



Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

# Aviation Security



Program Period:

**January 31- February 28, 2024**



# How do we improve aviation security?

Gain insight from the experiences of Japan,  
on the essence of improving the aviation  
security more practical, more interactive,  
and more inspirational.



# Outline

This program is designed for officers in charge of aviation security in their respective countries to learn about Japanese practice in aviation security based on ICAO related aviation security measures and regulations.

The sessions will be held face-to-face, include self-study and discussions.

All sessions will be carried out in English.

The period of the program is from January 31 to February 28, 2024.

Capacity: 13 participants



## JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, stated that “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.” We believe that this ‘Knowledge Co-Creation Program’ will serve as a foundation of mutual learning process.

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# For What?

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## Background and Objectives

With the diversification of terrorist attacks including aircrafts, the threat of terrorism to civil aviation sector remains serious. International Civil Aviation Organization (ICAO) has been taking measures for the improvement of aviation security, such as enhancement of operation capacity for Standards and Recommended Practices, while there still exists in developing countries the need to enhance such capacity due to lack of knowledge and experience in aviation security sector.

The aim of this program is to enhance capacity on aviation security in each country by providing practical knowledge on ICAO Standards and Recommended Practices as well as aviation security regulations, systems, programs, and measures in Japan.

# To Whom?

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## Job Areas and Organizations

This program is designed for staffs of Governmental bodies on aviation security and management of airport.

The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.

## Targeted Countries

Cambodia, Laos, Maldives, Mongolia, Pakistan, Bhutan, Sri Lanka, Timor-Leste, Bangladesh, Iran, Egypt, Mozambique, Kyrgyzstan,

Participants who have successfully completed the program will be given a certificate of completion by JICA.



# When?

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## Program Period

From January 31  
to February 28, 2024

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**All programs will be held in Japan:**

From January 31  
to February 28, 2024

In the context of the COVID-19 pandemic, please note that there is still a possibility that the program period will be changed or shortened and so on.

# Where?

This program is a face-to-face session, organized by JICA Yokohama Center. The program includes visiting the airports below.

\*Locations to be visited are currently being adjusted and may be subject to change.





# How?

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## How to Learn

- Orientation
- Self-study
- Interviews
- Field Visit
- Workshops and Discussions
- Presentations
- Consultations



Watch



Listen



Experience



Study



Interact



Discuss



Present

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## Language

English

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## Commitment to the SDGs



## Program Structure

### I. Preliminary phase in participant's home country

Expected Module Output	Activities
1. To develop the Country Report in each respective country and to submit the report to JICA	<p>Development of the Country Report and its submission to JICA by <b><u>December 20 (Wed), 2023.</u></b></p> <p><i>All accepted applicants and their organizations are requested to develop a Country Report, and submit the report by the above date. Please refer to the "ANNEX II", for the Country Report format.</i></p>

### II. Program in Japan (weeks)

Expected Module Output	Subjects/Agendas	Methodology
1. To deepen the understanding of the importance of international aviation security by learning the Japanese and other country's systems and experiences.	Aviation Security Administration System in Japan	Lecture
	Security Articles in Civil Air Transport Agreement	Lecture
	National Civil Aviation Security Program (NCASP) of Japan	Lecture
	Airport Security and Disaster Prevention in Japan	Lecture
	Crisis Management	Lecture
	Aviation Security System and Security Measures at International and Domestic Airports in Japan	Lecture
	Air Cargo Security measures	Lecture
	Aviation Security Measures for Transportation of Dangerous Goods in Japan	Lecture
	Aviation Security System and Security Measures at International and Domestic Airports in Japan	Lecture and Observation
2. To acquire basic knowledge on aviation security and security control systems conducted in Japan and other partner	Roles of ICAO	Lecture
	National Civil Aviation Security Quality Control Program (NCASQCP) of Japan	Lecture
	National Civil Aviation Security Training Program (NCASTP) of Japan	Lecture

countries.	National Police Agency's measures against acts of hijacks and other incidents	Lecture
	Basics of Explosives	Lecture
	Recent Trend of Explosion Terrorism	Lecture
	Aviation Security Screening Procedure	Lecture
	Airline's preventive measures against acts of unlawful interference	Lecture
	Screener's Training System in Japan	Lecture and Workshop
3. To deepen basic knowledge of security equipment.	Security Equipment and System in Japan	Lecture
4. To identify aviation security problems in each participant's country, and seek the effective measures for them.	Country Report Presentation and Discussion on the Current Situation and Challenges on Aviation Security in respective countries.	Presentation and Discussion
	Action Plan Development, Presentation, and Discussion. <i>All participants are requested to develop an Action Plan based on his/her challenges on Aviation Security based on his/her Country Report.</i>	Consultation, Presentation and Discussion

## Instructors

### Mr. SUGIMOTO Hiromitsu (Course Leader)

Ministry of Land Infrastructure Transport and Tourism (MLIT)

Message: It is my great pleasure to invite you to Japan again this year. This seminar will be held during the coldest season of the year in Japan, so please be prepared for the cold weather. I do hope that this seminar can provide you with a good opportunity to broaden your knowledge and experience about aviation security, which is a highly specialized and profound field. We are looking forward to meeting you.

### Mr. MATSUNAMI Shinya

Ministry of Land Infrastructure Transport and Tourism (MLIT)

Message: For the safe air travel of passengers and the safe transport of air cargo, it is essential for each country to cooperate with each other and continue to ensure robust aviation security. This course will provide you with a general introduction to Japan's aviation security regime, as well as opportunities for on-site observations, which will surely be beneficial to you. Let's discuss and cooperate with all participants aiming at enhancement of aviation security through this course. See you in next January.

### Ms. KANAZAWA Mitsue (Course Leader)

Aviation Security Business Center (ASBC)

Message: Hello everyone! It is our pleasure to you to welcoming this course. I will be a facilitator for this course and will deliver some lectures too. We are looking forward to meet you during this course and see you in Japan.

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## Implementing Partner

### Mr. OKUYAMA Yohei

Aviation Security Business Center (ASBC)

Message: Hello everyone! I hope this course will share an opportunity for you to get new idea and knowledge for your work and I will support and maintain prepare of the course condition. We are looking forward to you to participate this course with plenty of the training materials.

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## Program Officer

### Mr. IIZUKA Hiroyuki

Japan International Cooperation Agency (JICA) Yokohama Center

Message: Hello, everyone! In this program, we focus on the Aviation Security as a key of the sustainable development for infrastructure, and transportation. Let's gain a new perspective on your work through discussions with the lecturer and other participants. See you soon!



# Eligibility and Procedures

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## 1. Expectations to the Applying Organizations

- 1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operations. Applying organizations are expected to use the Program for those specific purposes.
  
- 2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-3 below.
  
- 3) Applying organizations are also expected to be prepared to make use of the knowledge acquired by the nominees (if accepted) for the said purpose.

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## 2. Nominee Qualifications

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

### 2-1 Essential Qualifications

- 1) **Current Duties:** to be administrative officers in charge of aviation security and management of airports.
- 2) **Experience in relevant fields:** to be in the position with more than 5 years of occupational experiences in the field of aviation security or airport management and will be able to contribute to the country's aviation security work over a long period after completing the program.
- 3) **Educational Background:** to be a graduate of a university or the equivalent, with an

academic background in civil aviation.

- 4) Age: to be under 50 years old in principle
- 5) Language Proficiency: to have a sufficient command of spoken and written English. Proficiency equivalent to TOEFL iBT 100 or above (This program includes active participation in discussions, which requires high competence in English. Please attach an official certificate for English ability such as TOEFL, TOEIC, IELTS etc., if possible)
- 6) Health: must be in good health, both physically and mentally.
- 7) Time: all the participants must attend the program under the scheduled time.

## 2-2 Recommended Qualifications

- 1) Gender Equality and Women's Empowerment:
  - (1) 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.
  - (2) JICA seeks more female applicants due to the past records of fewer applications from women. 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.
- 2) PC Skills
 

Having basic computer skills of MS-Word, Excel, PowerPoint, and other online tools are desirable as this program consists of many exercises that requires preparation of reports and presentation materials using laptop.

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## 3. Required Documents for Application

- 1) **Application Form:** The Application Form is available at **the JICA office (or the Embassy of Japan) in the respective country.**

\*The Application Form should be typewritten in English. Please be sure to fill in the "e-mail" address of the applicant on the Application Form (Part B. "contact information").

\*If you have any difficulties/disabilities which requires assistance, please specify in the QUESTIONNAIRE FORM ON MEDICAL STATUS RESTRICTION (Annex I ) of the application form. Information will be reviewed and used to provide necessary

support.

**2) Report of military affairs**

**Applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, fill out the AnnexIV form on this General Information, and submit it along with the Application Form.**

**3) Photocopy of Passport:** Please submit it with the application form as it verifies the applicant's identity. If not, please submit the photocopy once obtained, or attach a photocopy of other official IDs.

\*The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex, Passport Number and Expiry Date

**4) Nominee's English Score Sheet:** to be submitted with the application form, any official documentation of English ability is highly appreciated. (e.g., TOEFL, TOEIC, IELTS)

**5) Written Pledge**

Fill out the Written Pledge is shown in Attachment-1, and submit it together with the application form. Participants who attend the programs committing against the contents of the written pledge, will not be considered as a member with successful completion of the program.

**6) Questionnaire:** To be submitted together with the Application Form. The format of Questionnaire is shown in the section VI "ANNEX I" below of this General Information.

## 4. Procedures for Application and Selection

**1) Submission of the Application Document**

Closing date of application: **Please confirm the local deadline with the JICA office (or the Embassy of Japan) in the respective country.**

(All required material must arrive at **JICA Yokohama Center in Japan by November 20 (Mon), 2023**)

\*As mentioned in 3. 1) above, Application Form should be typed in English.

**2) Selection**

After receiving the documents through proper channels from each government, the





JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to the JICA Center in Japan. Selection will be made by the JICA Center in consultation with concerned organizations in Japan. *The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.*

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.

The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.

### 3) Notice of Acceptance

The JICA office (or the Embassy of Japan) will notify the results **not later than November 30 (Thu), 2023.**

## 5. Additional Documents to Be Submitted by Accepted Applicants

### 5-1. Country Report

Country Report – to be submitted by **December 20 (Wed), 2023.**

Only the accepted applicants are required to prepare the Country Report. (detailed information is provided in the section VI ANNEX II “Country Report”.) The Country Report should be sent to ASBC and JICA Yokohama by **December 20 (Wed), 2023,** by e-mail to [yicct1@jica.go.jp](mailto:yicct1@jica.go.jp) and [kikaku@asbc.or.jp](mailto:kikaku@asbc.or.jp) respectively. The report is used for training materials, and as a basis for discussions. **The Report should be typed in English and should cover all items.**

\*Please be sure to type course number at the beginning of the e-mail title as “202208400, CR”

### 5-2. Country Report Presentation

At the beginning of the program, each participant is requested to make presentation on his/her Country Report respectively.

The presentation session will be held in the following manner.

- 1) **Presentation material should be in Microsoft “PowerPoint”.**

(Therefore, accepted participants are required to prepare their Country Report format both in Word format for prior submission and in PowerPoint format for presentation in Japan. PowerPoint version of the Country Report is only intended for a 15-minute presentation and does not have to cover all the contents included in the Word version.)

- 2) **Each participant will be given a total of 25 minutes for their presentation in Japan** (15 minutes for presentation and 10 minutes for questions/answers/discussions.)
- 3) To make the report slides more visually understandable, you can include graphics and photos in your PowerPoint slides. (less than 5 MBs.)

## 6. Conditions for Participation

### 【Equipment required for participants】

After entering Japan, you will be staying at a hotel during the KCCP program. Please note that you will need to prepare your own PC and bring it to Japan.

The participants of KCCP are required to,

- 1) strictly adhere the program schedule,
- 2) not to change the program topics,
- 3) participate the whole program including the preparatory phase. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II-9 and III-5,
- 4) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- 5) fully understand that leaving Japan during the course period (to return to home country, etc.) is not allowed,
- 6) not to bring or invite any family members,
- 7) 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,
- 8) observe the rules and regulations of the program implementing partners to provide the program or establishments,
- 9) not to engage in political activities, or any form of employment for profit,
- 10) 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 “5. Expenses”, “IV. Administrative Arrangements”,

- 11) 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,
- 12) not to drive a car or motorbike, regardless of an international driving license possessed,
- 13) observe the rules and regulations at the place of the participants’ accommodation, and
- 14) refund allowances or other benefits paid by JICA in the case of a change in schedule.

[Conditions on deliverables by participants]

- 1) not to put JICA logo on Country Report, Action Plan or any other documents to be created for this training course.
- 2) to accept that JICA does not necessarily represent any statements written in participants’ deliverables.

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## 7. Awarding of Certificate

Participants who have successfully completed the program will receive a certificate of completion issued by JICA.

# Administrative Arrangements

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## 1. Organizer (JICA Center in Japan)

- 1) **Name of JICA Center:** JICA Yokohama
  - 2) **Address:** 2-3-1 Shinkou, Naka-ku, Yokohama City, Kanagawa Prefecture, 231-0001 Japan
  - 3) **Contact:** Mr. IIZUKA Hiroyuki ([yictt1@jica.go.jp](mailto:yictt1@jica.go.jp))  
Tel: +81-45-663-3221 Fax: +81-45-663-3265  
e-mail: [yictt1@jica.go.jp](mailto:yictt1@jica.go.jp)
- 

## 2. Implementing Partner

- 1) **Name:** - International Affairs Unit, Aviation Security Office, Aviation Safety and Security Planning Div., Aviation Safety and Security Dep, Japan Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism (MLIT)  
- Specialists Center of Port and airport Engineering (SCOPE)

### 2) Contact:

- MLIT

Address: 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo 100-8918, Japan

Tel: 81-3-5253-8111

- ASBC

Address: 1-10-13, Shiba, Minato-ku, Tokyo 105-0014, Japan

Tel: 81-3-5439-6210

E-mail: [kikaku@asbc.or.jp](mailto:kikaku@asbc.or.jp)

### 3) Remarks

ASBC is a foundation, which is certified by the MLIT as an “AVSEC Training Institution” for providing training to Aviation Security Personnel in Japan.

#### 4) URL

- MLIT: URL <http://www.mlit.go.jp/en/koku/index.html>
- ASBC: URL <http://asbc.or.jp/> (Japanese)

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### 3. Accommodation in Japan

In terms of necessary accommodations while in Japan, JICA will arrange and inform the participants accordingly.

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### 4. Expenses

The following expenses will be provided for the participants by JICA:

- 1) Allowances for accommodation, living expenses, outfit, and shipping,
- 2) Expenses for study tours (basically in the form of train tickets)
- 3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included) and,
- 4) Expenses for program implementation, including course materials.

For more details, please see pp. 16-25 of the brochure for participants titled “KENSHU-IN GUIDEBOOK,” which will be given to the accepted candidates before (or at the time of) the pre-departure orientation.

\*Link to JICA website (English/French/Spanish/Russian):

[https://www.jica.go.jp/english/our\\_work/types\\_of\\_assistance/tech/acceptance/training/index.html](https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)

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### 5. Pre-departure Orientation

A pre-departure orientation will be held at the respective country’s JICA office (or the Embassy of Japan), to provide participants with details on travel to Japan, conditions of participation in the program, and others.

# Other Information

## Reference:

\*Link to JICA Website (English/French/Spanish/Russian):

[https://www.jica.go.jp/english/our\\_work/types\\_of\\_assistance/tech/acceptance/training/index.html](https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)



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

Knowledge Co-Creation Program and Life in Japan	
English ver.	<a href="https://www.youtube.com/watch?v=SLurfKugrEw">https://www.youtube.com/watch?v=SLurfKugrEw</a>
French ver.	<a href="https://www.youtube.com/watch?v=v2yU9ISYcTY">https://www.youtube.com/watch?v=v2yU9ISYcTY</a>
Spanish ver.	<a href="https://www.youtube.com/watch?v=m7l-WlQSDjI">https://www.youtube.com/watch?v=m7l-WlQSDjI</a>
Russian ver.	<a href="https://www.youtube.com/watch?v=P7_ujz37AQc">https://www.youtube.com/watch?v=P7_ujz37AQc</a>
Arabic ver.	<a href="https://www.youtube.com/watch?v=1iBQqdpXQb4">https://www.youtube.com/watch?v=1iBQqdpXQb4</a>

### 1) Laptop personal computer:

During the course, there are occasions of exercises using graphs of Microsoft Excel or making reports with Microsoft PowerPoint. It is highly recommended to bring in your own laptop personal computer and USB (universal serial bus).

- 2) Entry Visa to Japan will be arranged and issued in participants' respective countries. If participants have difficulty to apply in their countries, it will be applied and issued in Japan.
- 3) Allowances will be deposited to your temporary bank account in Japan two business days after your arrival in Japan. It is advisable to bring along your cash for some amount of money for the first few days after your arrival. Please note that it is very important to have your bank notes/checks exchanged into Japanese Yen (JPY) in cash at any international airport when you can. You may not have enough time to exchange money due to busy training schedule when in need.
- 4) Business cards are useful to introduce yourselves to other participants and to Japanese people on some occasions.

## Attachment-1

**For All Applicants: to be submitted together with the Application Form**

**Written Pledge:**

JICA Knowledge Co-Creation Program  
The Total Planning of Airport Construction, Management and  
Maintenance

**To the Director of Training Program Division, JICA Yokohama**

■ **Applicant**

**Pledge:**

I have certainly read the General Information and will strictly adhere to the written description and concentrate on the entire training program by organizing my daily obligations.

Date:	Signature:
	Print Name:
	NOTE: This name will be printed on the certificates of the program

■ **Confirmation by the organization in charge**

**Pledge:**

I will relieve his/her daily obligations and give maximum consideration to his/her full attendance at the program.

Date:	Signature:
	Print Name:





# Annex I

## Questionnaire

Name of Applicant:

Country:

1. Which category is your organization? Please check (✓) one.

- |   |   |   |
|---|---|---|
| 1) Civil Aviation Authority                             | ( | ) |
| 2) Airport Authority                                    | ( | ) |
| 3) Training Institution<br>(Planning, Instructor, etc.) | ( | ) |
| 4) Screening Service Provider                           | ( | ) |
| 5) Other  | ( | ) |

2. How long have you been engaged in the security field of civil aviation?

Year(s) \_\_\_\_\_ month(s) \_\_\_\_\_

3. What is your present position in your organization? Please check (✓) one.

- |                |   |   |
|----------------|---|---|
| 1) Manager     | ( | ) |
| 2) Supervisor  | ( | ) |
| 3) Inspector   | ( | ) |
| 4) Others( * ) | ( | ) |

\* please write down below, your present position

# Annex II

The selected applicants must submit this report.

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## Country Report

All participants are required to submit this "Country Report" by e-mail at [kikaku@asbc.or.jp](mailto:kikaku@asbc.or.jp) and [yictt1@jica.go.jp](mailto:yictt1@jica.go.jp) by December 20, 2023. Please complete the followings with "A4" size paper by using Microsoft "Word" etc. in English. Handwriting is unacceptable. **The Report should cover all items.**

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If there was/were previous participants who participated from your country or affiliation in the past, your country report should be based on and developed from the previous participant's action plan.

During the program, participants are required to make Action Plans based on his/her Country Report.

Please read the followings and complete your Country Report.

---

**Country:**

**Organization:**

**Name:**

**Course title:**

1. Socio-economic Information	
Country:	
Area: km <sup>2</sup>	GNP (or GDP) : US\$ (as of 2022)
Population: (as of 2022)	Per Capita : US\$ (as of 2022)
General Information on Socio-economic Condition of the country. (1) Economic Growth Rate:           (2) Trade Value Details (during the last 3 years):	

(3) Others:

Please attach an additional sheet(s) of paper if a given space is insufficient.

## **2. Outline of Airport Administration**

(1) Basic Laws, Policies and Strategies related to Airport Management and Aviation Security in the country.

(Please specify if different laws are applied to different types of airports.)

(2) Types of administration for airports in the country  
(e.g., government, private enterprise, military, etc.)

(3) Number and location of airports by administration  
(Please attach a location map with compass signs and scale of airports in the country.)

(4) Role of the Central (or Local) Government for airport Administration and Operation.

(5) Types of standards used (e.g., ICAO, Your country original, foreign standard)  
If, foreign standard, identify the name of the country standard been used.

Please attach an additional sheet(s) of paper if a given space is insufficient.

**3. General information on all Airport Activities in the Country**

Total annual numbers of landing and taking off in your country

Year	2018	2019	2020	2021	2022
Numbers					

Total annual numbers of domestic and international passengers in your country (Departures and arrivals)

	2018	2019	2020	2021	2022
Domestic					
International					

(Please indicates whether transit passengers are included or not.)

Total annual numbers of handling domestic and international air cargo in your country

	2018	2019	2020	2021	2022
Domestic					
International					

(Please indicates whether transit cargos are included or not.)

**4. Civil Aviation Security Organizations, System and Roles in the Country**

Please describe the name of organizations, systems and role of each organization related to the civil aviation security in your country.

**5. Civil Aviation Security Policy, Programs**

(1) Civil Aviation Security Policy

- (2) Civil Aviation Security Program (name of project plan, established year, target year, name of organization responsible for program, name of stakeholders and funding.)
- (3) Civil Aviation Security Quality Control Program.  
(If your country has any, please describe the outline of program.)
- (4) Civil Aviation Security Training Program  
(If your country has any, please describe the outline of program.)
- (5) Methods and system of the security screening for passengers, checked baggage and cargo.
- (6) Measures related to the access control of the restricted area in the airport.
- (7) Other subjects related to the Civil Aviation Security.  
(If your country has any, please describe the outline of program.)

<b>6. Administrative Organization Chart</b> (Please attach the organization chart of your institute.)		
<b>7. Please describe the major concerns and challenges on “Aviation Security Measures” in your country, and what you want to learn specifically during the program in Japan.</b>		
Categories	Your concerns and challenges.	What you want to learn from this program in Japan.
National Program and regulations		
Preventive Measures		
Response Measures		
Quality Control		
Training and Certification		

## **Country Report Presentation**

At the beginning of the program in Japan, each participant is requested to present his/her Country Report respectively.

The presentation session will be held in the following manner.

- 1) Presentation should use Microsoft “Power Point”.**  
(Therefore, accepted participants are required to prepare their Country Report format both Word for prior submission and Power Point for presentation. PowerPoint version of the Country Report is only intended for a 15-minute presentation and does not have to cover all the content created in Word version.)
- 2) Each participant will be given a total of 25 minutes** (15 minutes for presentation and 10 minutes for questions / answers / discussion.)
- 3) To make the report slides understandable, please put photos into the Power Point slides as much as possible. (within 5 MB)**



# Annex III

## ***Action Plan (Sample template)***

**Name/Position Title:**

**Organization/Country:** \_\_\_\_\_

**1. What did you learn from Japanese system throughout this seminar?**

**Please write down the problems or issues which you identified to improve your country's security system.**

	<b>What you learned in Japan</b>	<b>Problems/issues in your country</b>
a. National Program regulations		
b. Preventive measures		
c. Response measures		
d. Quality control		
e. Training and certification		
f. Others		

**2. Please propose your Action Plan to solve above problems.**

**Theme of my action plan;**

---

**Goal;**

---

**Outputs;**

---

**Actions to take**

Outputs	Activities		Year 1				Year2				Year 3				Target	Partner coordination
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
1	1	(example) Report to the office and seek approval of my A/P.	-													
	2	Set up a task force to implement my A/P.	-													
	3	Organize a workshop.		-												
2	1															
	2															
3	1															
	2															

# *Annex-IV*

Maritime Search and Rescue, Maritime Disaster Prevention, and Marine Environment Protection for Coast Guard Officials (JFY 2021)

## *Report of military affairs*

Name:

Country:

Remarks:

Applicants who belong to the military or other military-related organizations and/or who are enlisted in the military should submit this form.

### **【Target person】**

1) Military bodies (excluding institutions under umbrella of the military), active soldiers. (those who currently have military affairs who work for the military)

2) Organizations affiliated with the military, those who have military affairs but who are not affiliated with the military at the present time.

3) Organization under Ministry of Defense Ministry, Ministry of Defense staff.

4) Civilian institutions including military institutions and military persons in institutions.

**1. Your affiliation (Military bodies, Military affiliated institutions, Civilian agencies)**

**2. Your position in your organization**

**3. Your duties in your organization**

**4. Presence of military affiliation**

**5. Reason why participation in this program is encouraged**

**6. Meaning of civilian purpose**

**7. Specific application of the results from this program**

# 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 programs 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.

This information pertains to one of the JICA Knowledge Co-Creation Programs (Group & Region Focus) of the Japan International Cooperation Agency (JICA) implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

**Correspondence**

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("81" is the country code for Japan, and "45" is the local area code)