



Knowledge Co-Creation Program (Group & Region Focus)

General information on

Local Industry Promotion by Cluster Approach (C)
課題別研修「産業クラスター・アプローチによる地域産業振興(C)」
JFY 2023

Course No.: 202210166J001

Program Period

Pre-program (Online): From October 30, 2023 to November 12, 2023

In Japan: From November 13, 2023 to November 28, 2023

Post-program (Online): From January 30, 2024 to January 31, 2024

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.

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.

I. Concept

Cluster-based development has become an increasingly widespread tool for economic development around the world. It can accelerate development of new products, technologies, and businesses by creating linkages and synergies among enterprises/businesses and related organizations (public sector organizations, universities, research institutes, business associations, and financial institutions); and it eventually contributes to local economic development and national economic growth.

In this program, the participants will study the case of local industry promotion by cluster approach in Japan/Hokuriku region through lectures, site-visits, discussion, and presentation; and make an Action Plan for the improvement of the policies, system, and other environment for local industry promotion by cluster approach.

II. Description

1. Title (Course No.)

Local Industry Promotion by Cluster Approach (C) (202210166J001)

2. Program Duration

Pre-program (Online): From October 30, 2023 to November 12, 2023

In Japan: From November 13, 2023 to November 28, 2023

Post-program (Online): From January 30, 2024 to January 31, 2024

3. Target Regions or Countries

Armenia, Kazakhstan, Kyrgyzstan, and Uzbekistan

4. Eligible / Target Organization

This program is designed for national/local governments, business associations, universities, and/or research institutes, which initiate, facilitate and/or manage cluster(s).

5. Capacity (Upper Limit of Participants)

4 participants

6. Language

Russian

7. Objective

The participants improve the policies, the system and other environment for local industry promotion by cluster approach more practically and effectively.

8. Output and Contents

This program consists of the following components. Details on each component are given below.

Expected Output	Subjects/Agendas	Methodology
1. To summarize and share with other participants and overview of the country (economy, industry, cluster policy, etc.) and issues it faces.	<ul style="list-style-type: none"> - Situation analysis (types, progress, activities, roles of industrial cluster) in participants' country - Writing exercise for Pre-study Report - Presentation of Pre-study Report and exchange of opinions 	Lectures (online) Practice (online) Self-study presentation
2. To review the basic concept of cluster approach.	<ul style="list-style-type: none"> - Japan's local industrial promotion and the effectiveness of industrial clusters - Basic concept of industrial clusters 	lectures (on-demand, online) Q&A (online)
3. To understand the roles of various stakeholders in launching/managing/ operating cluster through case study analysis.	Industrial clusters in the Hokuriku region, and roles of each actor (case study) <ul style="list-style-type: none"> - Fukui Open Innovation Promotion Agency - Local governments - Private companies 	Lectures Site-visits discussion
4. To select appropriate methods and tools of the cluster approach as a measure for local economic development and industrial promotion through case analysis and exercise.	<ul style="list-style-type: none"> - Ideal collaboration among industry, academia, and government - Roles of government officials in industrial policy and public-private partnership 	Lectures Discussion
5. To be able to propose an idea/plan to promote the development of national industries and clusters for which participants are in charge, utilizing the knowledge and know-how acquired in the program	<ul style="list-style-type: none"> - Making weekly report - Making an Action Plan - Presentation of the Action Plan (post-study) - Exchange of opinions with Japanese experts (post-study) 	Self-study Practice Presentation Discussion

Inception Report

All applicants expect to submit an Inception Report with their application form. It will serve as a reference for participant selection. The format is shown at "VI Annex."

Pre-study Report

Pre-study Report aims to clarify the themes that should be addressed in this Program by sorting out the situation and issues in home country. The participants write the report under the guidance of lecturers and will improve it during the Program. The Pre-study Report will eventually become the basis of the Action Plan. The format and the details should be announced by the Implementation Partner at the first orientation (online).

Tentative Schedule

1st week (10/30-11/5) pre-program session (online)

- (1) Orientation
- (2) Lectures: On-demand and Online (live)
 - Comparing the industrial cluster formation and related policies in Japan and participants' country
 - analyzing cluster approach
 - Writing exercise for Pre-study Report
- (3) Lectures : Online (live)
 - Commonalities and differences between Japanese and participants' country
 - Writing exercise for Pre-study Report

2nd week (11/6-11/12) pre-program session (online)

- (1) Self-study
- (2) Discussion and exchange of opinions regarding the lectures taken in the first week

3rd week (11/13-11/19) In Japan

- (1) Opening ceremony and briefing from JICA Hokuriku
- (2) Presentation of the Pre-study Report, and discussion
- (3) Lectures and site-visits
 - Industrial Cluster in Fukui
 - Roles of each actor in the industrial cluster
 - Development from a traditional industry to a futuristic company
 - Case study of industry-academia-government collaboration
 - Efforts for industrial development in Sabae
 - Traditional crafts/local industry and tourism project

4th week (11/20-11/26) In Japan

- (1) Lectures and site-visits
 - Industry-government-academia collaboration in tourism industry in Kanazawa
 - Involvement of financial institutions in local industries
 - Economic ecosystem
- (2) Discussion

5th week (11/27) In Japan

- (1) Discussion
- (2) Making an Action Plan, and exchange of opinions
- (3) Evaluation session

Post-program (1/30-1/31) post-program session (online)

- (1) Sharing session: how to realize the Action Plan
- (2) Presentation of Action Plans and comments
- (3) Closing ceremony

※This schedule is tentative, and the subjects can be changed without notice.

III. Eligibility and Procedures

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 operation. Applying organizations are expected to use the program for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the program to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: be an officer/staff in administration, planning and implementation of cluster development, operation, and management,
- 2) Experience in the Relevant Field: have more than 3 years' experience in the field of local industry promotion by cluster approach
- 3) Educational Background: be a graduate of university,
- 4) Language Proficiency: have a competent command of spoken and written English proficiency whilst an interpreter between Japan-Russian is employed in the program,
- 5) Technical Requirements :
 - a. Technology Proficiency
 - Basic computer skills such as, sending/receiving email with attachments, and using a web browser.
 - Online Program is delivered using the following services, Web Conferences (Zoom), Cloud Storage (GIGAPOD), YouTube and other online platforms may be used. Online tutorial and support by JICA will be limited. The ability to be self-directed in learning new technology skills are required.
 - b. Internet Connection
 - High Speed Broadband Connection (at least 2Mbps).
 - * Internet access charge incurred for this Program shall be borne by your organization.
 - c. Hardware (Minimum Requirement)
 - Regular access to a computer, either from your home or from your office.
 - Operating System: Windows or Mac OS (Updated version is

- preferred).
 - Processor: Intel Core 2 Duo or higher; 2GHz or higher
 - Memory: 4GB of RAM or higher
 - Hard Drive Space: 5GB free disk space
 - Browser: Google Chrome is preferred. (Edge, Firefox, Safari can be used)
 - Others: Webcam Microphone, and Audio output Device (Speaker or Headset)
- d. Software (which may be required)
- Zoom Client for Meeting (<https://zoom.us/download>)
- * In case Zoom is not authorized by your IT administrator and/or your office computer, please notify JICA at the time of application.
- 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.

(2) Recommended Qualifications

- 1) Expectations for the Participants: to utilize the knowledge/experience gained from the program (lectures/site visits/ discussion, etc.) for the local industry promotion by the cluster approach in home country
- 2) Age: between the ages of twenty-five (25) and fifty (50) years
- 3) Gender Equality and Women's Empowerment: 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.

3. Required Documents for Application

(1) Application Form: The Application Form is available at **the JICA overseas office (or the Embassy of Japan)**

(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

4. Procedures for Application and Selection

(1) Submission of the Application Documents

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 HOKURIKU Center in Japan** by October 10, 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 October 17, 2023.**

5. Additional Document to Be Submitted with the Application Documents

Inception Report -- to be submitted by the due date of Application Documents

All applicants are required to prepare an Inception Report (Please read Annex "Inception Report" for detailed information.) The Inception Report should be sent to JICA Overseas Office (or Embassy of Japan) with your Application Form. The Inception Report will serve as a reference for participant selection.

6. Conditions for Participation

The participants of KCCP are required:

- (1) to strictly observe the program 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 program period (to return to home country, etc.) is not allowed,
- (4) not to bring or invite any family members,
- (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 program,
- (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 program. 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",
- (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 (JICA Center in Japan)

(1) **Center:** JICA Hokuriku Center (JICA HOKURIKU)

(2) **Program Officer:** Ms. MIYAKE Nobuko (Miyake.Nobuko@jica.go.jp)

2. Implementing Partner

(1) **Name:** Pacific Resource Exchange of opinions Center

(2) **URL:** <https://www.prex-hrd.or.jp/en/>

(3) **Remark:** “We provide training courses that are mainly focuses on industrial development and promotion that are geared toward business executives and public administrators from developing countries. The participants coming from abroad take the knowledge and experience they gain through such courses and apply it to furthering development in their home countries. At the same time, by cooperating in accepting such participants, Japanese corporations utilize such training courses in furthering the globalization of their own workplaces, and we continue to strive towards establishing a win-win relationship between developing countries and Japan”.

3. 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.

4. Accommodation in Japan

JICA will arrange the accommodation(s) for the participants in Japan.

5. 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.

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

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

6. 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 program, 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
Russian ver.	https://www.youtube.com/watch?v=P7_ujz37AQc
Part II: Introduction of JICA Centers in Japan	
JICA Hokuriku	https://www.jica.go.jp/hokuriku/english/office/index.html
JICA Kansai	https://www.jica.go.jp/kansai/english/office/index.html

V. Other Information

1. Personal computer

It is highly recommended for participants to bring Personal computer (Laptop Computer) to prepare and/or revise Inception Report and Action Plan
As Japanese electric outlet is Type-A, if the participants would like to bring own computer, it is necessary to bring a Type-A adaptor also. Japanese voltage is 100V, frequency is 50/60Hz.



2. Wear

It is recommended for participants to bring the wear for early winter and an umbrella referring the temperature and precipitation table below.
And please bring formal wear for ceremony. It depends on you whether you bring ethnic costume or suits as formal wear.

3. Climate in Kanazawa (Hokuriku region)

MONTHLY AVERAGES												
Month	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
Average Temperature(C)	3.7	3.6	6.5	12.2	16.9	20.9	25.1	26.6	22.2	16.7	11.3	6.5
Highs(C)	6.8	6.7	10.5	16.6	21.4	24.5	28.7	30.4	26	21	15.3	10
Lows(C)	0.8	0.6	2.7	7.9	12.6	17.7	22.2	23.1	19	13	7.4	3.2
Precipitation (mm)	266	184	153	143	154	193	226	164	241	188	267	287

* 0 C = 32F (F = 9/5C+32) --- 10 C = 50 F --- 20 C = 68 F --- 30 C = 86 F

4. Participants should bring about 200 US dollars for spending several days just after arriving in Japan.

VI. Annex: Inception Report (format)

This report must be typewritten in Russian or English in less than two (2) pages.

1. Nominee's information	
Name of nominee	
Name of Country	
2. Your organization structure, your position and number of employees (If you have an organization chart, please attach it and mark your position.)	
3. Your profession and task in your organization	
4. Main industries of industrial cluster in your country	
5. Challenges that your country is facing in industrial development and promotion through the industrial cluster approach	
6. Causes of the challenges mentioned in 5 in your point of view	
7. Challenges that you are facing in your professional position	
8. What do you expect 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 program, 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.



Contact Information for Inquiries

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

JICA HOKURIKU Center (JICA HOKURIKU)