

(Draft)

Strategic Business Plan

Climate Change International Training Center (CITC)

Thailand Greenhouse Gas Management Organization (Public Organization): TGO

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1. Executive summary

Climate Change International Training Center (CITC) is a “one-stop training center” on **Mitigation and Adaptation** for ASEAN and other interested countries. It is established by Thailand Greenhouse Gas Management Organization (Public Organization): TGO incorporated with Japan International Cooperation Agency: JICA. The location of CITC office is at the Changwattana Government Office Complex, on Changwattana Road, Laksi District, Bangkok, Thailand.

The main business of CITC is to provide training service in the area of Climate Change Mitigation and Adaptation, promote Climate Change networking platform among ASEAN, disseminate knowledge on Climate Change Mitigation and Adaptation as well as be a learning resource center of Climate Change Mitigation and Adaptation. The target groups for CITC are Mitigation/Adaptation related government agencies, academic institutions, private companies and general public.

The objective of this strategic business plan is to analyze strength, weakness, opportunities and threat of CITC including analyze current market in Thailand and abroad. As a result, the project plan including management, market, and risk management plan are developed as a CITC roadmap.

2. Organization Profile

Thailand Greenhouse Gas Management Organization (Public Organization) or TGO is an autonomous governmental organization under the Ministry of Natural Resources and Environment with the specific purpose to act as an implementing agency on greenhouse gas (GHG) emission reduction in Thailand. TGO is responsible for:

- Analysing and screening the CDM projects for issuance of the Letter of Approval (LoA) and monitoring the projects;
- Promoting CDM projects and the CER Market;
- To be the National Information Clearing House of Greenhouse Gas;
- Management of all information regarding the approved CDM projects and CERs' value;
- Enhancing the capacity building of the government and private sectors on greenhouse gas management;
- Promoting public outreach regarding greenhouse gases;
- Promoting and supporting all activities related to climate change mitigation.

TGO is also assigned to be the co-secretariat of the National Committee on Climate Change (NCCC). The NCCC is chaired by the Prime Minister and responsible for the assessment and approval of the national climate change agenda and major national climate policies. Structure of TGO is as shown below.

In the Vision Statement of **Thailand Greenhouse Gas Management Organization (Public Organization): TGO** it clearly states that TGO is the organization to lead Thailand “Towards a Low-Carbon Society Based on Sustainable Development”.

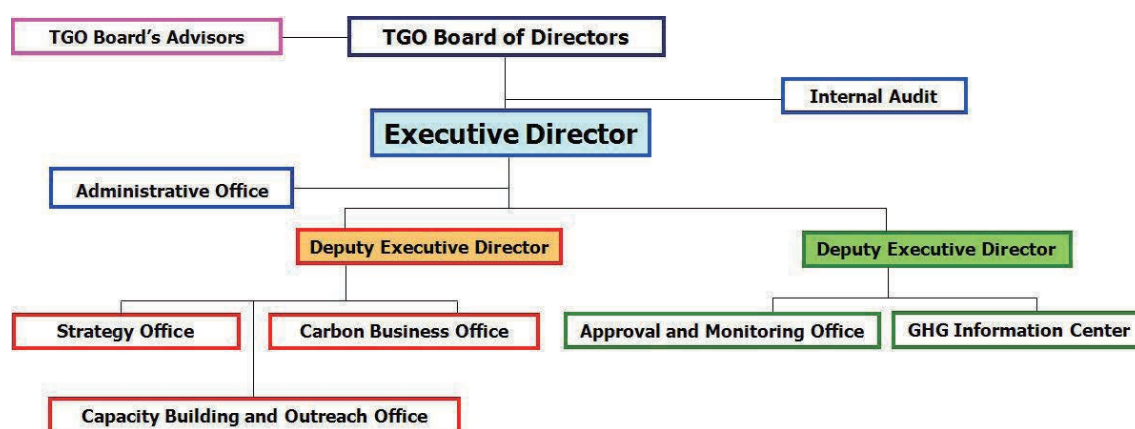


Figure 1: Structure of Thailand Greenhouse Gas Management Organization (Public Organization): TGO

Capacity Building and Outreach Office (CBO) is the office that responsible for providing capacity building and outreach regarding on greenhouse gas mitigation and CDM. The main duties are;

- Enhancing the capacity building of the government and private sectors on greenhouse gas management (Training, Workshop, Conference and Exhibition);
- Promoting public outreach regarding greenhouse gases;
- Promoting and supporting all activities related to Climate Change Mitigation and;
- Managing international cooperation projects regarding on Climate Change Mitigation.

CBO has been implementing capacity building program for TGO so called “**Greenhouse Gas Management Program (GMAP)**” which is the plan for training program for external stakeholders on Climate Change Mitigation in Thailand.

Besides the training program in national level, TGO has also cooperated with international institutions on capacity building program including implementation of a technical cooperation project with **Japan International Cooperation Agency (JICA)** titled “**Capacity Development and Institutional Strengthening for GHG Mitigation in the Kingdom of Thailand**”. The project aimed to develop capacity of TGO staffs and related stakeholders in Thailand on GHG mitigation activities. The six main training topics included CDM, Carbon Trading, UNFCCC Structure and Negotiations, GHG Mitigation in relevant sectors, Carbon Footprint and GHG Inventory.

There are a lot of achievements derived from this project, whether the trainings from JICA experts, training the trainer activity, developing training materials, developing PINs/PDDs and also the improvement of the GHG inventory database and TGO website.

The location of TGO is at the Changwattana Government Office Complex, on Changwattana Road, Laksi District, Bangkok (A map is as shown below). Location of the Changwattana Government Office Complex is:

- North** Changwattana Road
- South** Adjacent to the North Park Golf Course

- East** CAT Telecom Public Company
- West** Private lands and the Metropolitan Waterworks Authority

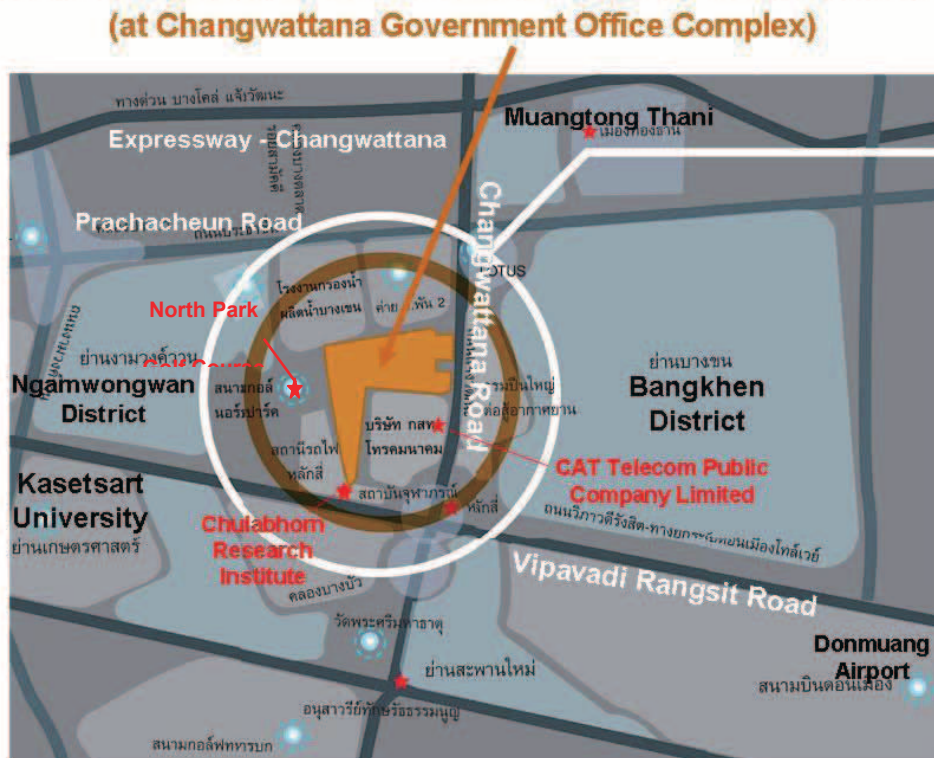


Figure 2: Map of TGO Office

Inside the Government Office Complex, facilities include car park, banks, hotel (government rates) and shopping mall. Every government agencies that move to the Complex have to pay the estate management for office space rental, electricity, telephone and internet connection costs. The Complex finished its construction in July 2008, the whole office complex is designed to be **eco-building, with senergy efficiency and co-generation facilities**. Pictures of the Complex are as shown below. **TGO is located at 9th floor in Auditorium B and occupied around 3,000 square meters for the whole office space**, in which some areas will be provided for a set up of the **“Climate Change International Training Center (CITC).”**



Entrance of the Complex



Auditorium B

Figure 3: TGO office located on Changwattana Road

3. Market Analysis

3.1 SWOT Analysis

Table 1: SWOT Analysis

Strengths	Weakness
<ul style="list-style-type: none"> • Strong relationship with related Climate Change public and academic organizations • Strong relationship with related Climate Change private organizations • Core competency is Climate Change Mitigation (including GHG Inventory) • Staff capability on Climate Change Mitigation (including GHG Inventory) • Member of negotiation team on Climate Change 	<ul style="list-style-type: none"> • Based on government rules/inflexibility of internal processes • Limited budget (ie. Public Relation) • Few PR/Advertisements on Climate Change • Limited staff • Lack of Adaptation knowledge and responsible staffs on Adaptation issue
Opportunities	Threats
<ul style="list-style-type: none"> • Climate Change is a globally urgent and critical issue (Ongoing discussion of UNFCCC) • Various potential market targets (ie, municipalities, government agencies, academic sectors) • GHG Mitigation/Adaptation, CDM, Low Carbon Society and Sustainable Development are clearly stated in the current policies and plans (ie, the 11th National Economic and Social Development Plan 2012 – 2016) • Thailand has to develop and submit Biennial Update Report • Still not well known enough to wider public 	<ul style="list-style-type: none"> • Climate Change is still new and complicated issue • Uncertainty on negotiation could effect on curriculum design • Limited supporting budget from funders

3.2 Current Status of related Climate Change Training Institutions

Institutions are selected based on:

- International Center.
- Courses related to Climate Change Mitigation/Adaptation.

Table 2: Current Status of related Climate Change Training Institutions in Thailand

Centers in Thailand					
	Environmental Research and Training Center (ERTC), 1991	The Center for People and Forests (RECOFTC), 1987	Asian Disaster Preparedness Center (ADBPC), 1986	Bureau of Energy Human Resource Development (DEDE), 2002	Technical Petroleum Training Institute (TPTI), 2000
Theme	Adaptation and Sustainable development	Community Forestry	Regional Resource Center for Disaster Risk Reduction	Energy management	health, safety, environment, technology
Target	National and local government, international and regional organizations, private sector and NGOs <i>(Asia pacific region)</i>	Policy makers and practitioners, and forest users in <i>Asia Pacific region</i>	Urban planners, land use planners, administrators and official from provincial and city, development and planning authorities <i>(Asia Pacific region)</i>	<ul style="list-style-type: none"> Energy manager in industry or business sectors Government sectors Electrical and Mechanical Engineer Other interested participants <i>(Thai)</i> 	personnel working in the petroleum exploration and production industry
Product	<ul style="list-style-type: none"> research and provide technical support in the implementation of natural resources and environmental policy and natural resources and environmental initiatives training and technology transfer on natural resources and environmental management and pollution control E-Learning Course Thailand Climate Change Network (website, TCCN) E-Library Training Course Climate Change: Present and Future Challenges/ Opportunities for Vulnerable Asia-Pacific Countries Training Method Lectures (15 days) Study/field trips 	<ul style="list-style-type: none"> Trainings Event management Advisory service Learning network Knowledge center on community forestry information Training Course Climate Change Mitigation and Adaptation Training courses can be customized Training materials Training Method Classes (short period 5-10days) Field visit Action learning (6 months) 	<ul style="list-style-type: none"> Trainings Technical assistance Develop information and knowledge products on CC Adaptation and Climate Risk Management Network/forum Training Course Climate Change and Climate Risk Management in a Changing Urban Environment Training Method Classes (short period 8 days) Field visit Certificate for complete all course requirements 	<ul style="list-style-type: none"> Knowledge center on energy management and technology Trainings Training Course Energy Management and conservation Energy technology Training Method Lectures and practical training 	<ul style="list-style-type: none"> Services Training Course Petroleum Engineer Academic Learning Operation Health, Safety and Environment Business & Management Support Training Method Classroom workshop 1-5 days

Centers in Thailand					
	Environmental Research and Training Center (ERTC), 1991	The Center for People and Forests (RECRAFT), 1987	Asian Disaster Preparedness Center (ADBP), 1986	Bureau of Energy Human Resource Development (DEDE), 2002	Technical Petroleum Training Institute (TPTI), 2000
Price	N/A	<ul style="list-style-type: none"> 1500 USD 	<ul style="list-style-type: none"> Package A with accommodation: 2,390 USD Package B without accommodation: 1,890 USD 	N/A	6,900-33,000 Bath
Place	<ul style="list-style-type: none"> Environmental Research and Training Centre Technopolis, Klong 5, Klong Luang Pathumthani <ul style="list-style-type: none"> Training facility Laboratory 	<ul style="list-style-type: none"> Kasetsart University, Bkk <ul style="list-style-type: none"> Training facility accommodation 	<ul style="list-style-type: none"> Office at Phayathai, Bkk Hotel 	Bureau of Energy Human Resource Development , Klong 5, Phatumthani <ul style="list-style-type: none"> Training Facility Display Center <ul style="list-style-type: none"> Technology display for Residential House Technology display for Commercial Building Technology display for Industry The Practical Energy Management Training Center <ul style="list-style-type: none"> Combustion Furnace Air-Compressor Revolution machinery (Fan & Pump) Boiler and Stream trap training unit 	<ul style="list-style-type: none"> Bangkok TPTI Training Center Sriacha/ Bangpu Leamchabang Training Center/ Lan Krabue Training Center/ Songkhla Training Centre
Promotion	<ul style="list-style-type: none"> Website Events Green News Journal Green Research Brochure 	<ul style="list-style-type: none"> Website Newsletter Events Publication Videos 	<ul style="list-style-type: none"> Website Events Publication 	<ul style="list-style-type: none"> Website 	<ul style="list-style-type: none"> Website

Table 3: Current Status of related Climate Change Training Institutions in other Countries

		Center in other countries				
		Swedish Meteorological and Hydrological Institute (SMHI), Sweden	Singapore Environment Institute (SEI), 2003	Green House Gas Management Institute, 2007, USA	International urban training center (IUTC), 2007 Korea	United Nations Environmental Programme; Environmental Education and Training (EET),
Theme		weather, water and climate	Environmental management for high-density compact cities	Greenhouse gas management	Sustainable development	Education, Training and Networking
Target		Community planners, environmental institutes, research organizations, NGOs, consulting firms industries and government authorities (worldwide)	Industrial ; employers, practitioners and local government agencies. International ; foreign government officials and international organizations. (ASIA)	Institutes research organization, students, NGOs, consulting firms and industries. (worldwide)	City and government managers, academic experts, consultants, NGO's, research institutes, policy makers and contractors (Asia Pacific)	universities and across governmental organizations' and the private sector
Product		Services <ul style="list-style-type: none"> • Research • Data and knowledge • Climate scenarios • Training programmes Training Course <ul style="list-style-type: none"> • Education about climate change • Climate Change - Mitigation and Adaptation • Air Pollution Management Training Method <ul style="list-style-type: none"> • Expert lectures • Demonstrations • study visits • Action learning (2 months) 	Services <ul style="list-style-type: none"> • Knowledge center • In-house Programmes • Industry Programmes • International Programmes Training Course <ul style="list-style-type: none"> • Environmental Protection • Environmental Public Health • Energy Efficiency • Corporate Governance • Radiation Safety • Meteorology • The Programme for Environmental Experiential Learning (PEEL) • Professional Sharing • Zero Waste • Building a Sustainable City Training Method <ul style="list-style-type: none"> • Lectures • Workshops • Roundtables involving local experts 	Services <ul style="list-style-type: none"> • Internship program • Training Course • Green job Training Course <ul style="list-style-type: none"> • Carbon Markets • GHG Information Management Systems • Corporate Climate Change Risk • GHG Accounting • CDM/JI: Navigating Kyoto Project Mechanisms • GHG Verification for Inventories and Projects Training Method <ul style="list-style-type: none"> • Online courses • Courses are animated with audio and are facilitated by live instructors (1 - 3 day) • Member over 3,000 	Services <ul style="list-style-type: none"> • Training • Sustainability • Strategic planning Training Method <ul style="list-style-type: none"> • Lectures /Case studies • Site visit • Action learning (1 week) 	Services <ul style="list-style-type: none"> • Education, Training and Networking Training Course <ul style="list-style-type: none"> • Environmental Management • Sustainable Development Training Method <ul style="list-style-type: none"> • Meeting • Workshop • Excursion Day • 1-14 days

Center in other countries					
	Swedish Meteorological and Hydrological Institute (SMHI), Sweden	Singapore Environment Institute (SEI), 2003	Green House Gas Management Institute, 2007, USA	International urban training center (IUTC), 2007 Korea	United Nations Environment Programme; Environmental Education and Training (EET),
		<ul style="list-style-type: none"> Action learning (2-day course for Industry Programmes and 5-10 day Course for International Programmes) No. of accumulated courses 243, participants 8,446 			
Price	<ul style="list-style-type: none"> Free- Covered by Sida 	<ul style="list-style-type: none"> 98-1,300 USD 	<ul style="list-style-type: none"> Course fee 650 USD-1,850 USD (Premium Member discount 20%) Exam fee 375 USD 	<ul style="list-style-type: none"> 400 USD 	<ul style="list-style-type: none"> Free (some course) 5,800 USD for the full programme. 950 USD per module without accommodation. 1,800 USD for accommodation
Place	<ul style="list-style-type: none"> Norrköping, Sweden The regional seminars Laboratories 	<ul style="list-style-type: none"> Singapore Environment Institute, Environment Building <ul style="list-style-type: none"> Interaction Lounge Sustainability Timeline Wall Training Room East Wing Lobby Conference Room IT Room 	<ul style="list-style-type: none"> Headquarters: Washington, DC Other U.S. offices: Palo Alto, CA and Chicago, IL Canada office: Ottawa, ON Philippines office: Manila 	<ul style="list-style-type: none"> International Urban Training Centre, IUTC, Republic of Korea <ul style="list-style-type: none"> Multi-purpose room Lecture room Dining room Lounge (Internet/TV/Fitness) Accommodation 	<ul style="list-style-type: none"> Division of Environmental Policy Implementation United Nations Environment Programme Nairobi, Kenya Base on Projects
Promotion	<ul style="list-style-type: none"> Website Brochure Publication 	<ul style="list-style-type: none"> Website SEI Yearbook Social Media Outreach 	<ul style="list-style-type: none"> Website GHGI Newsletter Biennial Report Publication Course Demos (video) 	<ul style="list-style-type: none"> Website Publication Social network 	<ul style="list-style-type: none"> Website Brochure

4. Management Plan

4.1 Business Description

Climate Change International Training Center (CITC) is established as a “one-stop training center” on **Mitigation and Adaptation** for ASEAN and other interested countries. Furthermore, we are planning to create a networking among professionals in climate change field and provide them a platform to discuss and exchange ideas on this crucial issue.

The concept of CITC is to strengthen capacity building for key stakeholders in a field of **Mitigation and Adaptation** under the **Sustainable Development** context in order to achieving **Low Carbon Society**.

4.2 Organizational Structure

CITC will work as neutral, independent, not profit along with other related Climate Change organizations in Thailand. The organizational structure of CITC is as below:

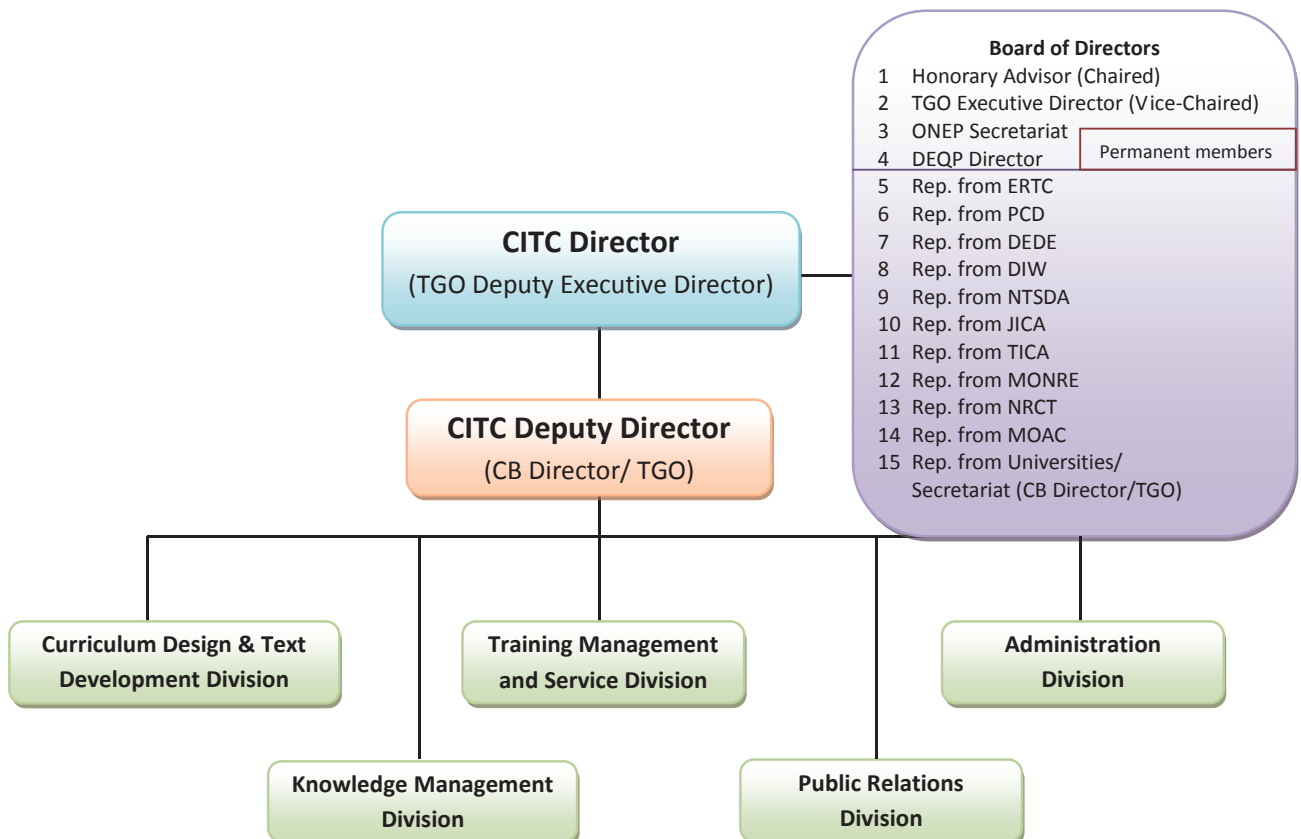


Figure 4: CITC Organizational Structure

Board of Directors

The Board of Directors is comprised of members from Climate Change related organizations. It is responsible for overseeing the activities of CITC, providing guidance on policy and strategic plan for CITC as well as making consensus, management decisions for a project when guidance is required.

Director

The Director is responsible for supervising management of the project on behalf of CITC. The Director will lead staff in implementing the project to ensure the project produces the results that serve CITC objectives.

Deputy Director

The Deputy Director is responsible for the day-to-day management and decision making for the project with assistance from academic, technical and administrative staff. This is to ensure that the project runs smoothly within specified constraints of time, budget and resources.

Training Management and Service Division (3 staffs)

- Strategic planning.
- Managing and organizing training activities.
- Trainer coordination and international relation.
- Marketing.
- Project assessment.

Curriculum Design & Text Development Division (3 staffs)

- Developing curriculum.
- Developing training material/ textbook.
- Being Trainers.
- Developing Expert List.

Knowledge Management Division (1 staff)

- Gathering, Managing and distributing information on Climate Change Mitigation and Adaptation.

- Developing and maintaining CITC website.
- E-learning/E-library.

Administration Division (1 staff)

- Managing budget/ finance/ accounting.
- Support training activities (administration work).
- Purchasing process.

Public Relations Division (1 staff)

- Developing CITC promoting materials.
- Managing CITC promoting activities.

4.3 Vision

“To be an excellent regional training center and international networking platform on Climate Change”

4.4 Mission

- Provide human resource development service in the form of training in the area of Climate Change Mitigation and Adaptation.
- Facilitate and Promote of Climate Change networking platform among ASEAN.
- Promote CITC to be a learning resource center of Climate Change Mitigation and Adaptation.
- Disseminate and publicize knowledge / information on Climate Change Mitigation and Adaptation.

4.5 Goals

Short-term goal (1 – 2 year)

- **The Climate Change International Training Center (CITC) is set up in Thailand through learning from experts and other ASEAN countries.**
 1. CITC committees.
 2. Project plan.
 3. Curriculums on Climate Change Mitigation and Adaptation.
 4. ASEAN expert list on Climate Change Mitigation and Adaptation.
 5. CITC website/ E-Learning/ E-Library

- **The capacity of TGO and related stakeholders in Thailand and ASEAN countries on mitigation and adaptation is enhanced.**

1. Training courses on Mitigation and Adaptation for Thailand and ASEAN countries.
2. Developed trainers.
3. Training materials.

Medium-term goal (3 years)

- **The knowledge on mitigation and adaptation is disseminated to related stakeholders in ASEAN countries.**

1. Training courses by developed trainers.
2. Pilot projects on Mitigation or Adaptation.
3. Climate Change networking among ASEAN countries.
4. Policy recommendation on Climate Change.
5. Training materials (text books).

Long-term goal (after 3 years, CITC-phase III)

- **CITC is recognized and the target is enhanced to Latin American and African countries and in ASIA region.**

1. Training courses on Mitigation and Adaptation for Latin American and African countries and ASIA region.
2. Pilot projects Mitigation or Adaptation.
3. Global Climate change networking.

4.6 Key Success Factors

- Curriculums respond to target markets.
- Effective training service and methods.
- Effective trainers.
- Good public relations or campaigns to promote CITC.
- Effective collaboration among related organizations in Thailand and ASEAN.
- Continuity of support from funders.
- Mitigation and Adaptation tools.

4.7 Strategic Partners

Key organizations and their contributions are in the table below:

Table 3: Strategic Partners

	Finance	HR	Trainers		Curriculum Dev.		Training Facility
			M	A	M	A	
TGO	X	X	X		X		X
JICA	X	X	X	X	X	X	X
ONEP				X		X	
ERTC/DEQP				X		X	X
DEDE/MOEn			X		X		X
MOAC				X		X	
RFD				X	X	X	
Universities/ Institutions			X	X	X	X	

5. Marketing Plan

5.1 Market Target

Mitigation/Adaptation related government institutions, academic institutions, private companies, general public

5.2 Market Strategy

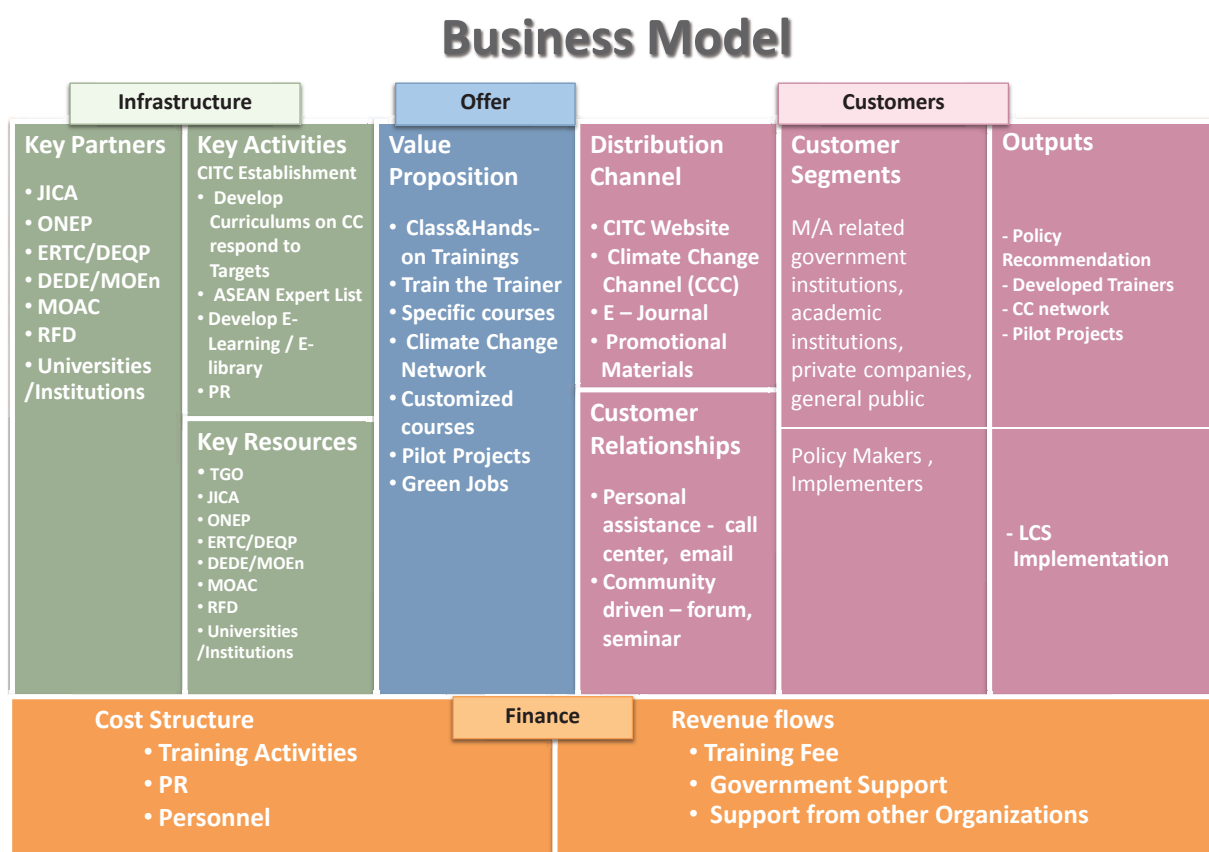
	CITC Strategy
Product	<p>Services</p> <ul style="list-style-type: none"> • Training • Knowledge center on Climate Change • Green jobs • Networking on Climate Change • Customized training course <p>Training Course</p> <ul style="list-style-type: none"> • The training courses are integrated of Mitigation (including GHG Inventory) and Adaptation areas. • Training material kit, series of informative training materials. • The course certificate issued by CITC. • The training course comprises of basic and advance (Train the Trainers) courses. • CITC Membership will get news and information regarding Climate Change from CITC and promotional materials. <p>Training Method</p> <ul style="list-style-type: none"> • The training courses are in-depth and based on hands-on approach. • Pilot projects on Mitigation or Adaptation. • CITC Membership will have an opportunity to participate site visit. <p>Certification</p> <p>Certificates issued by CITC. Trainees shall participate at least 80% of the classes and past the tests in order to receive certificate.</p>
Price	<ul style="list-style-type: none"> • CITC Membership - Free of charge for government agencies. • CITC Membership - A certain amount fee for participants from state enterprises or private organizations (20% discount). • Not Membership - A certain amount fee for participants from state enterprises or private organizations.
Place	<ul style="list-style-type: none"> • The training will be organized at TGO, The Environmental Research and Training Centre (ERTC) and The Training Center of Department of Alternative Energy Development and Efficiency. Participants could learn in both theoretical and practical parts. • Application procedure: Interested participants can download application form and register the training course at CITC website or at TGO office.

CITC Strategy	
Promotion	<ul style="list-style-type: none"> • Official announcement of CITC – Seminar. • Promotion through Medias – TV, radio, websites, newsletter, internet. • Site events, exhibitions. • Campaigns. • Social network • Direct email • National focal point

5.3 Preparation Plan responds to weakness and threat

1. Seeking collaboration from funders in Thailand and abroad.
2. Training internal staffs on new issues, requirements for TGO staff.
3. Recruit more CITC staffs to support CITC activities.
4. Develop promotional plan for CITC.

5.4 Business Model



6. Operating Plan

6.1. Project Period

Three years.

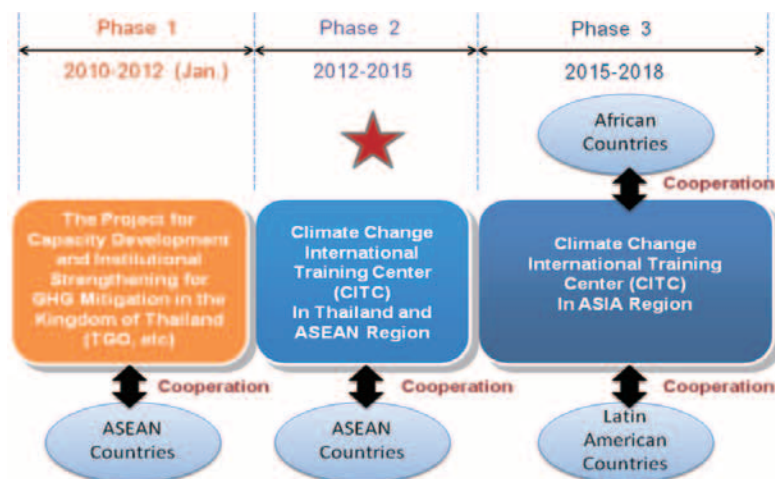


Figure5. Project Period

6.2. Work Plan

The CITC activities are categorized into 3 groups as below:

Activity Group A: Setting up the “Climate Change International Training Center (CITC)” in Thailand

- A1. Setting up an organizational structure of the CITC, including its institutional arrangement, objectives and roles.
- A2. Human resources preparation: training for TGO staff on; technical knowledge (Low carbon society development), curriculum development, teaching skill, network development and outreach strategies and PR and awareness raising.
- A3. Developing curriculums on Climate Change Mitigation/Adaptation measures and GHG Inventory Development for Thailand and ASEAN countries.
- A4. Developing the ASEAN expert list on Mitigation/Adaptation measures and GHG Inventory.
- A5. Information management: website development, E-Learning/E-Library development, International Low Carbon Society clearing house information

Activity Group B: Capacity development on Mitigation/ Adaptation Measures/ GHG Inventory Development for TGO and related Stakeholders in Thailand and ASEAN countries

- B1. Conducting trainings for related stakeholders on Mitigation/Adaptation measures and GHG Inventory Development in Thailand (*Basic course*).
- B2. Conducting Training-of-trainers for TGO and related stakeholders from Thailand and ASEAN countries (*Advance course*).
- B3. Conducting specific courses for specific targets for Thailand and ASEAN countries (*Specific course*).

Activity Group C: Disseminating the knowledge to relevant stakeholders in Thailand and ASEAN countries by conducting capacity building program by developed trainers together with pilot projects on mitigation/adaptation measures and GHG inventory.

- C1. Conducting trainings on Mitigation/Adaptation measures and GHG Inventory development (by experts and developed trainers).
- C2. Conducting pilot projects on Mitigation/Adaptation measures and GHG Inventory.
- C3. Developing networking platform and exchanging knowledge and good practices related to climate change among ASEAN countries.

The 3-Year Work Plan is shown in Table 4 as follows:

Table 4: CITC Work Plan

No	Activities	Year 1				Year 2				Year 3			
		Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
A	Setting up the "Climate Change International Training Center (CITC)" in Thailand												
A1	<i>Set up an organizational structure of the CITC, develop institutional arrangement, objectives and roles</i>	↕											
A2	Human Resources Preparation	↕	↕										
A2.1	Training TGO staffs on technical knowledge (Low carbon city development), curriculum development, teaching skill, network development and outreach strategies and PR and awareness raising	↕	↕										
A3	Developing curriculums and training courses on Climate Change Mitigation/Adaptation measures and GHG inventory development for Thailand and ASEAN countries	↕	↕	↕									
A3.1	Literature review	↕											
A3.2	Capacity needs assessment		↕										
A3.3	Curriculum development		↕	↕									
A3.4	Training material development			↕									
A4	Developing the ASEAN Expert List on Mitigation /Adaptation measures and GHG Inventory			↕									
A4.1	Develop Expert List & trainers for each topic			↕									
A5	Information Management	↕	↕	↕									
A5.1	Website Development		↕										
A5.2	E-Learning Development		↕	↕									
A5.3	LCS Clearing House Information		↕	↕									

Table 4: CITC Work Plan (Con't)

No	Activities	Year 1				Year 2				Year 3			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
B	Capacity development on Mitigation/ Adaptation Measures/ GHG Inventory Development for TGO and related Stakeholders in Thailand and ASEAN countries												
B1	Conduct trainings for related stakeholders on Mitigation / Adaptation measures and GHG Inventory development in Thailand (Basic course)				↕								
B2	Conduct Training-of-trainers for TGO and related stakeholders in Thailand and in ASEAN countries (Advance course)				↕								
B3	Conduct specific courses for specific targets for Thailand and ASEAN countries (Specific course)				↕								↕
C	Disseminating the knowledge to relevant stakeholders in Thailand and ASEAN countries by conducting capacity building program by developed trainers together with pilot projects on mitigation / adaptation measures and GHG inventory												
C1	Conduct trainings on Mitigation / Adaptation measures and GHG Inventory development in ASEAN countries (by experts and developed trainers)												↕
C2	Conducting pilot projects on Mitigation / Adaptation measures and GHG Inventory												↕
C3	Developing networking platform and exchanging knowledge and good practices related to Climate Change among ASEAN												↕
C3.1	Workshops												↕
	Project Report Preparation												↕

6.3. Curriculum Development Plan

The Curriculum Development process is as below:

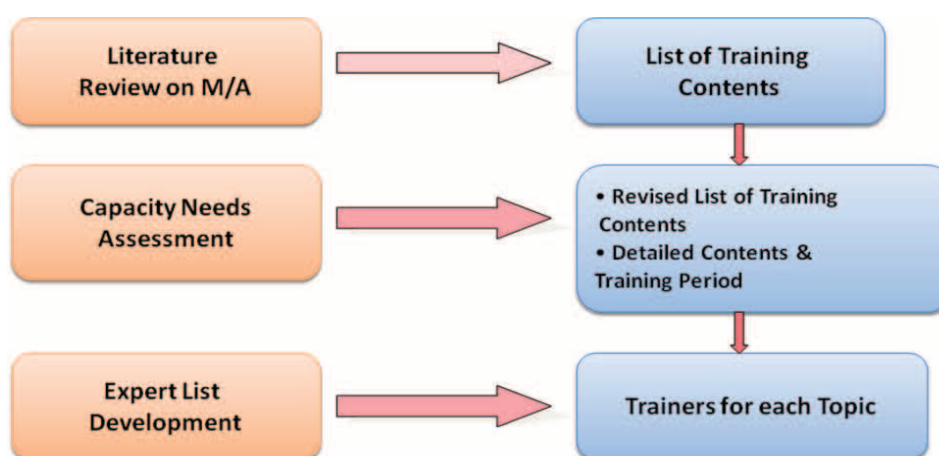


Figure 6. Curriculum Development process

6.4. Training Contents

The contents of the training will be covered in both Climate Change Mitigation and Adaptation as follows:

Table 5: Training Course Contents

Introduction to Low Carbon Society
<ul style="list-style-type: none"> • Climate Change / Global Warming / GHG emission • Concept and Benefits of Low Carbon Society • Policies related to Low Carbon Society • Necessity of implement Low Carbon Society • Introduction of Activities on Low Carbon Society (Mitigation/Adaptation) – case studies • Issues related to Low Carbon Society

Table 5: Training Course Contents (Con't)

Mitigation
<u>Module 1: Mitigation Policies & Strategies</u>
<ul style="list-style-type: none"> • UNFCCC Structure & Regional CC/Mitigation policies& direction • Mitigation in the context of CC/SD& UNFCCC • Nationally Appropriate Mitigation Actions (NAMAs) • Sectoral Crediting Mechanism (SCM) • Measurement/Reporting/ Verification (MRV) • Reducing Emission by Deforestation & Forest Degradation (REDD)/REDD+
<u>Module 2: GHG Inventory</u>
<ul style="list-style-type: none"> • Fundamental of GHG Inventory • GHG Accounting and Data Management System • GHG Reporting for Corporate Level • GHG Reporting for National Level • GHG inventory Quality Management and Verification • Biennial Update Report (BUR)
<u>Module 3: Mitigation Measures & Assessment</u>
<ul style="list-style-type: none"> • International trend in GHG Mitigation Measures • Carbon sinks • Mitigation Measures in Sectoral Review • Barriers to Mitigation • Mitigation Mechanism i.e. CDM, Bilateral Agreement • Mitigation Methods & Tools • Technology Assessment • Development Impact Assessment
<u>Module 4: Climate & Trade/ Market Mechanism</u>
<ul style="list-style-type: none"> • History & Background of CT markets in the world • EU-ETS & Tokyo Cap-and-Trade • Emission trading systems in the US. And future international trading system in post 2012 • Voluntary Emission Trading System in Japan- JVER • National Registry System • Japan Voluntary Emissions Trading Scheme (JVETS)
<u>Module 5: Good Practices & Knowledge Transfer</u>
<ul style="list-style-type: none"> • Low Carbon City • Carbon Footprint • Carbon Labels • Cases from other countries • Capacity Building, Knowledge Distribution and awareness raising & outreach

Table 5: Training Course Contents (Con't)

Adaptation
<u>Module 1: Global Climate System and Climate Change</u>
<ul style="list-style-type: none"> • Global atmospheric system • Paleoclimate • Climate change and its mechanism • Climate phenomena <ul style="list-style-type: none"> ○ El Nino Southern Oscillation (ENSO) • Future global climate trend and global climate simulation model
<u>Module 2: Climate Change Impact, Vulnerability and Resilience</u>
<ul style="list-style-type: none"> • Climate change impact on natural resources and environment • Overview of impacts on global and regional level • Impact on national level <ul style="list-style-type: none"> ○ Health ○ Socioeconomic ○ Water supply and waste water ○ Biodiversity, food security, agricultural and land use ○ Transport ○ Energy ○ Industrial • Climate change vulnerability and resilience
<u>Module 3: Tools and Techniques for Climate Change Impact Assessment and Adaptive Management</u>
<ul style="list-style-type: none"> • Tools and techniques on climate change impact assessment <ul style="list-style-type: none"> ○ Model simulation ○ GIS/RS ○ Public participation ○ Risk assessment and etc. • Tools and techniques for climate change adaptive management <ul style="list-style-type: none"> ○ Hazards management and etc.
<u>Module 4: Adaptation Measure and Strategy</u>
<ul style="list-style-type: none"> • Adaptation Measure and Strategy <ul style="list-style-type: none"> ○ Global (UNFCCC and etc.) ○ Regional ○ National ○ Local • Innovation and technology for climate change adaptation
<u>Module 5: Inter-relationships between mitigation and adaptation</u>
<ul style="list-style-type: none"> • Mitigation and adaptation linkage in global, regional, sectoral , national, local scale • Inter-relationship in relevant policy and development (Trade-off and Synergies) • Response capacity development and decision making approach

7. Risk Management Plan

Table 7: Risk and Mitigating Action Plan

Risk	Impact	Risk Mitigating Plan
1. Discontinued support from funders	<ul style="list-style-type: none"> CITC is not sustainable 	<ul style="list-style-type: none"> Propose for government support Seeking for strategic partners and funders
2. Lack of interest from target markets	<ul style="list-style-type: none"> Participation rate is lower than expectation 	<ul style="list-style-type: none"> Conduct capacity needs assessments Develop courses respond to their needs Directly contact with target markets. Develop effective PR campaign
3. Ineffective coordination and collaboration at the national level	<ul style="list-style-type: none"> CITC is not recognized Difficulty of accessing updated information from related organizations 	<ul style="list-style-type: none"> Invite related climate change organizations to join CITC committees
4. Ineffective coordination and collaboration among ASEAN	<ul style="list-style-type: none"> CITC is not recognized by ASEAN countries Difficulty of accessing updated information from ASEAN 	<ul style="list-style-type: none"> Develop ASEAN networking platform Promote CITC to be a regional resource center of Climate Change Mitigation and Adaptation through support from ASEAN Secretariat

RECORD OF DISCUSSIONS
ON
TECHNICAL COOPERATION PROJECT FOR
CAPACITY DEVELOPMENT ON
CLIMATE CHANGE MITIGATION/ADAPTATION IN THE
SOUTHEAST ASIA REGION
IN
THE KINGDOM OF THAILAND
AGREED UPON BETWEEN
THAILAND GREENHOUSE GAS MANAGEMENT
ORGANIZATION (PUBLIC ORGANIZATION)
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Bangkok, December 21 , 2012



Mr. Kazuhiro YONEDA
Chief Representative
Thailand Office
Japan International Cooperation Agency
Japan



Ms. Prasertsuk Chamornmarn
Deputy Executive Director,
Acting Executive Director
Thailand Greenhouse Gas Management
Organization (Public Organization)
Kingdom of Thailand

Based on the Minutes of Meetings on the Detailed Planning Survey on the Project for Capacity Development on Climate Change Mitigation/Adaptation in the Southeast Asia Region (hereinafter referred to as “the Project”) signed on 10th August, 2012 between Thailand Greenhouse Gas Management Organization (Public Organization) (hereinafter referred to as “TGO”), and the Japan International Cooperation Agency (hereinafter referred to as “JICA”), JICA held a series of discussions with TGO and relevant organizations to develop a detailed plan of the Project.

Both parties agreed the details of the Project and the main points discussed as described in the Appendix 1 and the Appendix 2 respectively.

Both parties also agreed that TGO, the counterpart to JICA, will be responsible for the implementation of the Project in cooperation with JICA, coordinate with other relevant organizations and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of the Kingdom of Thailand.

The Project will be implemented within the framework of the Agreement on Technical Cooperation between the Government of Japan and the Government of Kingdom of Thailand signed on November 5, 1981 (hereinafter referred to as “the Agreement”).

- Appendix 1: Project Description
- Appendix 2: Main Points Discussed
- Appendix 3: Minutes of Meetings on Japanese Technical Cooperation Project for Capacity Development on Mitigation/Adaptation for Climate Change in the Southeast Asia Region in the Kingdom of Thailand, dated 10th August, 2012



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PROJECT DESCRIPTION

Both parties confirmed that there is no change in the Project Description agreed on in the minutes of meetings on the concerning Preparatory Survey on the Project signed on 10th August, 2012 (Appendix 3).

I. BACKGROUND

The developing countries in Southeast Asia Region, namely Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Thailand and Vietnam (ASEAN developing countries), are vulnerable to climate change. Despite their rapid economic growth and high potential in implementing GHG mitigation activities and CDM projects, ASEAN developing countries still significantly require capacity development and assistance to address climate change and implement related activities effectively and in a timely manner.

Recognizing the need to further develop capacity of Thailand and ASEAN developing countries to collectively address climate change at the regional and international levels, TGO proposes to establish the Climate Change International Training Center (CITC) for capacity development on climate change as a “one-stop training center” for ASEAN and other interested countries.

The proposal and its importance were discussed and acknowledged among representatives of ASEAN developing countries at the “ASEAN Meeting on GHG Mitigation and Low Carbon Society” in August 2011 in Thailand.

II. OUTLINE OF THE PROJECT

Details of the Project are described in the Logical Framework (Project Design Matrix: PDM) (Annex I) and the tentative Plan of Operation (PO) (Annex II).

1. Input

(1) Input by JICA

(a) Dispatch of Experts

JICA will provide the services of Japanese experts as listed in Annex III.

(b) Training in Japan

JICA will offer training in Japan to Thai counterpart personnel connected with this Project.

(c) Local Cost

JICA will shoulder minimum local cost necessary for implementation of the Project except for what is described in the following input by TGO.

(d) Machinery and Equipment



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JICA will provide such machinery, equipment and other materials (hereinafter referred to as “the Equipment”) necessary for the implementation of the Project as listed in Annex IV.

(2) Input by TGO

TGO will take necessary measures to provide at its own expense:

- (a) Services of TGO counterpart personnel and administrative personnel as listed in Annex V;
- (b) Suitable office space with necessary equipment for Japanese experts;
- (c) Information as well as support in obtaining medical service;
- (d) Available data (including maps and photographs) and information related to the Project; and
- (e) Running expenses necessary for the implementation of the Project

2. Implementation Structure

The Project organization chart is given in the Annex VI. The roles and assignments of relevant organizations are as follows:

(1) TGO

- (a) Deputy Executive Director of TGO, as the Project Director, will bear overall responsibility for the administration and implementation of the Project.
- (b) Director of Capacity Building and Outreach Office of TGO, as the Project Manager, will be responsible for the managerial and technical matters of the Project.

(2) JICA Experts

(a) JICA Project Leader

JICA Project Leader will provide necessary recommendations and advice to the Project Director and Project Manager on any matters pertaining to the implementation of the project.

(b) JICA Experts

JICA experts will give necessary technical guidance, advice and recommendations to TGO on technical matters pertaining to the implementation of the Project.

(3) Joint Coordinating Committee

Joint Coordinating Committee (hereinafter referred to as “JCC”) will be established in order to facilitate inter-organizational coordination. JCC will be held at least once a year and whenever deems it necessary. JCC will approve an annual work plan, review overall progress, conduct monitoring and evaluation of the Project, and exchange opinions on major issues that arise during the implementation of the Project. A list of proposed members of JCC is shown in the Annex VII.

3. Project Sites

The Project site is in Bangkok.



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4. Duration

The duration of the Project will be three (3) years from the date of the first arrival of JICA expert(s) in the Kingdom of Thailand.

5. Environmental and Social Considerations

TGO agreed to abide by 'JICA Guidelines for Environmental and Social Considerations (April 2010)' in order to ensure that appropriate considerations will be made for the environmental and social impacts of the Project.

III. UNDERTAKINGS OF TGO

1. TGO will take necessary measures to:

- (1) ensure that the technologies and knowledge acquired by the Thai nationals as a result of Japanese technical cooperation contributes to the economic and social development of Thailand, and that the knowledge and experience acquired by the personnel of Thailand from technical training as well as the equipment provided by JICA will be utilized effectively in the implementation of the Project; and
- (2) grant privileges, exemptions and benefits to the JICA experts referred to in II-1(1) above and their families, which are no less favorable than those granted to experts of third countries performing similar missions in Thailand under the Colombo Plan Technical Cooperation Scheme.
- (3) Other privileges, exemptions and benefits will be provided in accordance with the Agreement.

IV. EVALUATION

JICA and TGO will jointly conduct the following evaluations and reviews;

1. Mid-term review at the middle of the cooperation term
2. Terminal evaluation during the last six (6) months of the cooperation term

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, TGO will take appropriate measures to make the Project widely known to the people of Thailand.

VI. MUTUAL CONSULTATION

JICA and TGO will consult each other whenever any major issues arise in the course of Project implementation.

VII. AMENDMENTS

The record of discussions may be amended by the minutes of meetings between TGO and JICA.

The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the Record of Discussions.



Annex I	TENTATIVE PROJECT DESIGN MATRIX (PDM)
Annex II	TENTATIVE PLAN OF OPERATION (PO)
Annex III	LIST OF JICA EXPERTS
Annex IV	LIST OF MACHINERY AND EQUIPMENT
Annex V	LIST OF THAI COUNTERPARTS AND ADMINISTRATIVE PERSONNEL
Annex VI	PROJECT IMPLEMENTATION STRUCTURE
Annex VII	LIST OF MEMBERS OF JOINT COORDINATING COMMITTEE

A handwritten signature in black ink, appearing to read "C. Amador", is written diagonally on the right side of the page. The signature is stylized and includes a vertical line extending downwards from the end of the name.

ANNEX I TENTATIVE PROJECT DESIGN MATRIX

The Project for Capacity Development on Mitigation/Adaptation for Climate Change in the Southeast Asia Region

PDM Ver. 0 3 Dec. 2012

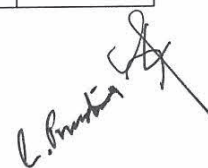
Target area: Thailand and ASEAN developing countries
 Target group: TGO, Government agencies related to Climate Change
 Cooperation period: 2012 ~ 2015 3 years

Narrative Summary		Indicators	Means of Verification	Important Assumption
Overall Goal				
The Climate Change International Training Center (CITC) is acknowledged as a training center of climate change in the ASEAN region and function as networking platform.	Regional trainings and seminars responding to the needs of ASEAN developing countries are sustainably conducted by the CITC.	Participants' evaluation sheets of the trainings and seminars	ASEAN developing countries utilize the CITC for their own capacity building in further implementing Climate Actions.	
Project Purpose				
Capacities of TGO as focal point of CITC are enhanced with programs in response to the needs of stakeholders in Thailand and ASEAN developing countries.	Systems of training management, knowledge and logistics for CITC are established. Cooperation of related organizations is sustained for development and implementation of training programs.	Progress Report of the Project	Thai government continues support of the CITC by securing budget and seeks strategic partners to sustain and expand activities.	
Outputs				
1. CITC is prepared for establishment through collaboration among TGO and relevant organizations.	<ul style="list-style-type: none"> Structure of the CITC, mission statement and budget allocated. Website-based knowledge platform for information dissemination Training resources (trainers / materials) Training materials (textbooks in Thai and English) 	<ul style="list-style-type: none"> The CITC business plan Human resources and budget allocated for the CITC. Record of utilization of websites. 	<ul style="list-style-type: none"> Related Thai government organizations sustain the support of climate change policy and coordinate with ASEAN developing countries. ASEAN developing 	

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		<ul style="list-style-type: none"> • Developed Curriculum. • No. and quality of Trainers • Responses of the participants 	<ul style="list-style-type: none"> • Evaluation sheets of participants • Record of training contents and participants 	countries participate trainings, and collaborate by providing experiences of their own countries.
2.	Trainings of Mitigation / Adaptation are conducted by TGO and Thai stakeholders.			
3.	Capacity development program on Mitigation / Adaptation are shared among ASEAN countries.	<ul style="list-style-type: none"> • Seminar / trainings conducted for ASEAN developing countries 	Reports of trainings, etc.	
Activities				
1-1	Set-up institutional framework of the CITC.	Inputs from Japan	Inputs from Thailand	Precondition
1-2	Conduct needs Assessment on target groups in Thailand (governments, and non-governments) and ASEAN focal points of climate change.	Long-term and Short-term experts on specific technical issues	1) Project Director	Stakeholders in Thailand as well as in ASEAN
1-3	Identify training resources by coordinating stakeholders in Thailand and ASEAN developing countries depending on the themes	1) Team Leader	2) Project Manager	developing countries
1-4	Develop curriculum (with Thai stakeholders or with international stakeholders depending on the themes)	2) LCS	3) Project Coordinator	acknowledge to the CITC concept.
1-5	Strengthen Information management system by developing Low Carbon Society (LCS) information knowledge platform and website	3) Mitigation	4) Relevant counterparts	
2-1	Conduct different level of trainings; basic course for related stakeholders (government agencies and non-governments).	4) Adaptation	<Office space and facilities>	
2-2	Develop trainers through training of trainers (TOT) through advanced course for those completed the training in the Phase I or the basic course, and specific course for specified targets	5) GHG Inventory	Office space in TGO	
3-1	Develop specific training course for ASEAN developing countries based on the needs assessment.	6) Curriculum development and training management	Training facility	
3-2	Organize workshops to share the knowledge and experiences on climate change with focal persons of climate change in ASEAN developing countries.	Local consultants (curriculum development, etc.)	<Operational cost>	
		<Machinery and equipment>	Necessary expenses for local trainings, meetings and operation cost for activities identified in the Project.	
		To be decided. / Office equipment, training equipment such as analytical tools and others as needed.		
		<Trainings>		
		Trainings in Japan		
		Part of necessary expenses for trainings in Thailand, meetings and operation cost for activities identified in the Project.		



**ANNEX II TENTATIVE PLAN OF OPERATION (PO)
The Project for Capacity Development on Mitigation/Adaptation for Climate Change in the Southeast Asia Region**

Project Purpose : Capacities of TGO as focal point of CITC are enhanced with programs in response to the needs of stakeholders in Thailand and ASEAN developing countries.

Year Month	2012			2013			2014			2015						
	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Training in Japan																
CITC is prepared for establishment through collaboration among TGO and relevant organizations.																
1-1.																
1-2.																
1-3.																
1-4.																
1-5.																
Output 2. Trainings of Mitigation// Adaptation are conducted by TGO and Thai stakeholders.																
2-1.																
2-2.																
Output 3. Capacity development program on Mitigation/Adaptation are shared among ASEAN countries.																
3-1.																
3-2.																



Regular activities done by TGO
Project activities

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ANNEX III LIST OF JAPANESE EXPERTS

Experts in the field of:

- (1) Team Leader
- (2) Low Carbon Society
- (3) Mitigation
- (4) Adaptation
- (5) GHG Inventory
- (6) Training Management and Curriculum Development
- (7) Other experts for implementing the project activities, if necessary

The fields and number of experts are subject to change.



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ANNEX IV LIST OF MACHINERY AND EQUIPMENT

- (1) Office equipment
- (2) Training equipment such as analytical tools
- (3) Others as needed

Details of the machinery and equipment will be decided in the course of the Project.



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ANNEX V LIST OF THAI COUNTERPARTS AND ADMINISTRATIVE PERSONNEL

TGO Counterpart List

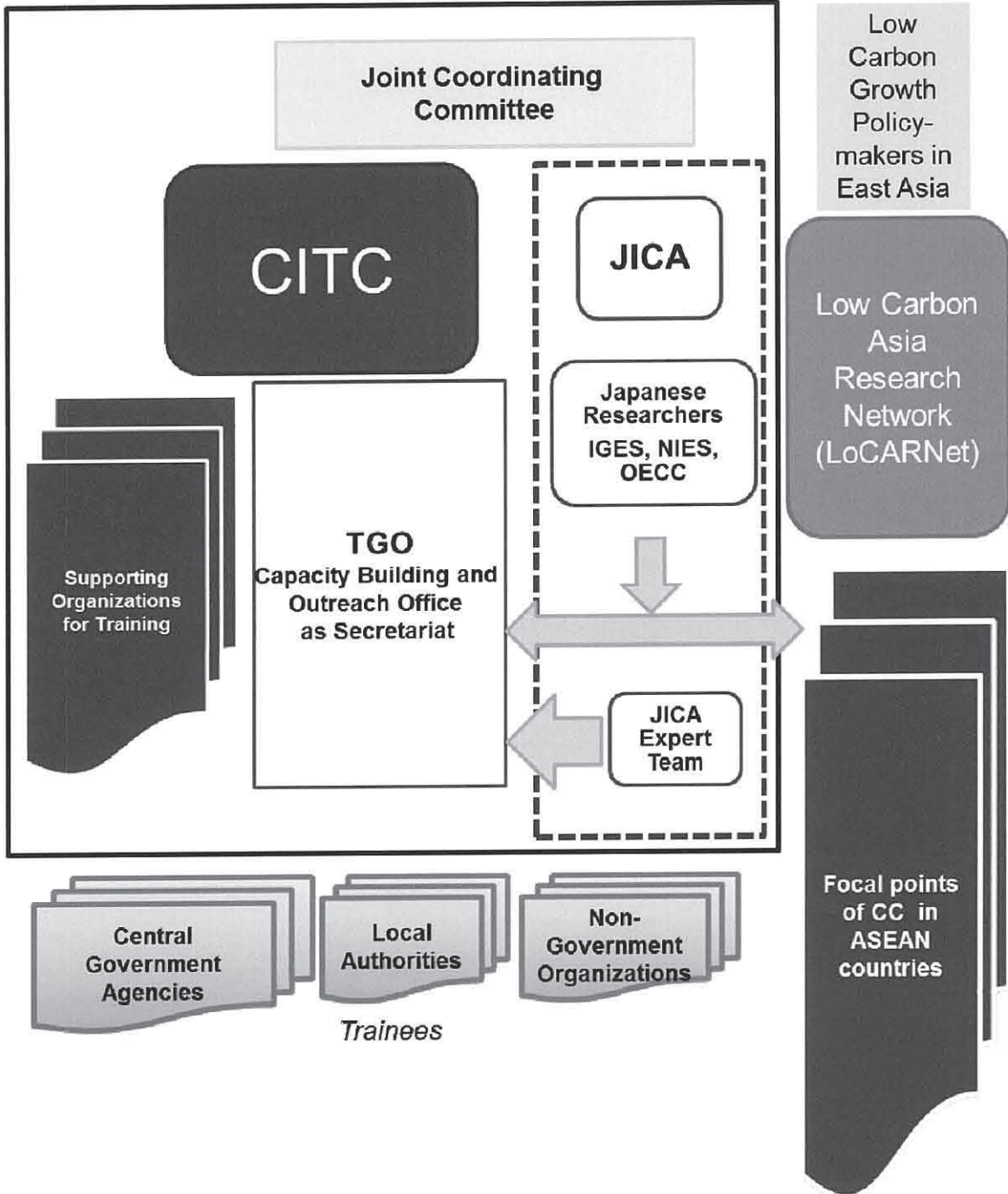
No	Name	Title	Department
1	Executive Director	Executive Director	
2	Ms. Prasertsuk Chamornmarn	Deputy Executive Director	
3	Dr. Chaiwat Muncharoen	Deputy Executive Director	
4	Dr. Jakkani Kananurak	Director	Capacity Building and Outreach Office
5	Ms. Nareerat Thanakasem	Assistant Senior Official	Capacity Building and Outreach Office
6	Ms. Natchanan Wathanachinda	Assistant Senior Official	Capacity Building and Outreach Office
7	Ms. Natteera Kanjawatkul	Official	Capacity Building and Outreach Office
8	Mr. Thitipong Piboolgulsamlit	Official	Capacity Building and Outreach Office
9	Ms. Wiriya Puntub	Official	Capacity Building and Outreach Office
10	Ms. Benya Nuengdee	Official	Capacity Building and Outreach Office
11	Dr. Paweena Panichayapichet	Assistant Senior Official	Approval and Monitoring Office
12	Ms. Anna Kiewchaum	Assistant Senior Official	Approval and Monitoring Office
13	Ms. Sumon Sumetchoengprachya	Assistant Senior Official	Carbon Business Office
14	Ms. Pakamon Supappunt	Assistant Senior Official	Carbon Business Office
15	Mr. Thada Varoonchotikul	Assistant Senior Official	Carbon Business Office
16	Mr. Chessada Sakulku	Director	Greenhouse Gas Information Center
17	Ms. Wasinee Cheunban	Assistant Senior Official	Greenhouse Gas Information Center

In the event of transfer / posting or retirement of counterpart personnel, his/her successor will be designated immediately.



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Implementation Structure of the Project



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ANNEX VII LIST OF MEMBERS OF JOINT COORDINATING COMMITTEE

1. FUNCTION

The Joint Coordinating Committee (hereinafter referred to as “JCC”), composed of members listed in 2 below, will meet at least once a year and whenever the necessity arises. The main functions of JCC shall be as follows;

- (1) To formulate the annual operational work plan of the Project based on the tentative schedule of implementation within the framework of the Record of Discussions (R/D)
- (2) To review the overall progress and achievements of the Project
- (3) To examine major issues arising from or in connection with the Project
- (4) To work out the modification of activities depending on the necessity
- (5) To ensure smooth implementation of the Project and to secure ministerial coordination, guidance and supervision

2. COMMITTEE COMPOSITION

(1) Chairperson:

Deputy Executive Director of TGO

(2) Committee Members

1) Thai side

- Representative(s) of TGO
- Representative(s) of Office of Natural Resources and Environmental Policy Planning (ONEP), MNRE
- Representative(s) of Department of Environmental Quality Promotion (DEQP), MNRE
- Representative(s) of Department of Alternative Energy Development and Efficiency (DEDE), MOEn
- Representative(s) of Office of Agricultural Economics (OAE), MOAC
- Representative(s) of Thai International Development Cooperation Agency (TICA), MOFA
- Other official(s) appointed by the Chairperson or the Project Director

2) Japanese side

- JICA Experts to be dispatched by JICA
- Representative(s) of JICA Thailand Office
- Other personnel concerned to be decided and/or dispatched by JICA, if necessary

3) Observer

- Official(s) of the Embassy of Japan in Thailand
- Other official(s) appointed by the Chairperson or the Project Director may attend the Committee meetings as observer(s)



MAIN POINTS DISCUSSED

1. Justification of the Project

- (1) Despite the rapid economic growth and high potential in implementing GHG mitigation activities, ASEAN developing countries¹ still significantly require capacity development and assistance to implement climate change measures effectively. The Climate Change International Training Center (CITC) is designed as “one-stop training center” for mainly ASEAN developing countries, for the purpose of providing useful knowledge for participants of CITC effectively and in a timely manner. This Project is aimed at enhancing capacities of TGO as focal point of CITC, with a view to realizing sustainable functioning of CITC.
- (2) Under the ‘East Asia Low Carbon Growth Partnership’ advocated by the Government of Japan, the National Institute for Environmental Studies (NIES), the Institute for Global Environmental Strategies (IGES), and JICA jointly propose a concept to promote “East Asia Knowledge Platform for Low Carbon Growth”. It aims to help developing countries create and implement low-carbon and resilient development strategies, compatible with their development goals. This Project would materialize this concept by strengthening the connection with research community and practitioners, and also by promoting South-South-North cooperation.

2. Implementation Structure

The implementation structure of the Project is shown in Annex VI of the R/D. The Joint Coordinating Committee will set directions of the Project and conduct inter-organizational coordination. The Capacity Building and Outreach Office of TGO will act as the secretariat of CITC. Working Groups may be formed for the management and operation of Project activities.

3. Institutional Arrangement

In order to develop and conduct effective and specialized training programs, it is indispensable to cooperate with organizations such as Office of Natural Resources and Environmental Policy Planning (ONEP), Department of Environmental Quality Promotion (DEQP), Department of Alternative Energy Development and Efficiency (DEDE), Office of Agricultural Economics (OAE), and so on. TGO will be responsible for coordinating collaboration with these organizations for smooth implementation of the Project.

4. Training Programs

During the discussion on the formulation of training programs, it was pointed out that the programs should be well structured in a focused manner targeting at specific potential participant groups. For example, while basic courses anticipate policy makers

¹ namely Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Thailand and Vietnam

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or national and local government officials with no or less knowledge on and work experiences with climate change by providing a general picture of the issue, advanced and specific courses target at more experienced governmental officials and related stakeholders with certain objectives of themes such as GHG quantification, and planning mitigation and adaptation actions. In this regard, TGO and JICA highlighted the usefulness of technical advices and sharing practical experiences from Japan, including those accumulated in JICA's group trainings on climate change issues organized in Japan.

Also, it was pointed out that in view of generating positive spill-over effect of knowledge in the ASEAN region, it is important to reflect Southeast Asian regional contexts in the training programs. Such may include common or similar elements of mitigation and adaptation potentials that would lead to the achievement of low carbon and climate resilient societies.

5. Planning of CITC Training Courses

TGO preliminarily proposed to conduct following types of trainings for Thai stakeholders responding to the training needs of several target groups.

- Comprehensive Course (basic)
- Comprehensive Course (advanced)
- Specific Course for central government staff (policy and implementation level)
- Specific Course for local government staff (policy and implementation level)

Detailed training curriculums/programs will be elaborated based on the needs assessment which will be conducted in the early stage of the Project.

JICA agreed to share a part of expenses necessary for these training courses.

Regarding international training courses including workshops, needs assessment and curriculum development, JICA will bear the cost of participation from other countries within the Project period.

6. Involvement of Research Organizations in Japan

TGO requested JICA to provide TGO staff and trainers from other organizations with opportunities to learn from the experiences of training and research on climate change issues with research organizations such as IGES and NIES, as appropriate in Japan through training in Japan or dispatching of experts.



MINUTES OF MEETINGS
ON
JAPANESE TECHNICAL COOPERATION PROJECT FOR
CAPACITY DEVELOPMENT ON MITIGATION/ADAPTATION FOR
CLIMATE CHANGE IN THE SOUTHEAST ASIA REGION
IN THE KINGDOM OF THAILAND

10TH AUGUST, 2012



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