

No.12040/27/2012-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 26 March, 2012

TRAINING CIRCULAR

Subject: Group Training Course in Sustainable Port Development and Planning to be held in Japan from April to September, 2012, (Core Phase in Japan from 3rd June to 4th 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 to be held from April to September, 2012, (Core Phase in Japan from 3rd June to 4th August, 2012).

2. The programme aims formulate a feasible action plan, bases on issues related to port development and maintenance (reducing environmental impacts, and measures to cope with disasters). Action Plan is the plan which will be formulated by each participant o address the issues or problems with the knowledge acquired through the training course. This action plan is expected to be implemented by the participant after he/she returns to his/her country.

3. The candidates should be presently engaged in port and harbour related activities with more than three (3) years of occupational experience as a technical staff; ; be university graduates in science and engineering field or have the equivalent educational history; not be serving in the military; be under the age of 40 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.

....2/-

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 are not included).
6. It is requested that nomination of the 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 **2nd 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), which is available in "What is New" under the Department of Personnel and Training.


(N.K. Wadhwa)

Under Secretary to the Government of India

Copy to:

1. The Secretary, Department of Shipping, Transport Bhaqwan, New Delhi.
2. State Governments/Union Territories of Gujarat, Maharashtra, West Bengal, Andhra Pradesh, Goa, Kerala, Orissa, Tamilnadu, Pondicherry, Lakshadweep and Dadra and Nagar Haveli
(with the request to circulate it amongst the related organizations)
3. NIC with the request to post the circular along with the SIAP's and JICA's circulars and the enclosed application Proforma on the Department's website.



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON
SUSTAINABLE PORT DEVELOPMENT
AND PLANNING
集団研修「港湾開発・計画」
JFY 2012
<Type: Solution Creation/ 類型: 課題解決促進型>
NO. J12-00784 / ID.1280978
From April, 2012 to September, 2012
Phase in Japan: From June 3, 2012 to August 4, 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.

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I. Concept

For what?

This program aims to formulate a feasible action plan, based on issues related to port development and maintenance (reducing environmental impacts, and measures to cope with disasters).

Action plan is the plan which will be formulated by each participant to address the issues or problems with the knowledge acquired through the training course. This action plan is expected to be implemented by the participant after he/she returns to his/her country.

For whom?

This program is offered to port and harbor related engineers

How?

Participants shall have opportunities to acquire the practical knowledge on port and harbor engineering, development strategy and planning through the training course. Utilizing these knowledge, participants will also have opportunities to identify the issues of their country and approaches to improve or solve them.

II. Description

1. Title (J-No.): Sustainable Port Development and Planning

2. Period of program

Duration of whole program:	April 2012 to September 2012
Preliminary Phase: (in a participant's home country)	April 2012 to June 2012
Core Phase in Japan:	June 3, 2012 to August 4, 2012
Finalization Phase: (in a participant's home country)	August 2012 to October 2012

3. Target Regions or Countries:

Cambodia, Indonesia, Myanmar, Philippines, Bangladesh, India, Sri Lanka, Nauru, Papua New Guinea, Vanuatu, Brazil, Colombia, El Salvador, Guyana, Egypt, Oman, Democratic Republic of the Congo, Ghana, South Sudan, Tanzania, Togo

4. Eligible / Target Organization

This program is designed mainly for port engineers

5. Total Number of Participants : 21 participants

6. Language to be used in this project : English

7. Program Objective:

Based on issues related to port development and maintenance (the cost effectiveness of port facilities, appropriate maintenance, effective use of existing facilities, reducing environmental impacts, and measures to cope with disasters), a feasible action plan will be formulated.

8. Overall Goal:

By considering the cost effectiveness of port facilities, environmental impact, and potential disasters, a port development and maintenance can contribute to sustainable economic growth.

9. Expected Module Output and Contents:

This program consists of the five components as follows,

- 1) The issues related to the port development of respective countries are organized as Country Report with draft action plan
- 2) The participants understand the policy, institutional framework and present challenges of port development
- 3) The participants acquire the basic technical knowledge necessary for the planning of port development
- 4) The participants understand the present issues and trends of port development
- 5) The participants revise the draft action plan for the measures to address the issues of port development of each participant's country.
- 6) The participants discussed the revised action plan in their organization, and finalize the action plan authorized by their organization

Details on each component are given below:

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(1) Preliminary Phase in a participant's home country (April 2012 to June 2012) <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
The issues related to the port development of respective countries are organized as Country Report with draft action plan (1)	Preparation and submission of country report and the presentation material of the country report on the issues related to the port development

(2) Core Phase in Japan (June 3, 2012 to August 4, 2012) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
The issues related to the port development of respective countries are organized as Country Report with draft action plan (2)	Presentation of country report	Presentation and discussion
The participants understand the policy, institutional framework and present challenges of port development	Port Planning, Single Window System, Institutional Arrangements for Port Operation and Management	Lecture and discussion
	Site Visit of case example such as Regional Development, Port Planning, Disaster Mitigation, Operational Method of Container Terminal	Observation
The participants acquire the basic technical knowledge necessary for the planning of port development	Basic condition of port development such as Evaluation of Strength of Soft Clay Deposit, Improvement of Soil Foundation, Observation of Coastal Wave and Tide	Lecture and discussion
	Wave Hindcasting and some Application, Basic of Waves, Soil Exploration, Design of Breakwater, Jetty, Fender and Port Planning	Experiment and exercise

<p>The participants understand the present issues and trends of port development</p>	<p>Port Development Project in the world, issues and Measures of Ports and Harbors in the World, Recent Trend of Social Infrastructure Development, Comparative Analysis of Port Operation and Management System, Economic and Financial Evaluation, Trend of Logistics in Asia, Operation Method of Container Terminal, Demand Forecast, Environmental Impact Assessment, Life Cycle Management, Maintenance, Forecast and Evaluation of Port and Harbor Facility Deformation, Earthquake Resistant Design for Port and Harbor Facilities</p>	<p>Lecture and discussion</p>
<p>The participants revise the draft action plan for the measures to address the issues of port development of each participant's country.</p>	<p>Draft action plan is revised utilizing the knowledge acquired through the training course</p>	<p>Discussion, consultation and presentation</p>

<p>(4) Finalization Phase in a participant's home country</p>	
<p><i>Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.</i></p>	
<p>Expected Module Output</p>	<p>Activities</p>
<p>The participants discussed the revised action plan in their organization, and finalize the action plan authorized by their organization</p>	<p>The revised action plan is presented to your office and finalized as a final action plan incorporating the comments and feedbacks of your office. After the finalization of action plan, it is submitted to your office and JICA Center through the JICA office or Embassy of Japan of the respective country.</p>

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Training Course Schedule in 2011 (as example of the schedule in 2012)

Date	Hours	Subject
5/Jan	Sun	Arrival to Japan
6/Jan	Mon	Briefing Session; General Orientation
7/Jan	Tue	General Orientation
8/Jan	Wed	General Orientation
9/Jan	Thu	09:30-10:00 Introduction 10:00-12:00 Lecture: Recent Trend of Social Infrastructure Development 13:00-15:00 MLIT Programs Orientation 15:10-16:40 Lecture: Outline of Japanese International Cooperation 19:00-20:30 Japanese Language Class
10/Jan	Fri	10:30-12:00 Lecture: Institutional Arrangement for Port Operation and Management 13:30-15:00 Lecture: Basic Direction for Future Port/ Harbor Environment Policy 15:10-16:40 Lecture: The Long Term Policy of the Port Engineering Development
11/Jan	Sat	
12/Jan	Sun	
13/Jan	Mon	10:30-12:00 Lecture: System and Port Planning for Port Development 13:00-14:30 Lecture: Harbors and Regional development 14:45-16:15 Lecture: Selection of international container strategic ports. 19:00-20:30 Japanese Language Class
14/Jan	Tue	10:30-11:30 Lecture: Computerization of port procedures 13:00-14:30 Lecture: International Frameworks and Initiatives Regarding Port and Maritime Security 19:00-20:30 Japanese Language Class
15/Jan	Wed	10:30-11:30 Lecture: PIANC 11:40-12:40 Lecture: Technical Standards for Port and Harbor Facilities in Japan 13:40-15:20 Lecture: Large Scale Disasters and Ports 15:30-17:30 Discussion on Disaster Management 18:00-20:00 Welcome Party
16/Jan	Thu	10:30-12:30 13:30-17:30 Preparation for Country Report Presentation
17/Jan	Fri	10:30-12:30 13:30-17:30 Country Report Presentation
18/Jan	Sat	
19/Jan	Sun	
20/Jan	Mon	10:30-12:30 Lecture: The Business of Shipping 13:30-15:30 Exercise on Financial Analysis and Port Planning 16:00-18:00 Lecture: Comparative Analysis of Port Operation and Management System
21/Jan	Tue	11:00-12:00 Opening Ceremony of NPLM and PARI 13:30-14:30 Activities of NPLM and PARI 14:30-16:30 Observation of the facilities
22/Jan	Wed	10:00-12:00 Lecture: Pile Foundation 13:30-17:30 Lecture: Seismic Design of Port and Airport
23/Jan	Thu	10:00-12:00 Lecture: Hydraulic Model Experiment with Sea Waves 13:30-17:30 Lecture: Fundamental Wave Theory and Wave Transformation
24/Jan	Fri	10:00-12:00 Lecture: Environmental Impact Assessment 13:30-17:30 Visit to Local Elementary School
25/Jan	Sat	
26/Jan	Sun	
27/Jan	Mon	10:00-12:00 Lecture: Littoral Drift 13:30-15:00 Observation of Waves and Tides 15:30-17:30 Wave and Storm Surge Simulation
28/Jan	Tue	10:00-12:00 Lecture: Countermeasures against Earthquake and Tsunami Disaster in Japan 13:30-17:30 Lecture: Tsunami Disaster Reduction in Ports
29/Jan	Wed	10:00-15:00 Observation of Yokohama Port
30/Jan	Thu	09:30-16:30 Interview
1/Jul	Fri	09:30-16:30 Interview
2/Jul	Sat	
3/Jul	Sun	

Date	Hours	Subject
4/Jul	10:00-12:00	Lecture: Planning of Berth & Waterway Dimension
	13:30-15:00	Lecture: Inspection and Evaluation of Port and Harbor Facilities for Life Cycle Management
	15:30-17:30	Lecture: Port Logistics Related Statistical Data
5/Jul	10:00-12:00	Lecture: International Freight Flow Modeling and Policy Simulation
	13:30-15:00	Lecture: Assessment and Prediction for Port Facilities
6/Jul	13:30-17:30	Lecture: Countermeasure of Port Facilities
	13:00-17:00	Visit: Shibata Industrial Co., Ltd.
7/Jul	10:00-11:00	Visit: DICT Container Terminal, Osaka Port
8/Jul	10:00-11:40	Visit: Disaster Reduction and Human Renovation Institution
	13:30-17:00	Visit: Kobe Port
9/Jul		Visit: Kyoto and join Afternoon Tour of Kyoto
10/Jul		
11/Jul	10:00-12:00	Lecture: Wave Induced Liquefaction of Seabed Sands
	13:30-15:00	Lecture: Soil Surveys and Soil Test Methods
	15:30-17:30	Lecture: Soil Improvement
12/Jul	10:00-12:00	Lecture: Design of Breakwaters
	13:30-17:30	Lecture: Design of Breakwaters
13/Jul	10:00-12:00	Lecture: General Outline of the Coastal Environment
	13:30-17:30	Lecture: Design of Open-type Wharves
	10:00-12:00	Lecture: Tsunami Evacuation Simulation and Tsunami Evacuation Planning
14/Jul	13:00-15:00	Lecture: Dredging Technology in Japan
	15:30-17:00	Lecture: World Trend in Container Terminal Development
	10:00-12:00	Discussion
15/Jul	13:00-14:30	Closing Ceremony at PARI
16/Jul		
17/Jul		National Holiday
18/Jul		National Holiday
19/Jul	13:30-16:00	Visit: Mikawa Port
20/Jul	09:30-12:00	Preparation for Country Report Presentation
21/Jul	10:00-12:00	Lecture: Port Administration
	13:00-15:00	Lecture: Terminal Operation and Management
	15:30-17:30	Lecture: Port Promotion
22/Jul	10:30-12:30	Lecture: World Trend in Container Terminal Operation
	13:30-15:30	Lecture: Issues and Measures of Ports and Harbors
	15:30-17:30	Lecture: Project Presentation
23/Jul		
24/Jul		
25/Jul	10:00-12:00	Lecture: Method of Port Planning and Exercise
	13:00-15:00	Lecture: Method of Port Planning and Exercise
	15:30-17:30	Lecture: Application of IT for Container Terminal
26/Jul		Move to Kurashiki City
27/Jul	08:45-16:30	Visit: Mizushima Port and Fukuyama Port
28/Jul	09:00-15:30	Visit: Ube Port and Tokuyama Kudamatsu Port
29/Jul	09:30-13:30	Visit: Hiroshima Port, Peace Memorial Museum
30/Jul		
31/Jul		
1/Aug	10:00-12:00	Lecture: Basic Design and Cost Estimation
	13:00-15:00	Lecture: Project Presentation
	15:30-17:30	Lecture: Social Environment Evaluation
2/Aug	10:00-17:00	Preparation of Action Plan
3/Aug	10:30-12:30	Presentation of Final Report (Action Plan)
	13:30-17:30	
4/Aug	10:30-12:30	Presentation of Final Report (Action Plan)
5/Aug		Evaluation meeting
	10:00-12:00	Closing Ceremony by JICA Farewell Party by JICA
6/Aug		Departure from Japan

Conceptual Framework for the Group Training Course
"Sustainable Port Development and Planning"

SUPREME GOAL

By considering the cost effectiveness of port facilities, environmental impact, and potential disasters, a port can contribute to sustainable economic growth.

GOAL

Based on issues related to port development and maintenance (the cost effectiveness of port facilities, appropriate maintenance, effective use of existing facilities, reducing environmental impacts, and measures to cope with disasters), a feasible action plan will be formulated.

THE MODULE OUTPUT

OUTPUT 1) The issues related to the port development of respective countries are organized as Country Report with draft action plan



OUTPUT 2)
The participants understand the policy, institutional framework and present challenges of port development

OUTPUT 3)
The participants acquire the basic technical knowledge necessary for the planning of port development

OUTPUT 4)
The participants understand the present issues and trends of port development



OUTPUT 5) The participants revise the draft action plan for the measures to address the issues of port development of each participant's country.



OUTPUT 6)
The participants discussed the revised action plan in their organization, and finalize the action plan authorized by their 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-9.
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II-9.

2. Nominee Qualifications:

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

- (1) be university graduates in science and engineering field or have the equivalent educational history,
- (2) be currently engaged in port and harbor related activities with more than three (3) years of occupational experience as a technical staff,
- (3) be under forty (40) years of age,
- (4) have a sufficient command of spoken and written English,
- (5) be nominated by their government in accordance with the procedures mentioned in IV below,
- (6) be in good health, both physically and mentally, to undergo the training; and
- (7) not be serving in the military.
- (8) not be pregnant

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.

4. Procedure for Application and Selection:

- (1) **Submitting the Application Documents:**
Closing date for application to the JICA Center in JAPAN: April 18, 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 date in Japan.

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

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(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 April 25, 2012.

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

Country Report -- to be submitted by May 21, 2012:

Before coming to Japan, only accepted participants are required to prepare Country Report (detailed information is provided in the ANNEX "Country Report". The Country Report should be sent to JICA or the Japan International Cooperation Center by May 21, 2012.

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. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II-9 and III-5.

IV. Administrative Arrangements

1. Organizer:

- (1) Name: Yokohama International Center (JICA Yokohama)
- (2) Contact:
 - Address: 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan
 - Tel: 81-45-663-3251
 - Fax: 81-45-663-3265
 - E-mail: jicayic-training1-as1@jica.go.jp

2. Implementing Partner:

- (1) Name: -Ports and Harbors Bureau, Ministry of Land, Infrastructure, Transport and Tourism (MLIT)
-The Overseas Coastal Area Development Institute of Japan (OCDI)
- (2) Contact:
 - MLIT
 - Address: 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo 100-8918, Japan
 - Tel: 81-3-5253-8679
 - OCDI
 - Address: Kowa Bldg. No.16, North Wing, 1-9-20 Akasaka, Minato-ku, Tokyo 107-0052, Japan
 - Tel: 81-3-5570-5931

(3) Remark

OCDI is a non-profit organization established with the authorization of the Japanese Government to undertake various kinds of activities including studies and research for the development of ports in developing countries.

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:

Yokohama International Center (JICA Yokohama)
Address: 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan

If there is no vacancy at JICA Yokohama, JICA will arrange alternative

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 "KENSHU-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.

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V. Other Information

1. Visa will be arranged and issued in participants' respective countries. If participants have difficulty to apply in their countries, it will be applied and issued in Japan.

2. Information about visiting site

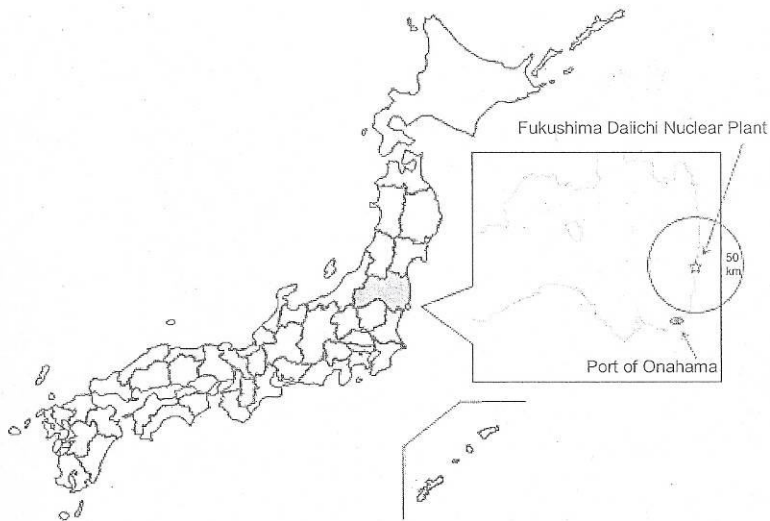
During the training in Japan this year, one day / two days observation visit, in addition to other places, will be carried out at Port of Onahama in Iwaki City, Fukushima Prefecture, which is over 50Km away from the Fukushima Nuclear Power Plant.

- (1) URL of Fukushima Prefecture on "Measurement of radiation dose in the air and the seawater of Soma and Onahama Ports"

http://www.cms.pref.fukushima.jp/pcp_portal/PortalServlet?DISPLAY_ID=DIRECT&NEXT_DISPLAY_ID=U000004&CONTENTS_ID=24194

- (2) URL of the Ministry of Education, Culture, Sports, Science & Technology in Japan on "Reading of environmental radio activity level" (English version)

<http://www.mext.go.jp/english/>



VI. ANNEX:

**Sustainable Port Development and Planning
(JFY 2012)**

Country Report

All the applicants are required to prepare the Country Report providing information on the following items and subjects. The draft action plan should be directly related to your activities, because the action plan should be mainly implemented by yourself and your office. The Country Report has to be typewritten in English, less than 5 pages (12-point font, double-spaced, A4 size paper). In addition to the Country Report, please fill out Attached-1 and 2 to describe general information of your country as reference information of the Country Report.

1. Front Page

- (1) Title of the country report
- (2) Country
- (3) Name of applicant

2. Contents of Country Report

- (1) Position of applicant and name of organization
- (2) Problem Areas
 - Describe the most crucial technical problem with which the applicants' organizations or countries are faced and the measures being taken to cope with it.
- (3) Draft Action plan
 - Describe an idea of action plan to solve or alleviate the problems/constraints
 - 1) Name of the plan
 - 2) Purpose of the plan
 - 3) Period of the plan
 - 4) Main activities
 - 5) Estimating negative impact

Note:

- (1) Participants of the training are encouraged to bring photos that describe your idea of action plan (If you don't have any, please take some before coming to Japan. It will be helpful for you so as to have image of the port of your country.), to support their Country Report and Action plan presentation.
- (2) The program offers participants the opportunity for solving real problems with knowledge from the training. In this connection, the training emphasis is on the rational design and preparation of action plan by training participants. The below shows the steps followed by the participants to create real outputs.
 - Draft Action plan (pre-departure, in home country)
 - To analyze the problems on target area in your organization for formulating best action plan.
 - The draft action plan prepared by the participant is considered as the starting point and needs the detailed preparation before leaving their home countries.
 - Revised Action Plan
 - Draft action plan will be refined as a revised action plan based on information and knowledge gained from the lectures, workshops, case studies and site visits.

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- Follow up

The revised action plan is considered as containing important knowledge and information for the potential development of new projects. Participants is required to present it to your office and finalize the action plan incorporating the comments and feedbacks of your office on your action plan, which may be developed into a project proposal as a basis of our future cooperation. After the finalization of action plan, the participants are also required to submit it to your organization and JICA Center through the JICA office or Embassy of Japan of the respective country.

(3) Those who are informed of acceptance to participate in the course will be requested to make an approximately twenty (20) minute presentation of their country reports during the comparative study session of the course. The presentation should be focused on the problems of port development and draft action plan. Participants are encouraged to use visual aids, such as overhead projectors, videos, slides, pictures, etc. for the presentation. Equipment for such visual aids (e.g. an OHP, video player, slide projector and MS power point) is available at the seminar room.

Attached-1

1. General Information on Ports in the Country

Please fill in the form with the latest information.

1-1. Socio-economic Information	
Country:	
Area: km ²	GNP (or GEP) : US\$ (as of 2010)
Population: (as of 2010)	Per Capita US\$ (as of 2010)
General Information on Socio-economic Condition of the country.	
(1) Economic Growth Rate:	
(2) Trade Value Details (during the last 3 years):	
(3) Others:	
1-2. Outline of Port Administration	
(1) Basic Laws Related to Port Management and Development (Please specify if different laws are applied to different types of ports.)	
(2) Classification of Ports in the Country	
(3) Number and location of Ports by Classification. (Please attach a location map with compass signs and scale of ports in the country.)	
(4) Role of the Central (or Local) Government for Port Administration and Operation.	

Please attach an additional sheet(s) of paper if a given space is insufficient.

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1-3. General information on all Port Activities in the Country

(1) Total Cargo Handling Volume, Container Cargo Handling Volume and Number of Calling Ships in a year (if available, please provide data for five years.)

(2) Deepest Quay in the Country (length, depth and location)

1-4. Port Development in the Country

System of Port Planning (procedure and role of organizations for port planning), Representative Office of Port Development and System of Fund-raising for Port Development (including source of funds for port development):

(If different systems for port planning, development and fund-raising are applied for each port, please describe each system.)

1-5. Port Development Policy/Plan

(1) National Port Development Policy/Plan

(2) Port Development Projects/Plans (name of project plan, established year, target year, name of organization responsible for planning, name of consultants and fund raising.)

Please attach an additional sheet(s) of paper if a given space is insufficient.

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I-6. Location Map of Ports in the Country

Please attach a detailed location map of the ports in the country (including compass signs, scale of port, legend etc.)

Please attach an additional sheet(s) of paper if a given space is insufficient.

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1-7. Organization Chart of Port Management Body and Other Port Related Offices

Please describe relevant organizations and attach organization charts.

Please attach an additional sheet(s) of paper if a given space is insufficient.

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1-8. National Port Development Policy and Strategy

Please describe national port development policies or strategies.

Please attach an additional sheet(s) of paper if a given space is insufficient.

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Attached-2

2. General Information about the Port of which you are in charge

Please fill in the form with the latest information.

2-1. General

<p>1. Name of the Port: (in English)</p> <p style="text-align: right;">(in local language)</p>
<p>2. Features of the Port</p> <p>Please describe features and functions of the port - e.g. general berths, container berths, multi purpose berths, Ro-Ro berths, bulk berths, oil berths, passenger terminals, marinas, fishing ports, etc. (including names of districts).</p>
<p>3. Main Facilities at the Port</p> <p>(Please attach Location Map of the facilities on the next page)</p> <p>- Please provide dimensions of channels, main breakwaters and basins.</p>


Outline of Berths

Berth Name	Water Depth (m)	Berth Length (total)	Length of the berths with a depth exceeding -10m	Area of Terminal (m ²)	Cargo Handling Capacity per a Year	Recent Cargo Handling Volume (from actual data, ton/year)	Others

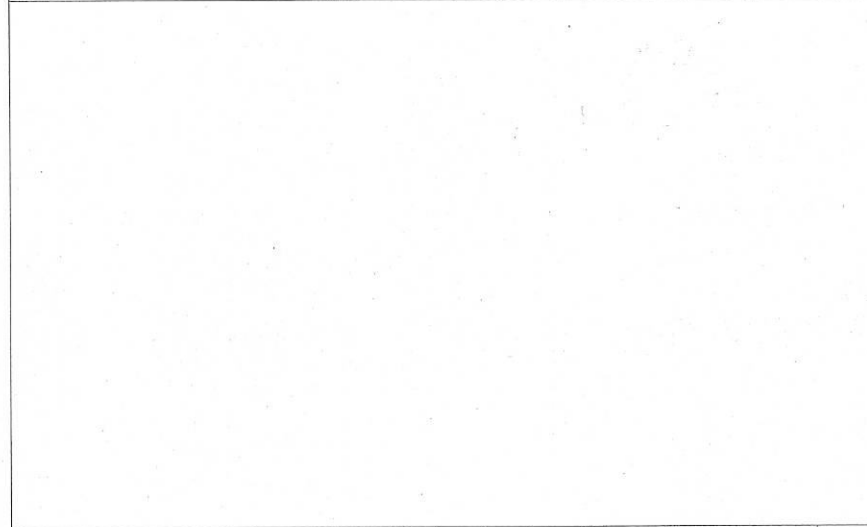
Please attach an additional sheet(s) of paper if a given space is insufficient.

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Layout Map of Port Facilities (Current Situation)



Current problems and obstacles.



Please attach an additional sheet(s) of paper if a given space is insufficient.

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2-2. Statistical Data (Cargo, Passengers, Calling vessels)

Year	2005	2006	2007	2008	2009
Cargo Handling Volume (total)					
1. Foreign Cargo (total) - including container cargo					
1-1. Export					
1-2. Import					
1-3. Main Commodities e.g. Banana (export)					
1-4. Container Cargo					
Export (ton)					
(TEU)					
Import (ton)					
(TEU)					
Total (ton)					
(TEU)					
2. Domestic Cargo (total) -including container cargo					
2-1. Outgoing					
2-2. Incoming					
2-3. Main Commodities					
2-4. Container Cargo					
Outgoing (ton)					
(TEU)					
Incoming (ton)					
(TEU)					
Total (ton)					
(TEU)					

Year	2005	2006	2007	2008	2009
No. of Passengers (total)					
1. Foreign Line					
Outgoing					
Incoming					
2. Domestic Line					
Outgoing					
Incoming					

Please attach an additional sheet(s) of paper if a given space is insufficient.

(Unit: vessels)

Year	2005	2006	2007	2008	2009
No. of Vessels (total)					
1. Foreign Line Vessels					
Conventional cargo vessels					
Container vessels					
Passenger vessels					
Other vessels					
2. Domestic Line Vessels					
Conventional cargo vessels					
Container vessels					
Passenger vessels					
Other vessels					

2-3. Port Management and Operation

1. Organization

Please provide an outline of organization of port management body.

2. Port Management

Please describe port management systems including ownership, users, operating schemes of port facilities and equipment - e.g. channels, anchorage areas, seawalls, berths, cargo handling yards, warehouses, cargo handling equipment (both fixed and movable). Also, please include the present level of privatization.

3. Port Service Entities

Please describe port service system including port service entities (e.g. port authority, private sectors approved concession) which implement cargo handling, tug or pilotage services.

Please attach an additional sheet(s) of paper if a given space is insufficient.

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4. Financial Conditions

Please describe financial conditions including budget scale of port management body.

5. Port Tariff

Please provide an outline of port tariff (please attach tariff table).

6. Organization Charts

Please attach charts of organizations related to the port.

Please attach an additional sheet(s) of paper if a given space is insufficient.

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2-4. Container Terminals

Name of Terminal				
Depth of Berths (-m)				
No. of Berths				
Length of Berth (m)				
Area of Terminal (m ²)				
Main cargo handling Equipment (Capacity)				
Planned Berth Capacity (ton or TEU/year)				
Actual Handling Data (the latest ton or TEU/year)				
Planning Entities				
Construction Entities				
Ownership				
Management & Operation Entities				
Users				
Opened in (year/month)				

2-5. Introduction of Computer System (Current Situation and Plans in Future)

<p>1. The departments or divisions where computer system is already introduced and the details (e.g. computerized items) of the system.</p>
<p>2. Plans of Computer System Introduction (Target Fields and the Details of the Systems)</p>

Please attach an additional sheet(s) of paper if a given space is insufficient.

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2-6. The Future Plans of the Port

1. Future Development Plans

Please provide outlines of development plans including planning body, the name of plan, target years, the consultants, fund raising, features of plans (details and points) and basic policy.

2. Outlines of the Plans for Main Port Areas (Excluding Container Terminals)

Please provide the names of planning areas, target years, planned capacity, scale of facilities (e.g. the depth, length and No. of berths), main equipment (including cargo handling equipment), development entities, investment costs, the methods of fund raising, management systems and entities.

Please attach an additional sheet(s) of paper if a given space is insufficient.

3. Future Plans of Container Terminals Please describe planning entities, the names of plans, construction entities, ownership, management & operation entities and systems (public or private, etc.), target years, the details of plans (Number of berths, length of berths, areas of terminals, cargo handling system and main equipment).
Anticipated problems.
Remarks

Please attach an additional sheet(s) of paper if a given space is insufficient.

For Your Reference

JICA and Capacity Development

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

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

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

Japanese Development Experience

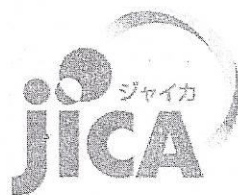
Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the "adopt and adapt" concept by which a wide range of appropriate skills and knowledge have been imported from developed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

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

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

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

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CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan.
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