



Knowledge Co-Creation Program

GENERAL INFORMATION ON

Theory and Practices in Official Statistics for Monitoring SDGs

課題別研修「持続可能な開発目標(SDGs)のモニタリングのための公
的統計の理論と実務」

JFY 2023

Course No. 202208196J001

Course Period in Japan: From August 16 to December 2, 2023

This information pertains to one of the JICA Knowledge Co-Creation Program (Group & Region Focus) of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between the Government of Japan through Japan International Cooperation Agency (JICA) and the United Nations Statistical Institute for Asia and the Pacific (SIAP).

JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, which stated, *“In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.”* JICA believes that this ‘Knowledge Co-Creation Program’ will serve as a foundation of mutual learning process.

Preface

* The Knowledge Co-Creation Program on Improving Capability in Producing Official Statistics for Monitoring the Post-2015 Sustainable Development Goals will be conducted jointly by the Government of Japan through Japan International Cooperation Agency (JICA)* and the United Nations Statistical Institute for Asia and the Pacific (SIAP)** to strengthen the capability of national statistical systems to produce statistics for monitoring and assessing progress in achieving sustainable development goals in developing countries.

* The Japanese Government extends official development assistance (ODA) to developing countries to support their self-help efforts that will lead to economic progress and a better life for the citizens of those countries. Since its foundation in 1974, JICA has implemented Japan's technical cooperation under the ODA program. Currently, JICA is one of the biggest official agencies responsible for implementing ODA programs for around 150 developing countries based on more than 90 overseas offices and 14 domestic centers. JICA offers wide-ranging programs such as Technical Cooperation Projects, ODA Loans and Grant Aid. Technical Cooperation includes dispatch of experts, Training of Overseas Participants (Knowledge Co-creation Program), dispatch of Japanese volunteers and emergency disaster relief etc.

** The United Nations Statistical Institute for Asia and the Pacific (SIAP), a regional institution of the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) established in 1970, is the centre for training on official statistics in the region. Through practically oriented training programs attuned to the needs of national statistical systems, SIAP strengthens the capability of ESCAP member states to collect, analyze, use and disseminate timely and high quality statistics for economic and social development planning and policymaking. The institute has trained for around 30,000 government officials from more than 150 countries/territories. As the host country of SIAP, the Ministry of Internal Affairs and Communications (MIC), the Government of Japan extends cooperation to the institute as the cooperating agency.

I. Concept

Background

Official statistics are statistics that are produced according to rigorous quality standards and released by government agencies or international organizations to the public. They are vital for honouring citizens' entitlement to public information and, when used appropriately, the making and evaluation of consequences of decisions, including the design and evaluation of public policies and programmes.

Sustainable development is development that meets the needs of the present without compromising the ability of future generations to meet their own needs. It contains the key concept of "needs", in particular, the essential needs of the world's poor, to which overriding priority is to be given, and the idea of limitations imposed by the state of technology and social organization on the environment's ability to meet present and future needs.

The United Nations General Assembly adopted the 2030 Agenda for Sustainable Development on 25 September 2015. The characterization of the 2030 Agenda as a plan of action for people, planet and prosperity recognizes economic development, social development and environmental protection as "interdependent and mutually reinforcing pillars" of sustainable development. The Agenda highlights that "eradicating poverty in all its forms and dimensions, including extreme poverty, is the greatest global challenge and an indispensable requirement for sustainable development." The Agenda, furthermore, stresses the need "to strengthen universal peace in greater freedom", and for "All countries and all stakeholders to act in collaborative partnership, while no one will be left behind". The Agenda contains 17 Sustainable Development Goals (SDGs) and 169 targets.

The 2030 Agenda recognizes the data and statistics needs for systematic follow up and review of its implementation. In this context, it highlights the need for the following:

- Quality, accessible, timely and reliable disaggregated data to help with measurement of progress and to ensure that no one is left behind
- The use of data and information from existing reporting mechanisms where possible
- Intensifying efforts to strengthen statistical capacities in developing countries
- Commitment to developing broader measures of progress to complement gross domestic product

This recognition is cemented through the inclusion of two specific targets on data, monitoring and accountability under Goal 17, strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development:

- 17.18 By 2020, enhance capacity-building support to developing countries to increase significantly the availability of high-quality, timely and reliable data disaggregated by income, gender, age, race, ethnicity, migratory status, disability, geographic location and other characteristics relevant in national contexts
- 17.19 By 2030, build on existing initiatives to develop measurements of progress

on sustainable development that complement gross domestic product, and support statistical capacity-building in developing countries

The Inter-agency and Expert Group on Sustainable Development Goal Indicators (IAEG-SDGs) has developed a global SDG indicator framework on behalf of the United Nations Statistical Commission, currently consisting of 232 indicators, many to be disaggregated along dimensions such as sex, age, geographical location, employment status, occupation, persons with disability and migrant status. At its 2017 session, the Commission emphasized that this framework is intended for global follow-up and review of the 2030 Agenda, and that the global indicators are not necessarily applicable to all national contexts. As a matter of fact, some indicators are compiled at the global level without country-produced data. At the same time, the aforementioned required disaggregation of many indicators, and the fact that many indicators are compound in character, i.e. embody multiple concepts, the measurement of which effectively requires a separate indicator for each, means that the (further) development of national SDG indicator frameworks requires the production and dissemination of hundreds, if not thousands, of indicators.

To meet the ever-increasing need for high-quality official statistics, including as emanating from the 2030 Agenda, the last several years have seen a drive for what has become known as the “transformation and modernization” of national statistical systems. This transformative agenda entails, among others, a move towards integrated systems for the production of statistics (from the traditional “stovepipe” approach”), and innovation through the use of new technologies and data sources, including administrative sources, big data and geospatial information (in addition to traditional sources such as surveys).

The program provides training on the principles, processes and systems involved in the production of official statistics, with a particular focus on data and indicators needed to meet the statistics demand emanating from the 2030 Agenda and the SDGs.

For what?

The program aims to strengthen capability of entities comprising the national statistical system in developing countries to produce, interpret and disseminate key official statistics, with a particular focus on data and indicators for the 2030 Agenda and the SDGs.

For whom?

The program is offered to government statisticians who currently and are expected to continue to contribute substantively to the production, interpretation and dissemination of official statistics.

Participants must have basic knowledge and skills and practical experience in carrying out statistical functions related to the production of official statistics in national statistical organizations, ministries and other government agencies.

How?

The course program consists of a core phase and pre-core (or preliminary) and post-core (or finalization) phases as follows:

Preliminary phase

Participants are expected to attend an orientation webinar to have some ideas about the topics covered in the course. Participants are also expected to prepare a country report that will be presented in sessions of the core phase.

Core phase

The core phase consists of face-to-face training sessions at the SIAP training facilities in Chiba, Japan. The training sessions feature a mix of lectures, guided discussions, intensive hands-on working-with-data sessions and sessions on communicating statistical results and report writing. The working-with-data sessions will feature the compilation of a set of SDG indicators.

The course program also includes a field trip to a prefectural government to study the local statistical system and the data collection process of the Family Income and Expenditure Survey in Japan. A group visit to the Statistics Bureau will provide opportunities to participants to study the Japanese national statistical system.

Finalization phase

Each participant is expected to develop and commit to implementing an action plan that he/she will carry out during the finalization phase of the program. The action plan will include organizing a seminar to present the SDG indicator compilation experience and a work improvement plan to be carried out upon returning to his/her country. The work improvement plan identifies specific knowledge-areas and skills-set covered in the course that the participant will utilize to improve his/her job performance and the related outputs.

II. Description

1. Title (Course No.): Theory and Practices in Official Statistics for Monitoring SDGs (202208196J001)

2. Course Period in JAPAN

- **Duration of whole program:** August 2023 to December 2023
- **Preliminary Phase in participant's home country:** August 2023
- **Core Phase in Japan:** August 16, 2023 to December 2, 2023
- **SIAP Training Program:** August 21, 2023 to December 1, 2023
- **Finalization Phase in participant's home country:** December 2023 to June 2024

3. Target Regions or Countries

Angola, Fiji, Kazakhstan, Kyrgyz Republic, Mali, Micronesia, Mongolia, Saint Vincent and the Grenadines, Solomon Islands, Tanzania

4. Eligible / Target Organization

National statistical offices, statistical research and training institutions and government ministries and agencies that are part of the national statistical system of target countries

5. Expected number of participants

10 participants

6. Language to be used in this program: English

7. Course Objective:

To strengthen capacity of entities belonging to national statistical systems by providing training to statistical staff that increases their knowledge and develops their skills to produce data, apply statistical methods to produce official statistics and indicators and interpret and use these for monitoring progress in achieving the SDGs.

8. Expected Module Output:

- (1) To increase understanding of the principals, processes and systems involved in the production of official statistics and developed and improved related professional skills
- (2) To increase understanding of and the ability to apply statistical techniques
- (3) To increase understanding of data sources available for statistical purposes and technologies available for the production, interpretation and dissemination of official statistics, as well as the ability to apply the latter
- (4) To increase knowledge and improve understanding of the concept of sustainable development, the 2030 Agenda, the SDGs and related data, statistics and indicators, as well as the ability to compile the latter
- (5) To increase knowledge and improve understanding of official statistics and SDG indicators in Japan

9. Contents:

For achieving the above-mentioned output, the following contents will be delivered;

(1) Preliminary Phase in a participant's home country
 (August 2023)
Participant undertakes preparatory activities and prepare outputs for the Program in their respective country.

Expected Module Outputs	Activities to be Undertaken by Participants
(1) Country Report (Deadline: 14 August 2023) (2) Orientation webinar (Early August)	Preparation and submission of Country Report Detailed information is provided in section III-5 and ANNEX1. Participation in an orientation webinar. (Detailed information is provided in section III-6)

(2) Core Phase in Japan
Participant attends the face-to-face training in Japan.

Expected Module Outputs: As a result of the training, participants have:	Subjects/agenda	Methodology
(1a) Increased understanding of the principals, processes and systems involved in the production of official statistics, and (1b) Developed and improved related professional skills	Refer to main topic A: Introduction to official statistics	<ul style="list-style-type: none"> • Lectures and discussions • Working-with-data sessions • Case studies
(2) Increased understanding of and the ability to apply statistical techniques	Refer to main topic B: Statistical techniques	<ul style="list-style-type: none"> • Lectures and discussions • Working-with-data sessions • Practical sessions
(3) Increased knowledge of the concept of sustainable development, the 2030 Agenda and the SDG indicators	Refer to main topic C: Introduction of SDG indicators	<ul style="list-style-type: none"> • Lectures and discussions

(2) Core Phase in Japan <i>Participant attends the face-to-face training in Japan.</i>		
Expected Module Outputs: As a result of the training, participants have:	Subjects/agenda	Methodology
(4) Increased understanding of data sources and statistical methodologies for compilation and analysis of SDG indicators	Refer to main topics D: Data, statistics and Indicators for SDGs	<ul style="list-style-type: none"> • Lectures and discussions • Case studies • Working-with-data sessions • Practical sessions
(5) Improved understanding of data sources and statistical methodologies for compilation and analysis of SDG indicators by compiling SDG indicators and reporting their work	Refer to main topics E: Compiling a set of SDG indicators (Project work)	<ul style="list-style-type: none"> • Working-with-data sessions • Presentations
(6) Increased knowledge and improved understanding of official statistics and SDG indicators in Japan	Refer to main topics F: Compilation of SDG indicators and related official statistics in Japan	<ul style="list-style-type: none"> • Lectures and discussions • Group visit and field visit to Statistics Bureau and local government statistical office
(7) Prepared an action plan	Developing a results-based action plan (main topic G) that includes: <ul style="list-style-type: none"> • Sharing of the SDG indicator compilation exercise • Work-improvement plan 	<ul style="list-style-type: none"> • Working sessions on preparing an action plan

(3) Finalization Phase in a participant's home country <i>Participating implement Action Plan. This phase marks the end of the Program.</i>	
Expected Module Outputs	Activities
(1) Participant's proposed Action Plan is finalized and implemented. (Deadline: 21 June 2024)	<ul style="list-style-type: none"> • Participant and supervisor finalize Action Plan. • Participant implements Action Plan activities.

<p>(2) Implementation assessment report is submitted to SIAP. (Deadline:28 June 2024)</p>	<p>Participant prepares and submits a report certified by the head of her/ his organization to SIAP on the status of implementation of Action Plan within 6 months of the end of the core-phase training.</p>
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<Structure of the program>

- 1. Preliminary phase (activities in home country):
 - 1) Preparation of the country report.
 - 2) Participation in an orientation webinar
- 2. Core Phase (activities in Japan):
(Note) Topics listed below are subject to change.

Main Topics

A. Introduction of official statistics

- A1. Statistical standard and system
- A2. Social statistics
- A3. Economic statistics and National Accounts
- A4. Civil registration
- A5. Business register
- A6. Quality and communication on official statistics

B. Statistical techniques

- B1. Descriptive statistics and Inferential statistics using R
- B2. Data Integration
- B3. Computer Assisted Personal Interviewing (CAPI)
- B4. Geospatial data and geographic information systems (GIS)
- B5. Big data
- B6. Data visualization

C. Introduction of SDG indicators

- C1. The 2030 Agenda for Sustainable Development
- C2. The SDG global indicator framework
- C3. Developing national SDG indicator frameworks

D. Data, statistics and indicators for SDGs

- D1. Poverty and inequality measurement
- D2. Agricultural and rural statistics
- D3. Health statistics
- D4. Education statistics
- D5. Gender statistics
- D6. Sanitation statistics
- D7. Labour and employment statistics
- D8. Industry, innovation and infrastructure statistics
- D9. Environment statistics
- D10. Population statistics
- D11. Price statistics

E. Compiling a set of SDG indicators (Project work)

F. Compilation of SDG indicators and related official statistics in Japan

- F1. Statistical system of Japan
- F2. Selected key statistics and SDG indicators in Japan
- F3. Field trip and group visit

G. Action plan

III. Eligibility and Procedures

1. Expectations from the Participating Entities

- (1) This program is designed primarily for entities that intend to address specific issues or problems identified in their statistical operations. Participating entities are expected to use the program for these specific purposes.
- (2) As this program is designed to facilitate entities to come up with concrete solutions to their issues, participating entities are expected to make requisite preparations by carrying out the activities of the Preliminary Phase described in section II-9 before sending their participants to Japan.
- (3) Participating entities are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II-9.

2. Nominee Qualifications

Applying organizations are expected to select nominees who meet the following qualifications.

- (1) Current duties: have been working in a national statistical organization or government agency as a statistician/government official carrying out statistical functions related to official statistics e.g. censuses, surveys and statistical indicators for at least 5 years.
- (2) Educational background: be at least university graduates specialized in statistics, mathematics, economics, or other relevant quantitative social science degree or demonstrated equivalent knowledge and skills gained through work experience.
- (3) Knowledge and skills: have solid knowledge of basic mathematics and statistics and possess basic computational skills utilizing standard software.
- (4) Age: Not more than 40 years of age at the beginning of the training course.
- (5) Language: have a sufficient command of English to be able to actively participate in discussions, write simple reports.
- (6) Health: must be in good health to participate in the program in Japan. To reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest to declare in the Medical History (QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness.
- (7) Those who participated in the same training program “Theory and Practices in Official Statistics for Monitoring SDGs” in the past are disqualified as applicants for this program.

〈Recommendable Qualifications〉

Gender Equality and Women's Empowerment : Women are encouraged to apply for the program. JICA is committed to promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

3. Required Documents for Application

(1) Application Form: The electronic data of the Application Form is available at the JICA office or the Embassy of Japan to be filled with. The form should be **typing**, not hand-writing.

* If you have any difficulties/disabilities which require assistance, please specify Necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form.

(2) Photocopy of passport: to be submitted with the application form, if you possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain it.

*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex, Passport number and Expire date.

(3) Nominee's English Score Sheet: to be submitted with the Application Form. Attach official documentation of English ability (e.g., TOEFL, TOEIC, IELTS)

(4) Questionnaire: to be submitted with the Application Form. Each applicant should fill in the attached questionnaire (ANNEX 2) which is to be used for the screening of applicants. The completed questionnaire should be submitted with the Application Form. Applications not accompanied by a completed questionnaire will not be considered for selection.

4. Procedure for Application and Selection

(1) Submission of the Application Documents

Closing date for applications: **Please inquire from the JICA office (or the Embassy of Japan).**

After receiving applications, the JICA office (or the Embassy of Japan) will send them to JICA Tokyo in Japan by **29, June 2023.**

(2) Selection

Selection of participants to the training shall be jointly made by JICA TOKYO and SIAP based on the qualification criteria listed in III-2 and English Score Sheet specified in III-3-3. Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

(3) Notice of Acceptance

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than 17, July 2023**.

5. Document(s) to be submitted by accepted candidates

Country Report

Accepted participants are required to prepare a Country Report. Detailed information is provided in the ANNEX1 "Recommended Format of Country Report".

Country Report should be submitted to the respective country's JICA office and sent by e-mail to JICA Tokyo Center (tictip@jica.go.jp) by **14 August 2023**.

*Please add the course number ***202208196J001*** to a subject of the email.

The Country Report will be printed and distributed to all participants and concerned staff members of SIAP and JICA. Participants should also bring an electronic copy with them to the core phase venue. Each participant is expected to make a presentation of the report during the course.

6. Orientation webinar

Accepted participants are required to participate in an orientation webinar in which lecturers introduce the main objectives and topics of the course. Participants are encouraged to actively join the discussion on the topics they are interested in. Guidance for life in Japan will be also provided.

Instruction and guidance for joining the webinar will be sent by SIAP to the accepted participants by e-mail after the official Notice of Acceptance has been sent by JICA.

7. Conditions for Participation

The participants of KCCP are required

- (1)** to strictly observe the course schedule,
- (2)** not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3)** to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4)** not to bring or invite any family members (except for programs longer than one year),
- (5)** to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (6)** to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (7)** not to engage in political activities, or any form of employment for profit,

- (8)** to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "6. Expenses", "IV. Administrative Arrangements",
- (9)** to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (10)** not to drive a car or motorbike, regardless of an international driving license possessed,
- (11)** to observe the rules and regulations at the place of the participants' accommodation, and
- (12)** to refund allowances or other benefits paid by JICA in the case of a change in schedule.

IV. Administrative Arrangements

1. Organizer

(1) **Name:** JICA Tokyo Center (JICA Tokyo)

(2) **Contact:** Hikari SAKAI (Ms.)

(3) **E-mail:** (tictip@jica.go.jp)

*Please add the course number *202208196J001* to a subject of the email.

2. Implementing Partner

(1) **Name:** United Nations Statistical Institute for Asia and the Pacific (SIAP)

(2) **E-MAIL:** escap-siap@un.org

(3) **URL:** <http://www.unsiap.or.jp/>

3. Training Institution in Japan

United Nations Statistical Institute for Asia and the Pacific (SIAP)

<https://www.unsiap.or.jp>

Address: 2-2, Wakaba 3-chome, Mihama-ku, Chiba-shi, Chiba 261-8787,
Japan

*The commuting time from JICA Tokyo Center to the Institute is approximately 1 hour 20 minutes each way.

4. Travel to Japan

(1) **Air Ticket:** In principle, JICA will arrange an economy-class round-trip ticket between an international airport designated by JICA and Japan.

(2) **Travel Insurance:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan (include damaged baggage during the arrival flight to Japan) will not be covered.

5. Accommodation in Japan

Basically, JICA will arrange the following accommodation(s) for the participants in Japan:

JICA Tokyo Center (JICA TOKYO)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: +81-3-3485-7051 FAX: +81-3-3485-7904

(where "81" is the country code for Japan, and "3" is the local area code)

Please refer to facility guide of JICA TOKYO at its URL,
<https://www.jica.go.jp/tokyo/english/office/index.html>

If there is no vacancy at JICA TOKYO, JICA will arrange alternative accommodation(s) for the participants.

6. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses, outfits, and shipping and stopover.
- (2) Expenses for study tours (basically in the form of train tickets).
- (3) Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are not included).
- (4) Expenses for program implementation, including materials.
- (5) For more details, please see “III. ALLOWANCES” of the brochure for participants titled “KENSU-IN GUIDE BOOK,” which will be given before departure for Japan.

7. Pre-departure Orientation*

A pre-departure orientation will be held at respective country’s JICA office (or the Japanese Embassy), to provide Participants with details on travel to Japan, conditions of the course, and other matters.

*YouTube of “Knowledge Co-Creation Program and Life in Japan” and “Introduction of JICA Center” are viewable from the link below.

Image videos of 'Introduction of JICA Center (YouTube)' show the following information of JICA Centers: Location, Building, Entrance, Reception(Front desk), Lobby, Office, Accommodation(Room), Amenities(Hand dryer), Bathroom(Shower and Toilet), Toiletries, Restaurant, Laundry Room(Washing machine, Iron), ICT Room(Computer for participants), Clinic, Cash dispenser, Gym, Neighborhood

Part I: Knowledge Co-Creation Program and Life in Japan	
English ver.	https://www.youtube.com/watch?v=SLurfKugrEw
Part II: Introduction of JICA Centers in Japan	
JICA Tokyo	https://www.jica.go.jp/tokyo/english/office/index.html

8. Reference

PDF: KENSU-IN GUIDE BOOK

For more detailed terms and conditions

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/c8h0vm0000011i07-att/guide_en.pdf



Video: JICA Predeparture Briefing

For more information on life in Japan and KCCP

<https://www.youtube.com/watch?v=SLurfKugrEw>



Website: JICA

English/French/Spanish

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html



V. Other Information

1) Laptop computer for training

It is recommended that participants **bring their own computer** for preparation of assignments, reports and presentations, use of statistical software, and personal use at their training accommodations in JICA Tokyo Center, as there is only a limited number of PCs available in JICA Tokyo Center.

2) Small bag for study tour

For a study tour in Japan, participants are strongly advised to bring a separate small bag so they can leave a big suitcase at the accommodation in Tokyo.

Theory and Practices in Official Statistics for Monitoring SDGs (JFY2023)

Recommended Format of Country Report

1. NAME OF PARTICIPANT (S)

2. NAME OF COUNTRY

3. NAME OF ORGANIZATION AND ROLES

Describe the functions of the organization to which the participant belongs and attach an organizational chart.

4. MAIN CONTENTS

(i) Provide key information about your country (main indicators covering demographic, social and economic characteristics, cultural highlights);

(ii) Highlight main features of your country's statistical system. Describe whether it is centralized, decentralized, or a combination of both. Mention main institutions responsible for demographic, economic, social, environmental statistics, and Sustainable Development Goals (SDGs);

(iii) Provide a brief description of your organizational chart, and the number of staff working in the system. Highlight your position and the number of staff working with you. Describe the human resource structure, role and responsibilities of the unit that you work in, and explain your responsibilities and specific output of your tasks within the unit;

(iv) Summarize your country's statistical system, its long-term development plan – strategic plan and National Strategies for Development of Statistics.

(v) Provide status of availability of SDG indicators by Tier I, Tier II and Tier II.

(vii) Provide information on your areas of work and where you have difficulties in performing your tasks after discussing with your division/unit director.

Note 1: The deadline of submission is **14 August 2023**.

Note 2: Do not provide answers directly on this Annex sheet. This is a format for you to prepare your report.

Theory and Practices in Official Statistics for Monitoring SDGs (JFY2023)

Questionnaire

Note: Each applicant should submit this Questionnaire with the Application Form.

Name of Applicant: _____

Name of Country: _____

	<u>Level of Knowledge</u>		
	Advanced	Basic	None
I) Basic statistical theory and computing skills			
1. Descriptive statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Inferential statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Excel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Statistical software R	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Statistical software SPSS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Statistical software Stata	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II) Official statistics			
1. Poverty statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Agricultural statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Health statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Education statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Gender statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Sanitation statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Labour statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Infrastructure statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Environment statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Population statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Price statistics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. National accounts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. SDG indicators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs is being customized by the different target organizations to address the specific needs, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from a process of adoption and adaptation, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and

technologies from the West in a way that is suited to its own circumstances, Japan has developed a storehouse of knowledge not found elsewhere from unique systems of organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

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

JICA Tokyo Center (JICA TOKYO)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: +81-3-3485-7051 / FAX: +81-3-3485-7904

United Nations Statistical Institute for Asia and the Pacific (SIAP)

Address: 2-2 Wakaba 3-chome, Mihama-ku, Chiba-shi, Chiba 261-8787, Japan

TEL: +81-43-299-9782 / FAX: +81-43-299-9780