

**A REPORT
ON
COLOMBO PLAN SPECIAL TRAINING COURSE
(COLOMBO PLAN SEMINAR)**

1980

**JAPAN INTERNATIONAL COOPERATION AGENCY
TOKYO, JAPAN**

國際協力事業團	
受入 期 84.5.23	120
冊 56.3	8066
登録No. 06074	TA

CONTENTS

JICA LIBRARY



1026410E9J

OUTLINE	1
PARTICIPATION	3
REVIEW	4
1. Meetings and Discussions	4
1-1 Ministry of Foreign Affairs	4
1-2 Japan International Cooperation Agency	7
(1) Planning Department	7
(2) Training Affairs Department	8
(3) Experts Assignment Department	9
(4) Social Development Cooperation Department	12
(5) Grant-Aid & Procurement Department	13
(6) Agricultural Forestry & Fisheries Planning and Survey Department, Agricultural Development Cooperation Department and Forestry & Fisheries Cooperation Department	14
(7) Mining & Industrial Planning and Survey Department and Mining & Industrial Development Cooperation Department	16
(8) Medical Cooperation Department	16
(9) Secretariat of Japan Overseas Cooperation Volunteers: (JOCV)	17
2. Observation Tours	19
EVALUATION	20
POSTSCRIPT	21
<u>ANNEX 1</u> Message of Mr. Noboru Yabata, Director of the Colombo Plan Bureau	22
<u>ANNEX 2</u> Programme	23
<u>ANNEX 3</u> List of Participants	27
<u>ANNEX 4</u> List of JICA Attendants at Meetings & Discussions	28
<u>ANNEX 5</u> Information on Seminar in International Cooperation (Colombo Plan Special Training Course) 1980-81	30

A Report on Colombo Plan Special Training Course

OUTLINE

The Colombo Plan Special Training Course, or the Colombo Plan Seminar (hereunder referred to as the Seminar) was held in Tokyo from 24 July 1980 to 7 August 1980 under the sponsorship of the Japan International Cooperation Agency (JICA) with the support of the Colombo Plan Bureau, governments of the participating countries and the Government of Japan.

The Seminar, initially proposed by Mr. Masaji Takahashi, Director, First Technical Cooperation Division, Economic Cooperation Bureau, Ministry of Foreign Affairs of Japan who represented the Japanese Government at the Senior Officials Working Group Meeting of the Colombo Plan held in Colombo in December, 1979 was designed for the government officials who are engaged in receiving participants and coordinating external aid & technical cooperation programmes for less privileged countries among member recipient countries of the Colombo Plan.

On the occasion of the opening of the Seminar, a message from Mr. Noboru Yabata, Secretary-General, the Colombo Plan Bureau was read by his Adviser on Technical Cooperation who attended the Seminar as an observer. (The full text of the message is shown in ANNEX 1).

The purpose of the Seminar was two-fold: one was to introduce the Participants to various technical cooperation activities by the Japanese Government and the other was to provide both the Participants and the Japanese officials concerned with opportunities to identify and discuss related problems and issues.

The Seminar included:

- (1) Meetings and discussions with the officials of the Ministry of Foreign Affairs (responsible for making policies on Technical cooperation programmes by the Japanese Government) and Japan International Cooperation Agency (responsible for executing the programmes).
- (2) Observation of:
 - 1) Training facilities attached to JICA.
 - 2) Training facilities in connection with the training programmes of the Japanese Government.
 - 3) JICA participants under training.
 - 4) Japan Overseas Cooperation Volunteers candidates under pre-service training.
- (3) Observation of Japan's small & medium scale industries.
- (4) Introduction to the modern and traditional aspects of Japan through observation or sightseeing tours.

(The programme of the Seminar is shown in ANNEX 2)

In spite of the comparative shortness of its duration, the Seminar proved successful particularly in deepening mutual understanding and encouraging further cooperative effort for economic development and human betterment among the participating countries and Japan.

PARTICIPATION

The scope of the countries and their nationals participating in the Seminar was decided as follows.

<u>Country</u>	<u>Participant</u>
Bangladesh	1
Bhutan	2
Burma	1
Fiji	1
Maldives	2
Nepal	2
Papua New Guinea	2
Sri Lanka	1

General Information on the Seminar was forwarded to the governments of the countries listed above through the Colombo Plan Bureau and the Japanese embassies in those countries.

(A copy of the said General Information is found in ANNEX 5.)

After completion of due procedures seven participants from six countries attended the Seminar. This number was less than initially expected because of sickness or other official engagements.

(The list of participants is shown in ANNEX 3).

REVIEW

1. Meetings and Discussions

1-1 Ministry of Foreign Affairs

The participants visited the Ministry of Foreign Affairs for talks with the officials of Economic Cooperation Bureau of the Ministry on the morning of 29 July.

- (1) At the outset of the meeting a welcome speech was delivered by Mr. Masaji Takahashi, Director, First Technical Cooperation Division, Economic Cooperation Bureau, who stated that Japan's post-war rapid economic recovery and growth was chiefly attributable to the well-educated human resources which were abundantly available and that the importance of human resources in nation-building should be reflected in JICA's technical cooperation programmes for the Third World.

He also expressed his hope that the participants would deepen their understanding of Japan's technical cooperation activities through the Seminar.

- (2) Following the speech, Japan's technical cooperation activities explained by Mr. Shinsuke Horiuchi, Director, Second Technical Cooperation Division, Economic Cooperation Bureau to the following effect:
 - 1) The Japanese Government has been carrying out economic cooperation activities in their bid for peaceful co-existence with other nations.
 - 2) In spite of the limited stock of national wealth in comparison with that of the developed countries in the West, Japan has always been endeavouring to share her resources with the developing countries.

- 3) Present activities of Japan's technical cooperation are categorized into: Acceptance of Overseas Trainees, Dispatch of Japanese Experts, Supply of Equipment and Project-type Cooperation.
- 4) Japan's technical cooperation is characterized by the fact that no assistance of military nature is extended and that it is directed mainly for its neighbouring Asian countries.
- 5) Priority area of Japan's technical cooperation will be the development of human resources in the developing countries, and priority recipients will be those countries whose GNP per capita is less than \$500.

(3) In relation to the briefing given by the two directors, various questions were posed by the participants. Following are the answers given by the directors and their staffs.

- 1) Industrial development should basically be promoted at the initiative of the private sector. Japan's government-basis economic cooperation is generally concentrated on agricultural development and on the construction and consolidation of infrastructure which is indispensable to the socioeconomic development of the developing countries.
- 2) Japan's technical cooperation is extended not in the form of unilateral aid but in the form of cooperation where both donor and recipient parties work for the common objectives. In this context recipient countries are asked to bear so-called local cost for the successful implementation of projects. To the countries who find it a burden to bear the local cost stemming from grant-aid, however, the Japanese Government is extending as much help as possible to alleviate their burden for limited periods.

- 3) In extending grant-aid, priority is given to the so-called LLDC's, taking into account the past performance of the requesting countries. At present Japan is not able to comply with all the requests for grant-aid filed by the needy countries due to budgetary constraints.
- 4) Training programmes organized by JICA are not designed as diploma courses, the Ministry of Foreign Affairs having no authority to issue diplomas. With regard to the possibility of issuing diplomas to JICA participants the Ministry of Foreign Affairs has recently started negotiations with the Ministry of Education.
- 5) Efforts will be made to expand third-country training programmes.
- 6) Japan Overseas Cooperation Volunteers are expected to be dispatched to more countries.

(4) On behalf of the Ministry, Director Horiuchi pledged further efforts to expand technical cooperation programmes to meet growing and diversifying needs from the developing countries while overcoming a number of difficulties.

1-2 Japan International Cooperation Agency

On the first day of the session (July 25) the participants visited JICA Head Quarter in Shinjuku, Tokyo to pay a courtesy-call on Mr. Keiichi Tachibana, Mr. Akio Otsuki, Mr. Akira Arimatsu and other executive members of JICA. Then the participants spent two more full days (July 28 and July 30) at JICA Head Quarter to have meetings and discussions with the officials of eleven departments of JICA.

(A list of JICA attendents at these meetings is shown in ANNEX 4)

(1) Planning Department

The staff of Planning Department of JICA briefed the participants on the outline and mechanism of JICA's activities following a film presentation. The briefing covered following items.

- 1) JICA's activities are categorized into Technical Cooperation, Grant-Aid, Japan Overseas Cooperation Volunteers, Financial Assistance and Emigration Service.
- 2) JICA's technical cooperation programmes have two aspects: one is technology transfer and the other is technical service. Acceptance of trainees, dispatch of experts, JOCV-programme, supply of equipment and project-type cooperation belong to the former and development surveys related to infrastructures of the developing countries to the latter.
- 3) Formal requests for the above services of JICA must be filed through diplomatic channels.
- 4) JICA's budget for fiscal 1980 is some sixty billion yen, approximately half of which will be spent for the countries in the Asian and Pacific Region.

In connection with the briefing given by the staff of Planning Department, questions were raised by the participants. Some of them were answered by the Head of Planning Division and his staff. Most of them were conveyed to the concerned departments for detailed explanation.

(2) Training Affairs Department

After outlining JICA's technical training programme with particular emphasis on its significance, characteristics and the difference between group training and individual training, Director Yamamura, and the Heads of the First and Second Training Divisions answered the questions raised prior to the meeting as summarized below.

- 1) Under the present budgetary system, long-term training courses for 4-6 years cannot be organized.
- 2) JICA's training courses are, in general, not intended for obtaining diplomas. However, in view of the strong demand from the recipient countries for issuing diplomas to JICA participants, JICA has recently started to consult this matter with the Ministry of Education. But under the present system of Japan's educational administration, it seems extremely difficult for JICA participants to receive diplomas upon completion of their courses.
- 3) In selecting nominees for a group training course, JICA takes into consideration the priority order given to them by his/her nominating government. Sometimes a nominee who is given the second priority, is accepted if JICA considers him/her suitable for the training course from a purely technical standpoint.

- 4) Before allocating fellowships for a group training course, JICA makes every possible effort to ascertain the needs of requesting countries by conducting demand surveys. Once fellowships are allocated for a certain course, they may not be shifted to other courses even if there is no applicant for the course for which the fellowships were allocated.
- 5) JICA initiated in 1977 a Third-Country Training Programme in which many countries are keenly interested. Training courses in the field of telecommunications are now under operation in Thailand, Kenya and Mexico with technical and financial assistance of JICA. In view of growing demand for this programme, JICA intends to expand its activities concerning the programme. Mr. Ishizaki, Adviser on Technical Cooperation to the Secretary-general of the Colombo Plan Bureau, who attended the seminar as an observer, added that the Bureau was conducting various surveys in an attempt to expand the programme both quantitatively and qualitatively.

(3) Experts Assignment Department

Following is the summary of explanations given by the Head of Administration Division and the Head of First Expert Assignment Division of the Department in response to the questions raised by the participants prior to the meeting.

- 1) The number of non-project experts dispatched by JICA approximates to 600 annually. We recognize that some of them have linguistic difficulties but it is next to impossible to secure in Japan a sufficient number of experts qualified both technically and linguistically to meet the fast-growing demand from the recipient countries.

To improve the situation JICA is conducting, pre-assignment language training courses for the experts to be dispatched for more than a year. It is hoped that experts may become familiar with English or other local languages in the course of their assignment. When we select JICA experts, we attach no less importance to their linguistic ability than their technical expertise.

- 2) There's no country-wise allocation in assigning experts. Suitable personnel are recruited, selected and dispatched in accordance with the formal requests made by the recipient countries.
- 3) Formal requests for the assignment of experts may be filed at any time. What to be kept in mind is that it takes for JICA an average of six months including the period for the aforementioned pre-assignment training to dispatch an expert after receiving a request. In some urgent cases, however, the period may be shortened.
- 4) To cope with the growing and diversifying needs for Japanese experts Japanese embassies in the developing countries conduct surveys to identify the needs towards the end of each year, the results of which are duly reflected in the assignment of experts. In the meantime recipient countries are asked to present as detailed a request as possible, preferably, accompanied with reference materials and background information so that JICA could recruit the most suitable experts for the posts.
- 5) JICA is dispatching two types of experts in terms of the period of assignment; one is a long-term expert who is assigned for more than a year, the other is a short-term expert who is assigned for less than a year.

- 6) Experts are allowed to carry small-scale equipment such as tools and stationery necessary for the performance of their duties at the expense of JICA. Requests for the supply of them must be submitted by the experts before or after their assignment. Equipment thus carried by experts will be donated to the countries of their assignment after expiry of their terms of duty. Therefore the recipient countries normally assume the responsibility for customs clearance of the equipment brought in by the experts.

Apart from the equipment provided under the above procedure, larger scale equipment may be provided, if necessary, by JICA under Equipment Supply Programme in connection with the assignment of experts as well as with returned participant. In this case formal requests should be filed by the recipient governments through diplomatic channels, using A-4 Form.

Once a request is accepted, 20 to 30 million yen worth of equipment can be provided under Equipment Supply Programme. Last year JICA received 123 requests in this connection, of which only 38 were complied with due to budgetary limit. About fifty per cent of the total budget for Equipment Supply Programme is expended for the benefit of the developing countries in the Asian and Pacific Region, and priority recipients are the countries whose GNP per capita is comparatively low.

(4) Social Development Cooperation Department

Firstly, the Head of Planning Division of the Department outlined the whole activities carried out by his department. Secondly, the Head of Overseas Centre Division added a brief introduction to Overseas Centre Programme which is one of the main activities of the Department. The explanations were then followed by questions from the participants. The salient points in the course of questions & answers were as follows:

- 1) Financing of the project, after its feasibility studies having been made by JICA, must be submitted separately through diplomatic channels.
- 2) Before conducting feasibility studies on projects, JICA investigates and takes into consideration the methods and criteria adopted by such financing organizations as OECF (of Japan), ADB and IBRD for assessing the feasibility of projects including those methods from economic and financial angles so that the results of JICA's feasibility studies will be relied upon by the recipient countries.
- 3) Overseas centres are normally manned by a team of Japanese experts, who would be replaced by their local counterparts in due course.

(5) Grant-Aid & Procurement Department

A detailed explanation on the procedural matters and regulations concerning Grant-Aid Programme was given by Mr. Kato, Director of the Department. In response to the questions raised by the participants the Director and his staff replied as follows:

- 1) The same consultant firm that conducted the basic designing of a project, in principle, carries out its detailed designing. Because, in case another firm is designated for the work through a normal tender, the firm may insist on altering the original design leading to undue delay and additional costs. As for the consultant firm that conducts a basic designing, JICA selects it from among the most qualified firms through competitive tender.
- 2) After the Exchange of Notes, JICA, if necessary, dispatched to the recipient country a team of experts to give a detailed explanation on the system, procedure and schedule, etc.
- 3) As to the request for organizing an orientation seminar on Grant-Aid Programme, it will be conveyed to our Training Department for examination.
- 4) JICA's technical cooperation programme is closely related to its Grant-Aid Programme, but the former is not automatically accompanied by the latter. Requests for JICA's Grant-Aid must be submitted separately from technical cooperation requests through formal channels.
- 5) As for the Grant-Aid in equipment, some argue that Japan should donate even high-priced equipment to the recipient countries instead of donating an

equivalent sum of money. But this makes things more complicated and time-consuming due to domestic formalities in Japan.

The answers also covered minor items posed by the participants.

- (6) Agricultural Forestry & Fisheries Planning and Survey Department, Agricultural Development Cooperation Department and Forestry & Fisheries Cooperation Department.

Following a greeting by Mr. Motohashi, Director, Agricultural, Forestry & Fisheries Planning and Survey Department, the outlines of the three departments concerned with agricultural, forestry and fisheries cooperation were briefed by the staff of each department. The briefing covered the outlines and categories of the projects under implementation by these departments, their budgetary appropriation, and the possible areas of new projects.

To the questions by the participants, Director Motohashi and his staff replied as summarized below.

- 1) Introduction of Third-Country Training Programme to the projects related to agricultural development is yet to be studied.
- 2) In the course of the implementation of a project a technical guidance team is dispatched every year to assess and discuss the project under way with the recipient government.
- 3) A normal practice in the case of Project-type cooperation is the establishment of a joint committee composed of both donor and recipient parties at the inception of a project to be

followed by occasional examinations in the course of its implementation and the evaluation upon its completion.

- 4) JICA conducts fisheries resources development surveys as part of its Development Survey Programme, although the scale of such surveys is still small due to budgetary restrictions.
- 5) Decision on whether requests for technical cooperation in the field of agriculture, forestry and fisheries are to be complied with or not is made on the assessment of the needs of the requesting countries.
- 6) In addition to a technical cooperation for a joint-venture in the private sector, JICA supports projects initiated by the private sector through capital participation and dispatch of technical survey teams.
- 7) Requests for JICA's assistance mentioned above are supposed to be filed by the private companies in Japan which have started talks with their counterpart in the developing countries on the projects of their concern. Requests thus submitted are carefully examined by the government authorities and JICA. And if they deem it beneficial to the recipient countries to promote the projects, JICA dispatches technical survey teams and extends soft loans to support the projects.
- 8) It is possible for JICA to loan a certain amount of fund required by the private companies engaged in development projects for the expenses in connection with social infrastructure projects in the environs and test pilot projects.

(7) Mining & Industrial Planning and Survey Department and
Mining & Industrial Development Cooperation Department

Following the briefing on the outlines of the two departments, questions raised by the participants were replied by the staff of each department.

The main points were -

- 1) Details of local participation in survey activities are prescribed in Scope of Work (S/W) formulated at the stage of the preliminary survey. Local staffs are welcomed to accompany Japanese survey teams and to advance their opinions when drafting the report.
- 2) Under the present budgetary system of Japan, namely single-year budget system, it is hardly possible to commit the total budget ranging over one year for a project.

(8) Medical Cooperation Department

Dr. Nakazawa, Director of the Department briefed the Participants on health and medical cooperation activities of his department.

Briefly outlining the on-going projects of the department, the Director emphasized, in particular, the importance of mutual understanding between the recipient countries and Japan for the success of the projects.

In connection with the implementation of the projects outlined by Director Nakazawa, the Head of First Medical Cooperation Division of the Department called for further efforts on the part of the recipient countries, mentioning, among others, the following points:

- 1) quick and proper action for customs clearance of supplied equipment

- 2) maintenance in good order of supplied equipment
- 3) to secure local counterpart personnel

In closing the meeting, Director Nakazawa stressed that the medical cooperation programme by the Japanese government was chiefly intended to elevate the standard of health and medical care of the general public of the recipient countries.

(9) Secretariat of Japan Overseas Cooperation Volunteers:
(JOCV)

Characteristics of Japan Overseas Cooperation volunteers were outlined by Mr. Kurokuchi, Secretary-General as follows:

- 1) Unlike volunteers of other donor countries JOCV focus their activities on transfer of technology.
- 2) JOCV are dispatched in accordance with a bilateral agreement between the recipient country and Japan.
- 3) JOCV are equipped with professional tools necessary for the performance of their duties.
- 4) JOCV enjoy good reputation both internationally and at home.

In the course of the talk with the participants the Secretary-General pointed out that under the terms of the bilateral agreement, the recipient governments are to provide JOCV with free accommodation and medical care at local standard.

Asked about Pre-Service Training Programme for JOCV candidates, Mr. Kurokuchi said that local languages of some recipient countries were taught by the instructors invited from the respective countries at the expense of the JICA and that the staff of diplomatic missions of the recipient countries in Tokyo and ex-volunteers were sometimes asked to brief the candidates on the political, social, economic and cultural conditions of the recipient countries.

2. Observation tours

In the course of the Seminar a series of observation tours were arranged to provide the Participants with the first-hand knowledge of the activities of JICA, Japan's small & medium scale industry, and both modern and traditional aspects of Japan.

The places and institutes the participants visited are listed below.

DATE	NAME OF PLACE	LOCATION
26 July	Meiji Shrine	Tokyo
	Imperial Palace	Tokyo
	Kasumigaseki (government quarters)	Tokyo
31 July	Broadcasting Center, Japan Broadcasting Corporation	Tokyo
	Tsukuba International Training Center, JICA	Ibaragi
1 August	Institute of Animal Health, Ministry of Agriculture, Forestry and Fisheries	Ibaragi
	Building Research Institute, Ministry of Construction	Ibaragi
	University of Tsukuba	Ibaragi
3 August	Nijo Castle	Kyoto
	Kinkaku-ji Temple	Kyoto
	Nishijin Kimono Center	Kyoto
	Kyoto Handicraft Center	Kyoto
	Heian Shrine	Kyoto
4 August	Komagane Training Institute, Japan Overseas Cooperation Volunteers, JICA	Nagano
5 August	Ohtake Agriculture Machinery Co., Ltd.	Nagoya
	Nagoya Castle	Nagoya

EVALUATION

On the final day of the Seminar Evaluation Meeting was held with the attendance of Mr. Yamamura, Director, Training Affairs Department and his staff to hear the participants' frank opinions and comments on the Seminar.

The participants commented favourably on the Seminar itself in general, although most of them wished that the sessions of the Seminar should have been a little longer to allow more opportunities to talk with the officials of JICA and the Ministry of Foreign Affairs.

Throughout the session of the Seminar both the participants and Japanese officials concerned exchanged views frankly and friendly and renewed their firm resolution to achieve the common objectives of socio-economic development and human elevation through more effective and expanded cooperation activities.

POSTSCRIPT

All the expenses for organizing and conducting the Seminar were borne by the Government of Japan, including international and domestic travel expenses and living expenses of the Participants. All the preparations for the Seminar were made by Japan International Cooperation Agency.

The working staff for the operation of the Seminar were as follows:

NAME	POSITION	CHARGE
Yasuyuki Uehara	Staff, First Training Division Training Affairs Dept., JICA	-Preparation -Coordination -Details arrangement -Accounting
Aiichiro Kawano	Staff, Third Training Division Training Affairs Dept., JICA	-Guiding -Escorting -Interpreting -Translating -Recording -Care-tanking
Midori Hagiwara	International Cooperation Service Center	-Assistant

ANNEX 1

Message of Mr. Noboru Yabata, Director of
the Colombo Plan Bureau, for the inauguration of
The Colombo Plan Special Training Course in
Japan

I had planned to be with you today at the inauguration of the special Colombo Plan course but urgent commitments elsewhere keep me away.

The idea of this course stemmed from the discussions that took place in Colombo last December when senior officials from member countries focused their attention on the future directions of the Colombo Plan. Considerable emphasis was placed on the special needs of the least developed countries, particularly those not covered by Consortium or Consultative groups, and it was felt that the Colombo Plan should be an important forum where their needs and problems could be frankly discussed for possible remedial action.

It was in response to this sentiment that Japan offered to invite officials concerned with the administration of development assistance in member countries to discuss problems and explore solutions within the framework of Japan's scheme of economic and technical cooperation with foreign countries. It is the first course organized by a donor country with which the Colombo Plan Bureau has been associated. I feel confident that the participants as well as the host Government, through a frank and free exchange of views, will have an opportunity to learn a great deal about the practical aspects of an exercise which both are keen to carry forward.

I wish you all success in your deliberations and endeavours.

ANNEX 2

PROGRAMME

for

Colombo Plan Special Training Course

DATE & TIME	VISITING PROGRAMS & ARRANGEMENTS
<u>24 July (Thu)</u>	Arrive in Japan
<u>25 July (Fri)</u> 10:00 10:00 - 11:20 11:30 - 11:50 12:00 - 13:30	<u>Visit to JICA Head Office</u> - Orientation and Briefing on the Programme - Courtesy-call on Mr. Tachibana, Mr. Otsuki and Mr. Arimatsu, executive directors of JICA - Luncheon Party hosted by Mr. Tachibana, Executive Director of JICA
<u>26 July (Sat)</u> 09:30 - 13:00	Guided Tour in Tokyo
<u>27 July (Sun)</u>	Free
<u>28 July (Mon)</u> 10:00 10:00 - 12:00 12:00 - 13:30 13:30 - 14:30 14:45 - 15:30	<u>Visit to JICA Head Office</u> - Introduction to the Activities of JICA by the staff of Planning Department Lunch - Session for Questions & Answers following the morning session - Meeting for the arrangement of return flights

DATE & TIME	VISITING PROGRAMS & ARRANGEMENTS
<p><u>29 July (Tue)</u></p> <p>10:00</p> <p>10:00 - 10:20</p> <p>10:30 - 12:00</p> <p>12:30 - 13:30</p>	<p>Visit to <u>the Ministry of Foreign Affairs</u></p> <ul style="list-style-type: none"> - Call on Mr. Takahashi, Director, First Technical Cooperation Division, Economic Cooperation Bureau - Briefing on the Present Situation of Japan's Economic Cooperation by the staff of Economic Cooperation Bureau <p>Lunch Party</p> <p>(with the staff concerned of the Ministry of Foreign Affairs)</p>
<p><u>30 July (Wed)</u></p> <p>09:45</p> <p>09:45 - 10:00</p> <p>10:00 - 11:00</p> <p>11:10 - 12:10</p> <p>12:10 - 13:30</p> <p>13:30 - 14:30</p> <p>14:40 - 15:40</p>	<p>Visit to <u>JICA Head Office</u></p> <ul style="list-style-type: none"> * Meetings & Discussions with the directors and the staffs of concerned departments of JICA organized by Planning Department - Greeting by Mr. Kato, Director, Planning Department - Training Affairs Dept. and Experts Assignment Dept. - Social Development Cooperation Dept. and Grant Aid & Procurement Department <p>Lunch (with the directors of concerned departments)</p> <ul style="list-style-type: none"> - Agricultural, Forestry & Fisheries Planning and Survey Dept., Forestry & Fisheries Development Cooperation Dept. and Agricultural Development Cooperation Dept. - Mining & Industrial Planning and Survey Dept. and Mining & Industrial Development Cooperation Department

DATE & TIME	VISITING PROGRAMS & ARRANGEMENTS
15:50 - 16:20 16:20 - 16:50	- Medical Cooperation Department - Secretariat of Japan Overseas Cooperation Volunteers
<u>31 July (Thu)</u> 10:30 - 12:00 16:04 16:59 17:00 - 17:30 18:00 - 18:30 18:30 - 20:00	Visit to <u>NHK Broadcasting Center</u> - Observation Leave Ueno Station by train Arrive at Tsuchiura Station Transfer to Tsukuba International Center (TBIC), JICA Call on Mr. Yasaka, Director, TBIC Dinner Party hosted by Mr. Yasaka, Director
<u>1 August (Fri)</u> 10:00 - 10:30 10:40 - 12:00 13:30 - 14:30 14:30 - 16:00 17:09 18:04	Observation of the facilities of TBIC Visit to <u>National Institute of Animal Health, Ministry of Agriculture, Forestry & Fisheries</u> - Observation of the facilities and JICA participants under training Guided Tour in Tsukuba Science City Visit to <u>Building Research Institute, Ministry of Construction</u> - Observation & Discussion Leave Tsuchiura Station by train Arrive at Ueno Station
<u>2 August (Sat)</u> 14:24 17:17	Leave Tokyo Station by Super Express, Hikari #137 Arrive at Kyoto Station

DATE & TIME	VISITING PROGRAMS & ARRANGEMENTS
<u>3 August (Sun)</u> 09:00 - 15:00 15:33 16:34	Sightseeing Tour in Kyoto Leave Kyoto Station by Super Express, Kodama #270 Arrive at Nagoya Station.
<u>4 August (Mon)</u> 12:30 - 15:00	Visit to <u>Komagane Training Institute of Japan Overseas Cooperation Volunteers, Nagano Prefecture</u> - Observation of the facilities and JOCV Volunteers under pre-service training
<u>5 August (Tue)</u> 10:00 - 13:30 13:30 - 15:00 15:43 17:44	Visit to <u>Otake Agricultural Machinery Co., Ltd.</u> - Observation Sightseeing in Nagoya City Leave Nagoya Station by Super Express, Hikari #108 Arrive at Tokyo Station
<u>6 August (Wed)</u> 10:00 - 11:30	Evaluation Meeting at <u>Hotel Sun Route</u>
<u>7 August (Thu)</u>	Leave Japan

ANNEX 3List of the Participants

Country	Name of Participant	Present Post of Participant
Bangladesh	Mrs. Humaira Khan	Research Officer, External Resources Division, Ministry of Finance
Fiji	Mr. Rishi Ram	Senior Assistant Secretary, Ministry of Finance
Maldives	Mr. Mohamed Shareef	Under Secretary, Ministry of External Affairs
Nepal	Mr. Madhab Prasad Ghimire	Under Secretary, Ministry of Finance
Nepal	Mrs. Yashoda Malla	Section Officer, National Planning Commission Secretariat
Papua New Guinea	Mr. Gerald Kwamala Kalo	Acting Inspector (Training) Staff Development & Training Coordination Div., Public Services Commission
Sri Lanka	Mr. Edmund Siribaddhana	Assistant Director, Department of External Resources

ANNEX 4

List of JICA Attendants at Meetings & Discussions

DEPARTMENT	NAME	POSITION
Planning Department	Junpei Kato Hiroshi Nishino Hiroshi Goto	Director Head, Planning division Deputy-Head, Planning Division
Training Affairs Department	Hiroshi Yamamura Tsuguo Yashima Tatsuo Akutagawa	Director Head, First Training Division Head, Second Training Division
Experts Assignment Department	Akira Kasai Makoto Nakamura Masahisa Ezaki	Director Head, Administration Division Head, First Experts Assignment Division
Social Development Cooperation Department	Terumi Iijima Yasushi Hirotani Kenji Kumagishi Hidetoshi Yaoi Yukitoshi Nagasawa	Director Head, First Development Survey Division Head, Planning Division Head, Second Development Survey Division Head, Overseas Center Division
Grant-Aid & Procurement Department	Kiyoshi Kato Masayoshi Enomoto Shigeo Umetani	Director Deputy-Head, Grant Aid Division Deputy-Head, Grant Aid Division
Agricultural, Forestry & Fisheries Planning and Survey Department	Kaoru Motohashi Minoru Ikeda Shunichi Nagashima	Director Head, Technical Affairs Division Deputy-Head, Technical Affairs Division

DEPARTMENT	NAME	POSITION
Agricultural Development Cooperation Department	Takao Okumura Hiroyoshi Ihara	Head, Agricultural Development Division Deputy-Head, Technical Cooperation Division
Forestry & Fisheries Development Cooperation Department	Kenji Hori Susumu Suzuki Saburo Takagi	Director Head, Development Division Deputy-Head, Fisheries Technical Cooperation Division
Mining & Industrial Planning and Survey Department	Izumi Umezawa Masanori Utsugi	Head, Development Planning Division Deputy-Head, Development Planning Division
Mining & Industrial Development Cooperation Department	Minori Sano	Deputy-Head, Technical Cooperation Division
Medical Cooperation Department	Koichi Nakazawa Hideo Takei	Director Head, First Medical Cooperation Division
Secretariat of Japan Overseas Cooperation Volunteers (JOCV)	Yasushi Kurokochi Kenichi Ito	Secretary-General Head, Overseas Assignment Division

INFORMATION ON SEMINAR IN
INTERNATIONAL COOPERATION

(COLOMBO PLAN SPECIAL TRAINING COURSE)

I. Introduction

At the Working Group of Senior Officials of the Colombo Plan held in Sri Lanka from 4 to 6 December 1979, the delegation of Japan proposed that the Government of Japan would make available an additional training facilities based upon the least developed among developing countries of the region. The proposal was also discussed and endorsed by the 150th Session of the Colombo Plan Council for Technical Cooperation.

In pursuant of the above, the Colombo Plan Special Training Course for International Cooperation will be organized by the Government of Japan, in cooperation with the Colombo Plan Bureau, with a view to enhancing Japan's technical cooperation with the least developed countries of the region.

II. Purpose

The Main purpose of the training course is to promote understanding on the current situation of and, organizational and procedural aspects for the economic and technical cooperation of Japan, and to facilitate smooth and effective implementation of such cooperation. Participants will be engaged in discussions with Japanese staffs concerned on various aspects on technical and economic cooperation, and will observe activities of JICA training center, JOCV training center, and other research institutes and private bodies involved.

III. Programme

The programme of the seminar is as attached in the Appendix.

IV. Qualifications of Applicants

Applicants are to:

- (1) be nominated by their government in accordance with the procedures mentioned in VIII (1) below,
- (2) be presently in charge of matters directly related to International Cooperation Programme,
- (3) have a sufficient command of spoken and written English, and
- (4) be in good health both physically and mentally to undergo the course of seminar. Pregnancy is regarded as a disqualifying condition for participation in the seminar.

V. Duration

From July 24, 1980 to August 7, 1980.

VI. Language

The seminar will be conducted in English or through interpretation of Japanese into English.

VII. Procedure for Application

- (1) The Government desiring to nominate applicants for the seminar should fill in seven (7) copies of the Nomination Form (Form A-3) for each applicant and forward five (5) of them directly to the Colombo Plan Bureau and the rest two (2)

information copies to the Government of Japan through the Embassy of Japan not later than June 26, 1980.

- (2) Selection of the participants will be undertaken by the Government of Japan, taking into account the recommendation to be made by the Director of the Colombo Plan Bureau.

The Director of the Colombo Plan Bureau will inform each applying government whether the nominee is accepted not later than July 3, 1980. The result of the selection will be also communicated to the Japanese Embassy in each applying country for the information.

VIII. Allowances and Expenses to be borne by the Government of Japan in accordance with JICA rules and regulations

- (1) Economy-class air-ticket between the international airport designated by JICA.
- (2) Allowances will be provided according to the JICA's rules and regulations.
- (3) Free medical care for participants who become ill after arrival in Japan.
- (4) Expenses for JICA study tour.

IX. Accommodation

JICA will make reservations for an appropriate accommodations for participants.

X. Other Information

(1) Participants are required to arrive in Japan on the date designated by the Government of Japan after confirmation of acceptance as mentioned in VIII (2) above. However, the date will be finally confirmed through the air-ticket sent to the participants.

(2) On arrival at New Tokyo International Airport at Narita, participants are requested to follow the under-mentioned arrival procedure.

i) When they have completed quarantine, immigration, and customs clearance procedure, they will go to one of the Meeting Service counters located in the North and South Wings of the arrival terminal.

ii) Bus tickets to Tokyo City Air Terminal (TCAT) will be provided at the counter and a member of the service staff will help them to the airport bus terminal.

iii) Airport bus service to TCAT will take approximately 90 minutes.

iv) Upon arrival at TCAT, JICA designated travel agents will meet them and will take them directly to one of the training centers, or if necessary, to a hotel where reservations are made for them by JICA. (Agents will give them information on their schedule and will answer their questions.)

v) The Meeting Service counter will close at 10 p.m.. In case they arrive after 10 p.m., instead of going to the Meeting Service

counter, they will go to the Arrival Information Counter of Japan Air Lines (JAL) in the North Wing Terminal or the arrival lobby. JAL attendants will direct them to the TCAT airport bus. At TCAT, a travel agent will be waiting for them. Necessary care of the participants, thereafter, will be taken by JICA throughout the duration of the seminar.

- (3) Participants are requested to observe strictly the seminar schedule.
- (4) Application to change the seminar subject or extend the seminar period will not be accepted.
- (5) In order to carry out the seminar in group, participants are strongly requested not to bring any member of their family.
- (6) For administrative uses, participants are requested to bring five (5) copies of their photograph (passport size).
- (7) Participants are requested to follow the return trip schedule designated by JICA.
- (8) The mean monthly temperatures in Tokyo are as given below. Participants are advised to prepare appropriate clothes.

<u>Month</u>	<u>°F</u>	<u>°C</u>
July	77.4	25.2
August	80.1	26.7

- (9) Further information concerning the seminar is available at the following address:

First Training Division,
Training Affairs Department,
Japan International Cooperation Agency,
P.O. Box 216, Shinjuku Mitsui Bldg.,
2-1, Nishi-shinjuku, Shinjuku-ku,
Tokyo, 160 JAPAN
Tel.: Tokyo (03) 346-5155
Cable Address: JICAHDQ TOKYO
Telex: J22271

Appendix

Tentative Programme

- I. Explanation of International Technical Cooperation (JICA)
- II. Visit the Ministry of Foreign Affairs
- III. Observation of Training Facilities
- IV. Observation Trip (Typical industries etc.)
- V. Exchanging the opinions concerning the International Technical and Economic Cooperation

