

No.12040/19/2012-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 14th March, 2012

TRAINING CIRCULAR

Subject: Training Course in Remote Sensing of Forest Resources (Basic) and to be held in Japan from 3rd July, 2012 to 18th 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 3rd July, 2012 to 18th August, 2012.

2. The programme aims that participants are expected to acquire the skills and knowledge for using remote sensing of forest resources in their country based on international discussions on reducing emissions from deforestation and forest degradation in developing countries (REDD).

3. The candidate should be preferably be an administrative official or researcher engaged in forestry management or REDD, wildlife management, nature conservation and climate change mitigation; having more than 3(three) years practical experience or research in forestry management or REDD; 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..

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 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 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 Environment and Forests, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi.
2. All State Governments/Union Territories.
(with the request to circulate it amongst the related organizations)
3. NIC with the request to post the circular along with the JICA's circular and the enclosed application Proforma on the Department's website.



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

REMOTE SENSING OF FOREST RESOURCES (Basic)

集団研修「森林リモートセンシング(基本)」

JFY 2012

<Type: Trainers Training / 類型: 人材育成普及>

No. J12-00885 / ID. 1280113

Phases in Japan: From July 3, 2012 to August 18, 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.

I. Concept

Background

Addressing deforestation and forest degradation may play a significant role in climate change mitigation. CO₂ emissions from deforestation and forest degradation in developing countries might amount for about 20% of the total emissions of the world. Thus, it is a key challenge not only for developing countries but also for the whole world to address reducing emissions from deforestation and forest degradation in developing countries (REDD), which could slow increases in atmospheric CO₂ concentrations.

However, there are not sufficient systems or personnel in many developing countries so that they can investigate the forest resources, which is basic information for REDD. This constitutes a matter of immediate concern for the international community.

Remote sensing provides extensive information of forest resources in an efficient and effective manner. This program will provide basic theory and skills of remote sensing of forest resources to improve forest management in developing countries, which also support the REDD-related activities for the participants and is expected to contribute to the climate change mitigation.

For what?

Participants are expected to acquire the skills and knowledge for using remote sensing of forest resources in their own countries based on international discussions on REDD.

For whom?

This program is offered to administrative officials or researchers engaged in forestry management.

How?

Participants shall have opportunities in Japan to enhance the participants' knowledge and skills of remote sensing of forest resources in order to understand REDD as a significant role in climate change mitigation. Participants are expected to formulate an action plan describing what the participant is going to do after they go back to home country, making the best use of the knowledge and ideas acquired and discussed in Japan.

II. Description

1. **Title (J-No.): Remote Sensing of Forest Resources (Basic) (J-12-00885)**
2. **Period of program**
Core Phase in Japan: July 3 to August 18, 2012

Thailand, Timor-Leste, India, Papua New Guinea, Kenya, Gabon, Cambodia(2), Malawi, Burkina Faso, Indonesia, Democratic Republic of the Congo(2), Philippines
3. **Eligible / Target Organization**
Administrative officials or researchers engaged in remote sensing of forest resources, forestry management and climate change mitigation.
4. **Total Number of Participants**
Fifteen (15) participants
5. **Language to be used in this program:** English
6. **Program Objective**
Participants are expected to acquire the skills and knowledge for using remote sensing with the aim of understanding forest resources in their own countries on the basis of international discussion of REDD.
7. **Overall Goal**
Each participant's belonging organizations take actions based on the action plans, in order to build the system for monitoring of forest resources using remote sensing in the countries concerned.

8. Expected Module Output and Contents:

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

<p>(1) Preliminary Phase in a participant's home country (May 2012to July 2012) <i>Participating organizations make required preparation for the Program in the respective country.</i></p>	
Expected Modules Output	Activities
To overview the present situation and issues of forestry management in participants' respective countries	<ul style="list-style-type: none"> • Preparation and submission of Country Report

<p>(2) Core Phase in Japan (July 3, 2012 to August 18, 2012) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i></p>		
Expected Modules Output	Contents	Activities
To acquire the current knowledge about the REDD using a remote sensing,	<ul style="list-style-type: none"> •International methodology such as IPCC guideline •Remote sensing usage to keep up with REDD 	Lecture Exercises
To learn about the basic theory and skills of remote sensing,	<ul style="list-style-type: none"> •Basic theory of remote sensing •Characteristics of electromagnetic wave •Spectral Reflectance •Classification of platform and sensor • Feature and difference of various satellite for earth observation •Learning remote sensing software, ENVI and ERDAS IMAGINE. 	Lecture Observation
To acquire the knowledge and technique for the practical use of remote sensing of forest resources,	<ul style="list-style-type: none"> •Case Study of remote sensing •Possibilities of remote sensing • Image processing of satellite images using a PC •Calculation of various index models of vegetation • ALOS/PALSAR usage for the forest mapping •Learning remote sensing software, ENVI, 	Lecture, Practice and Exercise

	ERDAS IMAGINE and Multispec.	
To acquire the knowledge and technique for the practical use of GIS/GPS of forest resources,	<ul style="list-style-type: none"> •How to use a GPS •Satellite Images/Data Acquisition for GIS in the open air •The basic usage of GIS •Space analysis by GIS •Learning GIS software, ArcGIS. 	Lecture Practice
To formulate the practical Action Plan for solving their own issues	• Planning for understanding the forest inventory in their own countries using remote sensing	To prepare action plan and make it presentation

NOTE: (1)

Participants must submit Country Report before arriving in Japan. Participants are requested to make Country Report Presentation at the beginning of the training course, in order to share the respective countries information in the field of forestry management and using remote sensing technologies. Participants must prepare for Country Report presentation before arriving in Japan. Country Report must be written in English, and fifteen (15) minutes will be allocated to each participant for the presentation (including interpretation and discussion). Presentation by using Microsoft Power Point is recommended. If possible, it is also recommended to bring a CD-R etc. in which the Country Report is saved, that will facilitate report making.

(3)Finalization Phase in a participant's home country	
<i>Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.</i>	
Modules	Activities
Implementation of the Action Plan Submission of the Final Report	Application and implementation of the Action Plan back in respective home country and submission of the Final Report describing the progress of implementing respective Action Plan by February 28, 2013.

NOTE : (2)

JICA Sapporo might suspend the acceptance of candidates for the coming years from those organizations which does not seriously share participant's action plan, nor without reporting to JICA within the mentioned period.

9. Follow-up Cooperation by JICA:

In this workshop, JICA might extend follow-up support to participating organizations that intend to develop the result of the project further. Please note that the support shall be extended selectively based on proposals from the participating organizations.

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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 -8 .
- (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 -8.

2. Nominee Qualifications:

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

(1) Essential Qualifications

- 1) Current Duties: preferably to be an administrative official or researcher currently to be engaged in forestry management or REDD. In some countries, forestry management or REDE are covered in the field of wildlife management, nature conservation and climate change mitigation. This course will accept the participant from such area,
- 2) Experience in the relevant field: should have more than 3 years of practical experience or research in forestry management or REDD,
- 3) Educational Background: should be a university graduate or have an equivalent qualification,
- 4) Language: have good command of spoken and written English which is equivalent to TOEFL CBT 200 or more, (This program includes active participation in discussions, an action plan development. Thus requires good competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)
- 5) IT Literacy: must be needed. Nominees should know how to use Windows or Office,
- 6) Health: should be in good health, both physically and mentally, to undergo the course of training. Please notice that this course includes ground truth or field survey in the forest. Participants must have enough strength left to go through such survey in the field and bring comfortable shoes.

※Pregnancy : Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include;

- 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 Staff in JICA office for the details.

7) Must not be serving any form of military service

(2) **Recommendable Qualifications**

Expectations for the Participants:

Age: be between the ages of twenty-five (25) and forty (40) years

3. **Required Documents for Application**

- (1) **Application Form:** The Application Form is available at the respective country's JICA office.
- (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.
- (3) **Country Report:** to be submitted to the respective country's JICA Office with the application form. Fill in ANNEX of this General Information, and submit it along with the Nomination Form by May 4, 2012.

4. **Procedure for Application and Selection:**

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

Closing date for application to the JICA Center in JAPAN: May 4, 2012

Note: Please confirm the closing date set by the respective country's JICA office 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 shall conduct screenings, and send the documents to the JICA Sapporo which organizes this project. Selection shall be made by the JICA Sapporo in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. Nominees who belong to the organization which is a target of Countries for grant aid of "The Forest Preservation Programme" by Japanese Government will be highly valued in the selection.

(3) Notice of Acceptance

Notification of results shall be made by the respective country's JICA office to the respective Government by **not later than June 5, 2012.**

5. Conditions for Attendance:

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

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA Sapporo

(2) **Contact:** jicasic@jica.go.jp and sictp1-sub@jica.go.jp

2. Implementing Partner:

Name: Rakuno Gakuen University

URL: <http://www.rakuno.ac.jp/english/>

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 Sapporo International Center (SIC)

Address: Minami 4-25, Hondori 16-chome, Shiroishi-ku, Sapporo,
Hokkaido, 003-8668, Japan

TEL: 81-11-866-8393 FAX: 81-11-866-8382

(where "81" is the country code for Japan, and "11" is the local area code)

If there is no vacancy at JICA Center, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of SIC at its URL,

SIC: http://www.jica.go.jp/english/contact/domestic/pdf/sapporo_facilities_01.pdf

Expenses:

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

- (1) Allowances for accommodation, living expenses, outfit, and shipping
- (2) Expenses for study tours (basically in the form of train tickets)
- (3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)
- (4) Expenses for program implementation, including materials

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

5. Pre-departure Orientation:

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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 program, and other matters.

V. Other Information

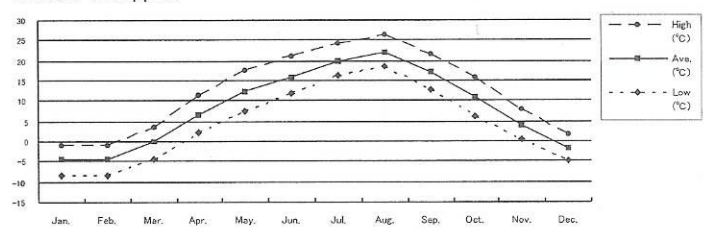
1. Pre-departure orientation is held at JICA office to provide the selected candidates with details on travel to Japan, conditions of training, and other matters. Participants will see a video, "TRAINING IN JAPAN", and will receive a textbook and a cassette tape, "SIMPLE CONVERSATION IN JAPANESE". A brochure, "GUIDE TO TRAINING IN JAPAN" will be handed to each selected candidate before or at the orientation.
2. Participants who have successfully completed the course will be awarded a certificate by JICA.
3. Toward the end of the course, each participant is to draft an Action Plan and present it. The Action Plan, which includes outcomes of this training, is a short to mid-term concrete plan of possible measures to tackle a high priority problem(s) related to introduction or application of remote sensing of forest resources or sound forestry management in the participant's capacity as a responsible officer. The participant is expected to fully utilize the ideas and techniques he/she has obtained through the training program in order to formulate "Action Plan" which will hopefully lead to the solution or mitigation of the above-mentioned problem.

<Contents of the Action Plan (Example) >

- a) Background and present status of the selected problem
- b) Purpose of the Plan
- c) Concrete plan of actions (contents of actions and timeframe)
- d) Necessary resources and prospect to secure them

*In order to make a better Action Plan, it is recommended that each participant bring necessary documents or data from your country.

4. Climate in Sapporo



	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
High (°C)	-1	-0.8	3.4	11.4	17.8	21	24.2	25.3	21.7	15.9	7.8	1.7
Ave. (°C)	-4.4	-4.4	-0.2	6.5	12.2	16	19.8	22.1	17.1	11	4.1	-1.6
Low (°C)	-8.4	-8.5	-4.2	2.1	7.3	11.9	16.4	18.7	12.8	6.3	0.6	-5
Snow(cm)	58	83	64	2							5	28

Typical Seasonal Wear: (July - August) Short-sleeves, Long-sleeves or Light Jacket at night

5. Recreation:
 - 1) Participants can use an indoor swimming pool and gymnasium located next to JICA Sapporo. The charges are paid by JICA. JICA Tokyo also has gymnasium for the participants.

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2) JICA encourages international friendship exchange between participants and local communities. Therefore, it would be helpful for participants to bring their national costumes and materials such as slides, videos, and music cassettes, which introduce the culture in their countries.

6. Equipment in JICA Center

JICA Center has following equipment for participants.

<utensils in the private room>

Bed, Prefabricated Bath, Desk, Refrigerator, Hot pot, Bookshelf, Air Conditioning, In-room Safe, TV sets (CNN, NHK (BS) , DVD/VHS Video Player)

*ATTENTION: There are no slippers and towels. Soap, shampoo & conditioner, toothpaste & toothbrush, razor, detergent, sewing kit and CD-R can be purchased at the front desk.

<Audio-visual equipment for training>

Video recorder, Multimedia Projector (available to use Microsoft Power Point 2007)

VI. ANNEX:

J12-00885
Remote Sensing of Forest Resources
(JFY 2012)

Country Report

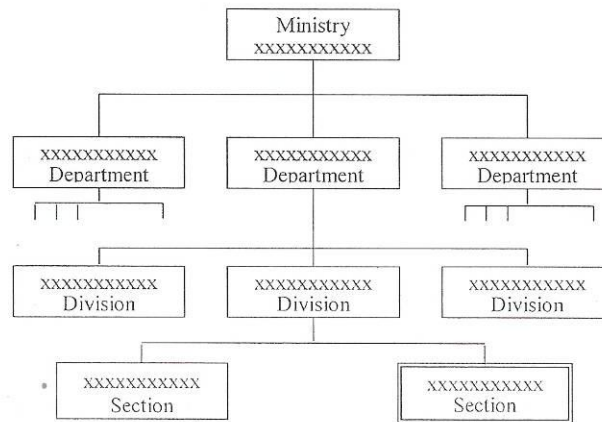
Participants are requested to prepare the Country Report on the following issues and submit it to JICA Sapporo along with the application form **by May 4, 2012**. The report should be typewritten in English on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 10 pages. This Report shall be used for selection of participants.

NOTE: Participants are requested to give a 15 minutes presentation and discuss about the situation of forestry management in respective country at beginning of the program in Sapporo.

1. Basic information

Name	
Organization	
Position	
Country	

2. Outline of the participant's Organization
(example)



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3. Description of your job experiences

Period	From	to
Organization		
Position		
Outline of duties:		

4. Describe present condition and/or historical trend of forests and forest management with specific figures in the applicant's country, in accordance with the following indicators respectively;

(choose more than 2 indicators from among the following for the description)

- ① area and percent of forest by forest ecosystem types,
- ② area and percent of forest specifically for conservation,
- ③ area, percent and growing stock of plantations by species,
- ④ value and volume of production of wood, wood products and non-wood products,
- ⑤ status of legal and institutional framework on forest planning, policy development and coordination with relevant sectors, and
- ⑥ status of forest inventory, assessment and monitoring.

If there is no national data on the indicators, you can use provincial data or data at the project level as well.

5. Current development of remote sensing of Forest Resources in the applicant's country

6. Problems/constraints on the development of remote sensing in the applicant's country (Itemize 3 main issues which the applicant directly faces on and describe them.)

7. On-going efforts to specifically cope with the problems mentioned in 7. above. (If any)

8. The applicant's role in development and application of remote sensing in the country.

9. The applicant's experiences about remote sensing and GIS software.

- ENVI (remote sensing software)
 - Never Beginner Advanced Professional
- ERDAS IMAGINE (remote sensing software)
 - Never Beginner Advanced Professional
- ArcGIS (GIS software)
 - Never Beginner Advanced Professional
- GPS
 - Never Beginner Advanced Professional

10. Knowledge or skills which the applicant intends to acquire from this training program. (example: knowledge of technical issues about REDD, skills of using remote sensing software for change detection of landuse in your site)

11. Plans/projects which you are likely to be involved in your country after completing the training, if any

12. In the applicant's country, what kind of effort/action for REDD can be made? (example: law, policy, finance and aid)

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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 Sapporo International Center (JICA Sapporo)

Address: Minami 4-25, Hondori 16-chome, Shiroishi-ku, Sapporo,
Hokkaido, 003-8668, Japan

TEL: +81-11-866-8393 FAX: +81-11-866-8382