

 Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

Road Administration



Course Number: 202208388J001

Course Period: Nov. 1 - Nov. 22, 2023



NOTE: Adobe Acrobat Reader DC and Google Chrome are recommended as PDF viewer. JAWS and NVDA are recommended as screen reader.
NOTE: If there are any difficulties in reading this document, please contact JICA Office in your country or JICA Center in Japan.
NOTE: Depending on the circumstances, some or all of the program periods may be changed or cancelled after the application has been accepted.

Why road network development is necessary for economic growth and social welfare improvement?

Gain insight to an essence of affordable and sustainable transport systems more practical, more interactive, more inspirational from the experience of Japan.

Outline

This program is designed for middle-level technical officers at central or local governments or government-related organizations responsible for road administration.

It consists of lectures, exercises and discussions focusing on practical knowledge about road administration, which are indispensable to promising leaders.

During the Program, participants will make a road network plan for a certain area in the exercise and discuss it with Japanese professionals and other participants.

All sessions are carried out in English.

The period of the program :
Nov.1 - Nov. 22, 2022

Course Capacity:
12 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?

Background

Since roads are indispensable infrastructure that directly affects people's daily lives and industrial activities, there are enormous needs for road development in many of the rapidly developing countries, where "road infrastructure gap" exists between its demands and supplies.

Road development employs wide range of technology and expertise in order to plan efficient and effective road network securing traffic safety, smoothness and comfortable accessibility considering the urban/regional environment and traffic/roadside situation.

Objectives

Capacity development of middle-level technical officers in charge of road planning, construction, operation and maintenance.

To Whom?

Job Areas and Organizations

This program targets staffs of mid-level technical officer in charge of road administration in central and local governments or government-related organization and expected to be assigned to the leading position in near future,

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

Targeted Countries

Indonesia, Philippines, Laos, Tonga, Honduras, Egypt, Kenya, Liberia, Malawi, Benin, Mozambique, Kyrgyz

Participants who have successfully completed the program will be awarded a certificate by JICA.

When?

Program Period



From NOV. 1 (Wed) to NOV. 22(Wed),
2023, everyday except Sat, Sun and
National Holiday.

Arrival date in Japan: October 31, 2023

Departure date from Japan: November 23,
2023

Please confirm the Tentative Timetable
on page 10- for the further details.

Where?

This program is carried out entirely
face-to-face, organized by JICA Tokyo
Center.

It will be mainly held in and around
the Tokyo metropolitan area.



How?

How to Learn

- Lectures
- Field Visits
- Practices
- Discussions
- Interpersonal Interactions
- Presentations
- Individual Consultations



Watch



Listen



Study



Experience



Discuss



Interact



Present

Language

English

Commitment to the SDGs



Program Structure

Course Objective:

To conceive policies for road network design, construction and traffic environment.

Overall Goal

To gain knowledge on and improve road network planning, development and maintenance of highway and toll road

Module Output

To achieve above course objective, participants are expected to;

- (1) Understand the process and considerations for road planning
- (2) Understand the effects of road maintenance and project evaluation methods
- (3) Understand the process and considerations for road structure planning
- (4) Propose improvements to road administration issues in your country

Contents

Title	Module Output
• Country Report Presentation	4
• Introduction of Japanese Road Administration System	1,2
• Response to International Logistics	1,2
• Road Maintenance and Management	3
• Traffic Safety	1,2
• Road Disaster Prevention	1,2
• Road Administration of Local Government	1,2
• Road Network Planning (Lecture/Exercise/Presentation)	1,2
• General Introduction Road Design	1,3
• Land Acquisition:Resettlement, and Consensus Building with Residents	1,2,3
• Road Maintenance	1,2
• Planning of Pavement	2,3
• Road Earthwork Planning (Soil Survey, Slope etc.)	2,3
• Public Works Research Institute facility tour (Site Visit)	2,3
• Road Bridge Planning	2,3
• ITS: Intelligent Transport System	2
• Metropolitan Expressway (Site Visit)	2,3
• Maintenance and management of road facilities on the Metropolitan Expressway	2,3
• Metropolitan Highway Traffic Control Center (Site Visit)	3
• Maintenance site (Site Visit)	2,3
• Application of DX in the road sector - Attempts to save labor, increase efficiency, and reduce costs-	3
• Bridge construction and maintenance	3
• Japanese feature, importance of infrastructure maintenance & rehabilitation	1,2
• Revenue source for road	1
• Action Plan Presentation	4

Tentative Schedule

Day0	Oct. 31, 2023	Arrival in Japan
Day1	Nov. 1, 2023 Program Orientation	Greetings, Confirmation of Precautions, Introduction of People Involved
Day2	Nov. 2, 2023 Presentation	Country Report Presentation Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
Day3	Nov. 6, 2023 Lecture	Introduction of Japanese Road Administration System Lecturer: MLIT (Ministry of Land, Infrastructure, Transport and Tourism)
	Lecture	Response to International Logistics Lecturer: MLIT (Ministry of Land, Infrastructure, Transport and Tourism)
	Lecture	Road Maintenance and Management Lecturer: MLIT (Ministry of Land, Infrastructure, Transport and Tourism)
	Lecture	Traffic Safety Lecturer: MLIT (Ministry of Land, Infrastructure, Transport and Tourism)
Day4	Nov. 7, 2023 Lecture	Road Disaster Prevention Lecturer: MLIT (Ministry of Land, Infrastructure, Transport and Tourism)
	Lecture	Road Administration of Local Government Lecturer: MLIT (Ministry of Land, Infrastructure, Transport and Tourism)
	Lecture	Exercise on Road Network Planning 1 Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc
Day5	Nov. 8, 2023 Lecture	Land Acquisition: Resettlement, and Consensus Building with Residents

		Lecturer: Mr. Kenji Ogura, Director, International Projects, Hanshin Expressway Co., Ltd.
	Lecture	Road Network Planning (Lecture) Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc
Day6	Nov. 9, 2023 Exercise	Road Network Planning (Exercise) Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
	Presentation	Road Network Planning (Presentation) Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
	Lecture	General Introduction Road Design Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
Day7	Nov. 10, 2023 Discussion	Discussion Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
	Site Visit	Highway techno Fair
Day8	Nov. 13, 2023 Lecture	Land Acquisition:Resettlement, and Consensus Building with Residents Lecturer: Mr. Kenji Ogura
	Lecture	Road Maintenance Lecturer: Mr. Shunji Hata, General Manager, Development Operations Division, Katahira and Engineers International Inc.
Day9	Nov. 14, 2023 Lecture	Planning of Pavement Lecturer: PWRI (Public Works Research Institute)
	Lecture	Road Earthwork Planning (Soil Survey, Slope etc.)

		Lecturer: NILIM (National Institute for Land and Infrastructure Management, MLIT)
Day10	Nov. 15, 2023 Site Visit	Public Works Research Institute facility tour
	Lecture	Road Bridge Planning Lecturer: NILIM (National Institute for Land and Infrastructure Management, MLIT)
Day11	Nov. 16, 2023	ITS: Intelligent Transport System
	Lecture	Lecturer: Mr. Toru Nakamura, ITS Research & Management Division, Highway Industry Development Organization (HIDO)
	Site Visit	Metropolitan Expressway Lecturer: Metropolitan Expressway
Day12	Nov. 17, 2023 Lecture	Maintenance and management of road facilities on the Metropolitan Expressway Lecturer: Metropolitan Expressway
	Site Visit	Metropolitan Highway Traffic Control Center Lecturer: Metropolitan Expressway
	Site Visit	Maintenance site Lecturer: Tokyo National Road Office
	Action Plan	Preparation of Action Plan Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
Day13	Nov. 20, 2023 Lecture	Application of DX in the road sector - Attempts to save labor, increase efficiency, and reduce costs- Lecturer: Mr. Keiichi Yasuda, Senior Counsellor, Department of Road & Traffic Research, IDI
	Lecture	Bridge construction and maintenance Lecturer: Mr. Keiichi Yasuda, Senior Counsellor, Department of Road & Traffic Research, IDI
Day14	Nov. 21, 2023 Lecture	Japanese feature, importance of infrastructure maintenance & rehabilitation

		Lecturer: Mr. Kenji Hashiba, President, IDI
	Lecture	Revenue source for road Lecturer: Mr. Tatsuyuki Sakurai, Technical Advisor, Katahira and Engineers International Inc.
Day15	Nov. 22, 2023 Presentation	Action Plan Presentation
		Evaluation session
		Closing Ceremony

*Please note that the schedule is tentative and subject to change.

**We will hold sessions only on weekdays, and Sundays, Saturdays and Japan's national holidays will be off.

Messages from Course Leader

Mr. Tatsuaki Sakurai
Technical Advisor, Katahira and Engineers International Inc.



Colleagues, are you having problems for improvement of road network of your country? Is the problem you are annoyed planning, implementation, or fund?

This knowledge sharing program of JICA presents practical strategies/measures that Japan adopted in developing the modern road network which supported economic growth as well as improving convenience of citizens' life.

I believe you will find some hints for solving your problem in this Program.

Message from Past Participant

“I really enjoy and grateful that I could have the opportunity to join the course. There's a lot of things I could learn from the course specially in road network planning, road design, inspection and maintenance of roads. Beside that, I am happy that I could learn about Japanese and the other participants countries culture and history.” (Indonesia)

Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for enhancing capabilities of technical officers in central or local governments, or government related organizations regarding those specific purposes.
 - (2) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
 - (3) 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 2 below.
 - (4) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.
-

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: be a middle-level technical officers in charge of road planning, construction, operation and maintenance of the roads in Central and local governments or government-related organizations and expected to be assigned to the leading position in near future,
- 2) Experience in the Relevant Field: have at least 3 years of experience in the field of road planning, construction, operation and maintenance of the roads.

3) Educational Background: be university graduate or equivalent, specialized in engineering*

(*Civil Engineering is preferable; other fields of engineering may be accepted considering his/her practical experience.)

4) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to TOEFL iBT70 or above (This workshop includes active participation in discussions, which requires high competence in English. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)

5) Computer Skill:

- Basic computer skills such as, sending/receiving email with attachments, and using a web browser.

- Be proficient in MS Word, Excel and Power Point.

6) Health: must be in good health, both physically and mentally, 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. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.

In order to enter Japan, regardless of nationality, participants will need to follow the border control measures of Government of Japan:

<https://www.mhlw.go.jp/stf/covid-19/bordercontrol.html>

7) Attendance Requirement:

Participation in all program is an essential requirement for the completion of the course.

(2) Recommended Qualifications

1) Age: between the ages of twenty-five (25) and fifty (50) years

2) Gender Equality and Women's Empowerment: Women are encouraged to apply for the program. JICA makes a commitment to promote gender equality and women's empowerment, providing equal opportunity for all applicants regardless of sexual orientation and gender identity.

3. Required Documents for Application

- (1) **Application Form:** The Application Form is available at the JICA overseas office (or the Embassy of Japan)
 - * 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:** You should submit it 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.

The following information should be included in the photocopy:
Name, Date of Birth, Nationality, Sex, Passport Number and Expiry Date
 - (3) **English Score Sheet:** to be submitted with the application form, if the nominees have any official English examination scores. (e.g., TOEFL, TOEIC, IELTS)
 - (4) **Information Sheet:** to be submitted with the application form. This sheet will be used as one of the nominees' screening documents.
 - * Please refer to ANNEX 1 and fill in the sheet.
-

4. Procedures for Application and Selection

(1) Submission of the Application Documents¹

Closing date for applications: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

(All required material must arrive at JICA Center in Japan by **August 18 (Fri), 2023**)

(2) Selection

Primary screening is conducted at the JICA overseas office (or the embassy of Japan) after receiving official documents from your government. JICA Center will consult with concerned organizations in Japan in the process of final selection. Applying organizations with the best intentions to utilize the opportunity will be highly valued.

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 overseas office (or the Embassy of Japan) will notify the results **not later than August 31 (Thu), 2023.**

5. Additional Document(s) to Be Submitted by Accepted Candidates

Country Report

Accepted candidates are required to prepare a “Country Report” prior to commencement of the course. The Country Report should be submitted to JICA Center in Japan by October 16 (Mon), 2023, by e-mail to ticttee@jica.go.jp (Mr.Kazuaki SATO, Program Officer)

•Preparation for Presentation:

At the beginning of the program, all Participants are required to deliver a presentation of Country Report in MS Power Point (PPT) format.

Further instruction for preparing the Power Point presentation will be given only to the accepted candidates after Notice of Acceptance.

The soft data of said Power Point presentation should be submitted to ticttee@jica.go.jp by October 16 (Mon), 2023, by e-mail. If the files are more than 5MB, please contact the Program Officer of JICA Tokyo for an assistance.

6. 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 "3.Expenses", "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,
- (12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.
- (13) not to change the program topics.
- (14) To participate in the whole program including program orientation
- (15) to respect copyright and portrait rights. To refrain from recording and sharing the video material, audio material, text, images, graphics and other content available during the program except for cases with specific permission.

Administrative Arrangements

1. Organizer (JICA Center in Japan)

- (1) Center: JICA Tokyo Center (JICA TOKYO)
 - (2) Program Officer: Mr. Kazuaki SATO (ticttee@jica.go.jp)
-

2. Implementing Partner

- (1) Name: Infrastructure Development Institute - Japan (IDI)
 - (2) URL: <http://www.idi.or.jp/en/>
-

3. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses, outfits, 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.

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

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/accept

4. 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.

Part I: Knowledge Co-Creation Program and Life in Japan	
English ver.	https://www.youtube.com/watch?v=SLurfKugrEw
French ver.	https://www.youtube.com/watch?v=v2yU9lSYcTY
Spanish ver.	https://www.youtube.com/watch?v=m7l-WlQSDjl
Part II: Introduction of JICA Centers in Japan	
JICA Tokyo	https://www.jica.go.jp/tokyo/english/office/index.html

If the link of these URLs has expired, please access the URL below and search the necessary information from the key word.

<https://www.youtube.com/user/JICAChannel02>

3. Reference

PDF: KENSHU-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/Russian

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



Annex 1

(Due date of submission: August 18, 2023)

Information Sheet

All the applicants are required to make and submit the Information Sheet with the Application Form to JICA local office (or the Embassy of Japan). It will be used as one of the screening documents.

Attached “Information Sheet” should be made along the agenda below. Please fill in following items.

Agenda of Information Sheet;

1. Country/City Overview (including population geographical features etc.)
2. Current status of Road Network (facilities, finance, etc.) in the city
3. Introduction of your Organization
4. Current duties and knowledge/technology in need
5. Issues that you (your organization) confront(s)
6. Expectation for This Program

Country:

Name:

<Information Sheet>

Please fill in following items.

1. Country/City Overview (including population, geographical features, etc.)

- 1) About your Country

- 2) Overview of the city*

* City where the applicant's organization is located

2. Current status of Road Network (facilities, finance, etc.) in the city*

* City where the applicant's organization is located

3. Introduction of your Organization

4. Current duties and knowledge/technology in need

5. Issues that your organization confront*

*One of the expected results of this program is to identify challenges in the participants' countries and consider how to adapt the knowledge acquired from the program.

You will create a Final Report regarding your challenges on the last day of this program. Please describe the points which you identify as particular challenges in creating the Final Report.

6. Expectation for This Program*

*Please indicate the specific knowledge you would like to learn in order to gain insight into the issues you have described in section 5.

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.

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

For enquiries and further information, please contact the JICA office or 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 (“81” is the country code for Japan)