

インド国
防災地域研修プロジェクト
事前評価調査団 調査報告書

2003年11月

独立行政法人国際協力機構
アジア第二部 南西アジア・大洋州課

地二南
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03-06

序 文

インドにおいては地震、サイクロン、洪水、旱魃等自然災害が頻発しており、甚大な被害を受けています。2001年1月26日には、インド国グジャラート州西部において大規模な地震が発生し、我が国は、直ちに緊急資金・物資援助および医療チームの派遣を行いました。また、同年4月から、インド政府からの復興支援にかかる協力要請を受けて、地震災害復興支援緊急開発調査および緊急リハビリ事業を実施しました。2003年2月には、地震防災分野での短期専門家3名の派遣を実施し、これまで継続して防災分野における協力を実施してきました。

インド政府は、アジア地域において自然災害が共通の脅威であることから、インドのみならずアジア地域での防災分野の人材育成と地域での連携した対策の必要性を認識し、防災対策における経験とノウハウを有し、かつ、これまで当該分野での支援の実績もある我が国に、第三国研修を中心とした防災対策分野でのさらなる協力を2002年10月に要請しました。

これを受けて当機構は、国連地域開発センター（UNCRD）防災計画兵庫事務所と協力し、防災対策に関する技術協力プロジェクトの実施に向けて、プロジェクトの妥当性、内容および第三国研修の詳細計画について協議することを目的とし、2003年8月21日から8月28日まで、事前評価調査団を現地に派遣しました。

本報告書は、同調査団の現地調査結果およびその後の現地での技術協力プロジェクト実施協議結果を取りまとめたものです。本プロジェクトが、インドおよび周辺地域の防災被害の軽減に資するものとなることを願います。

最後に、本調査の実施に際し、ご協力とご支援を賜った関係者の皆様に、深甚なる感謝の意を表します。

2003年11月

独立行政法人国際協力機構
理事 隅田 栄亮

略語表

DEA	Department of Economic Affairs, Ministry of Finance	財務省経済局（援助受入窓口機関）
GSDMA	Gujarat State Disaster Management Authority	グジャラート州災害対策機関
IIPA	Indian Institute of Public Administration	
JICA	Japan International Cooperation Agency	独立行政法人国際協力機構
NCDM	National Centre for Disaster Management	国立防災センター
NGO	Non-governmental Organization	非政府組織
OSMA	Orissa State Disaster Mitigation Authority	オリッサ州災害対策機関
UNCRD	United Nations Centre for Disaster Management	国連地域開発センター

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1. 事前評価調査団の派遣

1-1. 調査の背景・目的

インドにおいては地震、サイクロン、洪水、旱魃等自然災害が頻発しており、その被害は莫大である。自然災害の脅威はアジア諸国にとって共通のものであり、特に南アジアは世界で最も自然災害の脅威にさらされている地域の一つである。また、隣接する中央アジア地域も地震等の自然災害が頻発する地域であり、防災対策は大きな課題となっている。

JICA は、インドのグジャラート地震発生時に緊急援助および緊急開発調査を実施したほか、2002 年度に地震防災分野での短期専門家も派遣し、防災分野における協力を実施してきている。インド国立防災センター(NCDM)は、インドにおける防災分野の研究、人材育成等を担う中核機関であるが、アジア地域での人材育成の拠点としての活動を進めるために、国連地域開発センター(UNCRD) 防災計画兵庫事務所の協力を受けるとともに、防災分野における経験とノウハウを有し、インドへの当該分野での支援の実績のある日本からの協力が要請された。

かかる背景の下、技術協力プロジェクトとしてのプロジェクトの枠組み、および今年度実施予定の第三国研修の詳細計画について協議することを目的として、本調査を実施することとした。

1-2. 調査団の構成

総括/団長	伊藤 耕三	JICA インド事務所 次長 (現地参团)
防災研修計画	小林 正美	京都大学大学院地球環境学堂 教授
地震防災対策	大川 出	独立行政法人建築研究所構造研究グループ 主席研究監
協力計画	井上 琴比	JICA アジア第二部南西アジア・大洋州課 職員

岡崎 健二 国連地域開発センター (UNCRD) 防災計画兵庫事務所 所長
(UNCRD 負担による調査参加)

1-3. 調査日程

2003年8月21日～2003年8月28日（8日間）

（総括と協力計画は、8月30日まで）

[日程]

	月日	曜日		
1	8/21	木	14:10 成田発 19:15 デリー着	*総括：現地参団
2	8/22	金	9:15 JICA インド事務所打合せ 10:15 在インド日本大使館表敬 11:00 大蔵省経済局（DEA）表敬 12:00 NCDM 打ち合わせ（内務省防災担当局も参加）	
3	8/23	土	9:00 デリー市内視察 （Old Delhi-Chandni Chowk, Nehru Place）	
4	8/24	日	団内打ち合わせ 資料整理	
5	8/25	月	10:30 NCDM 打ち合わせ 16:30 内務省防災担当局長協議 （NCDM との打合せに参加）	
6	8/26	火	10:00 JICA 事務所打合せ 11:30 IIPA 表敬 12:00 NCDM 打ち合わせ 18:00 ミニッツ署名	
7	8/27	水	10:00 UNDP 協議 14:00 デリー市郊外（Gurgaon）視察 17:00 JICA インド事務所報告	
8	8/28	木	[総括・協力計画] R/D 案の策定、修正 今後の進め方等協議	[防災対策・研究計画] 0:05 デリー発 16:40 成田着
9	8/29	金	R/D 案の策定、修正	/
10	8/30	土	[協力計画] 0:05 デリー発 16:40 成田着	

1-4. 主要面談者

Department of Economic Affairs, Ministry of Finance

Mr. V. Vum Lun Mang Deputy Secretary

Disaster Management Division, Ministry of Home Affairs

Mr. R.K. Singh Joint Secretary

Mr. D. Madan Under Secretary

Indian Institute of Public Administration

Mr. P.L. Sanjeev Reddy Director

National Centre for Disaster Management

Mr. Brig (Dr) B K Khanna Consultant

Mr. Satendra Consultant

Mr. Binod Doley Senior Research Officer

Ms. Ajinder Walia Senior Research Officer

Ms. Chandrani Bandyopadhyay Senior Research Officer

Mr. Amit Verma Research Associate (デリー市視察に同行)

Mr. Shekhar Chaturvedi Research Associate

United Nations Development Programme India Office

Mr. Dennis Lazarus Deputy Resident Representative (Operations)

Mr. Saroj Kumar Jha Assistant Resident Representative
(Vulnerability Reduction and Sustainable Environment)

Mr. G. Padmanabhan Emergency Analyst

Ms. Aparma Kanda Programme Associate
(Vulnerability Reduction and Sustainable Environment)

日本大使館

小林 参事官

JICA インド事務所

伊藤 次長

松元 所員

2. 調査結果

2-1. 防災分野での協力ニーズ

インドおよび近隣アジア諸国は、地震や洪水等の自然災害が頻発している地域であり、自然災害による大きな被害の発生が、安定的な発展の阻害要因ともなっている。そのため、防災対策能力の強化は急務となっている。

近年では、2001年1月26日にグジャラート州西部にてマグニチュード6.9の大規模な地震が発生し、同州ブーヅ市街、アンジャール市街、バチャウ市街などは甚大な被害を受けた。被害規模は、死亡者数約2万人、負傷者約17万人、全半壊100万戸以上にのぼった¹。また、1999年10月には、ベンガル湾にて大規模なサイクロンが発生し、オリッサ州に甚大な被害をもたらした。

インド政府は、1999年に防災対策の専門家で構成する High Powered Committee (HPC) を設置し、2001年に最終報告書が提出された。報告書において、災害発生後の迅速な対応とあわせて、災害の被害を受けやすいコミュニティーが事前に防災対策をとることの重要性を指摘している。また、そのために中央、地方政府、コミュニティーの各レベルにおける防災への対策、開発計画の中での総合的な対応策が必要であることを述べている。

今回の調査では、インド政府および実施機関 (NCDM) が、上記の報告書で指摘されているように、防災対策、特に、中央、地方政府だけでなく、コミュニティーレベルでの活動をも含めた対策の必要性を認識し、かつ防災対策研修の実施やコミュニティーレベルでの防災対策の組織化等の取り組みを実際に進めていることが確認された。当該分野においては、阪神大震災などの経験を生かした日本からの協力に対するインド側の期待もあり、日本からの協力へのニーズは大きい。また、インドがアジア地域における防災経験の共有化の中心的な役割を担うということに対するインド側の意欲も高く、研修実施等に必要な技術レベルも有していると考えられることから、インドでの第三国研修を主体とした本プロジェクト実施の意義は高い。

今回の調査では、NCDM 職員の同行によりデリー市内の数カ所を視察した。第三国研修のカリキュラムの中でも、都市における災害への脆弱性や予測される危険を研修参加者が認識するため、デリー市内のフィールドトリップを実施する予定である。

オールドデリーは、整然とした町並みのニューデリーとは対照的に、路地が複雑に入り組んだ過密した地域である。狭い通りに隙間なく建てられた建物は、

¹ インド国地震災害復興支援緊急開発調査 S/W 協議報告書 (H13年5月・国際協力事業団) による。

無秩序に増改築が重ねられている。建築基準はあるものの、実際に基準に合致している建物は少ない（NCDM 職員によれば、2 割程度ではないかとのこと）。通りは、車、リキシャ、人、自転車などで常に混雑した状態にある。

ネループレイスは、IT 関連の小規模な店が多数入った商業ビルが数軒立っている地区であるが、どの建物も状態は非常に悪い。ほとんどの建物が一部壁が剥がれ落ちているなど、地震などの自然災害が発生しなくても既に危険な状態にあった。

最後に視察した Gurgaon は、デリー市中心から車で 40～50 分ほどの場所にある新興商業地帯である。奇抜なデザインの新しいオフィスビルや超高層マンションが立ち並んでいる。しかし、そのすぐ横にはスラムが広がっている。全体としての都市計画がないままに、個々の建物の建築が進んでしまっており、必要なインフラ整備が追いついていない。高層ビルの目の前も、非常に細い道路であり、たとえ個々の建物が耐震設計など防災対策をとっていたとしても、災害発生時には、狭い道路に人があふれ大混乱となることが容易に予想される。

これらの地域では、都市計画や防災関連の基準策定とあわせて、地域に生活する人々の防災に対する意識の向上が必要とされている。防災の問題への取り組みには、コミュニティーで活動する組織から、地方政府、中央政府まで、各レベルにおける包括的な取り組みが必要であるといえる。

2-2. 先方政府の実施体制

(1) 内務省

防災対策（旱魃以外）は、内務省の防災対策局が管轄しており、本プロジェクトの実施機関の NCDM も内務省の傘下にある。防災対策分野では、内務省が中心となり、2002 年から UNDP の協力による「Disaster Risk Management Programme」という、国家、州政府、地方政府、コミュニティーの各レベルをカバーする包括的な防災能力強化プロジェクトを実施中である。

防災関係の協力を実施する際には、内務省のプロジェクトへの理解が不可欠である。本プロジェクトに関しては、事前にインド事務所が内務省の協力了解を取り付けており、本調査団訪印時にも、防災担当局長が NCDM との協議に部分的に参加し、本プロジェクト実施に対する内務省の協力が得られることを確認した。

(2) IIPA (Indian Institute of Public Administration)

1954 年に設立された公務員の研修等を統括している組織であり、現在、NCDM を含め、8 つの研究機関が IIPA の下に設置されている。IIPA が、研修、宿泊施設等の設備を所有している（NCDM は独自の研修施設を所有していない）ため、

NCDM での研修実施には IIPA の承認が必要である。

本調査団では、IIPA から本プロジェクト実施に対する協力が得られることを確認している。次年度以降も、研修日程の決定や研修施設の利用可否の決定には IIPA の承認が必要であることから、本プロジェクトの Joint Coordinating Committee に IIPA からの参加も求めることとした。

(3) NCDM

本プロジェクトの実施機関である。1995 年に当時防災担当であった農業省の下に設置されたが、その後、防災担当が内務省に移されたことに伴い、内務省の管轄となった。防災関連の研修実施のほか、各種セミナー開催、調査研究、災害のケーススタディーとデータベース化等の業務を行っている。

1) 技術水準

防災関連の様々な研修実施の経験が豊富であり、インドの防災研修実施の中核的な組織として機能している。研修の運営能力、内部講師の水準、教材作成等の能力について、特に問題はないと考えられる。NCDM の職員は現在、研究職/研修講師が 14 名と管理系のスタッフ 20 名の計 34 名である。

NCDM の研修実績は、以下の通り。

研修分野：Disaster Management, Earthquake Disaster Mitigation, Disaster preparedness and Vulnerability Assessment, Disaster Management for NGOs 他

研修実施数：州レベルの機関との協力で実施した研修(7 州対象)の場合の実績は、2001 年度は年間 12 回実施し、参加者数は、315 人。

研修対象：中央、州、地方行政職員、NGO 等

2) 研修施設

(2)でも述べたとおり、NCDM は独自の施設を保有しておらず、IIPA 所有の研修施設を使用している。そのため、施設利用については、IIPA の承認が必要であり、NCDM から IIPA に対して施設利用料の支払いも発生する。

研修実施場所としては、30 名程度収容できる Conference Hall が 3 室あり、可能であれば、本研修にも使用する予定である。その他に、小教室が 3~4 室ある。コンピューター室 (PC が 40 台程度) もある他、研修の中で PC を利用することも可能であり、研修実施施設として問題はない。

3) 宿泊施設

同一敷地内に宿泊施設も完備されている。AC 付の部屋が 20 室、AC なしの部屋が 45 室ある。デリーの 2~3 月であれば、AC なしの部屋でも特段問題はないものと思われるが、NCDM 側で IIPA に AC 付の部屋を増やすように依頼する予定とのことである。

料金は、全て3食付で、AC付シングルがRs.2000、ACなしシングルがRs.1250 (NCDMからIIPAに支払う金額)。全ての経費について10%をIIPAのオーバーヘッドとして支払う必要があることもあり、インドの水準から考えると、料金設定は安くはない。しかし、近隣のホテルに宿泊した場合の移動等を考えると、同一敷地内にある宿泊施設を利用できるメリットは大きいため、可能であれば、本宿泊施設を研修で利用したい。

4) その他の機関との協力

NCDMはインド内外の様々な機関と協力関係にある。インド国内では、政府のほか、研究機関、大学、NGO等と協力して研修等を実施している。インド以外の機関としては、UNDP、世界銀行、ADPC(Asia Disaster Preparedness Centre:タイ)、ADRC(Asia Disaster Recovery Center:日本)、Geo Hazard International(米国)等とも協力関係にある。

2-3. プロジェクト全体計画

(1) プロジェクト名

プロジェクト名および第三国研修名は、「Sustainable Capacity Building for Disaster Management」とすることで合意。

必ずしもコミュニティーベースの活動についてのみをプロジェクトで対象とするわけではないことから、当初検討されていた「コミュニティー」という文言は入れないこととした。

(2) プロジェクト目標

(プロジェクト目標)

対象国の研修参加者が防災対策についての知見を学び、自国の防災体制の改善に貢献する。

(上位目標)

対象国の防災対策能力が向上し、自然災害に対する脆弱性が軽減される。

(3) プロジェクト実施期間

2003年度から4年間とする。

年1回ずつ計4回の第三国研修を実施する。

(4) プロジェクトの成果

第三国研修の対象者として、政府職員に限定せずNGO職員も含めることとしたため、成果1および2にNGOを追加した。

1. 防災対策に関する中央・地方政府、NGO職員の能力が向上する
2. 中央・地方政府とNGOの防災対策における連携が強化される
3. 災害軽減のための対象国間の協力が促進、強化される

4. 地域の拠点としての NCDM の防災対策研修実施能力が強化される

(5) プロジェクトの活動

- 1-1. 中央・地方政府、NGO 職員の自然災害の発生要因および想定される被害に関する知識を向上する。
- 1-2. 危機予測ツールを使用して、自然災害による被害を予測、分析する。
- 1-3. 中央・地方政府、NGO 職員の自然災害の被害軽減のために必要な規制・基準に関する知識を向上する。
- 2-1. 政府と NGO のコミュニティーレベルの防災対策にかかる連携の成功事例を共有化する。
- 2-2. 政府と NGO のコミュニティーレベルの防災対策における連携を強化する。
- 3-1. 対象国地域における共通的な自然災害の危険性に対する認識を向上する。
- 3-2. 研修参加各国間で、防災対策の成功事例を共有する。
- 4-1. 第三国研修のカリキュラムを作成する。
- 4-2. 第三国研修を実施、監理する。
- 4-3. 第三国研修の評価を行い、研修内容を改善する。

(6) プロジェクトの投入

- 1) 第三国研修 (20 日間/回×1 回/年×4 年間)
- 2) 短期専門家派遣 (必要に応じて、年 1~2 名程度)

今年度は専門家派遣の要請書が提出されていたものの、短期専門家を派遣せず、調査団の派遣にて対応することとなったが、インド側からの要望もあるため、来年度は、水害関連の研修内容に関するアドバイスを与える短期専門家の派遣を検討する。

- 3) カウンターパート研修 (必要に応じて、年 1~2 名程度)

来年度以降、NCDM の能力強化のために、日本での研修実施を必要に応じて検討する。

2-4. プロジェクト実施体制

実施機関(NCDM)におけるプロジェクト責任者および実施体制は以下の通り。

Project Director : Executive Director, NCDM

* 調査団訪印時には、新任の着任が遅れて一時的に空席となっており、暫定的に、内務省防災担当局長が兼任していた。

Project Manager : Consultant, NCDM

その他の C/P : Research Officer 2～3 名が中心にプロジェクトを担当。

プロジェクトの年度ごとの年間計画策定、全体計画の見直し等を実施する Joint Coordinating Committee (JCC) を設置する。JCC の参加者は以下の通り。

委員長 : Project Director (Executive Director, NCDM)

メンバー

(インド側)

- 1) Project Manager (Consultant, NCDM)
- 2) Director, 内務省防災担当局
- 3) Registrar, IIPA
- 4) 大蔵省経済局 (DEA) からの代表

(UNCRD 兵庫事務所)

- 1) UNCRD 兵庫事務所からの代表

(日本側)

- 1) JICA インド事務所長
- 2) 専門家等日本から必要に応じて派遣する人員

2-5. 初年度 (2003 年度) の第三国研修の内容

(1) 実施時期

2004 年 2 月 16 日～3 月 6 日

来年度以降は、11～12 月頃の実施を検討する。

(2) 割当国

10 カ国 (アフガニスタン、ウズベキスタン、カザフスタン、キルギスタン、タジキスタン、トルクメニスタン、ネパール、パキスタン、バングラデシュ、ブータン) + インド

(3) 割当人数および対象者

1) 割当人数

中央・地方政府行政官に加えて、NGO も対象に含めることとしたため、各国から 3 名ずつ推薦してもらい、原則 1 カ国 2 名を選出することとする (全体人数の制限から、各国 3 名の参加は不可)。ただし、全体としての応募が少ない場合には、1 カ国から 3 名を受け入れる可能性もある。参加者の決定は、JICA および UNCRD にも協議の上、NCDM が行う。

2) 対象者

防災関係の中央、地方政府機関職員および NGO 職員を対象とする。当初は、人数の制限から、中央政府、地方政府から各 1 名の一カ国 2 名とする方向で検討していたが、プロジェクトの目標・成果達成のためには、政府

と NGO などコミュニティーレベルでの活動を行っている組織との連携強化が不可欠であり、NGO からの参加者とともに研修に参加することが望ましいとの結論に至った。

防災分野での経験のほか、研修を理解できる英語力を有することが条件になるが、アフガニスタンおよび中央アジア諸国からの参加者には英語力に問題がある可能性が高い。第 1 回の研修の状況を見て、次年度以降の割当国を検討する。

(4) 募集および選定手続き

第三国研修の正式な手続きとしては、インド政府（援助受取窓口である DEA）を通じて、割当国政府に通知することとなるが、実際には、迅速な対応を可能とするため、JICA 事務所が G.I.送付や研修員決定の通知等の連絡を担うことになる。

インド政府は、インド政府と割当国政府とのやり取りが必要という認識が薄く、また、政府の手続きに非常に時間がかかることから、可能な限り JICA 事務所ベースで対応することを望んでいた。協議の結果、研修実施準備を円滑に進めることを優先し、JICA ベースで手続きを進める旨の記述にミニッツの内容を変更することとした。ただし、中央アジア地域では JICA 事務所のない国もあり、JICA 事務所ベースでの手続きにも限界があり、管轄している日本大使館の協力を得ることなどが必要。

(5) 研修実施場所および研修員宿泊施設

2～3 月は他に実施予定の研修も多く、NCDM の研修施設および宿泊施設が使用できない可能性がある。NCDM の施設を使用できるように依頼したが、使用できない場合には、NCDM が代替案を用意する。研修実施施設の提供は、費用面も含め、NCDM が責任を持って行うものとする事で合意。

宿泊施設が利用できない場合は、NCDM が代替案を用意するが、JICA からもホテルの情報等を提供し支援する。

(6) カリキュラム

UNCRD 兵庫事務所が作成した案をもとに、NCDM 側で修正案を提示。内容については、ほぼ合意。（別添 2：G.I.案を参照）

(7) 研修講師派遣

- 1) NCDM は、NCDM の内部講師のほか、インド各地から講師を招聘する（政府系研究機関、大学、NGO 等）。講師に依頼状を 8 月末には送付予定。
- 2) 日本からは、2 名の研修講師（建築系 1 名、神戸の地震対策の経験者 1 名）を派遣する。（国土交通省に人選の協力を依頼する。）
- 3) UNCRD から、UNCRD 職員および近隣諸国（ネパール、バングラデシュを予定）の NGO 等から、計 4 名の講師を派遣する。

(8) 費用分担

暫定版経費積算表は、あくまでも暫定版の積算表であることを強調するインド側からの希望により、「Detailed budget will be finalized later」という文言をミニッツの 3-10(10)に追記することで、ミニッツに添付することに合意。また、3-12(2)では、日本側負担経費の負担率(%)を記載しないこととした。

概算では、総額が Rs.4,742,000 (約 11,855 千円)、内、日本側 75%、インド側 15% (施設利用料を含む)、UNCRD10%の負担となっている。

3. 懸案事項

3-1. 第三国研修経費負担

現状では、インド側が約 15%の経費を負担することとなっているが、暫定版であっても経費積算表をミニッツに含めることに抵抗があったように、コミットされた経費負担ではないため、今後インド側負担が減少する可能性がある。実際に NCDM 側が負担可能な金額を、今後の詳細経費の検討の中で明確にしていく必要がある。

3-2. 研修施設および宿泊施設

他の研修が多く実施される 2 月～3 月には、NCDM (IIPA 所有) の研修施設および宿泊施設を利用できずに、別途確保することになる可能性が高い。できる限り、NCDM の施設を利用できる方向での検討を NCDM に依頼したが、現在、NCDM 側で代替案を含めて検討中。

3-3. 研修割当国および参加者

中央アジアおよびアフガニスタンからは、十分な英語力を有した候補者がいない可能性が高い。英語力を有することを条件としているが、資格要件を充たす参加者が集まるかどうかは不明である。中央アジアからの参加者確保が難しい場合は、来年度以降の割当国検討の際に JCC にて協議する。また、パキスタンから参加可能かどうかについても、現在確認中である。

また、通常、第三国研修の募集等の手続きは受入国 (=インド) が主体となって実施するが、JICA ベースでの対応をインド政府からは求められているため、JICA 事務所がない国については、一連の手続きの実施方法について検討が必要である。

中央アジアについては、兵庫センターにて、中央アジア・コーカサス地域を対象としたロシア語による防災研修を 16 年度から立ち上げる予定となっており、研修内容に大きな重複がないか等の確認が必要である。本邦研修は防災行政に焦点をあてる予定であるが、本第三国研修では、よりコミュニティーレベルで

の防災対策に焦点をあてた内容となっており、相互補完的な研修となると考えられる。

4. R/D 署名

事前評価調査において、プロジェクトの全体計画については、成果、活動を含めて合意することができた。調査団帰国報告会において、プロジェクトの投入として考えられている日本からの短期専門家派遣については、来年度に派遣する予定として合意を取り付け、R/Dに記載することとした。

今年度2～3月に実施予定の第一回第三国研修の内容についても、調査団訪印時に大筋で合意できている。今後、研修実施までに、研修経費の詳細、研修実施場所および宿泊場所について、協議し合意する必要がある。今回の調査で、カリキュラムを含めたG.I.についても協議を行い、ほぼG.I.の内容も確定した。

ミニッツの内容およびその後日本側で協議し合意された内容をもとにしてR/D案を作成した。JICA インド事務所にて、NCDM、内務省、DEA と協議を行った上で、インド事務所長を日本側署名者として署名を行う予定である。

別添1. 署名済みミニッツ

MINUTES OF MEETINGS
AMONG THE JAPANESE PRELIMINARY STUDY TEAM,
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF INDIA,
AND THE UNITED NATIONS CENTRE FOR REGIONAL DEVELOPMENT
FOR THE JAPANESE TECHNICAL COOPERATION
ON THE PROJECT OF SUSTAINABLE CAPACITY BUILDING
FOR DISASTER MANAGEMENT

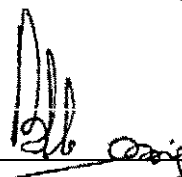
The Japanese preliminary study team (hereinafter referred to as ‘the Team’) organized by the Japan International Cooperation Agency (hereinafter referred to as ‘JICA’) and the United Nations Centre for Regional Development Disaster Management Planning Hyogo Office (hereinafter referred to as “UNCRD Hyogo Office”) visited the government of India from August 21 to 28, 2003 for the purpose of discussing the framework of the proposed project entitled “Sustainable Capacity Building for Disaster Management”(hereinafter referred to as “the Project”).

During its stay in India, the Team had a series of discussions on the Project with the authorities concerned of India. As a result of discussions, the Team and the Indian authorities concerned agreed to report to their respective governments the matters referred to in the document as attached hereto.

New Delhi, August 27, 2003



Kozo Ito
Leader, Preliminary Study Team/
Deputy Resident Representative
JICA India Office



Brig (Dr.) B.K. Khanna
Consultant
National Centre for Disaster Management
Indian Institute of Public Administration



Kenji Okazaki
Coordinator
United Nations Centre for Regional
Development, Disaster Management
Planning Hyogo Office

THE ATTACHED DOCUMENT

1. Outline of the Study

The Team was dispatched to formulate the appropriate project framework and the detailed design of the first training course, which will be conducted in Japanese Fiscal Year 2003 (hereinafter referred to as “JFY 2003”), through a series of discussions with the Indian side including the National Centre for Disaster Management (hereinafter referred to as “NCDM”), and UNCRD Hyogo Office.

2. Results of the Study

2-1. Justification of the Project

South Asia is one of the most hazard prone areas to natural disasters. The South Asian countries have experienced devastating damages from natural disasters, such as earthquake, cyclone, flood and landslide. Not only South Asia but also other Asian countries face similar natural disasters. Thus, strengthening disaster management capacity is one of the major issues in these countries.

Recent disasters in different parts of the world point out the need for strengthening the capacities of local governments as well as central governments for effective disaster mitigation. Also, public-private partnership and cooperation among diverse groups of stakeholders are regarded as essential elements for reducing the impact of disasters. The Indian government recognizes the importance of capacity building and public-private partnership especially at the community level and its disaster management policy focuses on these issues.

Thus, there is a need and priority for strengthening the mechanism of the disaster reduction and preparedness through participatory training and capacity building programs. It is also important to share the experience with other countries and disseminate good practices of disaster management.

The Project, which will mainly assist NCDM implement the third country training courses, will contribute to the enhancement of disaster management capacity of participants and ultimately help make communities and governments in participating countries less vulnerable to natural disasters. Therefore, there is a need and relevance for implementing this Project.

2-2. Framework of the Project

Based on the results of discussions, a tentative framework of the Project is described as follows.

(1) Title of the Project

The Project is entitled 'Sustainable Capacity Building for Disaster Management'.

(2) Duration of the Project

The duration of the technical cooperation for the Project will be four (4) years starting from JFY2003.

(3) Project Site

National Centre for Disaster Management (NCDM), New Delhi, India

(4) Target group

Participants of the third country training course on disaster management.

(5) Master Plan

1) Overall Goal

Disaster management capacity is enhanced and vulnerability to natural disasters is reduced in participating countries.

2) Project Purpose

Training participants enhance their disaster management knowledge and contribute to the improvement of disaster management capacity in their respective countries.

3) Outputs

1. Disaster management capacity of national and local government officers and non-governmental organization (NGO) personnel is enhanced.
2. Cooperation among national and local governments and NGOs regarding disaster management is promoted and enhanced.
3. Cooperation among participating countries regarding disaster risk mitigation is promoted and enhanced.
4. Capacity of NCDM as a regional hub for disaster management training is enhanced.

4) Activities

- 1-1. Enhance knowledge of national and local government officials and NGO personnel regarding the causes and expected damages from natural disasters.
- 1-2. Utilize risk assessment tools in analyzing the expected risk of natural disasters.

- 1-3. Enhance knowledge of national and local government officials and NGO personnel regarding standards and regulations necessary for mitigating natural disaster damages.
 - 2-1. Disseminate good practices of cooperation between governments and NGOs in community based disaster management.
 - 2-2. Enhance cooperation between governments and NGOs in community level disaster management.
 - 3-1. Enhance knowledge about common risks of natural disasters in the region.
 - 3-2. Share experience of successful disaster management among training participants.
 - 4-1. Formulate curriculum of third country training course.
 - 4-2. Implement and manage third country training course.
 - 4-3. Evaluate training course for the improvement of subsequent courses.
- 5) Inputs
- 1. The main input of the Project is the third country training course, which will be implemented by the NCDM with the support of JICA and UNCRD Hyogo Office.
 - 2. Japanese short-term experts will be dispatched and training of Indian personnel will be conducted in Japan, if necessary.
 - 3. The Indian side will provide facilities and equipments necessary for the implementation of the Project.

2-3. Administration of the Project

- (1) Executive Director, NCDM as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
- (2) Consultant, NCDM, as the Project Manager, will be responsible for the managerial and technical matters of the Project.
- (3) UNCRD Hyogo Office and JICA will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
- (4) For the effective and successful implementation of technical cooperation for the Project, Joint Coordinating Committee will be established whose functions and composition are described in ANNEX I.

3. Details of the First Training Course (JFY2003)

3-1. Title

The course is entitled 'Sustainable Capacity Building for Disaster Management'.

3-2. Objectives of Training Program

- (1) To enhance the capacity of the national and local governments in the target countries
- (2) To promote the cooperation between government and non-governmental organizations
- (3) To disseminate best practices of the region for different types of disasters

3-3. Duration

The duration of the course will be approximately twenty (20) days and the course for JFY 2003 (hereafter referred to as the 'first course') will be held from 16th February 2004 to 6th March 2004.

3-4. Curriculum

Tentative curriculum of the first course is attached as ANNEX II.

3-5. Invited Countries

For the first year, the governments of the following ten (10) countries will be invited to apply by nominating their applicants for the course:

Afghanistan, Bangladesh, Bhutan, Nepal, Pakistan, Uzbekistan, Kazakhstan, Tajikistan, Turkmenistan, Kyrgyzstan

Final decision on invited countries will be made after obtaining the clearance of the Ministry of External Affairs, Government of India.

Invited countries for the second, third and fourth years will be determined through discussions among the Japanese and Indian authorities concerned and the UNCRD Hyogo Office.

3-6. Number of Participants

Total number of participants from invited countries shall not exceed twenty (20) in total. Participants from India shall not exceed six (6).

Three nominees will be requested from each invited country (representative of national government, local government, and NGO) and two nominations from each invited country will be selected for participation by NCDM in consultation with JICA and UNCRD Hyogo Office.

3-7. Qualification of Applicants

Applicants for this training course are:

- (1) To be nominated by their governments
- (2) To have practical experiences of more than five (5) years in the field of disaster management,

- (3) To be preferably working in the policy, planning and/or training organizations, or NGOs, focusing on disaster management.
- (4) To be under forty five (45) years of age,
- (5) To have a good command of spoken and written English,
- (6) To be in good health, both physically and mentally, in order to complete the course,
- (7) Not to be serving in the military.

3-8. Facilities and Institutions

The course will be given by NCDM. If the facilities of NCDM are not available, a suitable alternative venue would be provided by NCDM.

3-9. Application Procedure

- (1) A Government applying for the Course on behalf of its nominees shall forward five (5) copies of the prescribed application for each nominee to the Government of India through diplomatic channels not later than sixty (60) days before the commencement of the Course.
- (2) The Government of India will inform the Governments of nominating countries 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.

3-10. Measures to be taken by the Government of India

- (1) Department of Economic Affairs, Ministry of Finance
 - 1) To forward the General Information brochures (G.I.) to Governments of invited countries through its diplomatic channels
 - 2) To receive application forms and forward them to NCDM
 - 3) To notify the result of the selection of participants to the respective government through its diplomatic channels
- (2) National Centre for Disaster Management (NCDM)
 - 1) To formulate the curriculum based on ANNEX II.
 - 2) To draft and print the G.I.
 - 3) To assign the adequate number of staff as lecturers for the course.
 - 4) To collect materials, put together and print textbooks.
 - 5) To provide its training facilities and equipment for the course.
 - 6) To select participants for the course in consultation with JICA India Office (hereinafter referred to as “the JICA Office”) and UNCRD Hyogo Office and inform the Ministry of Home Affairs of the results.
 - 7) To arrange accommodations for participants and resource persons.

- 8) To arrange necessary transportation tickets for participants and to meet and see them off at the airport/border.
- 9) To arrange domestic study tour as a part of the course.
- 10) To take budgetary measures to cover the cost of conducting the course, excluding the expenses financed by the Government of Japan. A tentative estimate of expenses for the course is attached as ANNEX III. Detailed budget will be finalized later.
- 11) To submit a course report to the JICA Office and UNCRD Hyogo Office within fifteen (15) days after the termination of the course.
- 12) To submit an official breakdown report of expenditure for verification to the JICA Office within fifteen (15) days after the termination of the course.
- 13) To coordinate any matters related to the course.

3-11. Measures to be taken by UNCRD Hyogo Office

- (1) To support NCDM for formulating the curriculum.
- (2) To dispatch lecturers for the course.
- (3) To give advice to NCDM regarding the overall management and implementation of the course.

3-12. Measures to be taken by the Government of Japan

- (1) To dispatch lecturers for the course from Japan.
- (2) To bear part of the following expenses of the course through JICA. Annual rate of cost-sharing will be consulted between both Governments each year.
 - 1) Expenses relevant to participants from invited countries, such as transportation, accommodation, per-diem and medical insurance premiums.
 - 2) Expenses relevant to NCDM, such as study tours, textbooks, teaching aids, expendable supplies, copies, honoraria for external lecturers, international workshop, opening and closing ceremonies.

4. Others

The Record of Discussion (R/D) will be signed as soon as the agreement is made regarding the Project design through further discussions among the Indian authorities concerned, UNCRD Hyogo Office and JICA.

The details of the first course will be finalized in the form of Minutes of Meeting, which will be signed at the same time as the R/D.

LIST OF ANNEXES

ANNEX I : Joint Coordinating Committee

ANNEX II : Tentative Curriculum of the Course (for JFY 2003)

ANNEX III: Tentative Estimate of Expenses (for JFY 2003)

ANNEX IV: Tentative Schedule of Course Implementation (for JFY 2003)

ANNEX

I. JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee Meeting will be held at least once a year and whenever a necessity arises, and works:

- (1) To formulate the annual plan of operation of the Project
- (2) To review the overall progress of the Project as well as the achievements of the above-mentioned annual plan
- (3) To review and exchange views on major issues arising from or in connection with the Project activities

2. Compositions

- (1) Chairperson: Project Director (Executive Director, NCDM)
- (2) Members :

Indian Side:

- 1) Project Manager (Consultant, NCDM)
- 2) Director, Disaster Management Division, Ministry of Home Affairs
- 3) Registrar, Indian Institute of Public Administration
- 4) Representative from Department of Economic Affairs, Ministry of Finance

UNCRD Hyogo Office:

- 1) Representative from UNCRD Hyogo Office

Japanese Side:

- 1) Resident Representative of JICA India Office
- 2) Other personnel to be dispatched by JICA, as necessary

II. TENTATIVE CURRICULUM OF COURSE (JFY 2003)

Session	Program
Opening	Opening Training Orientation/ Introduction
1. Disaster and Risk Management	Disaster Management: Overview Risk Management Framework Risk Management Tools and Applications
2. Hazard Overview	Hazard Overview: Earthquake, Landslide, Drought, Flood and Cyclone
3. Disaster, Policy and Development	Disaster and Development Policy Interventions in DM: National Policy Interventions in DM: State and Local Institutional Response Mechanism Legal Framework
4. Understanding Urban Risk	Field Survey in Vulnerable Areas in Delhi
5. Earthquake Disaster Management	EDM: Essential Features Strategies for Earthquake Risk Mitigation Building Code Implementation for EDM Role of Construction Practices for Earthquake Disaster Mitigation Insurance and EDM Attaining Community Level Reach of EQ Insurance Traditional Coping Mechanisms for EDM
7. EDM – Roles and Responsibilities	Planning for Earthquake Disaster Mitigation: National level, State and Local levels EDM: Community Initiatives in Awareness and Education
8. Post-disaster Reconstruction	Field Trip to Gujarat
9. Indian Experiences	Lessons Learnt: Comparative Analysis of EQ Experiences
10. Community Based Disaster Management (CBDM)	CBDM

11. Earthquake Risk Assessment Tools	EQ Risk Assessment Tools
12. DM: Japanese Experiences	Overview of DM in Japan Building Damages by Earthquake Building Code Implementation and Retrofitting Experiences of Kobe EQ and its impact Post-EQ Reconstruction and Long-term Recovery in Japan
International Workshop	
Course Evaluation Closing Ceremony	

III. TENTATIVE ESTIMATE OF EXPENSES (JFY 2003)

(In Rupees)

	JAPANESE SIDE	INDIAN SIDE	TOTAL	Break-up
Invitation Expenses				
1 Airfare	800,000	0	800,000	Rs.40,000/per(round trip)* 20 participants
2 Transit Allowance	50,000	0	50,000	Rs.2,500/per* 20 participants
3 Transportation (from/to airport)	30,000	0	30,000	Rs. 1,500/per*20 participants
4 Per Diem	220,000	0	220,000	Rs.500/per/day* 22 days * 20 participants
5 Accommodation	840,000	0	840,000	Rs.2000/per/night*21nights*20 participants
6 Medical Insurance	40,000	0	40,000	Rs.2000/per * 20 participants
Sub-Total (1)	1,980,000	0	1,980,000	
Training Expense				
7 Honoraria for external lecturers	446,500	382,500	1,279,000	-Honoraria: Rs.1000/per*34 lectures -Lecturers from other countries : Airfare+Accommodation for 1 lecturer (2 nights 3 days) = Rs. 60,000 - Lecturers from India (othre than NCDM) Travel Allowances: Rs.20,000/per Boarding and Lodging at IIPA Hostel: Rs.1,500/per/night
8 Employment fees	0	0	0	
9 Transportation	546,000	30,000	576,000	- Local transportation for participants (bus, in

					Delhi): Rs.6000/day*17 days - Local transportation for lecturers: Rs.1,000/per*30 [Field Trip] - Round trip air fare to Gujarat (field trip): Rs.12,000/per*(26participants+3 lecturers) - Accommodation and Per-diem for lecturers (Gujarat): Rs.7,000* 3 - Transportation at Gujarat: Rs.60,000 - Transportation for field trip in Delhi: Rs. 15,000
10	Training Facilities	0	42,000	42,000	Rs.2,000/day*21 days (for IIPA facilities)
11	Expendable supplies	350,000	50,000	400,000	
12	Meeting Expenses	50,000	125,000	175,000	Opening and Closing ceremonies, International Workshop
13	G.I. Printing	50,000	0	50,000	
14	Textbooks	40,000	0	40,000	Rs.2,000*20 participants
15	Miscellaneous	100,000	100,000	200,000	
	Sub-Total (2)	1,582,500	729,500	2,312,000	
					Expenses for 4 lecturers and some other expenses will be born by UNCRD (Approx. Rs.450000).
	Grand Total (1) + (2)	3,562,500 (75%)	729,500(15%)	4,742,000	10% of total expenses will be born by UNCRD

IV. SCHEDULE OF COURSE IMPLEMENTATION

MONTH	INDIAN SIDE	JAPANESE SIDE	UNCRD
August 2003	<ul style="list-style-type: none"> ● Signing of Minutes 	<ul style="list-style-type: none"> ● Signing of Minutes 	<ul style="list-style-type: none"> ● Signing of Minutes
September 2003	<ul style="list-style-type: none"> ● Signing of Record of Discussions ● Preparation of G.I ● Inviting Nominations from selected countries and Distribution of G.I. and Application Form. ● Submission of Detailed Bill of estimate 	<ul style="list-style-type: none"> ● Signing of Record of Discussions 	<ul style="list-style-type: none"> ● Approval of Record of Discussions
October 2003			
December 2003	<ul style="list-style-type: none"> ● Selection of Participants and Notification 	<ul style="list-style-type: none"> ● Remittance Expenses 	
February – March 2004	<ul style="list-style-type: none"> ● Implementation of the course 	<ul style="list-style-type: none"> ● Dispatch of Lecturers 	<ul style="list-style-type: none"> ● Dispatch of Lecturers
March 2004	<ul style="list-style-type: none"> ● Submission of Statement of Expenditure (financial report) ● Submission of course report 		

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[Draft]

GENERAL INFORMATION
ON

THE 'THIRD COUNTRY TRAINING' COURSE 2003-2004
ON

SUSTAINABLE CAPACITY BUILDING FOR
DISASTER MANAGEMENT

FEBRUARY 16th – MARCH 6th, 2004

Organized by

**National Institute of Disaster Management (NIDM), New Delhi, India,
Japan International Cooperation Agency (JICA), and
United Nations Centre for Regional Development (UNCRD), Kobe, Japan**

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2. Title
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12. Allowances and Expenses
13. Qualifications and Requirements for Applicants
14. Application Procedure
15. Certificate
16. Participants' Presentation
17. Entry Formalities for Immigration
18. Regulations

Annex 1. Time Schedule of Training Course

Annex 2. Third Country Training Course Application Form

Annex 3: Guidelines for Preparation of Participants' (Country) Reports

1. Background

Asia is regarded as one of the most hazard prone areas to natural disasters. High population growth, rapid urbanization, and continued migration from rural areas make the urban and semi-urban areas more vulnerable. Major hazards of the region include earthquake, cyclone, flood, drought, and landslide. Most countries of the Central Asian region also face similar disasters, except cyclones. Recent disasters in different parts of the world point out the need for strengthening the capacities of local governments for effective disaster mitigation. Also, public-private partnership and cooperation among diverse groups of stakeholders are regarded as essential elements for reducing the impact of disasters. It is also widely recognized that an alert, informed and aware community is the best prepared to cope with and prevent the damaging impacts of disasters. Therefore, training in the field of disaster management should ultimately aim towards a community level capacity building initiative. It is thus imperative that top priority be accorded for strengthening the mechanism of the disaster reduction and preparedness in the vulnerable Asian countries, especially in South and Central Asia through participatory training and capacity building programmes.

Keeping this in view, the National Institute of Disaster Management (NIDM), Ministry of Home Affairs, Government of India, the Japan International Cooperation Agency (JICA) and the United Nations Centre for Regional Development (UNCRD), Disaster Management Planning, Hyogo Office, Japan will organise a training programme aimed towards community capacity building in countries vulnerable to natural disasters. The training will be held annually for a period of four years (starting 2003-04), with a focus on a different disaster each year.

2. Title

The title of the training course is “**Sustainable Capacity Building for Disaster Management**”.

Each year, the programme will focus on different disasters that this region is vulnerable to. In consideration of the havoc created by earthquakes in this region in recent years, the **first course will have a focus on earthquake disasters.**

3. Duration

The first training course will be held from 16th February to 6th March 2004.

4. Objective

The overall goal of the training course is to increase the disaster resilience in different segments of the communities. The direct objectives are as follows:

- To enhance the capacity of the national and local governments in the target countries,
- To promote cooperation between government and non-government organizations,
- To disseminate best practices of the region for different types of disasters

5. Organization

The training course is jointly organized by the National Institute of Disaster Management (NIDM) of Government of India, Japan International Cooperation Agency (JICA) and the United Nations Centre for Regional Development (UNCRD), Disaster Management Planning, Hyogo Office, Japan.

6. Language

The course will be conducted in English.

7. Names of the Invited Countries

Earthquake prone countries of the region viz. Afghanistan, Bangladesh, Bhutan, Kazakhstan, Kyrgyzstan, Nepal, Pakistan, Tajikistan Turkmenistan, Uzbekistan.

(Note: The list of invited countries will be finalized after clearance from the Ministry of External Affairs (MEA), Govt of India)

8. Number of Participants

Total number of participants from invited countries should not exceed 20 and participants from India should not exceed 6.

Three nominations will be requested from each invited country from persons involved in disaster management activities, representing the national government/ local government and prominent NGO), and six persons from India.

Two nominations from each invited country will be selected for participation by NIDM in consultation with JICA India Office and UNCRD.

9. Curriculum

The training course will consist of three modules, divided into twelve sessions all together, out of which some are general sessions, and some are specific to earthquake disaster management. Each session will further be divided into units dealing with a particular aspect.

MODULE I: DISASTER MANAGEMENT: GENERAL OVERVIEW

Session 1: Disaster and Risk Management

Session 2: Hazard Overview

Session 3: Disaster, Policy and Development

Session 4: Field Survey: Understanding Urban Risk

MODULE II: EARTHQUAKE DISASTER MANAGEMENT

Session 5: Earthquake Disaster Management (EDM): Strategies

Session 6: Earthquake Disaster Management (EDM): Mitigation Measures

Session 7: Earthquake Disaster Management (EDM): Roles and Responsibilities

Session 8: Field Survey: Reconstruction Program after Gujarat Earthquake

MODULE III: ISSUES & GLOBAL PRACTICES IN DISASTER MANAGEMENT

Session 9: Disaster Management: Indian Experiences

Session 10: Community based Disaster Management (CBDM)

Session 11: Earthquake Risk Assessment Tools

Session 12: Disaster Management: Japanese Experiences

At the end of the training session, an international workshop will be organized including the participants from all the invited countries. Following is a brief description of each session, and the detailed time schedule is provided in **Annex 1**.

MODULE I

Session 1: Disaster and Risk Management: This session will provide an overview of the disaster and risk management process, and will have following components: occurrences of major disasters and its impacts globally and regionally (with emphasis on South & Central Asia), international and national response to the disasters, and risk management framework and its application.

Session 2: Hazard Overview: This session will provide overview on five different hazards, which are more prominent in the South Asian region: earthquake, landslide, flood, cyclone and drought. This session contains information on the major disaster events of each hazard types, and its impacts.

Session 3: Disaster, Policy and Development: Disaster and development are related issues, and is a critical challenge in most part of the world. This session will provide information on the interrelation of disaster, and its incorporation in the policy issues related to development.

Session 4: Field Survey: Understanding Urban Risk: This field survey will provide an opportunity to visit the vulnerable areas in Delhi as an example of the growing urban issues, including earthquake and flood.

MODULE II

Session 5: Earthquake Disaster Management (EDM) - Strategies: This session will provide basic information on the earthquake, its cause and effects, and possible disaster management options. The session contains basic information on seismology, earthquake engineering and essential features of earthquake disaster management. Since collapsed structures kill people, a special emphasis will be given on the implementation of the building codes and regulations and its potential challenges. Construction methods, retrofitting technologies will also be discussed.

Session 6: Earthquake Disaster Management (EDM) - Mitigation Measures: This session will focus on the non-structural mitigation measures like insurance, traditional coping mechanisms and community level mitigation practices.

Session 7: Earthquake Disaster Management (EDM): Roles and Responsibilities: This session will have two aspects, roles of local governments for earthquake disaster management, and role of people and community in awareness raising and education.

Session 8: Field Survey: Reconstruction Program after Gujarat Earthquake: After the Gujarat earthquake of 2001, the Government of Gujarat has undertaken a unique reconstruction program through public-private partnership, with the involvement of people and communities. This field survey will throw light on the achievements of the reconstruction program.

MODULE III

Session 9: Disaster Management: Indian Experiences: This session will provide several examples of Indian Disaster Management experiences, from policy to practice.

Session 10: Community Based Disaster Management (CBDM): CBDM is an essential feature of successful disaster management, and its sustainability is a challenging issue. Through the experiences of case study, UNCRD has developed a set of guidelines and tools for the sustainability of CBDM in Asian region. This session will highlight the lessons learnt and the use of the tools.

Session 11: Earthquake Risk Assessment Tools: To enhance the capacities of the local government, United Nations has developed several simplified tools for earthquake risk assessment and planning. This session will explain the background of these tools, and will provide training on the use of the tools in a simplified manner.

Session 12 Disaster Management: Japanese Experiences: Japan has developed useful policies, systems and the capacities for effective disaster management. This session will provide Japanese experiences of disaster management, from policies to practice.

Note on Participants' Presentation: Particular sessions will be identified for participants' Presentation, during the training. The purpose of the session is to share best practices, and raise the challenging issues. (Refer 16 for details).

10. Contact Person

The training course will be conducted by the National Institute of Disaster Management (NIDM), located in the Indian Institute of Public Administration (IIPA), New Delhi, India. The contact person for the training course is:

Mr M.M Nambiar
Executive Director,
National Institute of Disaster Management (Ministry of Home Affairs, GOI)
IIPA Campus
I.P. Estate, Ring Road
New Delhi-110002
India
Tel: 91-11- 23702445, 23702441
Fax: 91-11-23702446, 23702442
E-mail: ncdmüpa@bol.net.in

11. Accommodation

To be notified, after acceptance of nomination of the participants.

12. Allowances and Expenses

The organizers will provide the following:

- 1) An economy class round trip air-ticket between Delhi, India and an international airport of the invited country. Participants will be issued a prepaid ticket advise (PTA) by travel agent. Notice of where and how to claim the PTA will be sent to the participants on the contact address provided in their application).
- 2) Airport transfers to and from the designed hotel,
- 3) Visa Fees and Airport Taxes,
- 4) Per diem for days spent in transit (if any)
- 5) Paid accommodation, and
- 6) Daily allowances to meet meals and incidental expenses while in Delhi,
- 7) Expenses of the field survey

13. Qualifications and Requirements for Applicants

Applicants for this training course are:

- 1) To be nominated by their governments
- 2) **To have a good command of spoken and written English,**
- 3) To have practical experience of more than five years in the field of disaster management,
- 4) To be preferably working in the policy, planning, training organizations or NGOs focusing on disaster management.
- 5) To be under forty five (45) years of age,
- 6) To be in good health, both physically and mentally, in order to complete the course,
- 7) Not to be serving in the military.

14. Application Procedure

- 1) On behalf of NIDM, JICA shall forward the General Information (GI) brochures and application forms to the Governments of the invited countries.
- 2) A Government applying for the Course shall forward five (5) copies of the prescribed application for (Third Country Training Program Application Form, see **Annex 2**) for each nominee to NIDM through JICA channels by **25th of December 2003**.
- 3) On behalf of NIDM, JICA will inform the Governments of nominating countries whether or not the applicant (s) is/are accepted to the Course by **16th of January 2004**.

15. Certificate

Participants, who have successfully completed the Course, will be awarded a certificate of completion.

16. Presentation of Country Reports

Participants are required to prepare a summary of their activities for the session on ***Presentation of Country Reports***". Each participant will be required to present a country report relating to the format and guidelines at Annex 3. The report should be written in English (maximum 10 pages of A4 size paper), and should be sent to the following person by **e-mail at least two weeks [31ST of January 2004]** before the commencement of the training program. (The Country Report in a CD-ROM may also be mailed to reach by 31ST January 2004)

Brig (Dr) BK Khanna
Consultant, NIDM
National Institute of Disaster Management
IIPA Campus
New Delhi – 110002
Ph: 91-11-23702441, 23702400 (extn 242)
E-mail: ncdmiipa@bol.net.in
bkkhanna2@rediffmail.com

The country reports will be provided to the participants during the Course. Slide, overhead and LCD computer projectors will be available during the country presentation. Participants are encouraged to bring photographs, video, reports related to their work in the respective country.

17. Entry Formalities for Immigration

Participants are requested to have VISA to cover the duration of the Course. Taking notice of their acceptance, participants should apply for VISA through the Indian Embassy in their respective countries.

18. Regulations

Participants are required:

- To follow the course curriculum and schedule,
- Not to extend the training period,
- To return to their home country on completion of the course,
- To carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Republic of India regarding the training,
- To observe the rules and regulations of the institution or establishments in which participants will undertake training,
- To refrain from engaging in political activities, or any form of employment for profit or gain, or any improper act,
- To discontinue the course should they become seriously ill and be considered unable to continue the training course.

ANNEX 1: TIME SCHEDULE FOR THE TRAINING COURSE

Date	Time	Programme	Resource person	Remarks
Feb 15/Sun	Arrival of Participants			
Feb 16/Mon	10.30-12.30	Inauguration		
	12.30 – 14.00	Lunch		
	14.00- 15.15	Introduction	NIDM/UNCRD/JICA	
	15.30 – 17.00	Training orientation	NIDM/UNCRD/JICA	
<i>MODULE I: DISASTER MANAGEMENT: GENERAL OVERVIEW</i>				
Feb 17/ Tue	10.00 –11.15	Disaster Management: Definitions & Concepts	Prof V.K Sharma	Session 1: Disaster & Risk Management
	11.30- 13.00	Overview of Disasters & Vulnerability	Saroj Jha, UNDP/ Anil Sinha	
	14.00 – 15.15	Risk Management Framework	Brig Dr B.K Khanna	
	15.30 – 17.00	Risk Management Tools & Applications	Risk Management Solutions (India): RMSI	
Feb 18/ Wed	10.00 –11.15	Hazard overview: Earthquakes & Landslides	Dr AS Arya, Advisor, Ministry of Home Affairs	Session 2: Hazard Overview
	11.30- 13.00	Hazard Overview: Cyclones	Saidur Rahman, BDPC, Bangladesh	
	14.00 – 15.15	Hazard Overview: Floods	Member, Flood Management, Central Water Commission, India	
	15.30 – 17.00	Hazard Overview: Droughts	Santosh Kumar, NIDM	
Feb 19/Thu	10.00 –11.15	DM: A Tool for Development	World Bank/Krishna Vatsa	Session 3: Disaster, Policy & Development
	11.30- 13.00	Disaster & Development	Kamal Kishore, UNDP	
	14.00 – 15.15	Policy interventions in DM: National	Shri R.K Singh, Ministry of Home Affairs, Govt of India	
	15.30 – 17.00	Presentation	Participants	
Feb 20/ Fri	10.00 –11.15	Policy interventions in DM: State & Local	Shri Thiruppugazh, Addl CEO, Gujarat State Disaster Management Authority	Session 3: Contd
	11.30- 13.00	The Institutional response Mechanism: Retrospect & prospects	Shri S.K Swami, Ministry of Home Affairs, Govt of India	

	14.00 – 15.15	Legal Framework: Emerging initiatives	Orissa State Disaster Management Authority (OSDMA)	
	15.30 – 17.00	Presentation	Participants	
Feb 21/Sat	09.00 – 17.00	Field Survey: Vulnerable Areas in Delhi		Session 4: Understanding Urban Risk
Feb 22/Sun		Free Time		
MODULE II: EARTHQUAKE DISASTER MANAGEMENT				
Feb 23/ Mon	10.00 –11.15	Earthquake Disaster Management: Essential Features	CVR Murty, Indian Institute of Technology, Kanpur	Session 5: EDM- Strategies
	11.30- 13.00	Strategies for Earthquake Risk Mitigation	Dr R.K Bhandari	
	14.00 - 15.15	Building Code Implementation for EDM	Ravi Sinha, Indian Institute of Technology, Mumbai	
	15.30 – 17.00	Presentation	Participants	
Feb 24/Tue	10.00 –11.15	Role of Construction Practices for Earthquake Disaster Mitigation	Central Building Research Institute, Roorkee	Session 6: EDM- Mitigation
	11.30- 13.00	Traditional Coping Mechanisms for EDM	Ravi Chopra, People’s Science Institute, Dehradun	
	14.00 – 15.15	Insurance & EDM: Importance & Role	MunichRe, India Office	
	15.30-17.00	Presentation	Participants	
Feb 25/Wed	10.00 –11.15	Attaining Community level reach of EQ Insurance	Dr Amit Mitra, DG Federation of Indian Chambers of Commerce & Industries	Session 6: EDM - Mitigation
	11.30- 13.00	Presentation	Participants	
	14.00 –17.00	Group Exercise & Discussion	NIDM	
Feb 26/Thu	10.00 –11.15	Planning for Earthquake Disaster Mitigation: National, State & Local	Saroj Jha, UNDP	Session 7: EDM – Roles & Responsibilities
	11.30- 13.00	EDM: Community Initiatives in Awareness & Education	Amod Dixit, National Society for Earthquake Technology, Nepal	
	14.00 – 15.15	EDM: Community Initiatives ... (Contd)	-do-	
	15.30 – 17.00	Presentation	Participants	

Feb 27/Fri		Flight to Ahmedabad		Session 8: Post-disaster Reconstruction
		Orientation in GSDMA		
		Move to Bhuj		
Feb 28/Sat		Visit to Collector's Office, GSDMA Camp office		
		Field Survey, Reconstruction sites		
Feb 29/Sun		Visit Bhachau town		
		Move to Ambd/Delhi		
MODULE III: EMERGING ISSUES & GLOBAL PRACTICES IN DISASTER MANAGEMENT				
Mar 1/Mon	10.00 –13.00	Lessons Learnt: Comparative Analysis of EQ experiences – Uttarkashi, Chamoli Jabbalpore, Latur	Panel Discussion IIT, Roorkee, IIT Kanpur, Madhukar Gupta, CARE India, Oxfam, Disaster Mitigation Institute, Ahmedabad.	Session 9: Indian Experiences
	14.00 – 15.15	Presentation	Participants	
	15.30 – 17.00	Presentation	Participants	
Mar 2/Tue	10.00 – 11.15	CBDM	Rajib Shaw, UNCRD	Session 10: CBDM
	11.15-13.00	CBDM: Ongoing Initiatives in India	Shri R.K Singh, MHA	
	14.00 – 15.15	CBDM: Ongoing Initiatives in India	MHA / Disaster Mitigation Institute, Ahmedabad.	
	15.30-17.00	Presentation	Participants	
Mar 3/Wed	10.00 –11.15	EQ Risk Assessment Tools/ RADIUS	Kenji Okazaki, United Nations Centre for Regional Development	Session 11: Earthquake Risk Assessment Tools
	11.30- 13.00	EQ Risk Assessment Tools/ RADIUS	Kenji Okazaki, UNCRD	
	14.00 – 15.15	Risk Assessment Tools: GESI	Rajib Shaw, UNCRD	
	15.30 – 17.00	Risk Assessment Tools:	Anshu Sharma, Sustainable Env & Ecological Dev Society (SEEDS)	
Mar 4/ Thu	10.00 –10.30	Overview of DM in Japan	Kenji Okazaki, UNCRD	Session 12: DM: Japanese Experiences

	10.30 – 11.15	Building Damages by Earthquake:	Building Research Institute, Japan	
	11.30 – 13.00	Building Code implementation & retrofiting	Building Research Institute, Japan	
	14.00 – 15.15	Experiences of Kobe EQ & its Impact: Hyogo	* (to be decided)	
	15.30 – 17.00	Post-EQ reconstruction & Long-term recovery in Japan	* (to be decided)	
Mar 5/ Fri	10.00 – 17.00	International Workshop		
Marc 6/ Sat	10.00 – 11.15	Evaluation of training prog & Future Directions		
	11.30 – 13.30	Valediction & Closing Ceremony		
Mar 7/Sun		Participants leave country		

Annex 2

“Third Country Training Course” Application Form

THE THIRD COUNTRY TRAINING COURSE 2003-2004
ON
SUSTAINABLE CAPACITY BUILDING FOR DISASTER MANAGEMENT

Under the
THIRD COUNTRY TRAINING PROGRAM
of Japan International Cooperation Agency
Organized by the National Institute of Disaster Management (NIDM),
Japan International Cooperation Agency (JICA) and
United Nations Centre for Regional Development (UNCRD)

Please attach
2”×2” color
photograph of
recent date

NOMINATION FORM

By the _____
(name of nominating agency/institution)

for a course of training in Disaster Management and Capacity Building in South Asia..

PART I (to be completed by the nominee)
Please print or type.

I, _____ of
(use block letters, **SURNAME** last)

_____ certify that the statements made by me in Part II of this form
(name of country)

are true, complete and correct to the best of my belief.

If nominated for this Training Course, I pledge to:

- a. Carry out such instructions and abide by such conditions as may be stipulated by both nominating agency/institution and the host institution in respect of this course of training.
- b. Follow the training course, and abide by the rules of the institution or establishment 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 report, which may be prescribed.
- e. Return to my home country at the end of my course of study or training.

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

PART II PERSONAL HISTORY OF APPLICANT

Please answer each question clearly and completely. Type or print in ink in block letters. Read carefully and follow all instructions.

1. NAME: _____
Family First Middle

2. RESIDENCE ADDRESS: _____

TELEPHONE NUMBER: _____

3. OFFICIAL ADDRESS: _____

TELEPHONE NUMBER: _____ FAX: _____

4. DATE OF BIRTH: _____ PLACE OF BIRTH: _____

5. CIVIL STATUS: _____ SEX: _____ AGE: _____

6. CITIZENSHIP: _____ RELIGION: _____

7. PASSPORT NO: _____ PLACE OF ISSUE: _____

DATE OF ISSUE: _____ DATE OF EXPIRY: _____

8. NAME & ADDRESS OF PERSON (S) TO BE NOTIFIED IN CASE OF EMERGENCY:

9. EDUCATION RECORD

EDUCATIONAL INSTITUTION	LOCATION	DEGREE	FIELD OF STUDY

10. EMPLOYMENT RECORD: (Cite two major employment records)

EMPLOYER: _____

ADDRESS: _____

DURATION: _____

TYPE OF INSTITUTION: _____

POSITION TITLE: _____

RESPONSIBILITIES: _____

EMPLOYER: _____
ADDRESS: _____
DURATION: _____
TYPE OF INSTITUTION: _____
POSITION TITLE: _____
RESPONSIBILITIES: _____

11. MAJOR ACTIVITIES DURING THE PAST THREE YEARS (ITEMIZED)

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____
- g. _____
- h. _____
- i. _____

PART III (to be completed by an authorized official of the nominating agency)
Please print or type.

1. Observations of the nominating agency/institution on:

a. Nominee's personal qualities, education and employment record and knowledge of English:

b. His/her general fitness to benefit fully from the course of training for which he/she is being nominated:

c. Any special reasons for his/her selection:

d. Description of the post he/she will be required to work after the satisfactory completion of the training:

2. Official Nomination

On behalf of the _____
(name of agency/institution)

I certify that:

a. I have examined the educational and professional record quoted by the nominee in Part II of this form and I am satisfied that they are correct and relate to the nominee.

- b. I have examined the medical certificate produced by the nominee which states that he/she is medically fit and free from any Infectious disease and that I am satisfied it is authentic.
- c. The nominee has a good knowledge of spoken and written English sufficient to enable him/her to follow the course training.

I nominate him/her accordingly on behalf of the:

(name of agency/institution)

Signed: _____

Name: _____

Rank or Title: _____

Date: _____

3. Correspondence: Please indicate the name of person and address to which any correspondence regarding this form should be addressed.

ANNEX 3

GUIDELINES FOR PREPARATION OF PARTICIPANTS' (COUNTRY) REPORTS

All participants to the training programme will be required to prepare and present individual reports during the course of training. The schedule for individual presentations will be distributed after registration of the participants.

Each participant will be expected to prepare a paper/report on any relevant aspect of disaster management in his or her country. The report should essentially deal with the participants' perception of the relevant issues at the national, sub-national or local/community levels and his/her organization's role in mitigation of the same. The reports may also address one or more of the following:

- The nature of vulnerability of the country and/or study area
- Major disaster events and community response.
- Traditional coping mechanisms in practice
- Existing system of disaster management.
- New initiatives and emerging issues.
- Role of your organization.
- Efforts towards sustainable disaster management.

Guidelines

1. Paper Size: A4 (210X 297mm)
2. Document not exceeding 10 pages
3. Font: Arial/Times New Roman
4. Font Size: 12 pt
5. Work Environment: MS Word 97/2000/XP
6. Electronic copies on CD and Floppy Disks (1 each)
7. Printed copies: 2
8. Language: English

別添 3. R/D 案

**RECORD OF DISCUSSIONS AMONG
THE RESIDENT REPRESENTATIVE OF JICA INDIA OFFICE,
THE AUTHORITIES CONCERNED OF THE GOVERNMENT OF INDIA,
AND THE UNITED NATIONS CENTRE FOR REGIONAL DEVELOPMENT
FOR THE JAPANESE TECHNICAL COOPERATION
ON THE PROJECT OF SUSTAINABLE CAPACITY BUILDING
FOR DISASTER MANAGEMENT**

Japan International Cooperation Agency (hereinafter referred to as “JICA”), the authorities concerned of the government of India, and the United Nations Centre for Regional Development Disaster Management Planning Hyogo Office (hereinafter referred to as “UNCRD Hyogo Office”) exchanged views and had a series of discussions with respect to desirable measures to be taken by three parties for the successful implementation of the above-mentioned Project.

As a result of the discussions, JICA, the Indian authorities concerned and UNCRD Hyogo Office agreed to recommend to their respective Governments and organization the matters referred to in the document attached hereto.

New Delhi *DAY MON* 2003

Toshifumi Sakai
Resident Representative
JICA India Office

Madhavan Nambiar
Executive Director
National Center for Disaster Management

Kenji Okazaki
Coordinator
United Nations Centre for Regional
Development, Disaster Management
Planning Hyogo Office

Department of Economic Affairs
Ministry of Finance
Government of India

THE ATTACHED DOCUMENT

I. COOPERATION AMONG THE GOVERNMENT OF INDIA, THE GOVERNMENT OF JAPAN, AND UNCRD HYOGO OFFICE

1. The Government of India will implement the Project for Sustainable Capacity Development for Disaster Management (hereinafter referred to as “the Project”) in cooperation with the Government of Japan and UNCRD Hyogo Office.
2. The Project will be implemented in accordance with the Master Plan, which is attached to this document as Annex I. The Project focuses on earthquake disaster management in the first and third years and on flood and cyclone in the second and fourth years.
3. This document is prepared on the basis of the Minutes of Meeting signed on 27th August 2003, between NCDM, UNCRD Hyogo Office and JICA. A copy of the document is attached as Annex II.

II. MEASURES TO BE TAKEN BY THE GOVERNMENT OF JAPAN

In accordance with the laws and regulations in force in Japan, the Government of Japan will take, at its own expense, the following measures through JICA according to the normal procedures under the Colombo Plan Technical Cooperation Scheme.

1. THE THIRD COUNTRY TRAINING COURSE

The Government of Japan will bear part of expenses and provide necessary advice for the implementation of the Third Country Training course.

2. DISPATCH OF JAPANESE EXPERTS & LECTURERS

The Government of Japan will provide the services of the Japanese experts & lecturers as listed in Annex III.

3. TRAINING OF INDIAN PERSONNEL IN JAPAN

The Government of Japan will receive the personnel connected with the Project for technical training in Japan, if necessary.

III. MEASURES TO BE TAKEN BY THE GOVERNMENT OF INDIA

1. The Government of India will take necessary measures to ensure that the self-reliant operation of the Project will be sustained during and after the period

of Japanese technical cooperation, through full and active involvement in the Project of all related authorities, beneficiary groups and institutions.

2. The Government of India will ensure that the technologies and knowledge acquired by the Indian nationals as a result of Japanese technical cooperation will contribute to the economic and social development of India.
3. The Government of India will grant, in India, privileges, exemptions and benefits to the Japanese lecturers and experts referred to in II-1 and 2 above and their families, which are no less favorable than those accorded to experts of third countries working in India under the Colombo Plan Technical Cooperation Scheme.
4. The Government of India will take necessary measures to ensure that the knowledge and experience acquired by the Indian personnel through technical training in Japan will be utilized effectively in the implementation of the Project.
5. In accordance with the laws and regulations in force in India, the Government of India will take necessary measures to provide the following at its own expense for the project:
 - (1) Services of the Indian counterpart personnel and administrative personnel as listed in Annex IV;
 - (2) Land, buildings and facilities as listed in Annex V;
 - (3) Supply or replacement of machinery, repair, maintenance of equipment and instruments, vehicles, tools, spare parts and any other materials necessary for the implementation of the Project

IV. MEASURES TO BE TAKEN BY UNCRD HYOGO OFFICE

UNCRD Hyogo Office will take, at its own expense, the following measures.

1. THE THIRD COUNTRY TRAINING COURSE

UNCRD Hyogo Office will bear part of expenses and provide necessary advice, including the dispatch of lecturers, for the implementation of the Third Country Training course.

V. ADMINISTRATION OF THE PROJECT

1. Executive Director, National Centre for Disaster Management (hereinafter

referred to as “NCDM”) as the Project Director, will bear overall responsibility for the administration and implementation of the Project.

2. Consultant, NCDM, as the Project Manager, will be responsible for the managerial and technical matters of the Project.
4. UNCRD Hyogo Office and JICA will provide necessary recommendations and advice to the Project Director and the Project Manager on any matters pertaining to the implementation of the Project.
5. The Japanese short-term experts, who will be dispatched upon request from the Indian side, will give necessary technical guidance and advice to the Indian counterpart personnel on technical matters pertaining to the implementation of the Project.
6. For the effective and successful implementation of technical cooperation for the Project, Joint Coordinating Committee (JCC) will be established whose functions and composition are described in Annex VI.

VI. JOINT EVALUATION

1. Evaluation of the Project will be conducted by the JCC annually in order to examine the level of achievement and to make improvements for the following year.
2. The details of following year’s Third Country Training Course shall be formalized by the JCC through a Minutes of Meeting.
3. The Minutes of Meetings shall be a part of the Record of Discussions. Any contradiction arising in the Minutes shall be settled as per the Record of Discussions.

VII. CLAIMS AGAINST JAPANESE EXPERTS AND LECTURERS

The Government of India undertakes to bear claims, if any arises, against the Japanese experts and lecturers engaged in technical cooperation for the Project resulting from, occurring in the course of, or otherwise connected with the discharge of their official functions in India except for those arising from the willful misconduct or gross negligence of the Japanese experts and lecturers.

VIII. MUTUAL CONSULTATION

Mutual consultation shall be held among the two governments and UNCRD Hyogo Office on any major issues arising from, or in connection with, this Attached Document.

IX. MEASURES TO PROMOTE UNDERSTANDING OF AND SUPPORT FOR THE PROJECT

For promoting support for the Project among its people, the Government of India will take appropriate measures to disseminate knowledge about the Project and its outcome/achievements in the country.

X. TERM OF COOPERATION

The duration of the technical cooperation for the Project under this Attached Document will be four years effective from _____2003.

LIST OF ANNEXES

ANNEX I	MASTER PLAN
ANNEX II	MINUTES OF MEETING
ANNEX III	LIST OF JAPANESE EXPERTS & LECTURERS
ANNEX IV	LIST OF INDIAN COUNTERPART AND ADMINISTRATIVE PERSONNEL
ANNEX V	LIST OF LAND, BUILDINGS AND FACILITIES
ANNEX VI	JOINT COORDINATING COMMITTEE

ANNEX

I. MASTER PLAN

1) Overall Goal

Disaster management capacity is enhanced and vulnerability to natural disasters is reduced in participating countries.

2) Project Purpose

Training participants enhance their disaster management knowledge and contribute to the improvement of disaster management capacity in their respective countries.

3) Outputs

1) Disaster management capacity of national and local government officers and non-governmental organization (NGO) personnel is enhanced.

2) Cooperation among national and local governments and NGOs regarding disaster management is promoted and enhanced..

3) Cooperation among participating countries regarding disaster risk mitigation is promoted and enhanced.

4) Capacity of NCDM as a regional hub for disaster management training is enhanced.

4) Activities

1-1. Enhance knowledge of national and local government officials and NGO personnel regarding the causes and expected damages from natural disasters.

1-2. Utilize risk assessment tools in analyzing the expected risk of natural disasters.

1-3. Enhance knowledge of national and local government officials and NGO personnel regarding standards and regulations necessary for mitigating natural disaster damages.

2-1. Disseminate good practices of cooperation between governments and NGOs in community based disaster management.

2-2. Enhance cooperation between governments and NGOs in community level disaster management.

3-1. Enhance knowledge about common risks of natural disasters in the

region.

- 3-2. Share experience of successful disaster management among training participants.
- 4-1. Formulate curriculum of third country training course.
- 4-2. Implement and manage third country training course.
- 4-3. Evaluate training course for the improvement of subsequent courses.

II. MINUTES OF MEETING SIGNED ON 27TH AUGUST 2003

(ATTACHED)

III. TENTATIVE LIST OF JAPANESE EXPERTS & LECTURERS

1. Short-term Experts & Lecturers in the Following Fields, but not limited to, for JFY 2003 and 2004. Dispatch of experts and lecturers for the following years will be decided by the Japanese side, taking discussion at the JCC into consideration, and notify the Indian side of the results.
 - (1) Short-Term Experts
[JFY2004]
 - 1) Disaster Management (Flood)
 - (2) Lecturers
[JFY2003]
 - 1) Japanese Disaster Management Experience: Earthquake (Building Code)
 - 2) Japanese Disaster Management Experience: Earthquake (Kobe Earthquake Experience)
[JFY2004]
 - 3) Japanese Disaster Management Experience: Flood

IV LIST OF INDIAN COUNTERPARTS AND ADMINISTRATIVE PERSONNEL

1. Project Director: Executive Director, NCDM
2. Project Manager: Consultant, NCDM
3. Counterpart personnel in, but not limited to, the following fields
 - (1) Research officer (Disaster Management)
 - (2) Administrative personnel

V. LIST OF LAND, BUILDINGS AND FACILITIES

1. Space sufficient for implementation of the Project such as training facilities and meeting rooms.
2. Facilities such as electricity, gas, water supply, sewerage system, communication system and furniture necessary for the Project activities, and
3. Other facilities mutually agreed upon as necessary.

VI JOINT COORDINATING COMMITTEE

1. Functions

The Joint Coordinating Committee Meeting will be held at least once a year and whenever a necessity arises, and works:

- (1) To formulate the annual work plan of the Project under the framework of the Record of Discussions
- (2) To review the overall progress of the Project as well as the achievements of the above-mentioned annual plan
- (3) To review and exchange views on major issues arising from or in connection with the Project activities

2. Compositions

- (1) Chairperson: Project Director (Executive Director, NCDM)
- (2) Members :
Indian Side:
 - 1) Project Manager (Consultant, NCDM)

- 2) Director, Disaster Management Division, Ministry of Home Affairs
- 3) Registrar, Indian Institute of Public Administration
- 4) Representative from Department of Economic Affairs, Ministry of Finance

UNCRD Hyogo Office:

- 1) Representative from UNCRD Hyogo Office

Japanese Side:

- 1) Resident Representative of JICA India Office
- 2) Other personnel to be dispatched by JICA, as necessary

3. Secretariat: NCDM

JICA