

## 付 属 資 料

ミニッツ

MINUTES OF MEETINGS  
OF  
THE FIRST JOINT COORDINATING COMMITTEE  
ON JAPANESE TECHNICAL COOPERATION  
FOR  
SAUDI-JAPANESE AUTOMOBILE HIGH INSTITUTE PROJECT PHASE II

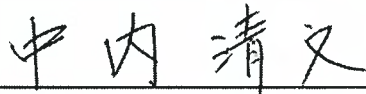
The Japanese Consultation Study Team (hereinafter referred to as "the Team"), organized by the Japan International Cooperation Agency (hereinafter referred to as "JICA") and headed by Mr. Kiyofumi NAKAUCHI, visited the Kingdom of Saudi Arabia from January 14, 2007 to January 22, 2007 for the purpose of participating the first Joint Coordinating Committee (hereinafter referred to as "JCC") of the JICA Technical Cooperation Project entitled "Saudi-Japanese Automobile High Institute Project Phase II" (hereinafter referred to as "the Project").

The Team participated in the first JCC held on January 20, 2007 and had a series of discussions with JCC members. As a result of the discussions, the representatives of Japanese side and Saudi Arabian side of JCC members have confirmed the matters referred to in the documents attached hereto, under the witness of Dr. Saleh Abdulrahman Al-Amr, Vice Governor of the General Organization for Technical Education and Vocational Training (hereinafter referred to as "GOTEVOT").

Jeddah, January 20, 2007




Mr. Salim H Al Asmarei  
Director  
Saudi-Japanese Automobile High Institute  
(SJAHI)  
Kingdom of Saudi Arabia



Mr. Kiyofumi NAKAUCHI  
Leader  
The Consultation Study Team,  
Japan International Cooperation Agency  
(JICA)

Japan



Dr. Saleh Abdulrahman Al-Amr  
Vice Governor  
General Organization for Technical  
Education and Vocational Training  
(GOTEVOT)  
Kingdom of Saudi Arabia

## **The Attached Document**

### **1. Project Status**

As a collaborative project between the public and private sectors in both countries, the Project has been given a high value in the aspect of "Saudization" by the Saudi and Japanese sides. Furthermore, the Project has drawn a high attention of other countries and other industrial sectors of Saudi Arabia. The SJAHI project is expected to be a successful model for supporting and contributing to the "Saudization" in automobile sector and other sectors.

### **2. Progress of the Project Phase II**

- 1) The output of the project Phase I was explained as attached.
- 2) JICA experts and Saudi counterparts reported the progress of the Project Phase II with the detailed Plan of Operation (hereinafter referred to as "PO") at this first JCC meeting. The both sides confirmed that the detailed PO would be finalized through a mutual coordination by the end of February 2007.

### **3. Perspective of SJAHI**

The Saudi side strongly recommended that more technical and financial support is expected to insure the future sustainability of SJAHI. Such necessity of support to SJAHI was clearly explained during the meeting as per attached strategic plan. The Japanese side stated to review the strategic plan in due course.

### **4. Other issue (Training for Saudi junior instructors in Japan)**

Through the project activities so far, counterpart training has played a significant role of the project. Accordingly, the Saudi side requested that the training would be conducted continuously by the Japanese side. As a result of the discussions, both sides confirmed that all the stakeholders of SJAHI should make further efforts to secure sufficient financial sources.

Annex I: Presentation documents at the first JCC

Annex II: List of participants



## Project Achievement Report

1<sup>st</sup> September 2001 – 31<sup>st</sup> August 2006

A Symbol of Exemplary Friendship of Saudi Arabia and Japan

## Project Summary

### Project Output

- ✓ 3 batches comprising 568 students graduated and are dispatched to JADIK workshops.

### Good Reputation

1. SJAHI Graduates are enjoying very good reputation among JADIK Members due to their professionalism, technical skills and abilities.
2. As a successful project Japanese ministers, Parliamentarian, Saudi and Non-Saudi Officials such as British Ambassador, German Consul general, President of Grameen Bank-Bangladesh etc. observed SJAHI and admired very much.



## Project Summary

Project Input	Establishment	Operation
<b>Saudi Side</b>		
Government	Land	License, Stipend & Training Support
Private Sector	Building	Running Cost
<b>Japanese Side</b>		
Government	Equipment & Material	Experts & Counterpart Training
Private Sector	Building	Management of Training

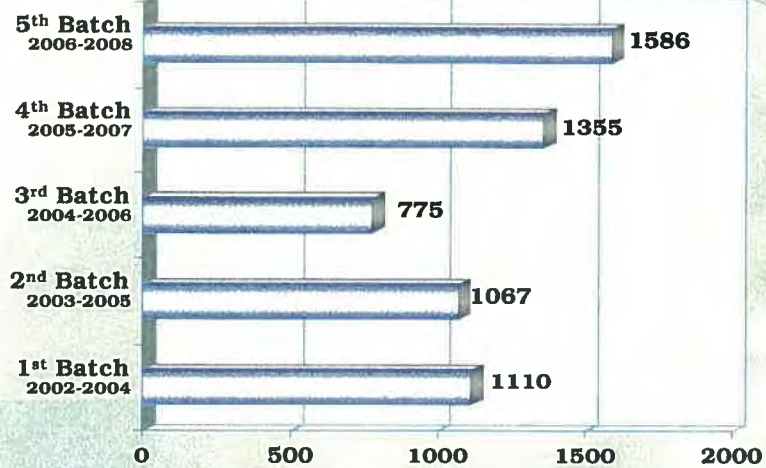
## Project Summary

### Developments in SJAHI Management

- ✓ Organized: SJAHI Committees in Different Areas
- ✓ Devised: SJAHI Instructors Qualification System
- ✓ Generated: Examination Policy Flowchart  
Examination Implementation Flowchart
- ✓ Improved: OJT Program  
Joint Coaching Program

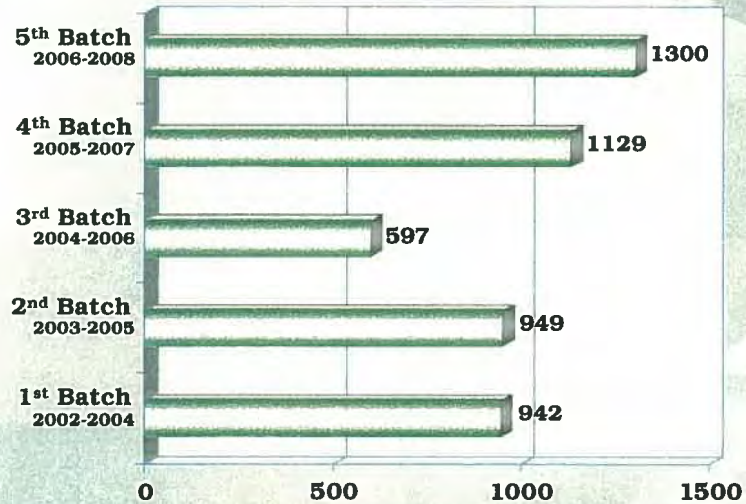
## Students & Graduates Statistics

### No. of Applicants



## Students & Graduates Statistics

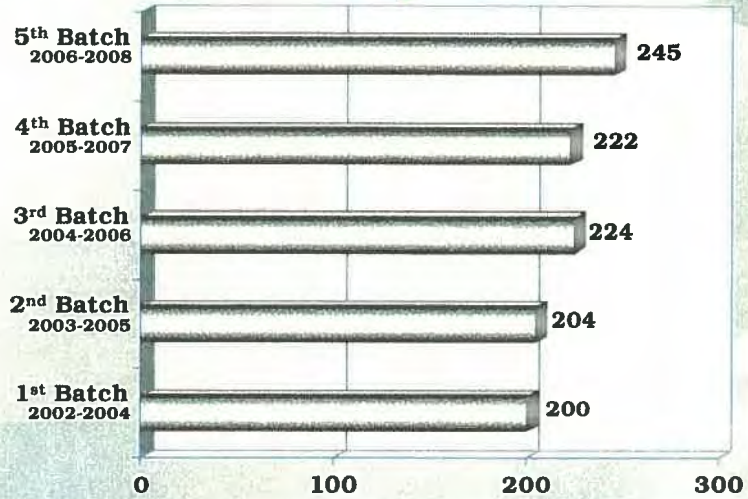
### No. of Examinees





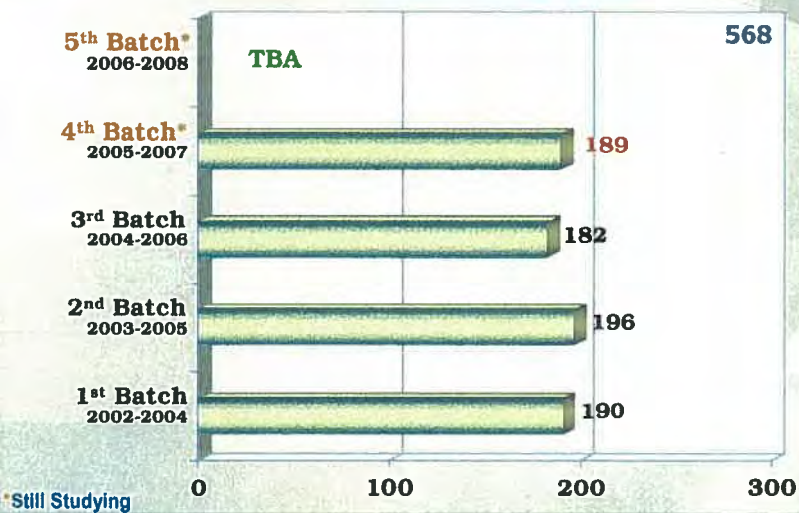
## Students & Graduates Statistics

### No. of Entrants



## Students & Graduates Statistics

### No. of Graduates



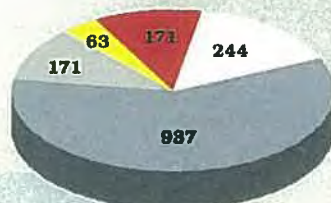
## 5<sup>th</sup> Batch (2006-2008) Registration



No. of Applicants



Area-wise Requirement



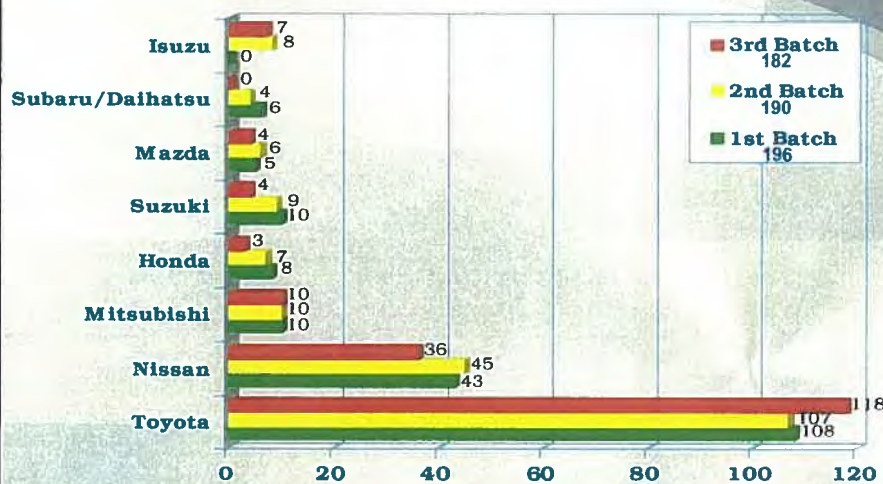
1<sup>st</sup> Choice Area



No. of Entrants

Eastern  
Western  
Southern  
Northern  
Central

## Graduates of 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Batch





## Text Books (Technical)

**1<sup>st</sup> Year & 2<sup>nd</sup> Year**



### **71% of the total study hours**

- Study of Japanese Vehicle Technology
- Practical Training in the Vehicle Training Area of SJAHI
- On-The-Job Training in the Workshops of JADIK Members

## General Subjects

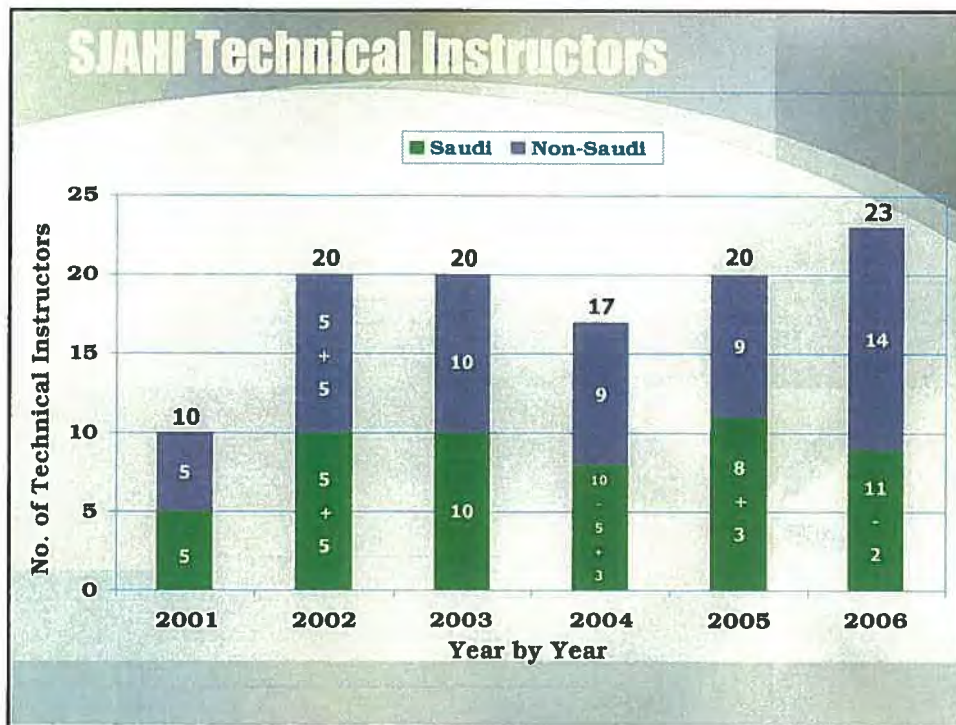
### ▪ **Intensive English Language Course**

- Comprises of 25% of the total study hours

### ▪ **General Subjects**

Comprises 4% of the total study hours

- Applied Sciences (Physics & Chemistry)
- Character Building & Work Ethics
- Computer Applications



### Dispatch of Japanese Experts

	Year	2001	2002	2003	2004	2005	2006
Company	Field	Phase 1					
JICA	Chief Advisor						
	Chief Advisor						
JICA	Project Coordinator						
	Project Coordinator						
Toyota	Advisor on Curriculum						
Nissan	Advisor on Engine						
	Advisor on Engine						
Honda	Advisor on Chassis						
	Advisor on Chassis						
Mitsubishi	Advisor on Electrical						
	Advisor on Electrical						
Toyota	Advisor on Curriculum						
Mitsubishi	Teaching Methodology						
Banzai	Machinery Installation						
Banzai	Eqp. Safety Control Advisor						
Banzai	Eqp. Confirmation Advisor						
Mitsubishi	Tech. Training Manager						
Mitsubishi	Grading & Evaluation						
Toyota	School Management System						

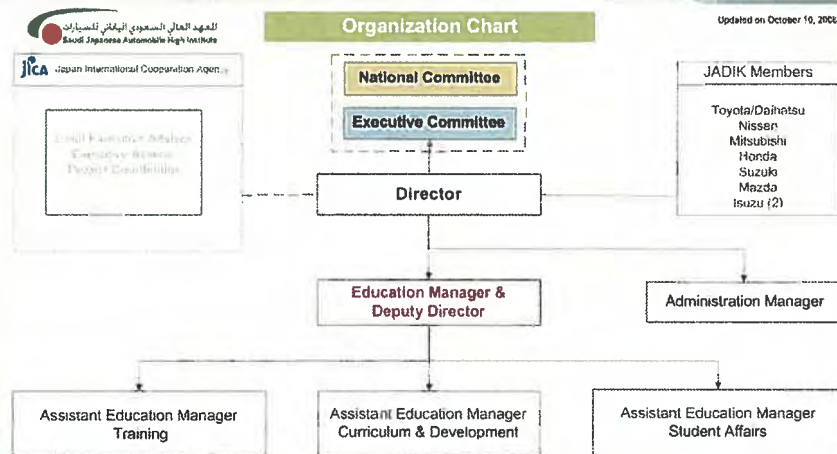


## Counterpart Training Program

Saudi Personnel	No.	Durations of Training		Course Title
		Start Date	Period	
Junior Instructors of 1 <sup>st</sup> Batch	5	3-Sep-01	9 Months	Automobile Technology Training
Vice Governor of GOTEVOT	1	24-Mar-02	4 Days	Management of Vocational School in Automotive Technology
Director – SJAHI	1	20-Mar-02	10 Days	Management of Vocational School in Automotive Technology
Junior Instructors of 2 <sup>nd</sup> Batch	5	22-Oct-02	9 Months	Automobile Technology Training
Education Manager – SJAHI	1	26-Jan-03	10 Days	Education in Management of Automotive Technical School
Administration Manager – SJAHI	1	22-Feb-04	22 Days	Student Management and Institute Administration
Junior Instructors of 3 <sup>rd</sup> Batch	3	29-Mar-05	3 Months	Automobile Technology Education
Junior Instructors of 4 <sup>th</sup> Batch	3	28-Mar-06	2 5 Months	Automobile Technology Education

**Total No. of Counterparts**     **20**

## SJAHI Organization Chart





## English and OJT Program

English & OJT Program	1 <sup>st</sup> Year				2 <sup>nd</sup> Year		
	Pre	1 <sup>st</sup>	2 <sup>nd</sup>	Summer	3 <sup>rd</sup>	4 <sup>th</sup>	Summer
<b>Current</b> For All Previous Batches	4 Weeks			4 Weeks			8 Weeks

	Pre	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	Spring	4 <sup>th</sup>
<b>New</b> From 5 <sup>th</sup> Batch	8 Weeks				8 Weeks	

**Note :** Joint Coaching Program after 5<sup>th</sup> Batch Graduation for a period of 6 months in collaboration with all JADIK members, starts from September 2008.

English Language

OJT (Spring/Summer)

## Future Plan for More Improvement

### 1. Recruitment From Other Cities

- SJAHI seeks support of JADIK members to recruit students from other cities except Jeddah & Makkah
- SJAHI has been exerting great efforts to attract applicants from all over the Kingdom.

### 2. More Continuous Update

In order to dispatch well trained students to JADIK members, following need to be updated on periodic basis:

- Instructors knowledge
- Academic Curriculum
- Training Equipment

## **SJAHl Instructors Recruitment Program**

SJAHl plans to exchange its Instructors with JADIK Workshop Technicians for a certain period of time for following reasons:

### **Reasons:**

- ☐ To benefit from the Technicians' practical experience
- ☐ Upgrading our Instructors' knowledge & skills
- ☐ Technicians are more confident & assertive
- ☐ Instructors can build good relationship with JADIK
- ☐ Thus, the recruitment process can be simplified

Thank You

Saudi Japanese Automobile High Institute - 2007



# Welcome to JCC Japanese Delegation



We would like to extend our sincere appreciation to the Saudi & Japanese Governments, without their utmost efforts and strong support, the Institute would not have been in existence.

**Saudi Japanese Automobile High Institute**

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## Saudi Japanese Automobile High Institute Project, Phase II

### Preliminary Meeting for 1st JCC

#### Date & Time

1<sup>st</sup> Session : Wednesday, 17<sup>th</sup> January, 2007  
10:30 AM to 12:00 PM

2<sup>nd</sup> Session : Wednesday, 17<sup>th</sup> January, 2007  
01:30 PM to 03:00 PM

**Venue : SJAHI Main Conference Room**

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Saudi Japanese Automobile High Institute

## **FUTURE STRATEGIC PLAN**

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### **Future Strategic Plan**

- ☐ To ensure the continuous existence of **SJAHl** as one of the finest learning centers of Automotive Technology that supports the **Saudization Program** for **JADIK** members.

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## Overview of SJAHI Project

- ❑ SJAHI has gained good reputation being supported by **JICA & GOTEVOT** with their counterpart **JAMA & JADIK**. Such support serves as a **backbone** for promoting **Saudization Program** in the field of **Japanese Automotive Technology** transfer to the Saudi youth.
- ❑ Due to Japanese involvement in this project, Saudi citizens are **confident** to send their children to acquire their diplomas in **SJAHI**.

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## Overview of SJAHI Project

- ❑ Due to **SJAHI's** good reputation and initiative, **GM** has started a similar education center in Riyadh through the collaboration with **GOTEVOT**.
- ❑ Other manufacturers such as **Mercedes Benz, Ford, Kia** and **Hyundai** are on their way to establish their respective institutes to support their distributors' demands.

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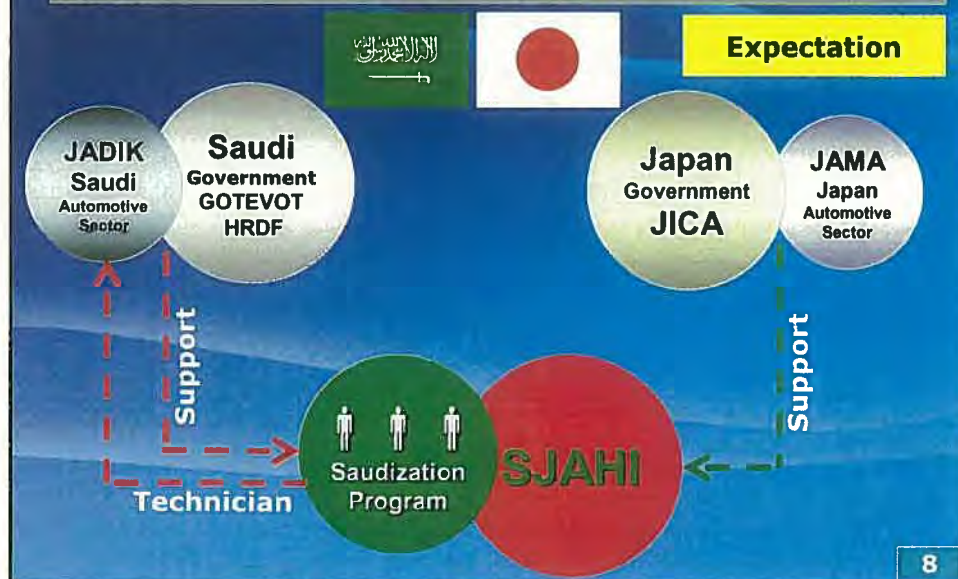


## Overview of SJAHI Project

- ❑ As a result of this progressive move of other manufacturers', **SJAHI** must continuously improve its educational and training activities to maintain its high image and leadership in **Saudization Program** in the Automotive sector.
- ❑ **SJAHI** project has enhanced tremendously Japan's image and interest in a great deal throughout **Saudi society, government** and **diplomatic circles**.

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## Profile of Saudization Program & Channel of Cooperation



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## Best Learning Center of Automotive Technology

- ❑ In order for **SJAH** to continue its commitment in **Training** the Saudi youth to become **competent** workforce in the Automotive Industry.

✓ Adequate resources are expected.

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## Cooperation Share in Phase I

Cooperation Share	Saudi Side		Japan Side	
	HRDF	JADIK	JICA	JAMA
<u>Japanese Experts</u>			○	
<u>Staff Training</u>			○	
<u>Training Materials</u>			○	
<u>Construction Cost</u>		○		○
<u>Stipend</u>	○	○		
<u>Operational Costs</u>	○	○		

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## Current Cooperation Share in Phase II

Cooperation Share	Saudi Side		Japan Side	
	HRDF	JADIK	JICA	JAMA
<u>Japanese Experts</u>			○	
<u>Staff Training</u>		○		○
<u>Training Materials</u>		○		○
<u>Stipend</u>	○	○		
<u>Operational Costs</u>	○	○		

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## Request for Financial Assistance

- ❑ Due to high annual budget of SR. 8.5 Million borne by JADIK. Majority of the JADIK members are finding it difficult to **continue** without financial **assistance**.
- ❑ Thus, **JPN Side** is kindly requested to subsidize the cost of 50%, which is equivalent to **SR. 4-4.5 Million (US\$ 1.1-1.2 Million)** for **SJAH** to keep its existence.

Cooperation Table

Assistance Table

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## Current Financial Resources

Sources	Amount (Per Year)
HRDF (Government)	SR 11,520,000 US\$ 3,072,000
JADIK Members	SR 8,550,000 US\$ 2,280,000
Students	SR 1,200,000 US\$ 320,000

Cooperation Table

Assistance Table **13**

## Request for Japanese Experts

- ☐ Dispatch of **short** and long term experts to provide continuous **assistance** and consultancy in the Institute developmental programs related to technical, management and administration.

Cooperation Table

Assistance Table **14**



## Request for Staff Training

- ❑ Due to continuous **Saudization** within SJAHI,
  - ✓ **Saudi Apprentice Instructors Training Program** in Japan is a necessity to be continued and extended.
- ❑ To update our Instructors technical information in the Advanced Automotive Technology.
  - ✓ Continuous opportunity for our Instructors to participate in **Train-the-Trainer Program** of **JADIK & JAMA** members' Local & Overseas Training Centers.

Cooperation Table

Assistance Table

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## SUMMARY OF REQUESTED ASSISTANCE

Cooperation Share	Saudi Side		Japan Side	
	GOV.	JADIK	GOV.	JAMA
<u>Japanese Experts</u>			○	
<u>Staff Training</u>			○	○
<u>Training Materials</u>			○	○
<u>Stipend</u>	○	○		
<u>Operational Costs</u>	○	○	○	○

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List of Participants

<Saudi Arabian Side>

General Organization for Technical Education and Vocational Training (GOTEVOT)

Dr. Saleh Abdulrahman Al-Amr, Vice Governor for Development

Saudi-Japanese Automobile High Institute (SJAHI)

Mr. Salim H Al-Asmarei, Director

Mr. Fauzi S. Al-Thiga, Education Manager & Deputy Director

Mr. Sulayman O. Mendoza, Assistant Education Manager

Mr. Suhail Iqbal Shaikh, Assistant Education Manager

Japanese Automobile Distributors in the Kingdom (JADIK)

Mr. Faisal O. Aboushoushah, Member of SJAHI Working Group (Toyota), Director, Network Management & Development, ALJ

Mr. Emad A. Abdrabbuh, Member of SJAHI Working Group (Nissan), Executive Asst. CEO, After Sales, Al-Hamrani United Co. Ltd.

Mr. Mohammed K. Sukkar, Member of SJAHI Working Group (Mazda), Training Manager, Haji Husein Alireza & Co. Ltd.

<Japanese Side>

Consultation Study Team

Mr. Kiyofumi NAKAUCHI, Team Leader

Mr. Yoshihiro IMAMURA, Sub-Team Leader

Mr. Takashi WADA, Technical Cooperation Policy

Mr. Saishu MATSUDA, Automobile Industry Policy

Mr. Tadashi ASAZUMA, Human Resource Development (1)

Mr. Hiroki CHOSHI, Human Resource Development (2)

Mr. Yoshihiro YANO, Coraboration of Automobile Industry

Mr. Kazuki OTSUKA, Cooperation Planning

JICA Expert

Mr. Katsutoshi GOKAN, Executive Chief Advisor

Mr. Shigeru KAITO, Executive Advisor

Mr. Hiroshi OKUMA, Project Coordinator