

No.12040/22/2012-FTC (Trg.)
Government of India
Ministry of Personnel, P.G and Pensions
Department of Personnel and Training
Training Division

Block-4, Old JNU Campus
New Mehrauli Road, New Delhi-67
Dated 12th March, 2012

TRAINING CIRCULAR

Subject: Training Course in Disaster Prevention of Buildings (against earthquake Tsunami, Fire etc.) to be held in Japan from 8th July, 2012 to 11th August, 2012.

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) under the Technical Cooperation of the Government of Japan has invited applications for the above programme. The core phase would be held in Japan from 8th July, 2012 to 11th August, 2012.

2 The programme aims to improve building codes, building regulatory systems, and disaster prevention policies in the field of buildings based on Japanese experiences.

3 The candidate should be in the government office or related government organization currently in charge of establishment of building standards/improvement, application of regulatory systems and disaster prevention policies in the field of buildings, and also expected to assume a leading position in the organization; having more than 5 (five) years occupational experience with the general knowledge in the field of building or architectural engineering such as building administration, architectural designing and structural engineering; be university graduates or equivalents; not be serving in the military; be under the age of 50 years at the beginning of training course; be proficient in written and spoken English; be in good health to undergo the above training.


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

- a) Whether attended any foreign training programme in the past? If so, the duration/detail thereof?
- b) Whether clear 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 an international airport designated by JICA; 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 is not included). The participants are not allowed to take any family member during the training course.

6. It is requested that the nomination of suitable candidates may please be forwarded in the prescribed form to this Department in accordance with the eligibility criteria.

7. The applications should reach this Department through the Administrative Ministry/State Government not later than **20th April, 2012**. Nominations received after the prescribed date will not be considered. The details of the programme and the application form may be drawn from Ministry of Personnel, Public Grievances and Pensions website (persmin.nic.in).


(N.K. Wadhwa)

Under Secretary to the Government of India

Copy to:

1. The Secretary, Ministry of Home Affairs, North Block, New Delhi.
2. The Secretary, Ministry of Urban Development, Nirman Bhawan, New Delhi
3. All State Governments/Union Territories.
(with the request to circulate it amongst the related organizations)
4. NIC with the request to post the circular along with the JICA's circular and the enclosed application Proforma on the Department's website.

2



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

*Disaster Prevention of Buildings
(against Earthquake, Tsunami, Fire, etc.)*
集团研修「建築防災(地震、津波、火災等に対して)」
JFY 2012
<Type: Solution Creation / 類型: 課題解決促進型>
NO. J12-00625 / ID 1280278
From June to November, 2012
Phase in Japan: From July 8, 2012 to August 11, 2012

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.

3

I. Concept

Background

Extremely large disasters of earthquake and tsunami happened in the world, causing a lot of casualties (death and missing). Large disasters from the year of 2000 are as follows:

- India: Bhuj Earthquake (Gujarat) in 2001 20,023 persons;
- Indian Ocean Tsunami in 2004 226,408 persons;
- Pakistan: Kashmir Earthquake in 2005 73,328 persons;
- China: Sichuan (Wenchuan) Earthquake in 2008 73,328 persons;
- Haiti Earthquake in 2010 226,408 persons; and
- Japan: Great East Japan Earthquake in 2011 19,295 persons.

On the other hand, after large buildings became popular in the world, there were large fire incidents (conflagrations) in these buildings, also causing a lot of casualties.

In case where an earthquake, tsunami or fire happens, safer buildings protect people, while disorderly constructed buildings kill people. Such unsafe buildings may result from a lack of systems, such as:

- Sufficient building codes;
- Efficient regulatory systems, such as permission/inspection systems;
- Adequate building construction system by architects, engineers and contractors; and
- Disaster mitigation policies.

Safer buildings can be constructed through these appropriate systems. And they will contribute a lot to disaster mitigation.

For what?

This program aims to improve building codes, building regulatory systems, and disaster prevention policies in the field of buildings based on the Japanese experiences.

For whom?

This program is offered to staff of governments or governmental organizations responsible for improvement of building codes and regulatory systems, and disaster prevention policies in the field of buildings.

How?

This course introduces experiences on improvement of building codes and regulatory systems, and disaster prevention policies in the field of buildings in Japan through lectures, visits, discussions. Participants will also formulate an action plan describing what the participant will do after they go back to home country putting the knowledge and ideas acquired and discussed in Japan among others. These activities give participants tips of solution of the issues in developing countries.

II. Description

1. **Title (J-No.):** Disaster Prevention of Buildings (against Earthquake, Tsunami, Fire, etc.) (J12-00625)
2. **Period of program**
Duration of whole program: June 2012 to November 2012

Preliminary Phase: June 2012 to July 2012
(In the participants' home country)
Core Phase in Japan: July 8, 2012 to August 11, 2012
Finalization Phase: August 2012 to November 2012
(In the participants' home country)
3. **Target Regions or Countries:**
Philippines, Thailand, Mongolia, Bangladesh, India, Turkey, Azerbaijan, Tonga, El Salvador, Haiti, Algeria, Viet Nam
4. **Eligible / Target Organization:**
Government or related governmental organizations responsible for improvement of building codes and regulatory systems, and disaster prevention policies in the field of buildings.
5. **Total Number of Participants:**
11
6. **Language to be used in this program:**
English
7. **Overall Goal:**
Building codes and regulatory systems are formulated from the standpoint of disaster prevention, and disaster-proof buildings are improved in the developing countries.
8. **Program Objective:**
Building codes and regulatory systems are improved to expand the disaster-proof buildings in the participants' country.
9. **Expected Output:**
 - 1) To understand the outline of Japanese building codes and regulatory systems especially in the field of earthquake resistance and fire prevention, and to understand the Japanese disaster prevention policies of buildings.
 - 2) To identify the problems to be solved in the participants' country and to examine the applicability of Japanese system to each country.

5

3) To make proposals to improve the building codes and regulatory systems necessary to expand the disaster-proof buildings in the participants' country.

10. Contents:

This program consists of the following components.

10-1 Preliminary Phase in a participant's home country
(June 2012 to July 2012)

Formulation of Inception Report and submission to JICA Tokyo. The contents of Inception Reports will be informed to only accepted participants with Notice of Acceptance.

10-2 Core Phase in Japan
(July 8, 2012 to August 11, 2012)

The course covers the following subjects in the forms of lecture, observation, workshop, presentation and discussion. There may be minor changes in some subjects.

All participants are required to make Action Plan at the end of Core Phase in Japan on Improvement of the building codes and regulatory systems necessary to expand the disaster-proof buildings in the participants' country.

Modules	Subject
(1) Presentation of Inception Report	- Presentation of Inception Report by participants, and discussion
(2) Basic Information	- Building and housing situation in Japan - Building regulation in Japan - Mechanism and characteristics of disasters, such as earthquake and tsunami
(3) Structural Safety	- Building methods from the viewpoint of structural safety - Seismic Codes of buildings - Building Codes on Japanese conventional wooden houses
(4) Fire Safety	- Fire resistance - Fire evacuation - Fire defense
(5) Lessons from the disasters and disaster mitigation policies	- The Great Hanshin-Awaji Earthquake and restoration - The Great East Japan Earthquake and restoration - Earthquake disaster countermeasures - Seismic retrofitting of buildings - Countermeasures to reduce earthquake damages of buildings in developing countries - Improvement projects of densely-built-up areas

(6) Sustainability	- Energy conservation policies - Sustainable building technology
(7) Operation on Building Control	- Administration of local governments - Operations of bodies related to building control - Inspection on building construction
(8) International Cooperation	- Activities of UNCRD (United Nations Center for Regional Development) and ADRC (Asian Disaster Reduction Center)
(9) Formulation of Action Plan	- Midterm presentation of Action Plan by participants, and consultation - Final presentation of Action Plan by participants

10-3 Finalization Phase in a participant's home country (August 2012 to November 2012)

To discuss Action Plan with the head of the department / division and **formulate and submit the Final Report to JICA within three months** after the end of the program in Japan by the participating organization.

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating organizations are expected to use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II, 10-1.
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II, 10-3.

2. Nominee Qualifications:

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

7

- (1) **Current Duties:** be officials in the government office or related governmental organizations currently in charge of establishment of building standards/improvement, application of regulatory systems and disaster prevention policies in the field of buildings, and also expected to assume a leading position in those organizations.
- (2) **Occupational experience:** more than five (5) years and with the general knowledge in the field of building or architectural engineering such as building administration, architectural designing and structural engineering
- (3) **Educational Background:** be university graduates or equivalents
- (4) **Age:** be or under fifty (50) years of age
- (5) **Language:** have a high level of English ability which is equal to TOEFL CBT 250 or more. Please attach an official certificate for English ability such as TOEFL, TOEIC, etc., if possible)
- (6) **Health:** be both physically and mentally fit for the training; pregnancy* is regarded as a disqualifying condition because the course program includes many field trips.
- (7) not be serving any form of military service.

* Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include 1)letter of the participant's consent to bear economic and physical risks, 2)letter of consent from the participant's supervisor, 3)letter of consent from your Embassy in Japan, 4)medical certificate. Please ask national staffs in JICA office for the details.

Note: The priority level of the selection might be lower to the person who participated in the JICA training course in the past.

3. Required Documents for Application

- (1) **Application Form:** The Application Form is available at the respective country's JICA office or the Embassy of Japan.
- (2) **Nominee's English Score Sheet:** to be submitted with the application form. If you have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the application form.

4. Procedure for Application and Selection:

- (1) **Submitting the Application Documents:**
Closing date for application to the JICA Tokyo International Center in JAPAN, which organizes this program: May 8, 2012
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 deadline 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 Tokyo International Center. Selection shall be made by the JICA Tokyo International Center in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. The organization with intention to utilize the opportunity of this program will be highly valued in the selection.

(3) Notice of Acceptance

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than June 8, 2012.**

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

Inception Report -- to be submitted by July 4, 2012 :

Before coming to Japan, only accepted participants are required to prepare an Inception Report. The Report should be sent to JICA Tokyo by July 4, 2012, preferably by e-mail to ticttee@jica.go.jp.

6. Conditions for Attendance:

- (1) to observe the schedule of the program,
- (2) not to change the program subjects or extend the period of stay in Japan,
- (3) not to bring any members of their family,
- (4) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) to observe 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,
- (7) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8) to participate the whole program including a preparatory phase prior to the program in Japan.

IV. Administrative Arrangements

1. Organizer: JICA Tokyo International Center (JICA TOKYO)

2. Implementing Partner:

Housing Bureau, Ministry of Land, Infrastructure, Transport and Tourism, Japan (MLIT)

9

3. Travel to Japan

- (1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.
- (2) **Travel Insurance:** Term of Insurance: From arrival to departure in Japan.
*the traveling time outside Japan shall not be covered.

4. Accommodation in Japan

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

JICA Tokyo International Center (JICA TOKYO) Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan TEL: 81-3-3485-7051 FAX: 81-3-3485-7904 (where "81" is the country code for Japan, and "3" is the local area code)

If there is no vacancy at JICA TOKYO, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of TIC at its URL:
<http://www.jica.go.jp/english/contact/domestic/pdf/welcome.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.
- (5) For more details, please see 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 countries' JICA offices (or Embassies of Japan), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

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.

11



CORRESPONDENCE

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

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

Address : 2-49-5, Nishihara, Shibuya-ku, Tokyo 151-0066, Japan
TEL : 81-3-3485-7051 FAX : 81-3-3485-7904