



TRAINING AND DIALOGUE PROGRAMS

**GENERAL INFORMATION
ON
CAPACITY DEVELOPMENT FOR
FLOOD RISK MANAGEMENT WITH IFAS (A)
(First year)
集団研修「統合洪水解析システム(IFAS)を活用した
洪水対応能力向上」(A) (第1年次)
JFY 2012
<Type: Solution Creation / 類型: 課題解決促進型>
No. J12-00656 / ID. 1280264
From May to November 2012
Phase in Japan: from July 9th to August 8th, 2012**

This information pertains to one of the Training and Dialogue Programs of the Japan International Cooperation Agency (JICA), which will be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

I. Concept

Background

The intensity and frequency of flood disasters have been increasing worldwide in recent years, and the impacts are particularly big on developing countries. The severe damage on the society and economy sometimes blows their development gains and puts them into downward spiral.

To mitigate the damage of floods, strengthening of a sequence of coping capacities are essential from prompt and precise flood forecast to effective flood prevention and evacuation activities. Especially, to enhance expertise of responsible officials and organizations for related activities such as meteorological observation, river management and evacuation as well as their efficient collaboration with smooth communication is very important issues. Proper flood disaster management can't be achieved by effort of a single organization.

In this context, this three-year training program is formulated to assist flood-prone developing countries by transferring Japanese knowledge for flood disaster management which Japan has been developing through the experience of repeated flood disasters to the training participants that need to be a combination of government officials responsible for above mentioned sequence of activities from each participating country.

This program place a high value on the actual activities of the training participants and their organizations after the training phase in Japan, so the participants are required not only to study and understand the training contents but also to prepare feasible action plans in Japan, share the knowledge they gained in Japan with their organizations and implement the plans by involving their organizations and on-going projects in the field of flood disaster management.

For what?

This program aims to develop capacity of developing country for flood risk management by enhancing emergency preparedness through a sequence of knowledge of responsible organizations from prompt flood forecast including Integrated Flood Analysis System (IFAS), a concise flood runoff analysis system for more effective and efficient flood forecasting, to effective evacuation activities and facilitating the efficient collaboration among responsible organizations.

For whom?

This program is designed for a combination of government officials in charge of meteorological observation, river management and evacuation of the same river basin in each participating country.

And this program is implemented for 3 years (3 times) for the same participating countries. Participants for 3 years are expected to have mutual relationship in their roles for flood disaster management.

How?

In the training phase in Japan, training participants will study Japanese knowledge for flood disaster management including IFAS and communication system among related organizations by lectures and field trips.

Participants will also prepare action plans with the fellow participants from the same country by utilizing knowledge they gained in Japan to be implemented by involving their organizations and on-going projects after they return their home countries.

II. Description

1. Title (J-No.):

Capacity Development for Flood Risk Management with Integrated Flood Analysis System (IFAS)
(A) (J12-00656) (First Year)

2. Period of program:

Duration of whole program:	May – November 2012
(1) Preliminary Phase: (in a participant's home country)	May – July 2012
(2) Phase in Japan:	July 9th – August 8th, 2012
(3) Finalization Phase: (in a participant's home country)	August – November 2012

3. Target Regions or Countries:

People's Republic of Bangladesh, Bosnia and Herzegovina, Republic of Kenya, Republic of Namibia, Republic of Nicaragua, Federal Republic of Nigeria, Republic of the Philippines, Solomon Islands, Republic of South Africa, Kingdom of Thailand

4. Eligible / Target Organization:

Combination of national/ local governmental organizations responsible for flood forecasting, early warning system, flood risk management and evacuation of residents

5. Total Number of Participants:

Twelve (12)

6. Language to be used in this program:

English

7. Program Objective:

Coping capacity for flood damage mitigation including appropriate flood forecasting and early evacuation of residents is strengthened in each participating country.

8. Overall Goal:

Flood damage is mitigated by the strengthened coping capacity of local level organizations for disaster management in each participating country.

9. Outputs:

Participants are expected to achieve the following outputs;

- (1) Understand the problems and possible solutions for flood damage mitigation based on the analysis of flood risk management concept, system or structures in the respective countries.
- (2) Understand concept and actual calculation of run-off and flood analyses and flood risk management by learning the operation of IFAS and outline of disaster management/ evacuation plan.
- (3) Develop draft local flood management plan for a flood vulnerable area.

10. Expected Module Contents:

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

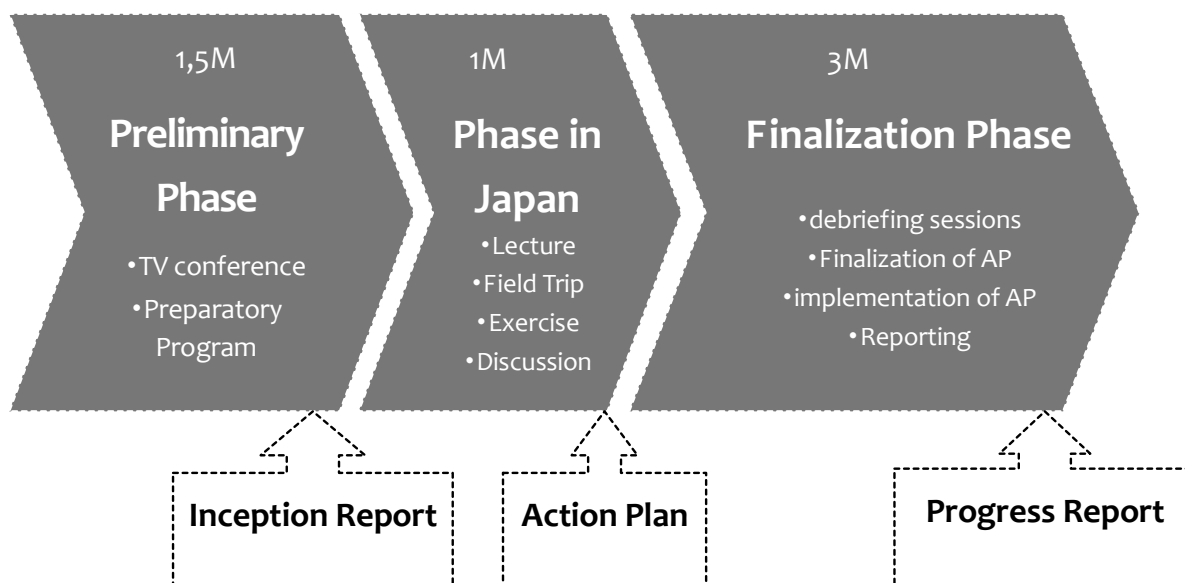
(1) Preliminary Phase in participant's home countries; (May – July, 2012) <i>Participating organizations and participants make required preparation for the Program in the respective countries.</i>	
Output	Activities
Understand the problems and possible solutions for flood damage mitigation based on the analysis of flood risk management concept, system or structures in the respective countries.	1) The accepted participants attend TV conference with the organizer and the implementing partner of this training course at the respective countries' JICA office. (the date will be notified after the acceptance notice) 2) The accepted participants from each country jointly prepare an Inception Report (Word Document and Power Point Presentation) with the cooperation of the participating organizations and submit it to the respective countries' JICA offices. The participants also bring their electric files to Japan. <i>* Please follow the Guidance for the preparation of Inception Report in the Annex I. Also, the detail explanation will be done at the TV conference.</i>

(2) Phase in Japan; (July 9th - August 8th, 2012) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Outputs	Subjects/Agendas	Methodology
Understand the problems and possible solutions for flood damage mitigation based on the analysis of flood risk management concept, system or structures in the respective countries.	<ul style="list-style-type: none"> ➤ Individual Interview by country on Inception Reports ➤ Outline of Project Cycle Management ➤ Stakeholder analysis ➤ Problem analysis ➤ Presentation of Inception Report 	Discussion, Exercise
Understand concept and actual calculation of run-off and flood analyses and flood risk management by learning the operation of IFAS and outline of disaster management/ evacuation plan.	<ul style="list-style-type: none"> ➤ Principle of flood disaster management ➤ Outline of disaster prevention countermeasures in Japan ➤ River information and Early Warning System in Japan ➤ Role of relevant organizations for flood disaster management and communication system during floods ➤ Evacuation Plan and Local Disaster Management Plan ➤ Flood prevention activities ➤ Meteorological observation in Japan ➤ Integrated Flood Analysis System (IFAS) ➤ Example of local emergency evacuation drill in a developing country ➤ Field Trip (case study from recent flood event) 	Lecture, Field Trip, Exercise, Discussion
Develop draft local flood management plan for a flood vulnerable area.	<ul style="list-style-type: none"> ➤ Objective analysis ➤ Project Design Matrix and Plan of Operation ➤ Preparation of Action Plan Report 	Exercise, Discussion, Presentation

	<p>➤ Presentation and discussion of Action Plan</p> <p><i>* The preparation of Action Plan Reports will be done as the Guidance in the Annex II.</i></p>	
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<p>(3) Finalization Phase in participant's home countries; (August - November 2012) <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>	
	Activities
Develop draft local flood management plan for a flood vulnerable area.	<p>1) The participants from each country jointly hold debriefing sessions, and then the participating organizations finalize the Action Plan with necessary modification.</p> <p>2) The participants and their organizations start implementation of the finalized Action Plan and submit Progress Report to the respective countries' JICA office.</p> <p><i>* Please follow the Guidance for the preparation of Progress Report in the Annex III.</i></p>

【Structure of the Program】



<Remarks>

This program is three-year training course. The detail contents of the second and third years will be modified by considering the result of the first year. JICA aims overall goal by sum up the training outputs of total three years and collaboration with other projects.

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 program 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 program to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II-10.
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II-10.

2. Nominee Qualifications:

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

- (1) Current Duties: (i) Meteorological engineer, (ii) Civil engineer in charge of river management, (iii) Administrative officer in charge of evacuation of residents
- (2) Educational Background: be university graduates or have an equivalent academic background for meteorology, civil engineering (especially in hydraulics and hydrology) or evacuation planning.
- (3) Experience in the relevant field: more than 2 year in practice
- (4) Language: have a competent command of English which is equivalent to TOEIC 700 (This training program includes active participation in discussions and preparation of Action Plan, thus requires certain level of English ability both in conversation and reading/ writing. Attachment of an official certificate for English ability test is welcomed.)
- (5) Computer skill: be proficient in MS Word, Excel and Power Point.
- (6) Health: must be in good health, both physically and mentally to participate in the Program.
(*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 I. Letter of the participant's consent to bear economic and physical risks, II. Letter of consent from the participant's supervisor, III. Letter of consent from their Embassy in Japan and IV. Medical certificate. Please ask National Staffs in respective countries' JICA office for the details.)
- (7) Must not be serving any form of military service.

<Remarks>

Since this program is designed to develop capacity for a sequence of flood disaster management and facilitate the efficient collaboration among responsible organizations, the application must be a combination of government officials in charge of above mentioned current duties in the same river basin. Otherwise, it may be disqualified.

3. Required Documents for Application:

(1) Application Form:

Regarding the Format of Application Form, please make contact with the respective countries' JICA office.

(2) Nominee's English Score Sheet:

To be submitted with the Application Form if nominees have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS).

(3) Explanation Note:

Brief note which explain relationship among nominees from the view point of a combination as mentioned above. Also, please mention whether the nominees can bring their own laptop computers as described at V. Other Information (page 11 of this GI.).

4. Procedure for Application and Selection:

(1) Submitting the Application Documents:

Closing date for application to the respective country's JICA office: **April 13th, 2012.**

(2) Selection:

After receiving the documents through due administrative procedures in the respective government, the respective countries' JICA office will conduct screenings, and send the documents to JICA Tsukuba, which organizes this program. Selection will be done by JICA Tsukuba in consultation with the organizations concerned in Japan based on submitted documents according to qualification.

(The appropriate combination of nominees will be highly valued in the selection.)

(3) Notice of Acceptance:

Notification of results will be made by the respective countries' JICA office (or Embassy of Japan) to the respective Government by **not later than May 18th, 2012.**

5. Documents to be submitted by accepted participants:

After receiving the "Notice of Acceptance", accepted participants in each country have to jointly draft "**Inception Reports**" with the cooperation of their organizations. Those documents should be submitted to the respective countries' JICA office and also brought to Japan by the accepted participants in the forms of electric files.

The accepted participants will be asked to attend TV conference at the respective countries' JICA office, then detail explanation will be done. Please also follow the Guidance for the preparation of Inception Report in the Annex I.

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. Participating organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II-10.

IV. Administrative Arrangements

1. Organizer:

- (1) Name: JICA Tsukuba

2. Implementing Partner:

- (1) Name: International Centre for Water Hazard and Risk Management (ICHARM),
Public Works Research Institute (PWRI)
- (2) Address: 1-6, Minamihara, Tsukuba, Ibaraki 305-8516, Japan
- (3) URL: <http://www.icharm.pwri.go.jp/>
- (4) Remarks:
ICHARM was established in March 2006 based on the agreement between the Japanese Government and UNESCO hosted by the PWRI. ICHARM mission is to be the Centre of Excellence to provide and assist implementation of the best practicable strategies to localities and nations for water-related disasters.

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.

4. Accommodation in Japan:

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

JICA Tsukuba International Center (JICA Tsukuba)
Address: 3-6 Koyadai, Tsukuba, Ibaraki 305-0074, Japan
TEL: +81-29-838-1111, FAX: +81-29-838-1776
(where “81” is the country code for Japan, and “29” is the local area code)

Please refer to facility information of JICA Tsukuba at its URL:
<http://www.jica.go.jp/english/contact/domestic/information.pdf>

At the time of field trip and in case of no vacancy at JICA Tsukuba, alternative accommodations for the participants will be arranged.

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 countries' JICA office to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

1. Computer:

The participants are recommended to bring own laptop/ notebook computers to have practice of IFAS, to prepare an Action Plan Report, presentation slides and to communicate by e-mail. The required specifications are as follows. JICA will prepare computers for the participants who can't bring those computers, so as instructed as "Required Documents for Application" (page 7 of this G.I.), all nominees are requested to mention whether they can bring their own computers in the Explanation Note which must be submitted at the time of application.

<Recommended specifications>

- Operating System: Windows 2000, XP, Vista, 7 (32-Bit or 64-Bit)
- Processor: more than 2.0 GHz
- Hard Disc: more than 50GB
- Memory RAM: more than 2GB
- LCD Size: more than 1024*768

2. Related Data to Inception Report:

The participants are recommended to bring the detail data such as statistics or related documents which is referred for the preparation of the Inception Report in their laptop/ notebook computers; These data will be utilized when they prepare an Action Plan Report.

END

ANNEX-I: Guidance for the preparation of Inception Report

II: Guidance for the preparation of Action Plan Report

III: Guidance for the preparation of Progress Report and Final Report

IV: Training Schedule (Tentative)

ANNEX- I:

Guidance for the preparation of Inception Report

Note:

- (1) The report must be jointly prepared by the accepted participants from each country with the cooperation of the participating organizations.
- (2) The report must include all following contents. Approximate volume is 10 -15 pages, but not limited to, in Word Document. For the better understandings, it is recommended to use plenty of figures, tables or maps. Participants are also required to jointly prepare a presentation material by Power Point.

Contents

Cover Page.

Country, Participants' name, Organizations, Positions, E-mail Addresses

1. About organizations and duties

- (1) Mission, Objective, and main activities of organizations
- (2) Organization charts
- (3) Duties of participants

2. Natural conditions of the country

- (1) Climate
- (2) Precipitation
- (3) Topography
- (4) River systems

3. Activities for flood damage mitigation of the country

- (1) Legal system, Governmental system, Relevant organizations
- (2) Relationship and role sharing among the relevant organizations
- (3) Past, on-going, or planned projects (including foreign funded one) in the field of flood disaster management

4. Flood-related disasters and countermeasures situation in the target area

- (1) Please select the target area (city, town, etc.) in your country and describe the outline (population, precipitation, topography, etc.)
- (2) Please investigate the major past flood event in the target area in the last 10 years and describe the following items;
 - (2)-1 Outline of the damage (Casualties, inundated area, damage cost, etc.)
 - (2)-2 (If possible) "Flood hydro-hyeto graph" of the major past flood in some point as shown in Figure 1

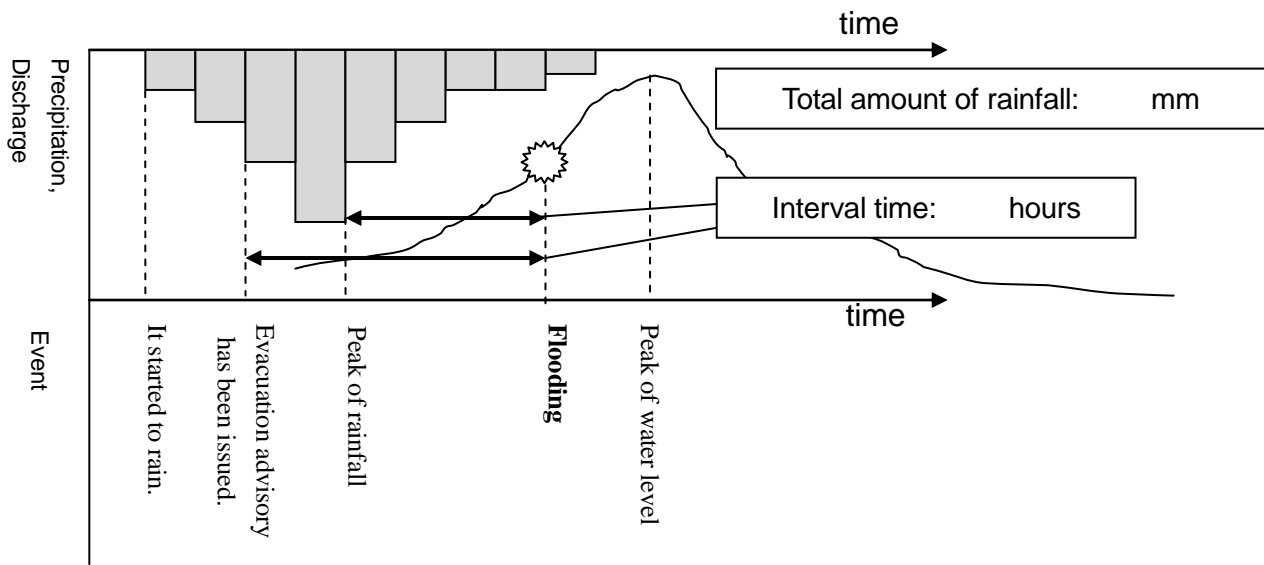


Figure 1 Flood hydro-hyeto graph

5. Problem Analysis

- (1) The current problems and issues in participants' country to mitigate flood disasters
- (2) Necessary measures and steps for the effective mitigation of flood disasters

ANNEX- II:

Guidance for the preparation of Action Plan Report

1. Definition of an “Action Plan”:

- A plan of action how the participants will utilize skills and knowledge they acquired through the training course after coming back to their countries.
- A reasonable plan that basically utilizes available resources and implemented by existing organizations.

2. Important points the participants should consider:

(1) Joint Plan:

Participants from each country are requested to prepare one Action Plan Report jointly. Effective flood disaster management can be done by combining the actions of related organizations.

(2) Application of Japanese experiences:

Think about how the participants will apply the skills and knowledge acquired from this training program.

(3) Feasibility:

The participants will be expected to implement their Action Plans with the help of their colleagues, their organization and related organizations. Do not make a plan too ideally; make it as realistic as possible.

(4) Input:

To make Action Plans feasible and realistic, utilization of appropriate and available financial and human resources in the participants’ organizations and related organizations is important. The participants should avoid relying on uncertain external financial resources.

(5) Time span:

Time span of the Action Plan should be around 2 - 3 years. The detail planning of concrete activities is required especially for the first year.

3. Evaluation:

Action Plans will be evaluated from the three points of view as below:

Relevance)

- Are the expected results of the action plan relevant to the needs of the beneficiaries, or appropriate as the solution for the problems/ challenges?
- Are the strategy and approach of the action plan adequate?

Keywords: (1) Necessity (2) Priority (3) Adequacy as a method.

Effectiveness)

- To what extent is the objective likely to be achieved?
- What are the major factors influencing the achievement or non-achievement of the objective?

Efficiency)

- Does the Action Plan adopt the most efficient process (in terms of cost and time) compared to alternatives to achieve the desired results?

Contents of Action Plan Report

<Basic Composition of Action Plan Report>

Cover Page

Table of Contents

1. Introduction

1-1. Flood disaster related situation in (Participants' country name)

1-2. Contents and Findings from the Training Course

2. Action Plan

2-1. Target area

2-2. Stakeholders Analysis

2-3. Problems Analysis

2-4. Objectives Analysis and Target Selection for Action Plan

2-5. Master Plan

2-6. Project Design Matrix (PDM)

2-7. Plan of Operations (PO)

Annex: 1. Schedule of the Training Course

2. Photos

3, 4--X, Documents or materials collected

<Points to consider at each section>

Cover Page

Title, Country, Participants' Names, Organizations, Positions, E-mail addresses

Table of Contents

1. Introduction

1-1. Flood disaster related situation in (Participant's country)

Since this agenda is the same with the one given for Inception Report, the participants can use the contents they've already written. However, it is expected for the participants to add some idea which they may have developed through the training in Japan.

The following items in the participants' country should be included in general;

<Past flood events>

<Policy and efforts for the flood disaster management>

<Basic data on the required time>

- Time to collect hydrological data (precipitation, water level, etc.)
- Time to calculate/ simulate the water level by using collected data
- Time to complete evacuation by residents

<Progress of Flood Hazard Mapping or other measures to mitigate the damage>

<Role of stakeholders>

<Major difficulties for Flood Disaster Management>

1-2. Contents and Findings from the Training Course

For each lecture, exercise and field trip, describe the contents and findings in detail and an easy-to-understand manner as much as possible. This section will be useful for the participants when they transmit what they obtained in Japan to their colleagues.

<Image of Format>

【(1)Title: Principle of Flood Disaster Management】 Lecturer: Dr. Takeuchi Kuniyoshi Date & Time: July 11th, 10:15 – 12:15
Contents: <i>Summarize the key contents to be reported or shared to participants' organizations</i>
Delivered Documents/ Materials:
Findings: <i>What is the difference with the participants' country? Is there anything can be applied for participants' country?</i>

2. Action Plan

2-1. Target area

Describe about the target area of the Action Plan. The contents already written in the Inception Report as follows can be used again but other contents can be included if needed. .

- The flood damage and the current situation of the area.
- Explanation of the flood situation chronologically by making the “flood hydro-hyeto graph”.

2-2. Stakeholders Analysis

List up all the organizations and other stakeholders related to flood disaster management and analyze their roles, mutual relationship, interest, or strength/ weakness.

Some of the Activities (Sub-activities) in Action Plan may be the ones to be done by the organizations the participant doesn't belong to which will be written in Plan of Operation.

2-3. Problems Analysis

Describe the current technical and non-technical problems and issues to prevent or mitigate disaster at the target area by using problems analysis tree diagram of PCM method.

2-4. Objectives Analysis and Target Selection for Action Plan

After the Problems Analysis, make Objectives Analysis tree diagram. Then, the target selection for Action Plan should be shown by drawing a circle (frame) on the Tree. Supplemental explanation such as the selection reason should be described.

2-5. Master Plan

Overall Goal, Specific Objective, Outputs, Activities and Inputs will be clearly shown in PDM in the next section. However, the sentences in PDM are (should be) short. So, supplemental explanations should be described in this section. For example, if one of the outputs is “to make a Flood Hazard Map”, the explanation on what are the contents of FHM the participant intend should be made in detail. It is preferable if the participant could explain their desired outputs by showing the images by utilizing materials they collected in Japan.

2-6. Project Design Matrix (PDM)

Complete PDM by referring the PCM textbook.

2-7. Plan of Operations (PO)

Break down Activities in PDM into Sub-Activities and prepare PO by referring the PCM textbook. Clear description on the responsible organization for each sub-activity is very important.

ANNEX-III:

Guidance for the preparation of Progress Report

1. Submission

- (1) The submission deadline of Progress Report: November 15th, 2012
- (2) The Progress Report should be submitted to the respective countries' JICA Office from training participants. Then JICA Office will send their copies to JICA Tsukuba and JICA Tsukuba will share it with ICHARM.

2. Contents of the Report

<Progress Report>

- (1) Minute of meeting on the training participants' debriefing session
Contents to be included are;
 - 1) Date & Time
 - 2) Place
 - 3) Attendance List (Name & Position)
 - 4) Comments and Questions made by the attendances (the name of attendance who made a comment or question should be clearly written)
 - 5) Training participants' comment on the debriefing session
** If the training participants hold the debriefing session more than once, then please write the same number of minutes of meetings separately.*
- (2) Final version of the Action Plan
** If the Action Plan is modified through the discussion among the participants' organizations, please submit the modified (final version of) Action Plan and explain the reason of modification.*
- (3) Progress of the Activities based on the Plan of Operation with the analysis of the contributing or hindering factors
- (4) Prospect of the achievement of Specific Objective and Outputs with the reason of the prospect
- (5) Future plan on the implementation of the Action Plan to achieve Specific Objective
- (6) Photos of the debriefing session and the Activities based on the Action Plan
- (7) Any request for advice from JICA/ ICHARM
- (8) Any comments for next year training course.

3. Remarks

- (1) The training participants have a responsibility to draft the Progress Report. Then the Reports should be acknowledged by the participants' organizations before submission to the respective countries' JICA Office.
- (2) The submission of "the Progress Report" is not the end. The training participants are expected to carry on the Activities even after the submission.

ANNEX-IV:

Training Schedule (Tentative)

Date		Training Contents		Lecturer/ Person in charge	Training Place	Accommo dation	Module Output
7/9	Mon		Arrival Day			TBIC	
7/10	Tue	Other	Briefing	JICA	TBIC	TBIC	
		Other					
		Other	Course Orientation	(ICHARM) Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi (JICA) Mr. Yuasa			
		Other	Opening Ceremony	Mr. Yuasa (Moderator)			
7/11	Wed	Other	Introduction of PWRI and ICHARM	Mr. Kuribayashi	ICHARM	TBIC	
		Lecture	Principle of flood disaster management	Dr. Takeuchi (ICHARM)			2
		Lecture	Outline of disaster prevention countermeasures in Japan	Dr. Tanaka			2
		Lecture	River information and Early Warning System in Japan	Dr. Tanaka			2
		Discussion	Individual Meeting on Inception Report (Group A)	Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi Mr. Yuasa			1
7/12	Thu	Discussion	Individual Meeting on Inception Report (Group B)	Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi Mr. Yuasa	ICHARM	TBIC	1
		Lecture	Role of relevant organizations for flood disaster management	Dr. Tanaka			2
		Lecture	Evacuation Plan and Local Disaster Management Plan	Dr. Tanaka			2
		Lecture	Explanation of Flood Control in Japan (including watching video of Flood Control Drill)	Dr. Tanaka (Tentative)			2
		Discussion	Individual Meeting on Inception Report (Group C)	Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi Mr. Yuasa			1

7/13	Fri	Discussion	Individual Meeting on Inception Report (Group D)	Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi Mr. Yuasa	ICHARM	TBIC	1
		Practice	Practice of Project Cycle Management (PCM) (Outline, Stakeholder Analysis, Problem Analysis)	PCM Instructor			1
		Practice					1
		Practice					1
7/14	Sat					TBIC	
7/15	Sun					TBIC	
7/16	Mon		Holiday			TBIC	
7/17	Tue	Discussion	Discussion among trainees on Problem Analysis		ICHARM	TBIC	3
		Practice	Practice of Project Cycle Management (PCM) (Objective Analysis, Project Selection)	PCM Instructor			3
		Practice					3
		Practice					3
7/18	Wed	Practice	Practice of Project Cycle Management (PCM) (Logical Framework, PDM, PO)	PCM Instructor	ICHARM	TBIC	3
		Practice					3
		Practice					3
		Other	Explanation of Inception Report Presentation				1
7/19	Thu	Discussion	Presentation of Inception Reports (By countries: 45 minutes each)		ICHARM	TBIC	1
		Discussion					
		Lecture	Results of verification for heavy rain disaster in Niigata, July, 2011	Mr. Fukami			2
		Lecture					
7/20	Fri	Move	(move)		JMA	TIC	2
		Lecture	Lecture by Japan Meteorological Agency	Japan Meteorological Agency			
		Visit	Facility tour of Japan Meteorological Agency				
		Move	(move)				
		Discussion	Explanation for schedule of Niigata site visiting tour training and check points of questions	Mr. Kuribayashi			TIC
7/21	Sat					TIC	

7/22	Sun	Move	(move)			Niigata	
		Visit	Hearing from flood fighting corp		TBD		2
7/23	Mon	Visit	Visiting the site of heavy rain disaster in Niigata, July, 2011 and hearing from the concerned person		TBD	Niigata	2
		Visit					
7/24	Tue	Visit	Visiting the site of heavy rain disaster in Niigata, July, 2011 and hearing from the concerned person		TBD	TBIC	2
		Visit					
		Move	(move)				
7/25	Wed	Discussion	Review of the training	Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi	ICHARM	TBIC	2
		Lecture	Outline of IFAS	Mr. Nabesaka			2
		Practice	Practice on IFAS				2
		Practice					2
7/26	Thu	Practice	Practice on IFAS	Mr. Nabesaka	ICHARM	TBIC	2
		Practice					2
		Practice					2
		Practice					2
7/27	Fri	Practice	Practice on IFAS	Mr. Nabesaka	ICHARM	TBIC	2
		Practice					2
		Practice					2
		Practice					2
7/28	Sat					TBIC	
7/29	Sun					TBIC	
7/30	Mon		Substitute day-off			TIC	
7/31	Tue	Lecture	Practice on IFAS	Mr. Nabesaka	ICHARM	TBIC	2
		Lecture					
		Lecture	Local emergency evacuation drill in Indonesia	ICHARM Researcher	ICHARM		
		Lecture					

8/1	Wed	Discussion	Review of the training	Dr. Tanaka, Mr. Kamoto Mr. Kuribayashi	ICHARM	TBIC	2	
		Practice	Preparation of Action Plan Report					3
		Practice						
		Practice						
8/2	Thu	Practice	Preparation of Action Plan Report (Deadline: 3:30 pm)			ICHARM		
		Practice						
		Practice						
		Practice						
8/3	Fri	Discussion	Discussion on Action Plan (By each country: take much time)	Dr. Takeuchi, Dr. Tanaka Mr. Kamoto Mr. Kuribayashi PCM Instructor Mr. Yuasa	ICHARM	TBIC	3	
		Discussion						
		Discussion						
		Discussion						
8/4	Sat					TBIC		
8/5	Sun					TBIC		
8/6	Mon	Practice	Finalization of Action Plan Report, Questionnaire		ICHARM	TBIC	3	
		Practice						
		Practice						
		Practice						
8/7	Tue	Discussion	Presentation of Action Plan (By each country : 30 minutes each)		ICHARM	TBIC	3	
		Discussion						
		Other	Evaluation Meeting				Mr. Yuasa (moderator)	
		Other	Closing Ceremony				Mr. Yuasa (moderator)	
8/8	Wed		Leave Japan					

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

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