

**JAPAN INTERNATIONAL  
COOPERATION AGENCY**

**ENQUIRY: REQUEST FOR NEW THIRD COUNTRY GROUP TRAINING  
COURSES - FISCAL YEAR 1998 / 99**

Please complete the following information as detailed and accurately as possible.

1. Country	Kenya
2. Course Name	Seminar on Survey New Technology (Remote Sensing)
3. Organization	Kenya Institute of Surveying and Mapping (KISM)
4. Parent Ministry	Survey Department, Ministry of Lands and Settlement
5. Purpose of Training	The Purpose of Training is to upgrade surveyors in the region and to contribute to the development of the countries through surveying and mapping technology.
6. Objective of Training	The objective of Training is to provide the participants from Eastern Region of Africa with an opportunity of being acquainted with new technologies and their adopting techniques to African countries in the fields of surveying and mapping.
7. Outline of Training Programme	Training is composed of lectures, practicals, field trips and visits related to Remote Sensing technology
8. Outline of Subjects Offered	i) Basic Theory of Remote Sensing ii) Characteristics of Satellite Image Data iii) Supervised Classification Method iv) Unsupervised Classification Method v) Application of Remote Sensing
<b>9a. Requirements for Application</b>	
a) Age (Maximum age for applicants)	a) forty (40) years
b) Research / Teaching experience (Please state minimum years in order to qualify)	b) five (5) years
c) Minimum education level	c) Higher Diploma or equivalent
d) Language the course is to be conducted in	d) English
9b. Please indicate the training duration for this course in the next fiscal year, inclusive of the total number of days the course shall be expected to last (i.e. Day/Month/1998 - Day/Month/1998)	twenty four (24) days (04/08/1998 - 27/08/1998)

10. Total Number of Participants	thirteen (13)
a) Total number of participants from invited countries	ten (10)
b) Total number of participants from host country	three (3)
11. Names of countries to be invited	Tanzania, Uganda, Malawi, Botswana, Ethiopia, Mauritius, Seychelles, Sudan, Namibia, Comoro, Lesotho, Swaziland and Zambia
12. Number of years for which cooperation is request	five (5) years
<b>BACKGROUND INFORMATION</b>	
13. Please describe the necessity of this training course in the country	Map is a fundamental information source for any kind of development planning and implementation. However, most of the developing countries have problem in lacking appropriate topographic maps over its territory. One of the reasons of this comes from lacking of qualified surveyors. In order to improve the situation, training in the fields of surveying and mapping, especially for new technology and its adopting technique to the country is highly required.
b) Please provide details of the course which is being formulated	
14. Please describe any type of cooperation (e.g. project type technical cooperation, loan, grant aid, provision of equipment, participants training in Japan, Japan Overseas Cooperation Volunteers, etc.) that you have received from Japan in the past and its present condition	[project type technical cooperation] "Kenya Institute of Surveying and Mapping project"; 10/1994 - 9/1999 [grant aid] "Establishment of the Kenya Institute of Surveying and Mapping"; 11/1996 - 12/1997 [mini project type technical cooperation] "Survey Training project" 4/1991 - 3/1994
15. Is there currently any relationship or type of cooperation with any other donor?	YES / <b>NO</b>
b) If yes, please describe in detail the type of cooperation that is being extended	
16. Please explain the priority this course would have within the region	
b) Please describe the necessity of this course for countries that are to be invited	Requests for this kind of courses were expressed from Tanzania, Uganda, Malawi, etc.

17. Does the organization have any previous experience in conducting or participating in any similar course?	<b>YES</b> / NO
b) If yes, please describe in detail	KISM is implementing Diploma courses since 1996, and will start Higher Diploma courses in 1998 which are pre-service and in-service training for technical officers of the Survey of Kenya.
18. Total number of staff at the organization	approximately 60 (lecturers 45)
b) Number of staff who will be in charge of the course	eight (8)
19. Please state the condition of facilities and equipment present at the organization	Remote Sensing software was provided by technical cooperation and is well maintained.
20. Is accomodation available at the organization	<b>YES</b> / NO
b) If yes, will accomodation be available for participants to this course?	YES / <b>NO</b>
c) Please indicate the amount required for accomodation	US\$
21. Will there be necessity to dispatch Japanese experts for this course? (If yes, then please submit an A1 form through official channels)	<b>YES</b> / NO
b) Please indicate the field the expert shall be expected to be in, the content of his/her presentation, the number of days they shall be expected to be available and the number of experts required.	one expert is expected for four weeks. His/her expertize should be on Remote Sensing Theory and application fields of Remote Sensing.
<b>TRAINING EXPENSES</b>	Total US\$50,120
<b>INVITATION EXPENSES</b>	Sub-total US\$36,100
Please indicate the breakdown on all the following expenses:	
a) Airfare	US\$950 × 10persons = US\$9,500
b) Per Diem	US\$20 × 10persons × 25days = US\$5,000
c) Accomodation	US\$80 × 10persons × 25days = US\$20,000
d) Medical Insurance	US\$100 × 10persons = US\$1,000
e) Transportation (Airport - Town)	US\$30 × 10persons × twice = US\$600

<b>TRAINING EXPENSES</b>		Sub-total US\$14,020
Please indicate the breakdown on all the following expenses:		
a) Honoraria for external lecturers	US\$20 × 5persons × 2hours= US\$200	
b) Employment fee (Secretarial services, etc)	US\$10 × 1person × 40days = US\$400	
c) Local transportation (For visiting sites, etc)	US\$200 × 1vehicle × 18days = US\$3,600	
d) Material procurement (Please attach all details on a separate sheet of paper)	US\$3,000 (ref. the breakdown)	
e) Meeting expenses (Opening and closing ceremonies)	US\$24 × 50persons × twice = US\$2,400	
f) Printing of General Information booklet	US\$2,400 (ref. the breakdown)	
g) Textbooks	US\$100 × 15copies = US\$1,500	
h) Other (Communication: stamps, FAX, phone)	US\$520	
23. Please indicate below what percentage of the above budget the organization would be able to meet. (Please indicate the item and amount of percentage)		
Among the above budget, the following items would be able to be shared by the Kenyan side. The total amount of local cost sharing is US\$7,520, which is more than 15% of the total budget US\$50,120.		
[items which would be shared by Kenyan side]		
[invitation expenses]		
e) Transportation (Airport - Town) : US\$600		
[training expenses]		
b) Employment fee (Secretarial services, etc) : US\$400		
c) Local transportation (For visiting sites, etc) : US\$3,600		
f) Printing of General Information booklet : US\$2,400		
h) Other (Communication : Stamps, International FAX, Telephone) : US\$520		

(Attached sheet)

### **Breakdown of the expenses**

d) Material procurement	Total <b>US\$3,000</b>
1. Materials for practicals (Maps, Tracing Papers, Plotting Papers, Floppy Diskettes, etc.)	@US\$150 × 15sets = US\$2,250
2. Stationary (papers, notebooks, pencils, etc.)	@US\$30 × 15sets = US\$450
3. Teaching Consumables (OHP sheets, etc.)	US\$300
f) Printing of General Information booklet	Total <b>US\$2,400</b>
1. Printing of GI	@US\$10 × 100copies = US\$1,000
2. Printing of Certificate of Course Completion	@US\$20 × 20copies = US\$400
3. Printing of Course Report	@US\$50 × 20copies = US\$1,000
h) Other (Field Practice)	Total <b>US\$1,500</b>
1. Accomodation	@US\$30 × 15persons × 2days = US\$900
2. Transportation (minibus rental)	@US\$200 × 1vehicle × 3days = US\$600

**JAPAN INTERNATIONAL  
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COURSES - FISCAL YEAR 1998 / 99**

Please complete the following information as detailed and accurately as possible.

1. Country	Kenya
2. Course Name	Seminar on Survey New Technology (Computer Assisted Mapping)
3. Organization	Kenya Institute of Surveying and Mapping (KISM)
4. Parent Ministry	Survey Department, Ministry of Lands and Settlement
5. Purpose of Training	The Purpose of Training is to upgrade surveyors in the region and to contribute to the development of the countries through surveying and mapping technology.
6. Objective of Training	The objective of Training is to provide the participants from Eastern Region of Africa with an opportunity of being acquainted with new technologies and their adopting techniques to African countries in the fields of surveying and mapping.
7. Outline of Training Programme	Training is composed of lectures, practicals, field trips and visits related to GPS surveying technology
8. Outline of Subjects Offered	i) CAC Theory ii) Data Input Method and Equipment iii) Data Compilation Method iv) Data Output Method and Equipment
9a. Requirements for Application	
a) Age (Maximum age for applicants)	a) forty (40) years
b) Research / Teaching experience (Please state minimum years in order to qualify)	b) five (5) years
c) Minimum education level	c) Higher Diploma or equivalent
d) Language the course is to be conducted in	d) English
9b. Please indicate the training duration for this course in the next fiscal year, inclusive of the total number of days the course shall be expected to last (i.e. Day/Month/1998 - Day/Month/1998)	twenty four (24) days (04/08/1998 - 27/08/1998)

10. Total Number of Participants	thirteen (13)
a) Total number of participants from invited countries	ten (10)
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11. Names of countries to be invited	Tanzania, Uganda, Malawi, Botswana, Ethiopia, Mauritius, Seychelles, Sudan, Namibia, Comoro, Lesotho, Swaziland and Zambia
12. Number of years for which cooperation is request	five (5) years
<b>BACKGROUND INFORMATION</b>	
13. Please describe the necessity of this training course in the country	Map is a fundamental information source for any kind of development planning and implementation. However, most of the developing countries have problem in lacking appropriate topographic maps over its territory. One of the reasons of this comes from lacking of qualified surveyors. In order to improve the situation, training in the fields of surveying and mapping, especially for new technology and its adopting technique to the country is highly required.
b) Please provide details of the course which is being formulated	
14. Please describe any type of cooperation (e.g. project type technical cooperation, loan, grant aid, provision of equipment, participants training in Japan, Japan Overseas Cooperation Volunteers, etc.) that you have received from Japan in the past and its present condition	[project type technical cooperation] "Kenya Institute of Surveying and Mapping project"; 10/1994 - 9/1999 [grant aid] "Establishment of the Kenya Institute of Surveying and Mapping"; 11/1996 - 12/1997 [mini project type technical cooperation] "Survey Training project" 4/1991 - 3/1994
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b) Please describe the necessity of this course for countries that are to be invited	Requests for this kind of courses were expressed from Tanzania, Uganda, Malawi, etc.

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b) If yes, please describe in detail	KISM is implementing Diploma courses since 1996, and will start Higher Diploma courses in 1998 which are pre-service and in-service training for technical officers of the Survey of Kenya.
18. Total number of staff at the organization	approximately 60 (lecturers 45)
b) Number of staff who will be in charge of the course	eight (8)
19. Please state the condition of facilities and equipment present at the organization	CAC equipment and software were provided by grant aid and technical cooperation which are well maintained.
20. Is accomodation available at the organization	<b>YES</b> / NO
b) If yes, will accomodation be available for participants to this course?	YES / <b>NO</b>
c) Please indicate the amount required for accomodation	US\$
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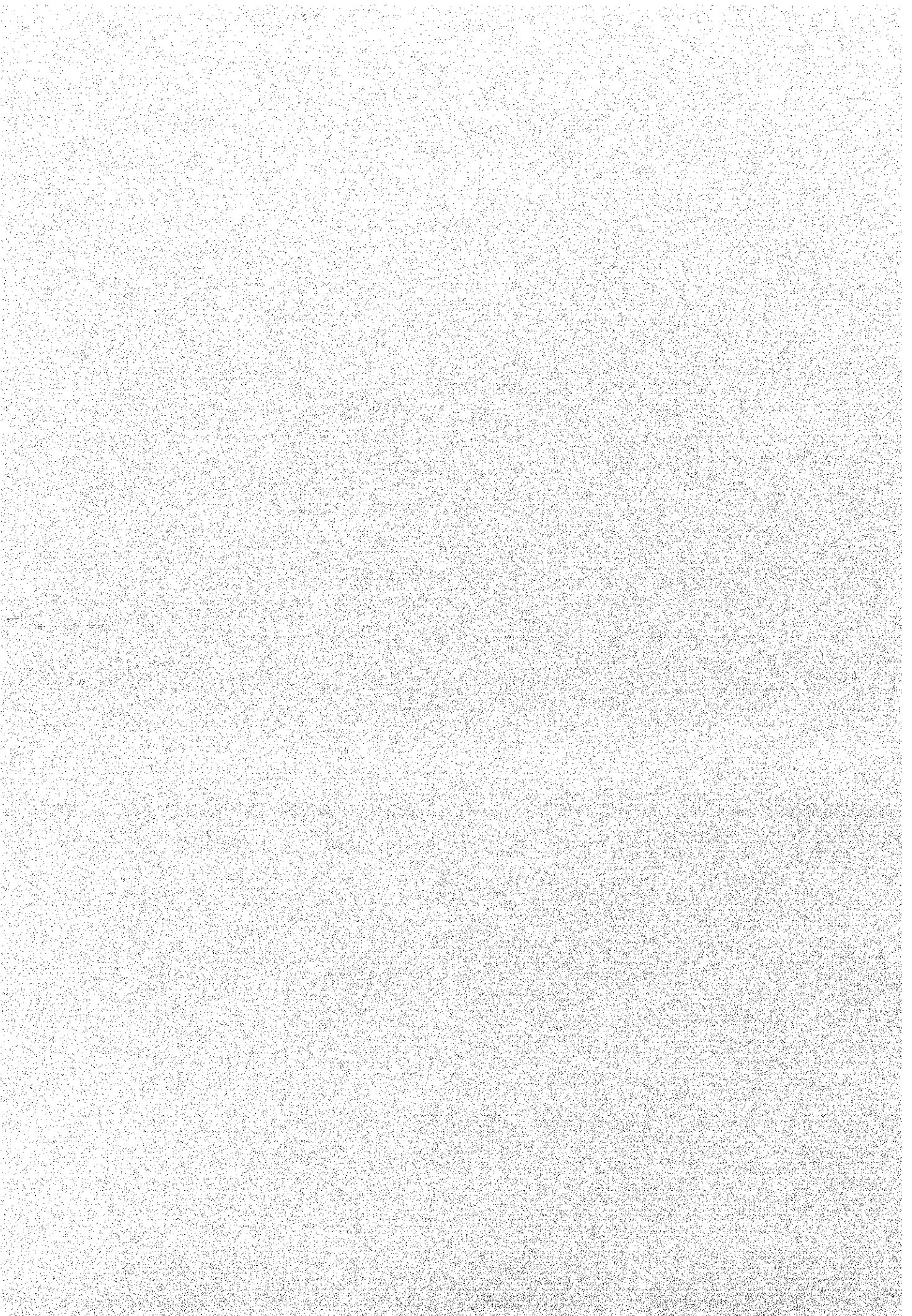
(Attached sheet)

### **Breakdown of the expenses**

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## 2. 調査団討議議事録（ミニッツ）



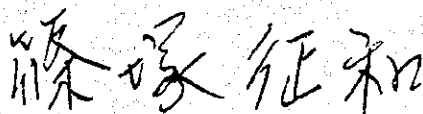
MINUTES OF MEETING  
BETWEEN  
THE JAPANESE PRELIMINARY SURVEY TEAM  
AND  
THE AUTHORITIES CONCERNED OF  
THE GOVERNMENT OF THE REPUBLIC OF KENYA  
ON  
THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Preliminary Survey Team, organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Masakazu SHINOZUKA, visited the Republic of Kenya from 1st July to 9th July 1998 in order to discuss with the Ministry of Lands and Settlement and the Kenya Institute of Surveying and Mapping (hereinafter referred to as "KISM") on a training course for African participants in the field of GPS surveying, to be implemented in the Republic of Kenya under JICA's Third Country Training Programme. The team has conducted surveys, held a series of meetings and exchanged opinions with the Kenyan parties concerned regarding the course.

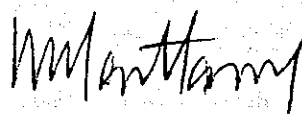
Both sides drafted the Record of Discussions attached as APPENDIX I, and agreed to recommend to their respective Governments that necessary actions should be taken in order to ensure the successful implementation of the training course.

A list of attendants at the meetings is attached as APPENDIX II.

Nairobi, on 8th July 1998



Masakazu SHINOZUKA  
Head of the Japanese  
Preliminary Survey Team  
Japan International  
Cooperation Agency (JICA)



Mohammed KAITTANY  
Permanent Secretary  
Ministry of Lands and  
Settlement  
The Republic of Kenya

(DRAFT)  
 RECORD OF DISCUSSIONS  
 BETWEEN  
 JAPAN INTERNATIONAL COOPERATION AGENCY IN  
 THE REPUBLIC OF KENYA  
 AND  
 THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF  
 THE REPUBLIC OF KENYA  
 ON THE THIRD COUNTRY TRAINING PROGRAMME

The Japanese Preliminary Survey Team, organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Masakazu SHINOZUKA, visited the Republic of Kenya from 1st July to 9th July 1998 and had a series of discussions with the Ministry of Lands and Settlement and the Kenya Institute of Surveying and Mapping (hereinafter referred to as "KISM"), with respect to the framework of a training course in the field of GPS surveying under JICA's Third Country Training Programme to be conducted at the KISM, and to the desirable measures to be taken by both Governments to ensure the successful implementation of the course.

Based on above discussions, the Resident Representative of JICA Kenya Office and the authorities concerned of Government of the Republic of Kenya agreed to recommend to their respective Governments the matters referred to in the documents attached hereto.

Nairobi, 1998

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Minoru TAGAMI  
 Resident Representative  
 JICA Kenya Office  
 Japan International  
 Cooperation Agency (JICA)




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Mohammed KAITTANY  
 Permanent Secretary  
 Ministry of Lands and  
 Settlement  
 The Republic of Kenya

## ATTACHED DOCUMENT

The Government of Japan and the Government of the Republic of Kenya will cooperate with each other in organizing a training course in the field of GPS surveying (hereinafter referred to as "the Course") under JICA's Third Country Training Programme.

The Government of the Republic of Kenya will conduct the Course with the support of the technical cooperation scheme of the Government of Japan .

The Course will be held once a year, from Japanese fiscal year (JFY) 1998 to JFY 2002, subject to annual consultations between both Governments regarding the subject of the Course.

The Course will be conducted in accordance with the followings;

### 1. TITLE

The Course will be entitled "Seminar on GPS Surveying".

### 2. PURPOSE

The purpose of the Course is to provide the participants from African countries with an opportunity to acquire new technologies appropriate to African countries in the field of GPS surveying .

### 3. OBJECTIVES

At the end of the Course, the participants are expected to ;

3-1 understand fundamental theory of GPS surveying,

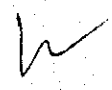
3-2 carry out GPS static positioning,

3-3 carry out GPS kinematic positioning,

3-4 carry out data processing / calculations of GPS surveying,

in respective African countries and

3-5 appreciate various applications of GPS surveying.

  
MS



#### 4.DURATION

The duration of the course will be approximately one (1) month and the Course for JFY 1998 (hereinafter referred to as "first Course" ) will be held from November / December , 1998.

#### 5.CURRICULUM

Tentative curriculum of the first Course is attached as ANNEX I.

#### 6.INVITED COUNTRIES

The Governments of the following countries will be invited to apply by nominating applicant(s) for the course:

Botswana, Comoro, Ethiopia, Lesotho, Malawi, Mauritius, Namibia, Seychelles, Swaziland, Tanzania, Uganda and Zambia.

#### 7.NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed twelve (12) in total.

And the number of participants from the Republic of Kenya shall not exceed three (3).

#### 8.QUALIFICATIONS OF APPLICANTS

Applicants for the Course are;

- 8-1 to be nominated by their respective governments in accordance with the procedure stipulated in 10-1 below,
- 8-2 to be University graduates, Higher Diploma Holder or to have the equivalent academic background,
- 8-3 to be engaged in surveying ,mapping or related work,
- 8-4 to have the practical experiences of preferably more than five(5) years in the field,
- 8-5 to be under forty (40) years of age in principle ,
- 8-6 to have a good command of spoken and written English,
- 8-7 to be citizens of the applying countries, and
- 8-8 to be in good health, both physically and mentally, to complete the Course.

## 9. FACILITIES AND INSTITUTIONS

The Course will be given at the KISM .

## 10. APPLICATION PROCEDURE

10-1 A Government applying for the Course on behalf of its nominee should forward five (5) copies of the prescribed application form for each nominee to the Government of the Republic of Kenya through diplomatic channels not later than sixty (60) days before the commencement of the Course.

10-2 The Government of the Republic of Kenya will inform the applying Governments, through diplomatic channels , whether or not the applicant(s) is/are accepted to the Course not later than thirty (30) days before the commencement of the Course.

## 11. MEASURE TO BE TAKEN BY THE GOVERNMENT OF THE REPUBLIC OF KENYA AND THE GOVERNMENT OF JAPAN

In organizing and implementing the Course, both Governments will take the following measures in accordance with the relevant laws and regulations in force in each country. The schedule of the first Course implementation is attached as ANNEX II.

11-1 the Government of the Republic of Kenya

11-1-1 Ministry of Lands and Settlement

- (1) To forward the General Information brochures (G.I.) for the Course to the Governments of invited countries through diplomatic channels
- (2) To receive application forms and forward them to the KISM
- (3) To notify the results of the selection of participants to the respective Governments through diplomatic channels

11-1-2 KISM

- (1) To formulate the curriculum based on ANNEX I
- (2) To draft and print the G.I.
- (3) To assign an adequate number of its staff as lecturers / instructors for the Course
- (4) To provide its training facilities and equipment for the Course
- (5) To arrange accommodations for participants
- (6) To arrange necessary transportation tickets for participants and to meet and

see them off at the airport

- (7) To arrange domestic study tour(s) to be included in the Course
- (8) To select participants and to inform the Ministry of Lands and Settlement and JICA Kenya Office of the result of the selection
- (9) To take budgetary measures to bear the expenses necessary for conducting the Course excluding the expenses to be financed by the Government of Japan as ANNEX III
- (10) To issue certificates in consultation with the JICA Kenya Office to the participants who have successfully completed the Course
- (11) To submit a course report to the JICA Kenya Office within thirty (30) days after the termination of the Course
- (12) To submit an official breakdown report of expenditure for the verification thereof within thirty (30) days after the termination of the Course
- (13) To coordinate any matters related to the Course

#### 11-2 The Government of Japan

- (1) To dispatch Japanese short-term expert(s), in accordance with the normal procedures of its technical cooperation scheme, who will give advice to the KISM and deliver some of the lectures. This, however, is subject to the JICA budget available for this purpose and to the number of suitable expert(s) in Japan. The KISM is expected to pre-inform the JICA Kenya Office of requests for JICA short-term expert(s) not later than the annual consultation.
- (2) To bear the following expenses through JICA (Tentative Estimated Expenses for JFY 1998 to be borne by the Governments of Japan and the Republic of Kenya is attached as ANNEX III)
  - a) Expenses for international economy-class flight fare, accommodation, per-diem and medical insurance premiums for participants
  - b) Expenses of the KISM for honoraria for external lecturers, arrangement of study tour, expendable supplies, copies and reprints.

## 12. PROCEDURE FOR REMITTANCE AND EXPENDITURE

Remittance of funds for expenses to be borne by the Government of Japan and the expenditure thereof will be arranged in accordance with the following procedures;

- 12-1 The KISM will open a bank account for the Course in the Republic of Kenya to receive the funds remitted by JICA, and inform the JICA Kenya Office of the name of the bank, the account code number and the name of the account holder.
- 12-2 The KISM will submit to the JICA Kenya Office a bill of estimate for the expenses to be borne by the Government of Japan not later than sixty (60) days before the commencement of the Course.
- 12-3 JICA will assess the bill of estimate and remit the assessed amount to the account referred in 12-1 above within thirty(30) days after the receipt of the bill of estimate.
- 12-4 The KISM will submit to the JICA Kenya Office an official breakdown report of expenditure within thirty (30) days after the termination of the Course.
- 12-5 In case there is any unspent remainder of the amount remitted by JICA, the KISM will reimburse the unspent amount to JICA in accordance with the advice given by JICA Kenya Office. The funds allocated for the transportation, accommodation, per-diem and medical insurance premiums shall not be appropriated for any other purposes.
- 12-6 When requested by JICA, the KISM will make available for JICA's reference all the receipts and other documentary evidences necessary to verify the expenditures stated in 12-4 above.

## 13. OTHERS

This attached document and the following ANNEXES attached hereto shall be deemed to be part of the Record of Discussions;

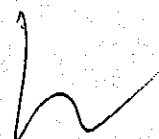
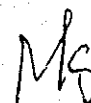
- ANNEX I Tentative Curriculum of the Course for JFY 1998
- ANNEX II Schedule of Course Implementation for JFY 1998
- ANNEX III Tentative Estimated Expenses for JFY 1998 to be borne by the Governments of Japan and the Republic of Kenya

**Tentative Curriculum of the Course for JFY 1998**  
**" Seminar on GPS Surveying "**

DATE	SUBJECT
(Day 00	Arrival in Kenya)
Day 01	Opening Ceremony , Orientation (Guidance)
Day 02	Introduction of activities of Ministry of Lands and Settlement , Brief on KISM Activities, Survey New Technology
Day 03	Country Report Seminar
Day 04	Basic Theory of GPS , Basic Concepts of GPS, Components of GPS System
Day 05,06	Off
Day 07	Co-ordinate reference Systems
Day 08	GPS Observable
Day 09	GPS Surveying I ( Planning & Procedure )
Day 10	GPS Surveying II - Positioning ( Static,Relative,Differential-RTK )
Day 11	GPS Surveying III- Introduction to Field work ( Data Acquisition, Observation,Procedure & Computation )
Day 12 ,13	Off
Day 14	Data Processing
Day 15	Preparation for Field Practice ( Visit, Excursion )
Day 16	Field Practices
Day 17	-ditto
Day 18	-ditto
Day 19 ,20	Off
Day 21	Processing of Field Practice Data
Day 22	-ditto
Day 23	Presentation of Course Report
Day 24	Course Evaluation, Closing Ceremony
(Day 25	Departure )

## Schedule of Course Implementation for JFY 1998

MONTH	KENYAN SIDE	JAPANESE SIDE
July 1998	1. Signing of Record of Discussions 2. Preparation of G.I. 3. Distribution of G.I. and Application Forms	Signing of Record of Discussions
August 1998	1. Submission of Form A-1 2. Submission of Bill of Estimate 3. Opening of Bank Account	
September/ October 1998	1. Receipt of Application Forms 2. Selection of Participants and Notification of the Result	1. Remittance of Expenses 2. Submission of Form B-1
November/ December 1998	1. Implementation of the Course 2. Submission of the List of participants	Dispatch of Expert(s)
January 1999	1. Submission of Statement of Expenditures 2. Submission of Course Report	

**Tentative Estimated Expenses for JFY 1998 to be borne by the  
Governments of Japan and The Republic of Kenya**

ITEMS OF EXPENSE	BREAKDOWN	JAPANESE SIDE	KENYAN SIDE
I. INVITATION EXPENSES			
1. Air fares (round trip)	@US\$950×12persons	US\$11,400	
2. Transportation	@US\$30×12pers×twice		US\$ 720
3. Per-diem	@US\$20×12pers×26days	US\$ 6,240	
4. Accommodation (Invited Countries ) (Local)	@US\$72×12pers×25days @US\$25× 3pers×25days	US\$21,600	US\$ 1,875
5. Medical Insurance	@US\$115×12pers	US\$ 1,380	
SUB TOTAL 1	US\$ 43,215	US\$40,620	US\$ 2,595
II. TRAINING EXPENSES			
1. Honoraria for external lecturers	@US\$20×5pers×2hours	US\$ 200	
2. Honoraria for internal lecturers	@US\$10×10pers×10hours		US\$ 1,000
3. Employment fee	@US\$10×1pers×40days		US\$ 400
4. Transportation (Except for Field Practice)	@US\$200×1vehicle×15days		US\$ 3,000
Transportation (For Field Practice)			
Accommodation (Staff)	@US\$30×5pers×2days	US\$300	US \$150
Minibus fuel	@US\$50×1vehicle×3days		US \$540
Field car fuel	@US\$45×4vehicle×3days		US \$250
Accommodation (Driver)	@US\$25×5pers×2days		
5. Expendable supplies	@US\$3,360	US\$ 3,360	
6. Meeting expenses	@US\$20×54pers×twice	US\$ 2,160	
7. G.I. and certificate printing	US\$ 2,000		US\$ 2,000
8. Textbook	@US\$200×17copies	US\$ 3,400	
SUB TOTAL 2	US\$ 16,760	US\$ 9,420	US\$ 7,340
GRAND TOTAL	US\$ 59,975	US\$50,040	US\$ 9,935
PORTION		83.4%	16.6%

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(attached sheet)


### Breakdown of the expenses

II-5. Expendable supplies Total US \$ 3,360

1. Memory Card to record the observed data @US \$ 650×4pieces=US\$2,600
2. Stationary (papers, notebooks, pencils etc.) @US \$ 30×17sets=US\$510
3. Teaching Consumables (OHP sheets; etc. ) US\$250

II-7. G.I. and certificate printing Total US \$ 2,000

1. Printing of G.I. @US \$ 10×70 copies=US\$700
2. Printing of certificate of Course Completion @US \$ 20×15 copies=US\$300
3. Printing of Course Report @US \$ 50×20 copies=US\$1,000

  
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## THE LIST OF ATTENDANTS

### 1. The Ministry of Lands and Settlement

Mr. Mohammed Kaitany , Permanent Secretary  
 Mr. W. H. K. Murage , Deputy Secretary of Development  
 Mr. P. B. M. Ngugi , Deputy Secretary of Finance  
 Mr. Alexandrino K. Njuki , Director of Surveys  
 Mr. J. R. R. Aganyo , Ag. Deputy Director of Surveys

### 2. Kenya Institute of Surveying and Mapping (KISM)

Mr. Haggai Nyapola, Ag. Principal  
 Mr. Kombo Mwero, Ag. Deputy Principal  
 Mr. Wilson Kamau, Ag. Head of Land Department  
 Mr. Charles Kamamia, Lecturer  
 Mr. Yoshiro Nakahori, Chief Advisor of Project  
 Mr. Akira SUZUKI, Long-term Expert of Project  
 Mr. Kazuaki Fukasawa, Long-term Expert of Project  
 Mr. Shigemi Yasui, Coordinator of Project

### 3. Human Resources Development Division

Mr. Wanjala wa Muricho, Deputy Director  
 Ms. C. K. Songole , Assistant Director  
 Mr. L. Y. K. Kuto , Senior Human Resource Development Officer

### 4. The Japanese Preliminary Survey Team

Mr. Masakazu SHINOZUKA , Director, First Programme Division  
 Tsukuba International Center, Japan International Cooperation Agency (JICA)  
 Mr. Soichi Hara, Deputy Head , Map Compilation Division,  
 Cartographic Department, Geographical Survey Institute, Ministry of Construction  
 Ms. Akemi Inoue, Staff , Third Training Division, Training Affairs  
 Department, JICA

### 5. Embassy of Japan in the Republic of Kenya

Mr. Ryuji Uematsu, Second Secretary

### 6. JICA Kenya Office

Mr. Minoru Tagami, Resident Representative  
 Mr. Atsushi Matsumoto, Deputy Resident Representative  
 Mr. Naoki, Takahashi , Assistant Resident Representative  
 Mr. Godfrey Waluse , Administration Officer

### **3 . General Information on Group Training Course (G. I) (案)**

## THE LIST OF ATTENDANTS

### 1. The Ministry of Lands and Settlement

Mr. Mohammed Kaitany , Permanent Secretary  
 Mr. W.H.K. Murage , Deputy Secretary of Development  
 Mr. P.B.M. Ngugi , Deputy Secretary of Finance  
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 Cartographic Department, Geographical Survey Institute, Ministry of Construction  
 Ms. Akemi Inoue, Staff , Third Training Division, Training Affairs  
 Department, JICA

### 5. Embassy of Japan in the Republic of Kenya

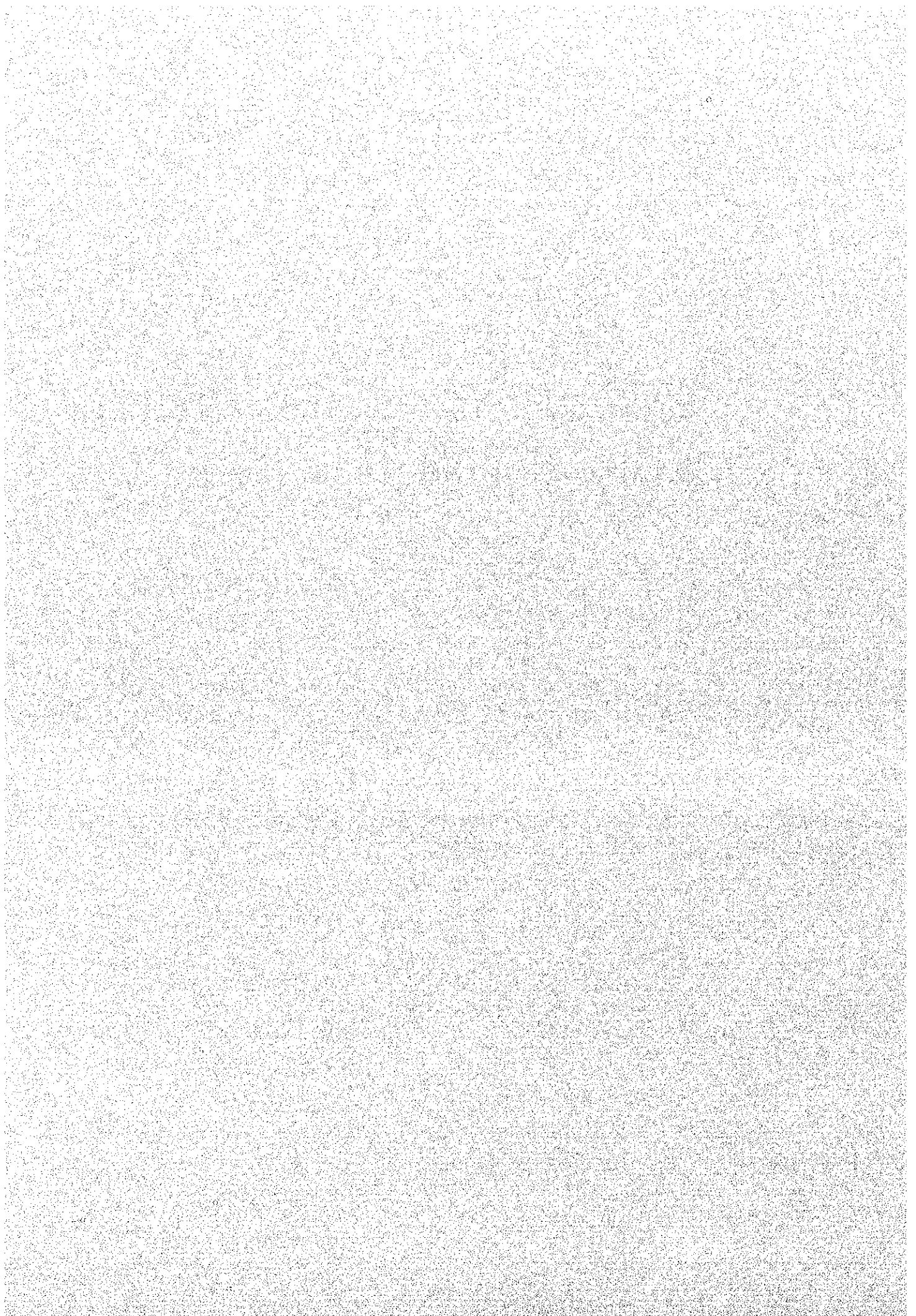
Mr. Ryuji Uematsu, Second Secretary

### 6. JICA Kenya Office

Mr. Minoru Tagami, Resident Representative  
 Mr. Atsushi Matsumoto, Deputy Resident Representative  
 Mr. Naoki, Takahashi , Assistant Resident Representative  
 Mr. Godfrey Waluse , Administration Officer

*W*      *MS*

### 3 . General Information on Group Training Course (G. I) (案)



GENERAL INFORMATION ON GROUP  
TRAINING COURSE (GI) (案)

IN

**GLOBAL POSITIONING SYSTEM (GPS) SURVEYING**

\* AUGUST 1998



**KISM**

**KENYA INSTITUTE OF SURVEYING AND MAPPING**

**IN CONJUNCTION**



**JAPAN INTERNATIONAL COOPERATION AGENCY**

\* 要請時は、研修実施時期 8 月だったが、実際は 11 月実施で合意した。

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## PREFACE

Kenya Institute of Surveying and Mapping (KISM) is a Government institute of higher learning commissioned to undertake training programmes in the field of Surveying and mapping. KISM was established in 1994 with the assistance of the Japanese Government and operates as a middle level Institute of learning offering both Diploma and higher Diploma training programmes in four disciplines namely Land Surveying, Photogrammetry and Remote Sensing, Cartography and Map reproduction. Among other activities to undertaken by KISM is to conduct short term training courses on specialized areas and in particular to focus on new technological developments in the field of Surveying and mapping.

Right from inception of KISM the vision of sharing knowledge acquired or otherwise developed at the Institute was considered a crucial activity and in this regard we equally recognize the need to co-operate with other Institutions, both national and International based. In an effort to fulfill the above mandate the Institute in conjunction with JICA is proposing to offer a Third Country Group Training Programme on GPS Surveying to be held at KISM in August 1998.

The Department to implement this Programme at the Institute is that of Land Surveying. The Department has the necessary capacity in human, laboratory and equipment resource to adequately conduct the course. Based on a survey conducted by the Department GPS Surveying among the other areas ranks highly in terms of demand and happens to be the most important and very current technology study areas for the promotion of infrastructure development and effective planning.



## I. COURSE OUTLINE

### 1. *Duration:*

From 03rd August 1998 to 28th August 1998

### 2. Number of participants: 13

### 3. *Purpose:*

The purpose of the course is to provide the participants from the countries of East, Central and Southern Africa with an opportunity to upgrade themselves in modern positioning technology (as it applies to surveying) by GPS and its Analysis.

### 4. *Objectives*

At the end of the course, the participants are expected to:

- (1) understand the fundamental theory of GPS Surveying,
- (2) carry out GPS static positioning
- (3) carry out GPS kinematic positioning
- (4) Carry out data processing / calculations of GPS observations,
- (5) Appreciate the effectiveness of GPS surveying in Africa

### 5. *Programme summary*

- (1) Introduction to GPS survey activities with specific reference to Africa.
- (2) Theory behind the satellite based positioning with emphasis to GPS system.
- (3) Use of appropriate technology in data handling, processing and analysis.
- (4) Appraisal of GPS activities in Kenya with reference to selected sites along the Rift valley, including field trips whereby in situ observations shall be taken.

### 6. *Training Venue*

The training venue will be at the Kenya Institute of Surveying and Mapping.

### 7. *Certificate*

Participants who successfully complete the course will be awarded a certificate of participation by JICA/KISM.

## II. CONDITION OF APPLICATION

### 1. *Qualification of Applicant*

The Training Programmes Committee (TPC) in the Institute would like to invite suitable qualified personnel from technical colleges and universities, research institutes and other related public institutions. The requirements for participants are as follows;

- (1) to be nominated by their respective Governments,
- (2) to be presently engaged in all fields related to Surveying/Geoinformatics;
- (3) to have a *University degree or a Diploma*, with at least three years of technical working experience in Geodetic surveying and other related areas,
- (4) be in good health to undergo the course of training. Pregnancy is regarded as disqualifying condition.

### 2. *Procedure for Application*

- (1) Application forms, A-3 (Annex III), together with a country report (Annex II) should be filled in duplicate for each candidate and returned to KISM on behalf of the Government of the Republic of Kenya by the end of June, 1998.
- (2) KISM on behalf of the Government of the Republic of Kenya will inform the nominees, in July, 1998.

### 3. *Country Report*

Participants are required to prepare a report on the present situation of their own field of study. This Country Report should be typewritten in accordance with the attached form (*Annex II*) and submitted to KISM together with the application. The Country Reports are used during the training courses, especially for comparative studies.

## III. ALLOWANCES AND EXPENSES

- (1) JICA will provide economy-class air travel return tickets between participant's National Airport and Jomo Kenyatta International Air by Prepaid Ticket Advice (PTA) to the participants. However, the transportation fee between participant's home area and participant's National Airport, and Airport Tax in both participant's National Airport and Jomo Kenyatta International Airport will be met by the participant.
- (2) A living allowance of Kshs. 1,200 per day will be provided during the course to participants from outside Kenya. This allowance will cover local transportation and other daily personal expenses. Local participants should arrange with their respective organizations for their living allowances.
- (3) JICA will provide a medical insurance for the participants from outside Kenya during their stay in Kenya.
- (4) The dependant(s) of participants are not entitled to the above allowances. Therefore, participants are advised not to bring any dependent(s).

#### IV. ACCOMMODATION

- (1) Accommodation for participants from outside Kenya will be arranged and provided at an appropriate hotel within the neighbourhood of the institute.
- (2) Local participants should arrange with their respective organizations for their accommodation.

#### V. OTHER INFORMATION

- (1) The climate in Nairobi is a tropical type requiring simple clothing. But since Nairobi is at a relatively high altitude, the climate may become chilly occasionally and therefore, participants are advised to bring some warm clothing.
- (2) KISM is situated 14Km North East of Nairobi City on Nairobi-Thika Road at Ruaraka.. KISM is located in a sub-district hosting several other training Institutions namely Kenya Utalli College, National Youth Service Engineering Institute, National Youth Service Secretarial college and the Monetary Institute. In this sub-district most facilities and services are available and within reach.
- (3) Participants are required to arrive in Kenya on the date designated by the Institute after confirmation of acceptance as mentioned in section 11.2.(3). However, the final date will be confirmed by the PTA sent to the participants.
- (4) On arrival at Jomo Kenyatta International Airport in Nairobi, the participants are requested to comply with the following arrival procedures.
  - (a) When quarantine, immigration and customs clearance procedures have been completed, the participants will be met by KISM official carrying a placard with the name(s) of the participants(s).
  - (b) Those arriving on flights other than originally booked, should inform KISM beforehand.
- (5) Participants are required to strictly observe the laws of Kenya.
- (6) Participants are required to strictly observe the Course schedule.
- (7) Applications to extend the period of stay will not be accepted.
- (8) Participants are requested to follow the return trip schedule designated by JICA/KISM.
- (9) For administrative purposes, the participants should bring two (2) black and white passport size photographs.
- (10) Further information concerning the course is available from the Programmes Committee at KISM.

## VI. CORRESPONDENCE

The Principal,  
KISM  
(Third Country Group Training Programme)  
P.O. Box 64005, Nairobi, KENYA

Telephone: +254-2-861486  
Fax : +254-2-803575  
E- Mail [KISM@Africaonline.co.ke](mailto:KISM@Africaonline.co.ke)

OR

The Resident Representative,  
JICA Kenya Office  
Third Country Training Programme  
"GPS Surveying"  
P.O. BOX 50572, Nairobi, KENYA

Telephone: +254-2-724121/4  
FAX: +254-2-724878

ANNEX I : Tentative Curriculum

1) GPS Surveying

DATE	SUBJECT	SESSION	REMARKS
Aug. 03	Arrival in Kenya		Move to Hotels
Aug. 04	* Opening Ceremony * Orientation (Guidance)	Morning Afternoon	KISM -ditto-
Aug. 05	* Introduction of activities of the Survey of Kenya and KISM * Survey New Technology Overview	Morning Afternoon	KISM -ditto-
Aug. 06	* Country Report Seminar * Continuation	Morning Afternoon	KISM -ditto-
Aug. 07	* Basic Theory of GPS * WGS and UTM coordinate systems	Morning Afternoon	KISM -ditto-
Aug. 08	Saturday		
Aug. 09	Sunday		
Aug. 10	* GPS equipment * Continuation	Morning Afternoon	KISM -ditto-
Aug. 11	* Static Positioning Method * Continuation	Morning Afternoon	KISM -ditto-
Aug. 12	* Practice of Static Positioning * Continuation	Morning Afternoon	KISM -ditto-
Aug. 13	* Calculation of Static Positioning * Calculation Practice	Morning Afternoon	KISM -ditto-
Aug. 14	* Kinematic Positioning Method * Continuation	Morning Afternoon	KISM -ditto-
Aug. 15	Saturday		
Aug. 16	Sunday		
Aug. 17	* Practice of Kinematic Positioning * Continuation	Morning Afternoon	KISM -ditto-
Aug. 18	* Calculation of Kinematic Positioning * Calculation Practice	Morning Afternoon	KISM -ditto-
Aug. 19	* Field Practice of GPS Surveying (Nakuru)		Move to Nakuru
Aug. 20	-ditto-		Observation
Aug. 21	-ditto-		Move to Nairobi
Aug. 22	Saturday		
Aug. 23	Sunday		
Aug. 24	* Calculation of Field Practice Data * Continuation	Morning Afternoon	KISM -ditto-
Aug. 25	* Application Fields of GPS Surveying * Continuation	Morning Afternoon	KISM -ditto-
Aug. 26	* Seminar (Discussion on Adoption of GPS in African Countries and its effectiveness) * Course Report Compilation	Morning Afternoon	KISM -ditto-
Aug. 27	* Evaluation * Closing Ceremony	Morning Afternoon	KISM -ditto-
Aug. 28	* Departure		

**ANNEX II**

**THE COUNTRY REPORT**

**(To be sent together with the application)**

ANNEX 1 : Tentative Curriculum

1) GPS Surveying

DATE	SUBJECT	SESSION	REMARKS
Aug. 03	Arrival in Kenya		Move to Hotels
Aug. 04	* Opening Ceremony * Orientation (Guidance)	Morning Afternoon	KISM -ditto-
Aug. 05	* Introduction of activities of the Survey of Kenya and KISM * Survey New Technology Overview	Morning Afternoon	KISM -ditto-
Aug. 06	* Country Report Seminar * Continuation	Morning Afternoon	KISM -ditto-
Aug. 07	* Basic Theory of GPS * WGS and UTM coordinate systems	Morning Afternoon	KISM -ditto-
Aug. 08	Saturday		
Aug. 09	Sunday		
Aug. 10	* GPS equipment * Continuation	Morning Afternoon	KISM -ditto-
Aug. 11	* Static Positioning Method * Continuation	Morning Afternoon	KISM -ditto-
Aug. 12	* Practice of Static Positioning * Continuation	Morning Afternoon	KISM -ditto-
Aug. 13	* Calculation of Static Positioning * Calculation Practice	Morning Afternoon	KISM -ditto-
Aug. 14	* Kinematic Positioning Method * Continuation	Morning Afternoon	KISM -ditto-
Aug. 15	Saturday		
Aug. 16	Sunday		
Aug. 17	* Practice of Kinematic Positioning * Continuation	Morning Afternoon	KISM -ditto-
Aug. 18	* Calculation of Kinematic Positioning * Calculation Practice	Morning Afternoon	KISM -ditto-
Aug. 19	* Field Practice of GPS Surveying (Nakuru)		Move to Nakuru
Aug. 20	-ditto-		Observation
Aug. 21	-ditto-		Move to Nairobi
Aug. 22	Saturday		
Aug. 23	Sunday		
Aug. 24	* Calculation of Field Practice Data * Continuation	Morning Afternoon	KISM -ditto-
Aug. 25	* Application Fields of GPS Surveying * Continuation	Morning Afternoon	KISM -ditto-
Aug. 26	* Seminar (Discussion on Adoption of GPS in African Countries and its effectiveness) * Course Report Compilation	Morning Afternoon	KISM -ditto-
Aug. 27	* Evaluation * Closing Ceremony	Morning Afternoon	KISM -ditto-
Aug. 28	* Departure		

**ANNEX II**

**THE COUNTRY REPORT**

**(To be sent together with the application)**



## Country Report

All participants are required to prepare a report on the present situation in their respective countries, on the field of interest. This report must be submitted together with the A3 Form and type written in English, on size A4 paper. The text should be in courier new font and double spaced with page numbers shown at the bottom right. The write up should be structured in the manner below:

<i>Activity</i>	<i>No of pages</i>
Total number of pages	12.5
1 <b>First page</b> Provide the name of the participant and the organization	1
2 <b>Executive summary</b>	1
3 <b>Introduction</b> Describe the general situation of your country with reference to the following areas: Geographical and physical environment, population, administration and economic background, industrial development and its spatial analysis.	3
4 <b>Present situation as regards Geodetic and control network surveys</b> Discus the following, providing sufficient statistical data with dates of implementation. <ul style="list-style-type: none"><li>• Outline the present condition of your geodetic network and indicate whether it is satisfactory to the national needs.</li><li>• National strategy and policies on the geodetic and control network surveys,</li><li>• The scope of coverage by the present network, attach as an appendix a map showing the distribution.</li></ul>	3
5 <b>Organization chart</b> Participants should draw a chart to illustrate the structure of the organization in-charge of the survey and mapping activities in the country.	1
6 <b>National base map</b> Mention the scale and coverage of the national base maps. Attach as an appendix indexes of established maps.	1/2
7 <b>Laws and Regulations</b> Mention the laws that regulate surveys in your country, attach as an appendix a copy of the primary Survey Act regulating the survey practice.	1
8 <b>Present practise and future plans.</b> The programmes and projects which the participants organization is currently involved with or is planning to implement in the near future.	2

**ANNEX III**  
**FORM OF NOMINATION**

TECHNICAL COOPERATION  
BY THE GOVERNMENT OF JAPAN

FORM OF NOMINATION

By the Government of .....  
for a course of training in GPS SURVEYING to be held at KISM - KENYA  
requested in FORM A3, dated.....

please type the following

PART I (to be completed by nominee)

I, ..... (use block letters, surname last)  
of ..... (Country) certify that the statement made by me in part II of this form  
are true, complete and correct to the best of my belief.

If accepted for Training Award, I undertake to:

- (a) Carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the host Government in respect of this course of training.
- (b) Follow the course study or training and abide by the rules of the Institution or other establishments with which I undertake to study or train.
- (c) Refrain from engaging in political activities, or any form of employment for profit or gain.
- (d) Submit any progress reports which may be prescribed.
- (e) Return to my home country at the end of my course of study or training
- (f) No dependant(s) shall accompany me while pursuing my course of study or training.

I also fully understand that if granted a Training Award it may be subsequently withdrawn if I fail to make adequate progress, or for other sufficient cause determined by the host Government.

Signature of Nominee.....

Date.....

**PART II PERSONAL DETAIL (to be completed by nominee) to be TYPED.**

1. (a) Surname ..... (b) Forenames ..... .....	Sex (Male/Female)
2. Country	Town
3. Home Address ..... ..... .....  Employers address ..... ..... .....  Physical Mail delivery Address ..... ..... .....  Fax .....	Telephone .....  Telephone .....    E-Mail .....
4. Date of birth .....	Place of birth ..... .....
5. Marital Status .....	Nationality .....
7. Name and address of person to be notified in emergency	..... ..... ..... .....

8. Education Record

Education Institution	Location	Year attended from	to	Degree, Diplomas and certificate if any	Special Fields

9. Please indicate details of any professional qualifications, or special industry certificate which you possess.

.....

.....

.....

.....

.....

10. Employment Record (list the most recent Post first)

(a) Present or most Recent Post (Description of your work, indicating your personal responsibilities)

Name of Employer

Address of Employer

Type of Organization

Your Position

Date of Service


(b) Previous Post  
(Description of your work  
indicating your personal  
responsibilities)

Name of Employer

Address of Employer

Type of Organization

Your Position

Date of Service

(c) Previous Post  
(Description of your work  
indicating your personal  
responsibilities)

Name of Employer

Address of Employer

Type of Organization

Your Position

Date of Service

---

11. It would be useful if you would give a statement of not more than 500 words regarding your experience and requirements for training. This statement should be approved by your Government.

**PART III (to be completed by an authorized official of the nominating Government), to be typed**

**1. Observations of the nominating Government on:**

(a) The nominee's personal qualities, education and employment record and knowledge of English.	
(b) His general fitness to benefit fully from the course of training for which he is being nominated;	
(c) Any special reasons for his selection;	
(d) Description of the post he will be required to fill on the satisfactory completion of this training;	

**2. Official nomination**

I certify that

- (a) I have examined the educational, professional or other certificates quoted by the nominee in Part II of this form and I am satisfied that they are authentic and relate to the nominee.
- (b) I have examined the medical certificate produced by the nominee which states that he is medically fit and free from any infectious disease and that having regard to his physical and mental history I have the confidence that the nominee is fit to undertake the journey to Kenya and to remain under training in Kenya.
- (c) The nominee has a knowledge of spoken and written English, sufficient to enable him to follow the course of training for which he is being nominated, and that he can communicate with ease on everyday matters.
- (d) My Government provide transportation fee between home area and National Airport, Airport Tax in both National Airport and Jomo Kenyatta International Airport.

I nominate him accordingly on behalf of the Government of.....

Signed..... Rank or title .....

Date: .....

**3. Correspondence:**

Please indicate the person and address to which any correspondence regarding this form can be addressed. Telephone Fax, and E-Mail.

**RETURN TO:**

The Principal,  
KISM  
(Third Country Group Training Programme)  
P.O. Box 64005, Nairobi, KENYA

Telephone: +254-2-861486  
Fax : +254-2-803575  
E- Mail KISM@Africaonline.co.ke

OR

The Resident Representative,  
JICA Kenya Office  
Third Country Training Programme  
"GPS Surveying"  
P.O. BOX 50572, Nairobi, KENYA

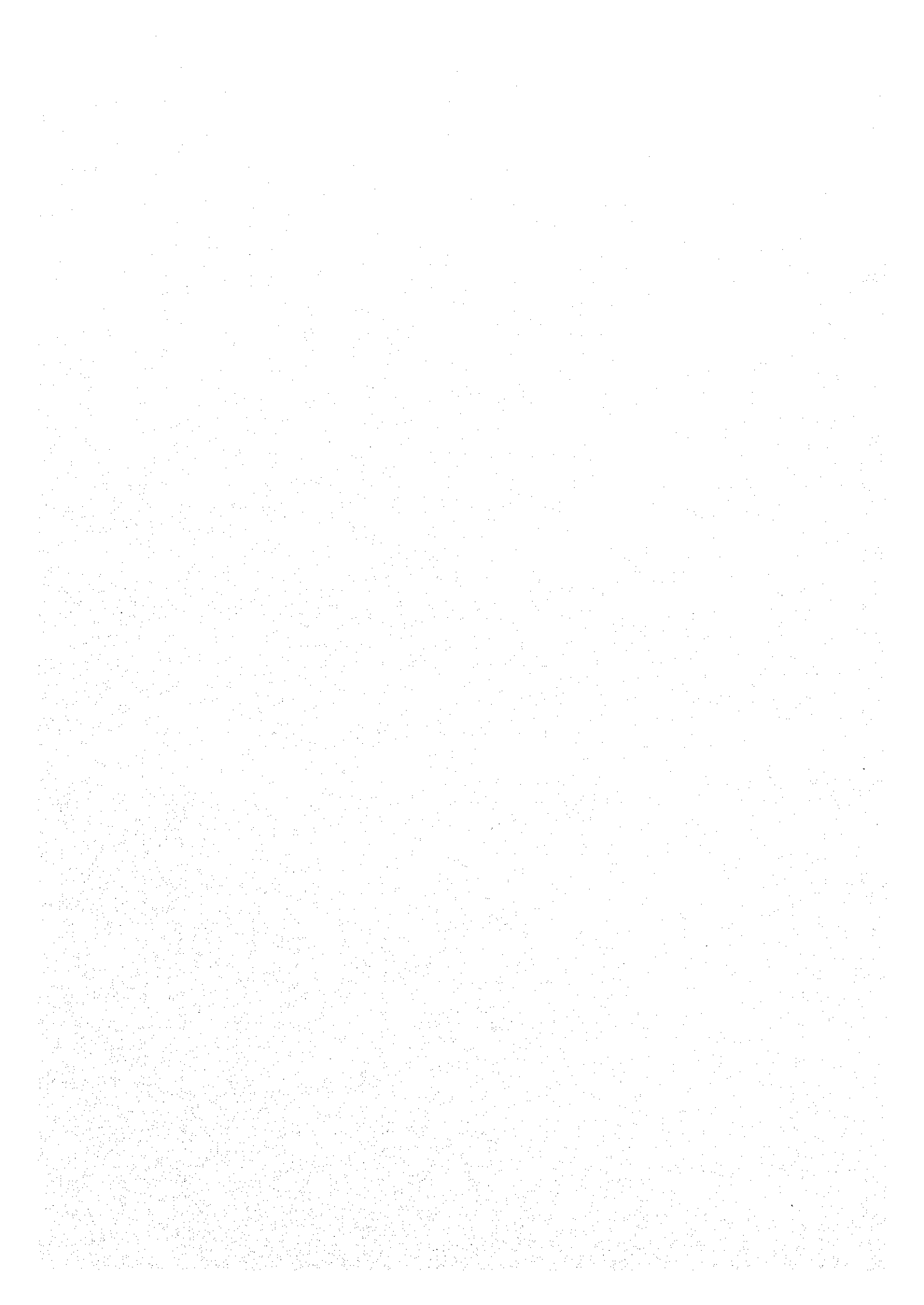
Telephone: +254-2-724121/4  
FAX: +254-2-724878











JICA