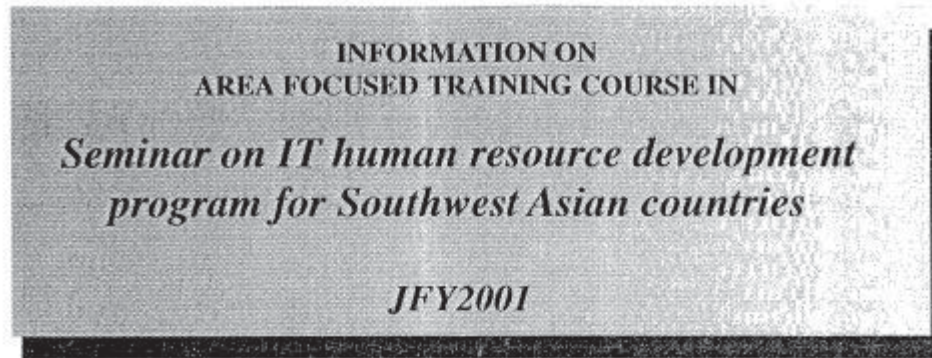


# 添 付 資 料



**地域特設 : 南西アジア地域 IT 人材育成セミナー**

COURSE No.: J-01-20227

January 28,2002 - March 3,2002



THE GOVERNMENT OF JAPAN  
JAPAN INTERNATIONAL COOPERATION AGENCY

## *Preface*

The Japanese Government extends official development assistance (ODA) to developing countries to support self-help efforts that will lead to economic progress and a better life for the citizens of those countries.

Since its foundation in 1974, the Japan International Cooperation Agency (JICA) has implemented Japan's technical cooperation under the ODA program.

Currently, JICA conducts such activities as training, dispatch of experts, provision of equipment, project -type technical cooperation, development study, dispatch of cooperation volunteers (JOCV), survey and administration of capital grant aid programs.

The training program for overseas participants is one of JICA's fundamental technical cooperation activities for developing countries. Participants come from overseas in order to obtain knowledge and technology in a wide variety of fields.

The objectives of the JICA training program are:

- (1) to contribute to the development of human resources who will promote the advancement of developing countries, and
- (2) to contribute to the promotion of mutual understanding and friendship.

This area focused training course in Seminar on IT human resource development program for Southwest Asian countries provides administrative officers in charge of IT human resource development with opportunity for understanding relevant program implemented in Japan and for considering obstacles, constraints and necessary measure.

The participants are expected to derive useful ideas for promoting IT human resource development of each home country.

## I. ESSENTIAL FACTS

COURSE TITLE (No.)	Seminar on IT human resource development program for Southwest Asian countries (J01-20227)
DURATION	January 28, 2002 ~ March 3, 2002
DEADLINE FOR APPLICATION	November 30, 2001 * for acceptance in the JICA office or the Embassy of Japan
NUMBER OF PARTICIPANTS	6
LANGUAGE	English
TARGET GROUP	Administrative officers in charge of human resource development matter in the field of Information Technology (IT).
COURSE OBJECTIVES	Upon successful completion of the course, the participants are expected to; (1) understand the Japanese policy and activities regarding IT human resource development, taking Sapporo's as an example, (2) acquire overall knowledge of IT human resource development and consider its applicability as well as obstacles, constraints and necessary measures to be taken. (3) compose the final report which proposes IT human resource development plan of his/her country at the end of the course.
TRAINING INSTITUTION	• Sapporo Electronics Center Address: Shimo-Nopporo Techno Park, Atsubetsu-ku, Sapporo, Hokkaido 004-0015 JAPAN
ACCOMMODATIONS * Accommodations for the whole period of the training is to be arranged by JICA	• Hokkaido International Centre, Sapporo (HICS) Address: Minami 4-25, Hondori 16-chome, Shiroishi-ku, Sapporo, Hokkaido, 003-0026 Japan Tel.: 81(*)-11(**)-866-8383 If no room is available at HICS, JICA will arrange accommodations at other appropriate places.
ALLOWANCES & EXPENSES	The Government of Japan provides the following allowances and covers the following expenses through JICA in accordance with relevant laws and regulations. <u>Details</u> Round-trip air ticket between an international airport designated by JICA and Japan, accommodation allowance, living allowance, outfit allowance, book allowance, shipping allowance, expenses for JICA study tours, free medical care for participants who become ill after arrival in Japan (costs related to pre-existing illness, pregnancy and dental treatment are not included), etc.

(\*: country code for Japan, \*\*:area code for Tokyo)

(Note)

Sapporo Electronics Center was established in 1986 by the City of Sapporo to provide local electronics-related enterprises with a place for R&D of high technology.

Sapporo Electronics Center is designed to be a leading "intelligent building" equipped with various systems required for computer software development.

The Center undertake this course in collaboration with relevant organizations, such as city of Sapporo, etc.

## II. CURRICULUM

The course consists of lectures, discussions, and visits/field trips. The curriculum is organised to provide effective training from the viewpoint of both theory and practice as follows.

Contents	Hours		
	L/D	S	V
1.Lecture			
History and policy regarding Information Technology in Japan :			
- Human resource development aspect	5		
- Infrastructure and other aspect	9.5		
IT strategy of city of Sapporo	5		
Activity of private sector	5		
IT human resource development at higher education institutions	7		
Activities in primary and secondary education	4		
Teachers' training on IT	5		
Sub-total (①)	40.5		
2.Exercise and experiment			
Computer literacy	1.5		
Sub-total (②)	1.5		
3.Supplementary activities			
Orientation		3	
Country Report Presentation		5	
Term-end discussion & Final Report Presentation		14	
Course evaluation		1	
Opening & closing ceremonies		1	
Sub-total (③)		24	
4.Visit and field trips			
Visits:			
- Private company			2.5
- University			1.5
- Polytechnics			1.5
- Primary and secondary school			6
Other institutes and facilities related to IT			3
Field trips			15
Sub-total (④)			29.5
Sub-total	42	24	29.5
Total = ① + ② + ③ + ④		95.5	

1 day = approximately 5.0 hours

L/D: (Lectures and Discussion) S: (Supplementary Activities) V: (Visits and Field Trips)

The curriculum may be subject to minor changes.

### III. REQUIREMENTS FOR APPLICATION

Applicants should:

- (1) be nominated by their government in accordance with the procedures mentioned in IV, below.
- (2) be the central or local government officer, in charge of the human resource development matters in the field of Information Technology (IT), and, be involved in policy making for this matter,
- (3) be under 40 years of age,
- (4) be university graduates or possesses equivalent qualification,
- (5) be proficient in spoken and written English
- (6) be in good health, both physically and mentally, to undergo the course of training; and
- (7) not be serving in the military.

#### **ATTENTION**

Participants are required,

- (1) not to change course subjects or extend the course period;
- (2) not to bring any members of their family;
- (3) to return to their home country at the end of their seminar according to the international travel schedule designated by JICA;
- (4) to refrain from engaging in political activities or any form of employment for profit or gain; and
- (5) to observe the rules and regulations of their place of accommodation and not to change accommodations designated by JICA.

### IV. PROCEDURES FOR APPLICATIONS

1. The government desiring to nominate applicants for the course should fill in and forward one(1) Original and three(3)copies of the Nomination Form(Form A2A3)for each applicant, to the JICA office (or the Embassy of Japan) **by November 30, 2001**

2. The JICA office (or the Embassy of Japan) will inform the applying government whether or not the nominee's application has been accepted **no later than December 25, 2001**

#### 3. COUNTRY REPORT

- (1) Before coming to Japan, applicants should prepare a "country report" in order to inform us of the present situation of, as well as the direction of and problems related to regional development in your country.
- (2) The applicants should submit 3(three) copies of the report with Nomination Form(Form A2A3) by the deadline of application.
- (3) The country report should be written in accordance with the subjects and format explained in ANNEX I. It should also be written in English and summarized in approximately **4(four) or 5(five) pages**.
- (4) Each participant will have 10 - 20 minutes to give an oral presentation on your report at the beginning of the course.
- (5) The report will be translated into Japanese and distributed to lecturers prior to above presentation.
- (6) It is advisable to use audio visual aids such as Over Head Project (Transparency), Microsoft Power Point at the presentation.
- (7) Country Report is used for screening of applicants.

#### **Important:**

If participants do not have enough time to prepare the Questionnaire and the Country Report, and cannot submit them together with the nomination form, please make sure to send them by FAX\* to HICS by **December 25, 2001** in order to translate into Japanese for our better understanding.

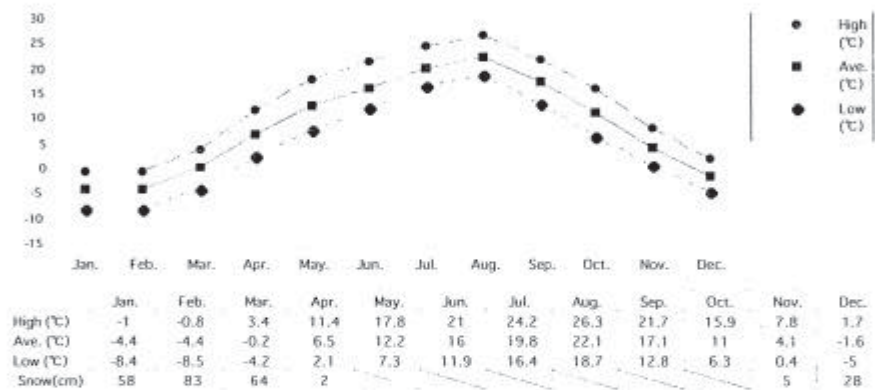
\*Please refer the following CORRESPONDENCE (see back cover)

## V. OTHER MATTERS

1. Pre-departure orientation is held at JICA office to provide the selected candidates with details on travel to Japan, conditions of training, and other matters. Participants will see a video, "TRAINING IN JAPAN", and will receive a textbook and cassette tape, "SIMPLE CONVERSATION IN JAPANESE". A brochure, "GUIDE TO TRAINING IN JAPAN" will be handed to each selected candidate before (or in the time of) the orientation.

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

### 3. Climate in Sapporo



#### \*Typical Seasonal Wear

(January-February) Thick Jacket/Coat, Sweater/Thick shirts, Gloves

### 4. Recreation

1) Participants can enjoy free services for the use of an indoor swimming pool, gymnasium, and tennis courts located next to the Centre.

2) JICA encourages international friendship exchange between our participants and local communities. Therefore, it will be helpful to bring their national costumes and materials such as slides, videos, and music cassettes which explain respective culture in their countries.

### 5. Facilities and Equipment of the Centre

The Centre has following facilities and equipment for the participants.

<Private Room> 2 Glasses, Teapot, Ashtray

**\*ATTENTION:** There are no slippers and towels. Soap, shampoo & conditioner, toothpaste & toothbrush, razor, detergent, sewing kit and floppy disks can be purchased at the front desk. Participants can also borrow winter coats.

<Equipment for training>

Audio-Visual Equipment: Video, OHP, Slider Projector, Multimedia Projector (available to use Microsoft Power Point 97)

## ANNEX I

### **COUNTRY REPORT**

The following should be explained clearly in your report:

1. Personal and organization's data

- Name of applicant
- Nationality
- Name of applicant's organization
- Organization Chart
- Role of Organization and your duties

2. Present condition of computer use, computerisation in the nation.

- Government level
- Public organization (school, hospital, etc.)
- Household level
- Others

3. Brief explanation of ministries and/or public organization in charge of IT human resource development and their role.

4. Number of IT engineers and its comparison to employment opportunity in the nation

5. Specific engineer, which is mostly insufficient in your nation.

Note: IT engineers are distinguished according to their service fields as follows; 1) Infrastructure 2) System designing and creation 3) System engineer 4) Solution-integration.

6. Brief explanation of national policy on IT and on-going activities / projects.

7. Obstacles and constraint against IT human resource development and encouraging IT.





### *CORRESPONDENCE*

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

**Hokkaido International Centre, Sapporo (HICS)**  
**Japan International Cooperation Agency (JICA)**

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Sapporo, Hokkaido 003-0026 Japan  
Tel.:81-11-866-8383 Fax.:81-11-866-8382