



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

SEMINAR ON ROAD ADMINISTRATION

集團研修「道路行政セミナー」

JFY 2009

<Type: Leaders Training / 類型: 中核人材育成型>

NO. J09-00726 ID. 0980949

From September 29, 2009 to October 28, 2009

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

I. Concept

Background

Roads are indispensable infrastructure to people's daily life and industrial activities. The infrastructure still remains very much undeveloped in the developing countries, which causes a serious problem of a wide infrastructure gap with that in advanced countries. Roads are not an exception and the demand for their development is pressing.

Roads must be efficiently and effectively planned securing safety, smoothness, comfort and convenience to cope with the urban and community forms and the traffic and roadside situation.

This program is designed to enhance capacities of road planning of the middle-level officers at governmental agencies or government-related organizations responsible for formulation of road planning in the developing countries.

For whom?

This program aims at enhancing capacities of road planning of the middle-level officers at central and local governments or government-related organizations responsible for formulation of road planning in the developing countries.

How?

This program consists of lectures, exercises and observation tours mainly focusing on road planning. Participants will make a road network plan on a base map of a certain area in the exercises and will observe the Japanese high-tech research facilities, road construction sites and institutions for maintenance / management at the tours. Participants will also formulate an action plan describing what the participant will do after they go back to home country putting the knowledge and ideas acquired and discussed in Japan among others.

II. Description

1. Title (J-No.): Seminar on Road Administration (J09-00726)

2. Period of program

September 29 to October 28, 2009

3. Target Regions or Countries

Indonesia, Philippines, Timor-Leste, Cambodia, Papua New Guinea, India, Costa Rica, Bolivia, Paraguay, Ethiopia, Malawi, Tanzania, Zambia, Liberia, Syria, Bosnia-Herzegovina, Armenia

4. Eligible / Target Organization

Central and local government or government-related organizations responsible for the formulation of road planning.

5. Total Number of Participants

14 participants

6. Language to be used in this program: English

7. Program Objective:

The program objective involves enhancing the capacity of road planning of mid-level officers who are in charge of road planning for the target organizations.

To achieve the objective, the participants' outputs are as follows:

- (1) Understand the process of road planning and points to consider thereof
- (2) Understand the effects of road development, the way to grasp them and the evaluation method of the project
- (3) Understand the process of road structure planning (including bridges and tunnels) and points to consider thereof
- (4) Understand road design standards and their applications
- (5) Formulate the action plan

8. Overall Goal

To improve the capacity of road planning in recipient countries.

9. Contents:

This program consists of the following components.

I. Lectures

- (1) Road Administration in Japan
- (2) Road Planning
- (3) Road Network Planning
- (4) Road Traffic Economy
- (5) Planning of Road Structure (bridges and tunnels)
- (6) Road Structure Ordinance

II. Presentation and Exercise

- (1) Country Report presentation
- (2) Action Plan presentation
- (3) Exercise of Road Network Planning

III. Observation and Study Tours

- (1) Metropolitan Expressway
- (2) Public Works Research Institute
- (3) National Roads and Municipal Road Construction Sites
- (4) Bridges and Bridge Construction Sites
- (5) Tunnels and Tunnel Construction Sites

(The program is subject to minor change owing to the schedules of construction sites and other circumstances.)

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 operations. 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) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications:

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

(1) Essential Qualifications

- 1) Current Duties: be a mid-level officer in charge of road planning in central and local governments or government-related organization and expected to be assigned to the leading position in the future,
- 2) Educational Background: be university graduate specialized in civil engineering or the equivalent,
- 3) Age: 35 years old or younger (desirable)
- 4) Not have participated in any JICA training courses in Japan in the past,
- 5) Language: be proficient in spoken and written English, Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible,
- 6) Health: must be in good health, both physically and mentally, to participate in the Program in Japan. Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include ① letter of the participant's consent to bear economic and physical risks, ② letter of permission from the participant's supervisor, letter of consent from your Embassy in Japan, ④ medical certificate. Please ask National Staff in JICA office for the details.
- 7) Must not be serving any form of military service.

3. Required Documents for Application

(1) Application Form:

The Application Form is available at the respective country's JICA office or the Embassy of Japan.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **July 31, 2009.**

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection

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

(3) Notice of Acceptance

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than August 28, 2009.**

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

Country Report -- to be submitted by **September 24, 2009**

Each applicant is required to make a Country Report on the format attached in Annex and submit it by e-mail <okuyama.masayasu@jice.org>. Participant will be required to make a presentation of his/her country report during the seminar in the following manner.

- (1) Each participant has 30 minutes (including Q&A session) for the presentation of the Country Report.
- (2) Please bring along with you such audiovisual aids which may facilitate your presentation as videos, 35 mm slide pictures, and CD-ROMs. It is suggested that you should include the pictures of bridges and design plan. Equipment, such as video cassette player, slide projector, overhead projector, computer and projector is available to use at JICA center.

The presentation session of Country Reports will be held in early stages of the Program.

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 the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA.

IV. Administrative Arrangements

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

2. Implementing Partner:

Road Bureau, Ministry of Land, Infrastructure, Transport and Tourism

Address: 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo 100-8944, Japan

TEL: 81-3-5253-8485 FAX: 81-3-5253-1618

URL: http://www.mlit.go.jp/index_e.html

3. Travel to Japan:

(1) Air Ticket:

The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) Travel Insurance:

Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

4. Accommodation in Japan:

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

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

If there is no vacancy at JICA TOKYO, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of TIC at its URL, <http://www.jica.go.jp/english/contact/domestic/pdf/welcome.pdf>

5. Expenses:

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

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

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

6. Pre-departure Orientation:

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

VI. ANNEX:

Country Report

Applicants selected are required to prepare their Country Report and submit it **by September 24, 2009** to the following e-mail address before participating in the program.

(Mr.) Masayasu Okuyama

Training Officer, JICE Tokyo Branch, c/o JICA Tokyo

E-mail: okuyama.masayasu@jice.org

The contents of the country report should be including as follows:

1. Brief information of your country (geography, people, economy, etc.)

2. Information your country road
 - (1) Road Classification and each road length
 - (2) Number of registered vehicles
 - (3) Road Administrative Organization (planning, construction, maintenance of expressway, national road, and rural road)
 - (4) Percentage of road traffic in the total transportation (if data available)
 - (5) We would like to ask you to prepare some photograph to show your country's road.

3. Your organization role in road administration

4. Your department role in your organization (pls. attach organization chart)

5. Your job description

6. Issues to be solved in your country's road planning

7. How you will use your "road planning" knowledge and technology which you will gain from this training course in your current job and your future career?

For Your Reference

JICA and Capacity Development

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

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

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

Japanese Development Experience

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

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

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

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



CORRESPONDENCE

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

JICA Tokyo International Center (JICA TOKYO)
Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan
TEL: +81-3-3485-7051 FAX: +81-3-3485-7904