

F.No.12040/07/2023-FTC
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
[Training Division]

Block-4, Old JNU Campus
New Mehrauli Road, New Delhi-110067
Dated: 26.05.2023

TRAINING CIRCULAR

Subject: Knowledge Co-Creation Program on Promotion of “Hydrogen Energy Use – Energy Policy towards Hydrogen-Based CO2 Free Society” to be held in Japan from 26th September to 1st November 2023 under the Technical Cooperation Program of the Government of Japan.

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) has invited applications for Knowledge Co-Creation Program on “Hydrogen Energy Use – Energy Policy towards Hydrogen-Based CO2 Free Society” to be held in Japan from 26th September to 1st November 2023 under the Technical Cooperation Program of the Government of Japan.

2. This program is designed for administrative officials who are involved in policy making and research and development affairs for expanding the supply and use of clean energy in ministries in charge of clean energy such as hydrogen and renewable energy.

3. The applying organizations are expected to nominate officers who are engaged in policy making or promotion of clean energy including hydrogen energy for more than 2 years of experience. The officer has competent command over spoken and written English; be in good health (both physically and mentally) and Age: be between the ages of thirty and fifty years old. More details of the program may be seen in the brochure.

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

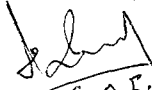
- (a) Whether attended any foreign training program in the past? If so, the duration/details thereof:
- (b) Whether cleared from vigilance angle:
- (c) Age;
- (d) Whether working in North East State/J&K;
- (e) A brief in 50-100 words justifying the nomination.

5. The course covers the cost of round-trip air tickets between the international airport designated by JICA and Japan; travel insurance from the time of arrival in Japan to departure from Japan; allowances for (accommodation, meals, living expenses, outfit and shipping and

stopover); expenses for JICA study tours and Medical care for participants who become ill after arriving in Japan (the costs related to preexisting illness, pregnancy, or dental treatment are not included).

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

7. The applications should reach this Department through the Administrative Ministry/Department not later than **05.07.2023**. Nominations received after the prescribed date may not be considered. The details of the program (General Information Brochure) and application form may be drawn from the website of DoPT.


26.05.2023
(Deshraj Yadav)

Under Secretary to the Govt. of India
Tele no: 26194167

To

- a) Secretary, Ministry of Power, Shram Shakti Bhavan, New Delhi
- b) Secretary, Ministry of New and Renewable Energy, Atal Akshay Urja Bhavan, CGO Complex, Lodhi Road, New Delhi.
- c) Secretary, Ministry of Road & Transport Highways, Transport Bhavan, New Delhi.
- d) Secretary, Ministry of Petroleum and Natural Gas, Shastri Bhavan, New Delhi
- e) Secretary, M/o Environment Forest & Climate Change, Indira Paryavaran Bhawan, Jor Bagh, New Delhi-110003
- f) Chief Secretaries to State Governments/Union Territories with request to circulate the same amongst related Departments/Organizations under them.
- g) Senior Representative, JICA India Office, 2nd Floor, Dr. Gopal Das Bhawan, 28, Barakhamba Road, New Delhi -110001.
- h) NIC with request to post the circular along with the JICA's brochure and application format on this Department's website.



Face-to-Face (in Japan)

JICA Program GENERAL INFORMATION

Knowledge Co-Creation Program (Group and Region Focus)

Promotion of Hydrogen Energy Use

-Energy Policy Toward Hydrogen-Based CO2 Free Society-



Course Number: 202210187J001

Course Period: September 26- November 1, 2023



NOTE: Adobe Acrobat Leader DC and Google Chrome are recommended as PDF viewer. JAWS and NVDA are recommended as screen reader.

NOTE: If there are any difficulties in reading this document, please contact JICA Office in your country or JICA Center in Japan.

NOTE: Depending on the circumstances, some or all of the program periods may be changed or cancelled after the application has been accepted.

水素エネルギー利用の推進～CO2フリー社会に向けたエネルギー政策



How can we promote **hydrogen** supply and utilization?

Acquire theoretical and effective solutions for
hydrogen energy development through
practical training in Japan.

Outline

This training course is designed for government officials engaged in policy making and administrative work to promote the supply and utilization of renewable energy, including hydrogen, in the energy transition period toward a carbon neutral society.

The training will be conducted in Japan. Lectures, discussions, and presentations will be conducted face-to-face. During the field visits, participants will visit training sites in Fukuoka, Tokyo, Kobe as well as Yamanashi.

All sessions are carried out in English.

The period of the program is from September 26, to November 1, 2023.

Course Capacity: 8 participants



JICA Knowledge Co-Creation Program (KCCP)

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



Table of Contents

For What?

(Background, Objectives) 6

To Whom?

(Job Areas and Organizations, Targeted Countries) 6

When?

(Online Program Period, Face-to-Face Program Period) 7

Where?

(Place Where the Program Take Place) 7

How?

(How to Learn, Language, Commitment to the SDGs) 8

(Program Structure) 8-11

(Instructors, Coordinator, Interpreter, Program Officer) 12

Voice

(Past Program Alumni Comments) 13

Eligibility and Procedures

(Expectations to the Applying Organizations, Nominee Qualifications) 14-16

(Required Documents for Application) 16

(Procedures for Application and Selection) 17

(Conditions for Participation) 17-18

Administrative Arrangements

(Organizer (JICA Center in Japan), Implementing Partner, Travel to Japan,
Accommodation in Japan, Expenses, Pre-departure Orientation) 19-22

Other Information 23

Annex 24

(Job Report)..... 25

(Issue Analysis Sheet) 26

(Issue Analysis Sheet (IAS) Guidelines) 27

(Sample Training Schedule (for reference)) 28-29

For Your Reference

(JICA and Capacity Development, Japanese Development Experience) 30

Correspondence

(For Enquiries and Further Information) 32

For What?

Background

In the world, since the beginning of 2020, countries around the world have been accelerating their efforts to promote the utilization of hydrogen, including European countries that aim to achieve carbon neutrality by 2050 and other countries that have announced their hydrogen strategies one after another. Hydrogen is considered the ultimate clean energy, but due to cost and technical issues in the supply chain (production, storage, transportation, and utilization), medium- to long-term efforts are needed to expand the use of hydrogen.

Objectives

Participants Participants will improve the policy-making and implementation capabilities necessary to promote the use of hydrogen energy in each country.

To Whom?

Job Areas and Organizations

This program is designed for administrative officials who are involved in policy making and research and development affairs for expanding the supply and use of clean energy in ministries in charge of clean energy such as hydrogen and renewable energy.

The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.

Targeted Countries

Bhutan, Bolivia, Costa Rica, India, Indonesia, Mexico, Kenya, Paraguay

Participants who have successfully completed the program will be awarded a certificate by JICA.

When?

Face to Face Program Period



From September 26 , 2023 to
November 1, 2023

Where?

This course is organized by JICA Kyushu Center. Participants will stay at JICA Kyushu Center at the first week of the training course and move to where the actual training will be held. Participants will be arranged accommodation such as a JICA domestic center or a private hotel for long stay.



How?

How to Learn

- Research
- Workshops
- Discussions
- Field Visits
- Presentations



Study



Discuss



Listen



Interact



Present



Experience

Language

English

Commitment to the SDGs



Program Structure

Preliminary Phase (Activities when applying)

All applicants are required to prepare “Job Report (ANNEX1) and “Issue Analysis Sheet(ANNEX2)

Week 1:

Briefing, Program orientation and General orientation.

Week 2 to final week:

Core Phase		
Course Outputs:	Subjects/Agendas	Methodology
1. Explain the advantages, issues, and countermeasures of hydrogen energy in the short-, medium-, and long-term framework in your country.	(1) IAS solutions to issues and TASK extraction (2) Job report presentation (including current status and issues of hydrogen utilization in each country) (3) Current Status and Future Prospects of Hydrogen Technology for Realization of a Carbon Neutral Society (4) Utilization of hydrogen as an energy carrier for decarbonization (5) Recent Trends in Hydrogen and Ammonia Technologies for Realizing a Decarbonized Society	Lecture Presentation Discussion Site Visit
2. Understand hydrogen production, storage / transportation, supply and utilization technologies, safety and security outlines and laws and regulations.	<p><u>Production</u></p> (1) Characteristics of Variable Renewable Energy and Hydrogen Use (2) Basic characteristics and features of photovoltaic power generation systems (3) Contribution to achieving carbon neutrality through artificial photosynthesis (4) Current Status and Future Development of Wind Power Generation <p><u>Transport</u></p> (5) Establishment of hydrogen supply chain (LH2 and hydrogen CGS) (6) Establishment of hydrogen supply chain (LOHC-MCH method)	Lecture Presentation Discussion Site Visit

	<p>(7) Establishment of hydrogen supply chain - dehydrogenation plant Utilization</p> <p>(8) Development of hydrogen and ammonia power generation technology</p> <p>(9) Ammonia Supply Chain Future Vision</p> <p>(10) Challenge to become carbon neutral (development of commercial-use FCs)</p> <p>(11) Current Status and Future Development of Synthetic Fuel Technology</p> <p>(12) Toward the Future of Logistics with Hydrogen (FC Forklift Trucks) safety</p> <p>(13) Security for the Realization of a Hydrogen Society</p>	
3. Explain the main points of various measures such as policies, technologies / infrastructure, and business necessary for promoting a hydrogen society in Japan.	<p>(1) Yamanashi Yonekurayama Electric Power Storage Technology Research Site</p> <p>(2) Geothermal Hydrogen Production Demonstration Project</p> <p>(3) CO2 Zero Showroom - Panasonic Center Tokyo</p>	Lecture Presentation Discussion Site Visit
4. Explain the main points of the roles and significance of governments, local governments, industrial and academic sectors, and local citizens to promote a hydrogen-based society.	<p>(1) Japan's Vision and Actions toward the Realization of a Hydrogen-based Society</p> <p>(2) Activities and Achievements of Fukuoka Prefecture Hydrogen Strategy Council</p> <p>(3) Kitakyushu City's efforts toward the realization of a hydrogen society</p>	Lecture Presentation Discussion Site Visit

	<ul style="list-style-type: none"> (4) Kitakyushu CO2-free Hydrogen Production and Supply Demonstration Project (5) Kawasaki City Hydrogen Strategy (6) Center for Advanced Hydrogen Materials Science (HYDROGENINUS) (7) Hydrogen Energy Products Research and Testing Center (HyTReC) (8) Wind power generation in Kitakyushu City (9) Kitakyushu Next Generation Energy Park (10) Environmental Museum (11) Yaskawa Electric Miraikan (Future Museum) (12) TOTO Museum (13) Toyota Kyushu 	
<p>5. Understand the challenges for realizing a hydrogen-based society in your own country and be able to propose short-, medium- to long-term countermeasures</p>	<ul style="list-style-type: none"> (1) Action Plan Lecture (2) Guidance on Action Plan Preparation and Presentation (3) Action Plan Presentation 	<p>Lecture Presentation Discussion</p>

Management Members

Course Leader

Mr. Tarawa Yoichi

Kitakyushu International Techo-cooperative Association



Coordinator

Ms. Aratake Miho

Training Coordinator of KCCP

She has extensive experience in coordinating the Knowledge Co-Creation Program (KCCP), and has been the Training Coordinator for many courses in the field of resources and energy



Program Officer

Ms. Ogawa Yoko

Japan International Cooperation Agency (JICA)

Kyushu Center

Message: Hello, friends! Have you ever experienced struggling with promotion of Hydrogen energy use? In this program, we will focus on Yamanashi, Japan's largest research center for "Hydrogen and Fuel Cells" as a key to the contribution of government officials and engineers in solving the issues of hydrogen energy promotion. Gain new perspectives through discussions with the lecturers and other participants. We look forward to meeting you!



Voice

Past Program Alumni Comments

 Jorge Vinicio Vargas
Costa Rica

Thank you so much. The opportunity to expand technical knowledge and learn about Japanese and other cultures in the course will be memorable and help strengthen collaborative relationships between the countries.



 Aurora Tenorio Dena
Mexico

It was an amazing learning experience, both for Hydrogen and Japanese culture. I am very grateful to JICA, this course will be crucial for my activities and for developing a Hydrogen Strategy.



Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for those specific purposes.
 - (2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.
 - (3) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
-

2. Nominee Qualifications

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

(1) Essential Qualifications

1) Target Organization:

Departments specialized in policy making on clean energy in relevant ministries such as energy and environment, which are (will be) engaged in renewable energy, hydrogen, carbon storage and so forth.

2) Target personnel:

<Position>

Applicants in charge of policy making and promotion of clean energy such as

hydrogen at target organizations mentioned above.

<Experience>

Applicants are engaged in policy making or promotion of clean energy including hydrogen energy for more than 2 years.

<Education Background>

Applicants must have bachelor degrees or equivalent in relevant fields such as energy policy/engineering/science, economy, law, business.

< Language>

Have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more (This workshop includes active participation in discussions, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC, etc., if possible).

< Health>

Be in good health and suitable to participate in the program in Japan.

To reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest to declare in the Medical History (QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness.

Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus. Because live vaccines administered to a pregnant woman pose a theoretical risk to the fetus; therefore, live, attenuated virus and live bacterial vaccines generally are contraindicated during pregnancy.

Please refer to the following. <https://www.cdc.gov/vaccines/pregnancy/hcp-toolkit/guidelines.html>

(2) Recommendable Qualifications

1)Age: be between the ages of thirty and fifty years old.

2)Gender Equality and Women's Empowerment:

<1>Women are encouraged to apply for the program. JICA is committed to



promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

<2>JICA seeks more female applicants due to the past records of fewer applications from women. JICA is committed to promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

3. Required Documents for Application

(1) **Application Form:** The Application Form is available at the JICA overseas office (or the Embassy of Japan)

* If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.

(2) **English Score Sheet:** to be submitted with the application form if nominees have any official English examination scores. (e.g., TOEFL, TOEIC, IELTS)

(3) **Photocopy of Passport:** You should submit it with the application form if you possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain it.

*The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex, Passport Number and Expiry Date

(4) **Job Report and Issue Analysis Sheet (IAS) (ANNEX I & II):**

- To be submitted with application form. Job Report and IAS are necessary documents for screening of applicants.
 - Each participant will be required to present IAS in approx. 10 minutes in an early stage of the course. Visual materials such as PowerPoint and pictures may be helpful for your presentation if you bring them.
 - When you use PowerPoint, it is preferable to use letters more than 24-point and not to use pictures on the background.
 - An applicant should submit an IAS with approval of his/her superior and an IAS without approval of an applicant's superior is not accepted.
 - The purpose of an IAS is to logically organize relationships between challenges of an applicant's organization and contents of fields to be covered in a training course.
-

4. Procedures for Application and Selection

(1) Submission of the Application Documents

Closing date for applications: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

(All required material must arrive at JICA Center in Japan by **July 21, 2023**)

(2) Selection

Primary screening is conducted at the JICA overseas office (or the embassy of Japan) after receiving official documents from your government. JICA Center will consult with concerned organizations in Japan in the process of final selection. Applying organizations with the best intentions to utilize the opportunity will be highly valued.

The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.

(3) Notice of Acceptance

The JICA overseas office (or the Embassy of Japan) will notify the results **not later than August 11, 2023**

6. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3) to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4) not to bring or invite any family members (except for programs longer than one year),
- (5) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,



- (6) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (7) not to engage in political activities, or any form of employment for profit,
- (8) to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "3.Expenses", "Administrative Arrangements",
- (9) to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (10) not to drive a car or motorbike, regardless of an international driving license possessed,
- (11) to observe the rules and regulations at the place of the participants' accommodation, and
- (12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

Administrative Arrangements

1. Organizer (JICA Center in Japan)

- (1) Center: JICA Kyushu Center (JICA KYUSHU)
 - (2) Program Officer: Ms. OGAWA Yoko (jicatic@jica.go.jp)
-

2. Implementing Partner

- (1) Name: Kitakyushu International Techno-cooperative Association(KITA)
 - (2) URL: <http://www.kita.or.jp/english/>
-

3. Travel to Japan

- (1) **Air Ticket:** In principle, JICA will arrange an economy-class round-trip ticket between an international airport designated by JICA and Japan.
 - (2) **Travel Insurance:** Coverage is from time of arrival up to departure in Japan. Thus, traveling to outside Japan (include damaged baggage during the arrival flight to Japan) will not be covered.
-

4. Accommodation in Japan

Basically, JICA will arrange the following accommodations for the participants in Japan outside of JICA Kyushu.

JICA Tokyo Center (JICA Tokyo)

Address: 49-5, Nishihara 2-chome, Shibuya-ku, Tokyo 151-0066

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. Please refer to facility guide of JICA Kansai at its URL.

JICA Kansai Center (JICA Kansai)

Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan

TEL: +81-78-261-0388/0341 FAX: +81-78-261-0465



JICA Chubu Center (JICA Chubu)

Address: 60-7, Hiraike-cho, 4-chome, Nakamura-ku, Nagoya City, Aichi
Prefecture 453-0872

Tel: +81-52-533-0220 Fax: -81-52-564-3751

If there is no vacancy at JICA Kansai or Tokyo, JICA will arrange alternative accommodation(s) for the participants.

5. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses, outfits, and shipping and stopover.
- (2) Expenses for study tours (basically in the form of train tickets).
- (3) Medical care for participants who become ill after arriving in Japan (the 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 “III. ALLOWANCES” of the brochure for participants titled “KENSU-IN GUIDE BOOK,” which will be given before departure for Japan.

*Link to JICA HP (English/French/Spanish/Russian):

[The Knowledge Co-Creation Program \(KCCP\) | Our Work | JICA](#)

6. Pre-departure Orientation

A pre-departure orientation will be held at respective country's JICA office (or the Japanese Embassy), to provide Participants with details on travel to Japan, conditions of the course, and other matters.

*YouTube of "Knowledge Co-Creation Program and Life in Japan" and "Introduction of JICA Center" are viewable from the link below.

Image videos of 'Introduction of JICA Center (YouTube)' show the following information of JICA Centers: Location, Building, Entrance, Reception(Front desk), Lobby, Office, Accommodation(Room), Amenities(Hand dryer), Bathroom(Shower and Toilet), Toiletries, Restaurant, Laundry Room(Washing machine, Iron), ICT Room(Computer for participants), Clinic, Cash dispenser, Gym, Neighborhood.

Part I: Knowledge Co-Creation Program and Life in Japan	
English ver.	https://www.youtube.com/watch?v=SLurfKugrEw
French ver.	https://www.youtube.com/watch?v=v2yU9ISYcTY
Spanish ver.	https://www.youtube.com/watch?v=m7l-WlQSDjl
Russian ver.	https://www.youtube.com/watch?v=P7_ujz37AQc
Arabic ver.	https://www.youtube.com/watch?v=1iBQqdpXQb4
Part II: Introduction of JICA Centers in Japan	
JICA Tokyo	https://www.jica.go.jp/tokyo/english/office/index.html
JICA Kansai	https://www.jica.go.jp/kansai/english/office/index.html
JICA Kyushu	https://www.jica.go.jp/kyushu/english/office/index.html

If the link of these youtube URLs has expired, please access the URL below and search the necessary information from the key word.

<https://www.youtube.com/user/JICAChannel02>

7. Reference

PDF: KENSHU-IN GUIDE BOOK

For more detailed terms and conditions

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/c8h0vm0000011i07-att/guide_en.pdf





Video: JICA Predeparture Briefing

For more information on life in Japan and KCCP

<https://www.youtube.com/watch?v=SLurfKugrEw>



Website: JICA

English/French/Spanish/Russian

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html

Video: Introduction of JICA Kyushu

[Introduction of JICA Kyushu - YouTube](#)



JICA Knowledge Co-Creation Program (Group and Region Focus)

**Promotion of Hydrogen Energy Use -Energy Policy Toward Hydrogen -Based CO2 Free Society-
Course No. 202210187J001**

Other Information

1. Report and Presentation

(1) Job Report & Issue Analysis Sheet (IAS)

Each applicant is required to submit his/her own Job Report & Issue Analysis Sheet following the instruction. Participants will have a presentation of his/her Job Report & Issue Analysis Sheet up to 10 minutes at the earlier stage of the training in Japan in order to share knowledge and background with other participants as well as instructors. Visual materials such as Power Point and pictures may be helpful for your presentation if you bring them with you.

(2) Action Plan

Participants are required to make an Action Plan at the end of the training to express your idea and plan that you carry out after your return, reflecting the knowledge and method you acquire in the training. Each person will have 10 minutes for presentation.

In addition, participants are required to complete IAS by the end of the training in Japan and present it at the Action Plan Presentation.

2. Participants who have successfully completed the program will be awarded a certificate by JICA. It requires 70% or more of training participation. If you do not create an action plan and submit a questionnaire, you will not be awarded a certificate.
3. Participants are recommended to bring a laptop computer for your convenience. During the program, participants are required to work on the computers, including preparation of Action plans, finalizing Job report etc.
4. Allowances will be deposited to your temporary bank account in Japan after 2 to 5 days after your arrival to Japan or Lifting the waiting period for Covid-19 control. It is highly advised to bring some cash (100 usd etc.) in order to spend necessary money for the first 2 to 5 days stays after your arrival.
5. It is very important that your currency must be exchanged to Japanese Yen at any transit airport, Narita International Airport in Tokyo. It is quite difficult to exchange money after that, due to no facility or time during the training program.
6. The field trip is arranged during the training program. It would be convenient if you bring small travel bag or small carry.



Annex

- I. Job Report
- II. Issue Analysis Sheet
- III. Issue Analysis Sheet (IAS) Guidelines
- IV. Sample Training Schedule (for reference)

Job Report

Name of Training Course	PROMOTION OF HYDROGEN ENERGY USE -ENERGY POLICY TOWARDS HYDROGEN-BASED CO2 FREE SOCIETY-
Name of Applicant	
Name of Country	
E-Mail	

1. Energy Situation in your country (up to 1 page)

- Policy frameworks for clean energy and carbon neutrality,
- Outline of nationally determined commitment,
- Primary energy supply (present and forecasts)
- Electricity supply (outline of share of generation and future plan)
- Enactment & enforcement situation of renewable energy law and/or regulation
- Incentive scheme to promote renewable energy (e.g. feed-in-tariff, subsidy)
- Issues for promotion of hydrogen energy

2. Your organization and main tasks (up to 1 page)

(1) Main tasks of the organization

(2) Organization chart:

Please draw a chart of your organization including the department (section) names with the number of staffs in it and mark where you are positioned.

(The chart should be attached and not be counted in this page limit.) Please describe a duty of each department (section) briefly.

(3) Brief description of your assignments

(4) Problems in your job

3. Expectations for the training course (up to 1 page)

(1) Your purpose of participating in this course

(2) Subjects of the course which you are interested in the most

(3) How do you expect to apply skills and knowledge that you will gain through the module (refer to Annex III) to tackle problems in your home country?

(4) Other matters which you are expecting to obtain from the course

4. What type of renewable energy have you applied in your country? Please fill in the installed capacity and annual generated energy for each generation facility.

	Installed capacity (MW)	Annual generated energy (GWh)
Hydrogen energy		
Hydropower		
Wind-power generation		
Geothermal power generation		
Solar power		
Biomass power generation		

ANNEX II *Issue Analysis Sheet (IAS)*

Name: _____

No	【A】* Issues that you confront.	【B】 Actions that you are taking.	
1			
	【 I 】 Task or The information that I need.	【 II 】 Useful information that I obtained /found.	【 III 】 Lecturer

No	【A】* Issues that you confront.	【B】 Actions that you are taking.	
2			
	【 I 】 Task or The information that I need.	【 II 】 Useful information that I obtained /found.	【 III 】 Lecturer

No	【A】* Issues that you confront.	【B】 Actions that you are taking.	
3			
	【 I 】 Task or The information that I need.	【 II 】 Useful information that I obtained /found.	【 III 】 Lecturer

***You shall describe challenges you are facing in your section also in the Job Report. Among them, in column A, please describe only those issues you expect to solve utilizing information and knowledge being delivered in this training course.**



ANNEX III

Issue Analysis Sheet (IAS) Guidelines

1. What is IAS?

- (1) IAS is a tool to logically organize relationships between issues and contents of the training program in Japan.
- (2) IAS will help the nominee to clarify his/her challenges to be covered in each expected module output and to formulate solutions to them.
- (3) The sheet is to be utilized as a logical process control sheet to draw up improvement plans for the issues by filling out the sheet in phases from prior to the nominee's arrival through to the end of the training.
- (4) In addition, it is used for the course leader and lecturers to understand the issues that each participant is confronting, and provide him/her with technical advice, useful references and solutions through the training program in Japan.

2. How to fill out IAS?

- (1) Please describe the issues you confront in column " **A: Issue that you confront**".
- (2) You shall describe challenges you are facing in your section also in the Job Report. Among them, in column A, please describe only those issues you expect to solve utilizing information and knowledge being delivered in this training course. Prepare the separate rows for each problem; if necessary, please add new rows.
- (3) In column " **B: Actions that you are taking to deal with the issue now.**", please describe actions that you are taking to solve the issue shown in " **Column A**".
- (4) This information is very important to carry out the training course and also to make Action Plan as a fruit of the training.
- (5) It's not necessary to fill in column " **I : Task to solve the Issue**", column " **II : The information that I need to carry out the Task.**" and column " **Result**". These columns shall be filled out during the training.
- (6) " **Column I** " shall be clarified and filled out in the subject " **Confirmation of Task based on IAS**" implemented at the earlier time in the training.
- (7) " **Column II** " and " **Column Result**" shall be filled out during the training and you are required to present completed IAS in the subject " **Action Plan Presentation**". II

ANNEX2-

Sample Schedule

Month	Day	Day	Training Contents	
Sep	26	Tue	Arrival at JICA Kyushu	
	27	Wed	Briefing for Arrival in Japan (formalities)	Program Orientation
	28	Thur	Course Orientation	General Orientation
	29	Fri	Problem Solving with IAS	Problem Solving with IAS
	30	Sat	day off	
Oct	1	Sun	day off	
	2	Mon	Utilization of hydrogen as an energy carrier for decarbonization	Job report presentation
	3	Tue	Current Status and Future Prospects of Hydrogen Technology for Realization of a Carbon Neutral Society	Visit: Center for Advanced Hydrogen Materials Science (HYDROGENIUS), Hydrogen Energy Products Research and Testing Center (HyTReC)
	4	Wed	Activities and Results of Fukuoka Prefecture Hydrogen Strategy Council	Establishment of hydrogen supply chain (domestic and international hydrogen transportation)
	5	Thur	Kitakyushu City's Efforts to Realize a Hydrogen Society	Wind power generation in Kitakyushu City
	6	Fri	Environmental Museum	Development of hydrogen and ammonia power generation technology Action Plan Lecture / Review
	7	Sat	day off	
	8	Sun	day off	
	9	Mon	Travel (Kitakyushu→Tokyo)	
	10	Tue	Recent Trends in Hydrogen and Ammonia Technologies for a Decarbonized Society	Japan's vision and actions toward the realization of a hydrogen-based society
	11	Wed	Establishment of hydrogen supply chain (LOHC-MCH method)	Characteristics of Variable Renewable Energy and Hydrogen Use
	12	Thur	Current Status and Future Development of Synthetic Fuel Technology	<ul style="list-style-type: none"> ● Characteristics of Variable Renewable Energy and Hydrogen Use ● Review

	13	Fri	Travel (Tokyo→Yamanashi; 2 hours)	Yamanashi Demonstration Facility , Travel (Yamanashi→Tokyo)
	14	Sat	day off	
	15	Sun	day off	
	16	Mon	Panasonic Center Tokyo	Kawasaki Hydrogen Strategy
Oct	17	Tue	Ammonia Supply Chain Future Vision	Current status and future development of wind power generation
	18	Wed	Geothermal Hydrogen Production Demonstration Project	Efforts toward a hydrogen society (FCV) Review
	19	Thur	Travel (Tokyo→Kyoto)	R&D and Future Prospects of Fuel Cells for Residential and Commercial Use
	20	Fri	Understanding of Japanese culture Mobility (Kyoto→Kobe)	Establishment of Hydrogen Supply Chain (LH2, Hydrogen CGS)
	21	Sat	Travel (Shin-Kobe→Kokura)	
	22	Sun	day off	
	23	Mon	Action Plan Guidance (Theme/Tutorial)	Action Plan Guidance (Theme/Tutorial)
	24	Tue	Basic Characteristics and Features of Solar Power Generation Systems	Toward the Future of Logistics with Hydrogen (FC Forklift Trucks)
	25	Wed	Contribution of Artificial Photosynthesis to the Realization of CN	Security for Realization of Hydrogen Society (Concept of Legal System)
	26	Thu	Action Plan Presentation Guidance	Action Plan Presentation Guidance
	27	Fri	TOTO Museum	Visit to Toyota Kyushu
	28	Sat	Kitakyushu City Cultural Understanding Tour	
	29	Sun	day off	
	30	Mon	Yaskawa Electric Miraikan	Review Kitakyushu Next Generation Energy Park/Eco Town
31	Tue	Action Plan Presentation	Action Plan Presentation Evaluation meeting	
Nov	1	Wed	departure from Japan	

*The schedule will be subject to change.

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses 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 is being customized by the different target organizations to address the specific needs, 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, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

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 a process of adoption and adaptation, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has developed a storehouse of knowledge not found elsewhere from unique systems of organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

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.



This information pertains to one of the JICA Knowledge Co-Creation Programs (Group & Region Focus) of the Japan International Cooperation Agency (JICA) implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.



Correspondence

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

Further, address correspondence to:

JICA Kyushu Center (JICA Kyushu)

Address: 2-1, Hirano 2-chome, Yahata Higashi-ku, Kitakyushu City, Fukuoka Prefecture 805-8505

Tel: +81-93-671-6311 Fax: +81-93-671-0979

("81" is the country code for Japan, and "93" is the local area code)

Guidelines of Application Form for the JICA Training and Dialogue Program

The attached form is to be used to apply for the training and dialogue programs of the Japan International Cooperation Agency (JICA), which are implemented as part of the Official Development Assistance Program of the Government of Japan. Please complete the application form while referring to the following and consult with the respective country's JICA Office - or the Embassy of Japan if the former is not available - in your country for further information.

1. Parts of Application Form to be completed

1) Which part of the form should be submitted?

It depends on the type of training and dialogue program you are applying for.

>Application for Group and Region Focused Training Program

Official application and Parts A and B including Medical History and Examination must be submitted.

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

Part B including Medical History and Examination will be submitted. Official application and Part A need not to be submitted

2) How many parts does the Application Form consist of?

The Application Form consists of three parts as follows;

Official Application

This part is to be confirmed and signed by the head of the relevant department/division of the organization which is applying.

Part A. Information on the Applying Organization

This part is to be confirmed by the head of the relevant department/division of the organization which is applying.

Part B. Information About the Nominee including Medical History and Examination

This part is to be completed by the person who is nominated by the organization applying. The applicants for Group and Region Focused Training Program are required to fill in **every item**. As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated "**required**" items as is shown on the Form.

Please refer to the General Information to find out which type the training and dialogue program that your organization applies for belongs to.

2. How to complete the Application Form

In completing the application form, please be advised to:

- (a) carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,
- (b) be sure to write in the title name of the course/seminar/workshop/project accurately

- according to the GI, which you intend to apply,
- (c) use a typewriter/personal computer in completing the form or write in **block letters**,
 - (d) fill in the form in **English**,
 - (e) use or to fill in the () check boxes,
 - (f) attach a picture of the Nominee,
 - (g) attach additional page(s) if there is insufficient space on the form,
 - (h) prepare the necessary document(s) described in the General Information (GI), and attach it (them) to the form,
 - (i) confirm the application procedure stipulated by your government, and
 - (j) submit the original application form with the necessary document(s) to the responsible organization of your government according to the application procedure.

Any information that is acquired through the activities of the Japan International Cooperation Agency (JICA), such as the nominee's name, educational record, and medical history, shall be properly handled in view of the importance of safeguarding personal information.

3. Privacy Policy

1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this privacy policy.

2) Limitations on Use and Provision

JICA shall never intentionally provide information that can be used to identify individuals to any third party, with the following three exceptions:

- (a) In cases of legally mandated disclosure requests;
- (b) In cases in which the provider of information grants permission for its disclosure to a third party;
- (c) In cases in which JICA commissions a party to process the information collected; the information provided will be within the scope of the commissioned tasks.

3) Security Notice

JICA takes measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

4. Copyright policy

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

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

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

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

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

Article 2. Details of use of works used for training

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



Training Programs under Technical Cooperation with the Government of Japan

Application Form for the JICA Training and Dialogue Program

OFFICIAL APPLICATION

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

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

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

J	0		-					
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3. Country Name:

4. Name of Applying Organization:

5. Name of the Nominee(s):

1)	3)
2)	4)

Our organization hereby applies for the training and dialogue program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date:		Signature:	
Name:			
Designation / Position			Official Stamp
Department / Division			
Office Address and Contact Information	Address:		
	Telephone:	Fax:	E-mail:

Confirmation by the organization in charge (if necessary)

I have examined the documents in this form and found them true. Accordingly I agree to nominate this person(s) on behalf of our government.

Date:		Signature:	
Name:			
Designation / Position			Official Stamp
Department / Division			



Part A: Information on the Applying Organization

(to be confirmed by the head of the department / division)

1. Profile of Organization

1) Name of Organization:

2) The mission of the Organization and the Department / Division:

2. Purpose of Application

1) Current Issues: Describe the reasons for your organization claiming the need to participate in the training and dialogue program, with reference to issues or problems to be addressed.

2) Objective: Describe what your organization intends to achieve by participating in the training and dialogue program.



3) Future Plan of Actions: Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.

4) Selection of the Nominee: Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the training and dialogue program, 4) Plan of organization and 5) Others.

**9) Contact Information**

Office	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Home	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Contact person in emergency	Name:	
	Relationship to you:	
	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:

10) Others (if necessary)

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4. Career Record**1) Job Record (After graduation)**

Organization	City/ Country	Period		Position or Title	Brief Job Description
		From Month/Year	To Month/Year		

2) Educational Record (Higher Education)(required)

Institution	City/ Country	Period		Degree obtained	Major
		From Month/Year	To Month/Year		



3) Training or Study in Foreign Countries; please write your past visits to Japan specifically as much as possible, if any.

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	

5. Language Proficiency (required)

1) Language to be used in the program (as in GI)					
Listening	() Excellent	() Good	() Fair	() Poor	
Speaking	() Excellent	() Good	() Fair	() Poor	
Reading	() Excellent	() Good	() Fair	() Poor	
Writing	() Excellent	() Good	() Fair	() Poor	
Certificate (Examples: TOEFL, TOEIC)					
2) Mother Tongue					
3) Other languages ()		() Excellent	() Good	() Fair	() Poor

¹ Excellent: Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.

¹ Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.

¹ Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.

¹ Poor: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.



6. Expectation on the applied training and dialogue program

1) Personal Goal: Describe what you intend to achieve in the applied training and dialogue program in relation to the organizational purpose described in Part A-2.

2) Relevant Experience: Describe your previous vocational experiences which are highly relevant in the themes of the applied training and dialogue program. (required)

3) Area of Interest: Describe your subject of particular interest with reference to the contents of the applied training and dialogue program. (required)

***7. Declaration (to be signed by the Nominee) (required)**

I certify that the statements I made in this form are true and correct to the best of my knowledge.

If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for the program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements the program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation.
- (g) to consent to waive exercise of my copyright holder's rights for documents or products that are produced during the course of the project, against duplication and/or translation by JICA, as long as they are used for the purposes of the program.
- (h) to approve the privacy policy and the copyright policy mentioned in the Guidelines of Application.

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

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

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



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

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

Date:	Signature:
	Print Name:

MEDICAL HISTORY AND EXAMINATION
1. Present Status

(a) Do you currently use any drugs for the treatment of a medical condition? (Give name & dosage.)

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

<input type="checkbox"/> No	<input type="checkbox"/> Yes (_____ months)
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(c) Are you allergic to any medication or food?

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

(_____)
<i>Note: Disability does not lead to exclusion of persons with disability from the program. However, upon the situation, you may be directly inquired by the JICA official in charge for a more detailed account of your condition.</i>

2. Medical History

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

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

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

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

(c) High blood pressure

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

(d) Diabetes (sugar in the urine)

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

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

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

(e) Has this disease been cured?

<input type="checkbox"/> Yes	<input type="checkbox"/> No (Specify name of illness)
	Present Condition: (_____)

3. Other: Any restrictions on food and behavior due to health or religious reasons?

--

I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program.

Date:	Signature:
	Print Name: