

INFORMATION ON COUNTRY FOCUSED TRAINING COURSE

***LOCAL ADMINISTRATION FOR
ENVIRONMENTAL PROTECTION IN SRI LANKA***

- Towards Environmental City “Nagoya” -

JFY 2002

国別特設：スリ・ランカ地方都市環境行政

—名古屋に学ぼう—

COURSE NO.: J-02-20326

January 6, 2003 – February 24,



**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 programme.

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 programmes.

The training programme 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 programme 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.

The United Nations Conference on Environment and Development held in Rio de Janeiro, Brazil in June 1992, unanimously recognized the growing danger of the environmental destruction, such as greenhouse effects and acid rain, in global scale. The Rio Declaration emphasized the necessities of effort from each nation and an international cooperation including technical transfer in order to prevent the further environmental destruction.

In developing countries, the priority of the government's policy has been economic and industrial development. However, development with sustainable environment is also important. In this respect, effective and practical environmental conservation by administrative measures is increasing its important role.

Among administrative measures, the role and activities of local government is very important. Firstly, though central government decides national environmental administrative policy, it is by local governments that effective and practical environmental conservation measures are taken. This means that local government can take initiative of environmental conservation and pollution control administration by putting national policy into practice. Secondly, since local government has close tie with people and enterprises in its region, it can stand front line of solving environmental conservation problems and making preventative policy in accordance with its regional situation. Local government administration for environmental conservation is key for both regional and national sustainable development of environmental field.

There is a fact that Japan's environmental conservation and pollution control by local administration have overcome pollution problems occurred during the rapid economic growth. In this respect, the transfer of the administrative skills by local government based on Japanese experiences is expected to play a substantial role for the global environmental conservation.

In order to contribute to the sustainable development of environmental field, the training course aims to strengthen the capabilities of the local government's management and administration to tackle the environmental conservation issues, with introducing examples and experiences of the respective and professional local administration, Environmental Affairs Bureau, the City of Nagoya.

This course is established in fiscal year 2002.

1. ESSENTIAL FACTS

COURSE TITLE (NO.)	Local Administration for Environmental Protection in Sri Lanka(J-02-20326)
DURATION	January 6, 2003 - February 24,
DEADLINE FOR APPLICATION	December 2, 2002 *for acceptance in the JICA office or the Embassy of Japan *Job Report and the Summary should be submitted together with the application form (Please see 3 and ANNEX for more information.)
NUMBER OF PARTICIPANTS	5
LANGUAGE	English
TARGET GROUP	Local government officials in charge of environmental protection administration, officials, in related organization in Badulla, Chilaw, Gampaha, Kandy, Matale, Negombo, Nuwara-Eliya and etc.
COURSE OBJECTIVES	In order to contribute to the sustainable development of environmental field, the training course aims to develop the capacity of the local government's management and administration to tackle the environmental protection issues. Upon successful completion of the course, the participants are expected to be able to acquire knowledge on the followings. 1. Overview of Local Administration on environmental protection-Nagoya City's experience 2. Solid Wastes Management 3. Environmental Pollution Control 4. Participation of Citizens in Environmental issue
TRAINING INSTITUTION	<ul style="list-style-type: none"> Environmental Affairs Bureau, the City of Nagoya 1-1, Sannomaru, 3-chome, Naka-ku, Nagoya 460-8508 JAPAN Nagoya City Environmental Science Research Institute, the City of Nagoya 16-8, Toyada 5-chome, Minami-ku, Nagoya 457-0841 JAPAN
ACCOMMODATIONS *Accommodations for the whole period of the training are arranged by JICA	<ul style="list-style-type: none"> Chubu International Centre (CBIC), JICA 2-73 Kamenoi, Meito-ku, Nagoya 465-0094 JAPAN Tel: 81(*)-52(**)-702-1391, Fax: 81(*)-52(**)-702-1397 <p>* If no room is available at CBIC, JICA will arrange accommodations for participants at other appropriate places</p>
ALLOWANCES & EXPENSES	<p>The Government of Japan provides the following allowances and covers the following expenses through JICA in accordance with relevant laws and regulations.</p> <p><u>Details</u></p> <p>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 preexisting illness, pregnancy and dental treatment are not included), etc.</p>

(* country: code for Japan) (**area: code for Nagoya)

II. CURRICULUM

I. Arrival and Arrival Orientation Program (1st week), JICA Osaka International Centre: OSIC)

1. Arrival at Osaka International Airport
2. Arrival Orientation (Briefing) at OSIC
3. Moving from Osaka (OSIC) to Nagoya (CBIC)

II. Orientation Program (1st week, JICA Chubu International Centre: CBIC)

1. Opening Orientation & Programme Orientation by JICA
2. Japanese Language Class

III. Technical Training (2nd week - 6th week, the City of Nagoya)

1. Introduction
 - (1) Overview of public administration in Japan
 - (2) Guidance for Job report and Final report (Action plan)
 - (3) others

2. Course Guidance

A course guidance on technical training is offered by a staff of the City of Nagoya at the very beginning of the training.

3. Job Report Presentation (Please see IV-3. Job Report)

The Job Presentation is scheduled at the beginning of the technical training. Participants are requested to make a presentation in front of the Japanese lecturers in order to further their understandings on the situation of local administration on environmental conservation in each of the participants' countries. The participants may use photos, slides or video as well as OHP along with their Job Reports during the presentations.

4. Training Programme

- (1) Overview of Local Administration on environmental conservation

- 1) Environmental Condition in Nagoya
 - 2) Role and Activities of Environmental Affairs Bureau
 - 3) Global Environment Problems
 - 4) Environmental Basic Plan
 - 5) Environmental Law System
 - 6) Environmental Council
 - 7) Budget for Environment Administration
 - 8) Law Enforcement for Environment Conservation

- (2) Pollution Control Measures

- 1) Air Pollution Measures
 - 2) Water Pollution Measures
 - 3) Soil Pollution Measures
 - 4) Offense Odor Measures
 - 5) Noise and Vibration Measures
 - 6) Ground Subsidence and Ground Water Measures
 - 7) Traffic Pollution Measures
 - 8) Relief System to Pollution Victims
 - 9) Role and Activities of Health Center

- (3) Wastes Reduction Measures

(4) Environmental Education

(5) Environmental Monitoring

1) Environmental Monitoring System

2) Role and Activities of Environmental Monitoring Facility

5. Final Report Presentation

Participants are required to make a presentation of the final report (future action plan for own local administration) how to introduce the knowledge and techniques gained during the training to each region. Lecturers and persons concerned with your training will be present at this presentation.

6. Midterm & Final Evaluation Meeting

In the middle and at the end of the training, Midterm & Final Evaluation Meeting are to be held for further improvement of the training course.

7. Closing Ceremony

IV. Departure

1. Moving from Nagoya (CBIC) to Osaka (OSIC)

2. Departure from Osaka International Airport to your country

Note: *The curriculum may be subject to minor changes.

III. REQUIREMENT FOR APPLICATION

Applicants should:

1. be nominated by their government in accordance with the procedures mentioned in IV-2 below;
2. be currently a local government official in charge of environmental protection administration in local government or related public organization with more than three (3) years of experience or the equivalent,
3. be university graduate or possess equivalent professional experiences in this field;
4. be between twenty-five (25) and forty (40) years of age;
5. be in good health, both physically and mentally, to undergo the course of training;
6. be proficient in spoken and written English; (Experience has shown that many participants find themselves unable to make progress in their training, because of inadequate knowledge of English.) 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 course 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. A 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 December 2, 2002**

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 6, 2002.**

3. JOB REPORT(ANNEX I)

Applicants are requested to prepare a report on the present situation of their own field of study and interest. This Job Report should be typewritten and followed with attached format (ANNEX I) and submitted together with the Nomination Form (A2A3 Form).

Application not accompanied by a completed Job Report can not be considered.

The participants are expected to bring the photos, slides or videos which illustrate the Job Report, to be used during Job Report Presentation, if they are available.

4. ORGANIZATION CHART

Each applicant should submit a sheet of organization chart together with the Nomination Form. The organization chart is to be used for screening and therefore should clearly show the applicant's position.

***Job Report (Annex I) which is used for screening of applicants should be submitted together with the Nomination Form (Form A2A3).**

V. OTHER MATTERS

1. Pre-departure orientation will be held at JICA overseas office (or Japanese diplomatic missions) 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 at the time of) the orientation.

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

3. Accommodations Notice

- (1) Participants will arrive at and depart from Kansai (Osaka) International Airport and will stay at the Osaka International Centre (OSIC), for the first and the last two days of their visit to Japan.

Osaka International Centre (OSIC), JICA

Address: 25-1, Nishi-Toyokawa-cho, Ibaraki-shi, Osaka-fu 567-0058, Japan

Tel: 81-726-41-6900 Fax: 81-726-41-6915

* If no room is available at OSIC, JICA will arrange accommodations for participants at other appropriate places.

- (2) Participants will travel to Nagoya and stay at Chubu International Centre (CBIC), during the technical training phase of the course. At CBIC, participants will share the shower room and toilet.

Chubu International Centre (CBIC), JICA

Address: 2-73, Kamenoi, Meito-ku, Nagoya-shi, Aichi-ken 465-0094, Japan

Tel: 81-52-702-1391 Fax: 81-52-702-1397

ANNEX

Job Report

Please make your Job Report according to the following Format. Your Job Report should include the answers to fourteen questions of the Format. Please refer the examples for answering the questions. It is also requested you to prepare a Summary Report based within A4 3 pages. The Summary Report will be used in the presentation at the beginning stage of the training course. Please submit the Job Report and the Summary Report together with the Nomination Form. All reports should be typewritten in English. These submitted reports are used for reference to select applicants. Application not accompanied by completed reports cannot be considered.

<Job Report Format>

(Examples)

1. Full name (Please write the LAST NAME in capital letters.)	Firstname Middlename LASTNAME
2. E-mail Address (if you have)	Email@srilanka.net.com
3. Name of Organization	XXX Municipal Council
4. Name of Section/Department	Environment Department
5. Your position (Technical or Administrative?), and describe the section directly related to your work and the number of the staffs	Assistant Director (Administrative) XXX Municipal Council (350) -Environment Department (79) -Waste Management Section (31)
6. Organization Chart (Describe the number of officers)	<pre> graph TD MC[Municipal Council] --> AD[Agriculture Dept (50)] MC --> ID[Industry Dept (80)] MC --> ED[Environment Dept (79)] ED --> WW[Wastewater (26)] ED --> PC[Pollution Control (22)] ED --> WM[Waste Management (31)] </pre>
7. Briefly describe the responsibilities of the Section to which you belong.	<ol style="list-style-type: none"> 1. Planning of solid waste management system 2. Planning and drafting of the rule and regulation in solid waste treatment 3. Planning and drafting of measures related to solid waste management and its total arrangement 4. Monitoring of the implementation in solid waste management 5. Management of information related to waste

8. Describe your own duty and task in detail	1. Budget estimation and accounting in the solid waste management 2. Management of solid waste landfill 3. Planning of programs to promote environmental awareness 4. Information services to citizens
9. Your work experience (after graduating from college or graduate school)	1990 graduating from XXX College 1990-1993 Program Officer, Public Health Center, XXX Municipal Council 1994-1999 Coordinator, Environmental Education Project, XXX Municipal Council 2000-2002 Assistant Director, Environment Department, XXX Municipal Council

10. Please explain the difficulties in performing your duties and task.

11. Try to find possible reason(s) of the difficulties mentioned above.

12. State the measures to solve the problem.

13. What is the future plan in your organization and your job (short, middle, and long term).

14. Which subject(s) are you interested in, and what is your expectation for participating the training course?

The participants are also expected to bring the floppy disks, brochure of the organizations, photos, slides, or videos which illustrate the Job Report and Summary Report, to be used during the report presentation.

Thank you



CORRESPONDENCE

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

Chubu International Centre (CBIC)
Japan International Cooperation Agency (JICA)

Address : 73, Kamenoi 2-chome, Meito-ku, Nagoya 465-0094 Japan

Tel : 81-52-702-1391 Fax : 81-52-702-1397

E-mail : jicacbp@jica.go.jp