small scale farming
Afghanistan	Potato	Effect of Planting Density by Three Different Rows Distance on Growth and Yield of Potato	Increase farmer's income using optimum spacing for planting on potato production in Bamyan Afghanistan
Afghanistan	Potato	Effect of Different Nitrogen Levels by Drip Fertigation on Growth and Yield of Indeterminate Tomato under Greenhouse	Make Recommendation of Fertigation for Tomato Cultivation under Greenhouse in Kabul Province
Bhutan	Chili	Effects of different organic fertilizer on growth and yield of chili	Watermelon seed production in Regional seed center, Sarpang
Cambodia	Cucumber	Finding optimum fermented chicken manure and chemical fertilizer application rate on yield of cucumber	Combination between poultry manure and chemical fertilizer application rate on yield of cucumber at Prey Veng Province, Cambodia
Cambodia	Pak choi	Pesticide "Chlorpyrifos" Residue on Pak choi Effect of Different Control Methods for Insects Damage on Pak choi to Increase Profit	Increase of organic farming on pak choi through introducing net tunnel covering, natural enemy to control insects damage and bokashi fertilizer in Cambodia
Cambodia	Pak choi	Effect of different organic fertilizer on Pak-choi growth and yield	Effect of different organic fertilizer on Pak-choi growth and yield
Egypt	Tomato	Effect of grafting for drought tolerance in tomato	Decreasing harmful and bad effect of pesticides
Fiji	Watermelon	Effect of Training on the Yield of F1 Hybrid Variety and OPV of Watermelon	To Introduce the Train of Watermelon Cultivation for Shipping on Target Period
Fiji	Cabbage	Effect of Different Organic Fertilizer Application on growth and yield of cabbage	Promotion of vegetable production using organic fertilizers
India	Bitter gourd	The optimal combination of cow manure and chemical fertilizer on growth and yield of bitter gourd	The optimal combination of cow manure and chemical fertilizer on the growth and yield of Bitter gourd
Iraq	Cucumber	Effect of pinching and grafting on cucumber cultivation	The comparison of pinching and non-pinching, and grafting and scion root on growth and productivity of Cucumber
Jordan	Tomato	Grafting tomato as a novel technology for improving yields and control Soil borne disease	Reduction of Pesticide Residue in Jordan

Country	Crop	Individual Experiment	Action Plan
Lao PDR	Sweet pepper	Effect of different ratio of fermented chicken manure and chemical fertilizer on growth and yield of sweet pepper	Promotion of combination fermented chicken manure and chemical fertilizer for sweet pepper cultivation in Vientiane capital
Lao PDR	Cabbage	To find out the appropriate combination of cow manure compost and chemical fertilizer for cabbage production	To find out appropriate combination cow dung compost and chemical fertilizer for farmers cabbage cultivation in Xiengkhouang Province
Lao PDR	Tomato	Introduction of grafting method for bacterial wilt resistance of tomato	Comparison of top-grafting and ordinal grafting on Tomato in resistance to bacterial wilt
Moldova	Oriental winter radish, Japanese mustard spinach, Okra	Relative growth evaluation of selected Japanese vegetables under different soil pH	Prototyping robotic modular system for modern agriculture
Myanmar	Watermelon	Effect of different amount of nitrogen application on growth and yield of watermelon	Promotion of combination cow manure compost and chemical fertilizer for watermelon cultivation in Western Bago Region
Myanmar	Onion	Effect of different amount of nitrogen and phosphate fertilizer on growth and yield of Onion	Onion production will be increased by the best performing variety to small scale farmers
Nepal	Cabbage	Study on response of various organic fertilizers on production of cabbage	Improve vegetable production through dissemination of vegetable production technology learned in Japan
Nepal	Tomato	Effect of grafting resistance of tomato plants against bacterial wilt	Effect of grafting on resistance of Tomato plants against bacterial wilt
Pakistan	Potato	Effect of plant density on growth, yield and seed tuber production of potato	Increment in cultivation area of potato through high seed tuber availability in AJK
Philippines	Eggplant	Effect of Banker Plants on the Yield and Fruit Quality of Eggplant	Promotion of Banker and Insectary Plants to Manage Insect Pests of Eggplant
Samoa	Tomato	Comparison the growth and marketable yield of large, medium and small fruit of tomato	Introduction of seeds production of tomato and cucumber to Samoa
Sri Lanka	Okra	Effect of Irrigation Method on Yield of Okra	Introduce irrigation tape with mulch for okra as irrigation method for lack of water in drought season for Meegahajadura region Meegahajadura region
Sri Lanka	Bitter gourd	Finding optimum pruning on seed quality and yield of bitter gourd	To find out a suitable pruning method for bitter gourds and to introduce applicable technology for the seed production farmers of north western province in Sri Lanka
Sri Lanka	Eggplant	Finding Optimum Fermented Chicken Manure and Chemical Fertilizer Combination to Profitably Increase Eggplant Yield	Promotion of fermented chicken manure as an alternative for chemical fertilizer to farmers in Northwestern province
Sri Lanka	Carrot	Effect of Different Organic Fertilizer Application on Growth and Yield of Carrot	Improvement of Vegetable Production Using Different Organic Fertilizer
Timor Leste	Cabbage	Effect of Different Organic Fertilizer Application on Cabbage Growth and Yield	Promotion of vegetable production using organic fertilizers
Tonga	Cabbage	Effect of fermented chicken manure and chemical fertilizer on growth and yield of determinate tomato	Establishing manual of fermented chicken manure application to increase tomato yield in Tonga

<b>Country</b>	<b>Crop</b>	<b>Individual Experiment</b>	<b>Action Plan</b>
Vanuatu	Onion	Comparison of the Growth and Yield of Three Different Varieties of Onion to Find out the Optimum Variety for Early Summer Harvest	Introduction of New High Performing Varieties of Onion to Small Scale Farmers in Vanuatu
Vanuatu	Carrot	Effect of Different kind of Organic Fertilizer Application on Growth and Yield of Carrot	Organic fertilizer can be used as alternative to chemical fertilizer In carrot cultivation
Viet Nam	Tomato	Comparison Different Substrates for Tomato Soilless Culture	Transfer advanced techniques on tomato production in Lam Dong Province
Viet Nam	Cabbage	Study on Combination of Chicken Manure and Chemical Fertilizer on the Growth and Yield of Cabbage	Promotion of Raising Seedlings by Cell Trays for Healthy Seedlings Production in Northern Provinces
Yemen	Tomato	Evaluation of mulching materials for the growth and yield of tomato cultivation in plastic house	Evaluation of mulching materials for the growth and yield of Tomato cultivation in plastic house

## *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 Tsukuba Center (JICA TSUKUBA)**  
**Address: 3-6 Koyadai, Tsukuba, Ibaraki, 305-0074, Japan**  
TEL: +81-29-838-1744 FAX: +81-29-838-1776

## 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:

- (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 or write in **block letters**,
  - (d) fill in the form in **English**,
  - (e) use  or  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.

### **4. Copyright policy**

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Participants of the JICA Training and Dialogue program are requested to comply with the following copyright policy;

Article 1. Compliance matters with participants' drafting of documents (various reports, action plans, etc.) and presentations (report meetings, lectures, speeches, etc.)

1. Any contents of the documents and presentations shall be created by themselves in principle.



2. Comply with the following matters, if you, over the limit of quotation, have to use a third person's work (reproduction, photograph, illustration, map, figure, etc.) that is protected under laws or regulations in your country or copyright-related multinational agreements or the like:

- (1) Obtain license to use the work on your own responsibility. In this case, the scope of the license shall meet the provisions of Article 2.
- (2) Secure evidential material that proves the grants of the license and specifies the scope of the license.
- (3) Consult with the third party and perform the payment procedure on your own responsibility regarding negotiations with a third person about the consideration for granting the license and the procedure for paying the consideration,.

Article 2. Details of use of works used for training

- (1) The copyright on a work that a participant prepares for a training course shall belong to the trainee. The copyright on the parts where a third party's work is used shall belong to the third party.
- (2) When using texts, supplementary educational materials and other materials distributed for the JICA training courses, participants shall comply with the purposes and scopes approved by each copyright holder.



Training Programs under Technical Cooperation with the Government of Japan

## Application Form for the JICA Training and Dialogue Program

### OFFICIAL APPLICATION

(to be confirmed and signed by the head of the relevant department / division of the applying organization)

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

**2. Number:** (Please write down as shown in the General Information)

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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.



**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)**

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**2. Number:** (Please write down as shown in the General Information) **(required)**

J	0	-							
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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**

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**First Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Middle Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

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

**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**

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**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)**

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**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

<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.
- (h) to approve the privacy policy and the copyright policy mentioned in the Guidelines of Application.

JICA's Information Security Policy in relation to Personal Information Protection

JICA will properly and safely manage personal information collected through this application form in accordance with JICA's privacy policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.

Unless otherwise obtained approval from an applicant itself or there are valid reasons such as disclosure under laws and ordinances, etc., and except for the following 1.-3., JICA will neither



provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in the following 1.-3 and will not use for any purpose other than the following 1.-3 without prior approval of an applicant itself.

1. To provide technical training to technical training participants from developing countries.
2. To provide technical training to technical training trainees from developing countries under the CitizensCooperation Activities..
3. In addition to 1. and 2. above, if the government of Japan or JICA determines necessary in the course of technical cooperation.

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 &amp; dosage.)

<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of Medication ( _____ ), Quantity ( _____ )
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(b) Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes ( _____ months )
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(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 &amp; 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?**

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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: