



Bogotá D.C.,

09 MAY 2018

JCC/ VPR 1- 5 -09003

Doctor
SERGIO LONDOÑO ZUREK
Director General
APC Colombia
Carrera 10 No. 97ª – 13 Torre A piso 6
Bogotá D.C.

Asunto: Convocatoria No. J18-04142

Respetado Doctor:

Dentro de las modalidades de cooperación técnica que ofrece el Gobierno de Japón a Colombia con el fin de mejorar sus procesos de desarrollo, se ejecuta el "PROGRAMA DE CAPACITACIÓN Y DIÁLOGO", que brinda la posibilidad de estudiar en Japón con todos los gastos pagos en los centros internacionales de JICA para aprender las últimas tecnologías existentes en nuestra nación. Para ello, la Agencia de Cooperación Internacional del Japón, JICA, cubre los siguientes gastos: Pasaje aéreo ida y vuelta, hospedaje, viáticos diarios y atención médica según su reglamento interno.

Con relación a lo anterior me permito comunicarle que nuestro gobierno ha puesto en disposición de Colombia **un (1) cupo** para la participación en el programa de capacitación:

Nombre del programa:	Strategic Utilization of Hydro-Meteorological Data Observation Technology
Fecha de Inicio:	Octubre 14 de 2018
Fecha de Terminación:	Octubre 25 de 2018

Los candidatos deberán ser nominados por el Representante Legal ante JICA, con el compromiso institucional de apoyar la nominación del candidato, garantizar el cumplimiento de los itinerarios fijados, respetar el trabajo del candidato a su regreso de Japón y también con la obligación de multiplicar el conocimiento adquirido en beneficio del País.



JCC/ VPR 2- 5-09003

Como esta convocatoria es cerrada, APC Colombia, será quien recomiende a el (los) candidato(s) y presente la documentación debidamente diligenciada ante JICA antes del **03 de julio de 2018**.

La funcionaria encargada del programa de becas en nuestra agencia es la Sra. Valeria Reinoso (reinosavaleria.cb@jica.go.jp)

El programa de becas es un apoyo que brinda nuestro Gobierno al de Colombia, por lo tanto es muy importante que los candidatos que se presenten cumplan con los requisitos mínimos para postularse y además tengan una vocación de servicio al país, que permita multiplicar su conocimiento a su regreso de Japón.

Debo aclarar, que el ofrecimiento a su institución no asigna directamente el cupo, es por ello que le solicito efectuar la mayor difusión posible a dicha convocatoria.

Quedo altamente agradecido por su gestión y aprovecho la oportunidad para enviarle un cordial saludo.

Atentamente,



Satoshi Murosawa

Representante Residente

Anexo: Información General del Curso; Formulario de Solicitud de JICA

Documentos requeridos para la aplicación:

- Carta de presentación Institucional según modelo
- Application Form JICA
- Job Report (páginas de la 17 a la 21)
- Fotocopia del Pasaporte
- Fotocopia de la Visa Americana (Si posee)
- Certificado de idioma inglés

Agencia de Cooperación Internacional del Japón Oficina en Colombia

Carrera 10 No. 97A - 13, Torre B. Of. 701, Bogotá D.C., Colombia • PBX: (57-1) 742 7719 • FAX: (57-1) 742 7717
<http://www.jica.go.jp/colombia/espanol/index.html> • E-mail: cb_oso_rep@jica.go.jp • BOGOTÁ D.C. - COLOMBIA



Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

**Strategic Utilization of Hydro-meteorological Data Observation
Technology**

課題別研修「戦略的な水文観測技術の活用」

JFY 2018

NO. J18-04142 / ID. 1884836

Course Period in Japan: From 14th to 25th October, 2018

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 both Governments.

'JICA Knowledge Co-Creation (KCC) Program' as a New Start

In the Development Cooperation Charter which is released from the Japanese Cabinet on February 2015, it is clearly pointed out 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 center of mutual learning process.

Table of Contents

I.	Concept	— p.2
II.	Description	— p.3
III.	Conditions and Procedures for Application	— p.8
IV.	Administrative Arrangements	— p.11
V.	Annex	— p.13

I. Concept

1. Program Background:

This program is designed for managerial officials to obtain and understand meanings, basic knowledge of technology and know-how of the hydrological and meteorological data observation as well as analytical technique and applied technology. In Japan, technology of flood control and water use has been developed based on the long-term observation and accumulated hydro-meteorological data.

2. For what?

This program aims to help participants to enhance knowledge about the importance of hydro-meteorological observation in river basin management and the methods of hydro-meteorological data observation and management.

3. For whom?

This program is offered to technology-based government officials who are responsible for hydro-meteorological observation in River Basin Organizations (RBOs), administrative organizations or central/local governmental authorities.

4. How?

Participants shall have opportunities in Japan to build up the capacity of implementing hydro-meteorological data observation, through lectures, field visits, discussions, and practices.

Participants also formulate their own "Improvement Plan" at the end of this course. "Improvement Plan" describes what participants will carry out for the improvement of hydro-meteorological data observation in their own countries after they return to their country (*See p.15 and Attachment 3).

II. Description

1. Title (J-No.):

Strategic Utilization of Hydro-meteorological Data Observation Technology
(J1804142)

2. Course Period in JAPAN:

14th to 25th October, 2018

3. Target Regions or Countries:

Afghanistan, Colombia, Kenya, Lebanon, Myanmar, Sudan and Thailand.

4. Eligible / Target Organization:

River Basin Organizations (RBOs), administrative organizations or central/local governmental authorities related to river/water resources management (including irrigation and river basin organizations)

5. Course Capacity (Upper Limit of Participants):

8 participants

6. Language to be Used in This Program:

English

7. Course Objective:

This program aims to enhance knowledge about the importance of hydro-meteorological observation in river basin management and the methods of hydro-meteorological data observation and management.

8. Overall Goal:

Flood control plans and river water utilization plans are encouraged to draft in each participating country.

9. Expected Module Output and Contents:

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

(1) Preparation in participants' home countries (July to October, 2018) Nominees make required preparation for the program in the respective countries.		
Modules	Activities	
To identify and define work-related problems on hydro-meteorological data observation beforehand	For all nominees Deadline: <u>16th July (Mon), 2018</u>	To formulate and submit " <u>Job Report</u> " *This report will be used as one of the nominees' screening materials. (*See p.13 and Attachment 1)
	For accepted participants Deadline: <u>14th September (Fri), 2018</u>	To formulate and submit " <u>Job Report Presentation</u> " (*See p.15 and Attachment 2)

(2) Course in Japan (14th to 25th October, 2018) Participants dispatched by their organizations attend the program in Japan.
--

Module 1:

Concept - Importance of Hydro-meteorological Data Observation -

Module 2:

Observation

Module 3:

Data Management

Module 4:

Formulating "Improvement Plan"

Module 1: Concept -Importance of Hydro-meteorological Data Observation-	
Contents	Details
To understand the necessity and objectives of hydro-meteorological data observation regarding river basin management and the process and know-how of observing and publishing hydro-meteorological data	(1) Utilizing observation data - Planning for flood management, water use and environment, Measures against disaster(flood and drought), Daily water use (2) Applying observation data to the improvement in accuracy of radar rain gauges and meteorological satellites (3) Sharing system of observation data
Module 2: Observation	
Contents	Details
To understand the methods of making preparations, standardization / inspection / maintenance of instruments and hydro-meteorological observation	(1) Setting up observation points - Stationing in the river basin, Appropriate selection of each point, Sign installation, Servicing observation ledger (2) Gauges and meters - Required standards, Accuracy screening, Installing backup instruments, Daily check (3) Observers - Capacity, Know-how, Equipment, Safety management (4) Operations - Methods, Know-how, Manuals
Module 3: Data Management	
Contents	Details
To understand the methods of quality control, processing and publishing of hydro-meteorological data	(1) Style setting (based on hydro-meteorological factors) (2) Split of work & preparations - Collecting data, Verifying data, Processing data, Storing original data (3) Verification (Quality management) - Error check, Homogeneity check, Missing value correction, Outlier check (4) Processing - Digitization, Formulating H-Q curve (5) Storing and publishing -Keeping field books and Self-recording paper, Database construction, Publishing data(Data distribution and annual report)
Module 4: Formulating "Improvement Plan"	
Contents	Details
To draft "Improvement Plan" that improves the condition of data observation and management in each participant's country	(1) Presentation of "Job Report" (2) Drafting and presentation of "Improvement Plan" (*See p.16 and Attachment 3)

10. Planned Schedule:

An expected schedule in Japan is as below. This schedule is tentative and will have minor changes due to lecturers' availability. A field trip to Kanto Region in Japan will be arranged, where participants can perform some practices on observation of low water discharge.

Date	Day	Time	Title of Lecture	Venue
14-Oct	Sun		Arrival at Japan	
15-Oct	Mon	AM	Briefing	TIC
		PM	Course Orientation	
		PM	Job Report Presentation	
16-Oct	Tue	AM	Importance of Hydro-meteorological Data Observation for Flood Control	Kanto Regional Bureau, MLIT
		PM	Importance of Hydro-meteorological Data Observation for Low Water Control	
17-Oct	Wed	AM	Meteorological Observation Method	Kumagaya Local Meteorological Office
		PM	Outline of Acquisition and Utilization of Hydro-meteorological Data for River Administration in Tonegawa Joryu River Office	Tonegawa Joryu River Office
18-Oct	Thu	AM	Provision of River Information	TIC
		PM	Quality Management of Hydrological Data	
19-Oct	Fri	AM	Quality Management of Hydrological Data	TIC
		PM	Quality Management of Hydrological Data	
		PM	Review and Quizzes	
20-Oct	Sat		Holiday	
21-Oct	Sun		Move to Shimokubo Dam	
22-Oct	Mon	AM	Inspection on Shimokubo Dam	Shimokubo Dam O&M Office
		PM	Discharge measurement	Shimokubo Dam O&M Office
23-Oct	Tue	AM	Discharge measurement	Shimokubo Dam O&M Office

		PM	Discharge measurement	Shimokubo Dam O&M Office
24-Oct	Wed	AM	Review and Quizzes	TIC
		AM/ PM	Presentation of Improvement Plan	
		PM	Evaluation Conference	
		PM	Closing Ceremony	
25-Oct	Thu		Departure from Japan	

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Participating 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.
- (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 III-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. Nominees should;

- (1) be nominated by their government in accordance with the procedure mentioned in III -4,
- (2) be responsible for observation and management of hydro-meteorological data,
- (3) be university graduates or equivalents,
- (4) have more than 5 years of work experience in the said fields,
- (5) be fluent in English enough to participate in discussion and presentation,
- (6) be less than 45 years of age (preferred),
- (7) be in good health (both physically and mentally), enough to participate in the program in Japan (pregnant nominees are not recommended to apply due to the potential risk of health and life issues of mother and fetus),

3. Required Documents for Application:

(1) Application Form: available at the JICA office (or the Embassy of Japan).

(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 Application Form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

(4) Job Report: to be submitted with Application Form. This report will be used as one of the nominees' screening materials. (*See "Attachment 1")

4. Procedures for Application and Selection:

(1) Submission of the Application Documents:

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

(After receiving applications, the JICA office (or the Embassy of Japan) will send them to the JICA Center in JAPAN by **16th July (Mon), 2018**)

(2) Selection:

After receiving the documents through proper channels from your 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 nominees 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 31st August (Fri), 2018.**

5. Document(s) to be Prepared by Accepted Participants:

The accepted participants are expected to make **visual materials for their “Job Report Presentation” (Attachment 2)** and submit them to tictree@jica.go.jp (JICA Tokyo) **by 14th September (Fri), 2018**. The accepted participants will have to do presentations regarding “Job Report” at the beginning of the course in Japan. Each participant has about 8 minutes for the presentation including Q&A session. (*See “Attachment 2”)

Accepted participants are also required to submit “Incorrect Data Set”, consisting of both rainfall and water level data which seem to include error data and the troubles or problems that you have experienced. The data should be submitted to tictree@jica.go.jp (JICA Tokyo) **by 14th September (Fri), 2018**. Any submission form for the Data Set are available, but should be EXCEL File Format.

6. Conditions for Attendance:

The accepted participants are required;

- (1)** to strictly adhere to the program schedule.
- (2)** not to change the program topics.
- (3)** not to extend the period of stay in Japan.
- (4)** not to be accompanied by family members during the program.
- (5)** to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6)** to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7)** to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of said violation.
- (8)** to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.

IV. Administrative Arrangements

1. Organizer:

- (1) **Name:** JICA Tokyo International Center (JICA Tokyo)
- (2) **Contact:** Mr. EHARA Keiji (ticttee@jica.go.jp)

2. Implementing Partner:

- (1) **Name:** Japan Water Agency (JWA), Incorporated Administrative Agency
- (2) **URL:** <http://www.water.go.jp/honsya/honsya/english/index.html>

3. Travel to Japan:

- (1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.
- (2) **Travel Insurance:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan will not be covered.

4. Accommodation in Japan:

JICA will arrange the following accommodations for the participants in Japan:

JICA Tokyo International 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:

http://www.jica.go.jp/english/about/organization/domestic/c8h0vm0000023sgf-att/tokyo_facilities.pdf

- * If there is no vacancy at JICA Tokyo, JICA will arrange alternative accommodations for the participants.
- * The course includes field trips outside Tokyo in Japan. JICA will arrange hotels for the participants.

5. Expenses:

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

- (1) Allowances for accommodation, meals, living expenses, outfit, and shipping
- (2) Expenses for field trips (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)
- (4) Expenses for program implementation, including materials

* Rain gears, clothes, pen-and-pencil set and camera will not be provided to participants. PC can be rented.

* For more details, please see the brochure for participants titled "KENSU-IN GUIDE BOOK" (III. ALLOWANCES), which will be given before the departure.

6. Pre-departure Orientation:

A pre-departure orientation will be held at the respective countries' JICA offices or Embassies of Japan to provide participants with details on travel to Japan, conditions of the program, and other matters.

V. Annex

«For ALL Nominees – With Application Form»

1. Job Report:

- by 16th July (Mon), 2018

(1) What is “Job Report”?

All nominees are required to submit “Job Report” with Application Form to the respective countries’ JICA offices (or Embassies of Japan). This report will be used as one of the applicants’ screening materials.

(2) Why do we need “Job Report”?

The role of “Job Report” is to share the information about your organization with other participants and lecturers. Moreover, “Job Report” is supposed to assist Course Organizer, Implementing Partner and other lecturers to know about the details of your professional careers, present challenges and expectations toward the program.

(3) Contents of “Job Report”

“Job Report” should be typewritten in English on A4 size paper (about 4 pages). It is highly recommended to include graphs, figures and maps in your report, which should be useful for other participants and lecturers.

(4) Form of “Job Report”

Please use “Attachment1: Job Report”

«**For Accepted Participants-After receiving Acceptance Notification**»

2. **“Incorrect Data Set ”:** **- by 14th September (Fri), 2018**

(1) What is “Incorrect Data Set”?

Accepted participants are also required to submit **“Incorrect Data Set”**, **consisting of both rainfall and water level data which seem to include error data and the troubles or problems that you have experienced.** The data should be submitted to tictree@jica.go.jp (JICA Tokyo) **by 14th September (Fri), 2018.** Any submission form for the Data Set are available, but should be EXCEL File Format.

(2) Why do we need “Incorrect Data Set”?

The role of “Incorrect Data Set” is to make the training course more fruitful and productive for the participants and their organizations as lecture and practice materials on quality control of observation data. Moreover, “Incorrect Data Set” is supposed to assist Course Organizer, Implementing Partner and other lecturers to know about the detailed situations of hydro-meteorological data acquisition.

(3) How to prepare “Incorrect Data Set”

Procedures to prepare “Incorrect Data Set” are as the followings;

- a. Select one of river basins under the jurisdiction of the organization that you are working for.
- b. Point locations of existing both rain-gauge stations and water level gauge stations on the map of the river basin that you have selected.
- c. Collect or take pictures of some of the rain-gauge stations and the water level gauge stations that would be able to show us their operating conditions.
- d. Collect and compile all time-series of rainfall and water level data gauged at each station in the selected river basin on both an hourly and a daily basis and prepare the data tables and graphs. It would be desirable that their observation periods are around two-year long.

«**For Accepted Participants-After receiving Acceptance Notification**»

3. “Job Report Presentation”: **- by 14th September (Fri), 2018**

(1) What is “Job Report Presentation”?

The accepted applicants are expected to submit visual materials for their “Job Report Presentation” (Attachment2) since participants will have to do presentations regarding “Job Report” at the beginning of the course in Japan. Each participant has about 8 minutes for the presentation including Q&A session.

(2) Requirements of “Job Report Presentation”

Regarding the visual materials for “Job Report Presentation”, it is recommended to include photos, graphs, maps and statistic information to promote understandings and discussions among lecturers and participants.

Contents include the following 4 topics about you and your organization. Please make sure to describe the contents based on the 4 topics:

1. Conditions about Hydro-meteorological Observation of Your Organization
2. Details about Your Organization
3. Challenges regarding Hydro-meteorological Data Observation and River Basin Management
4. Initial Expectations for this Program

In the presentation, please briefly explain the background information on your country, your organization and your job. Please put your emphasis on the challenges your organization and yourself are facing.

(3) Form of “Job Report Presentation”

Please use “Attachment2: Job Report Presentation”

«For Accepted participants – At the end of the program in Japan»

4. Improvement Plan:

(1) What is “Improvement Plan”?

By the end of the training course in Japan, all participants are required to formulate “Improvement Plan”. The plan should focus on something you may carry out upon return to your organization. Also it should be referred to the knowledge and skill which you have gained during this course. Therefore, “Improvement Plan” should be both concrete and practical. Participants are expected to make the plan by using the existing human and financial resources in your organization in the most efficient and effective way.

(2) Why do we need “Improvement Plan”?

The role of “Improvement Plan” is to apply the knowledge gained from the course to your own actual situation upon return to your country. The preparing process itself will help you turn your ideas into feasible actions to improve the current situation.

(3) Contents of “Improvement Plan”

“Improvement Plan” should focus on how to address challenges and to set one specific goal. The detail of how to formulate the “Improvement Plan” will be explained during the course. And the final version of the “Improvement Plan” will be elaborated through discussions with other overseas participants and Japanese experts during the program in Japan.

(4) Form of “Improvement Plan”

For more details, please check “Attachment3: Improvement Plan”.

Attachment1: Job Report Format

Part1. General Condition of Hydro-meteorological Situation in your Country

Could you please describe hydro-meteorological situation in your country?

1. Country : Japan
2. Hydro-meteorological Conditions :
 - 2-1. Yearly Average Precipitation : 1,700 mm
 - 2-2. Isohyetal Line Map of Yearly Average Precipitation or Yearly Average Precipitation Distribution Map : Fig- 1
 - 2-3. Monthly Variation of Average Precipitation in Capital City : Fig-2
 - 2-4. Main Water Induced Disaster (Multiple Answers Allowed) :
☐Flood、☐Cyclone, Typhoon、☐Landslide、☐Bank Erosion, Riverbed Erosion、☐Debris Flow、☐Riverbed Sediment、☐Drought、
☐Others : _____

Part2. Organization Profile

Could you describe the following items regarding the entire organization you belong to?

1. Organization :
Japan Water Agency
- 1-1. Establishment Law or Policy for the Organization :
Japan Water Agency Law
- 1-2. Organizational Chart : Fig-3
- 1-3. Number of Officials of Total Organization : 1,400
2. Ways of Data Acquisition (Multiple Answers Allowed) :
☐Precipitation Observation、☐Water Level Gauging、☐Radar Rainfall Gauge System、☐Meteorological Satellite、
☐Others _____
3. Hydro-meteorological Data Use for (Multiple Answers Allowed) :
☐River Basin Management Plan (☐Flood Control Plan、☐Water Use Plan)、☐Precipitation Forecast、☐Flood Forecasting & Early Warning、
☐Others _____

4. 10 (Ten) Major Precipitation Gauge Stations under Control : Table-1
5. 10 (Ten) Major Water Level Gauge Stations under Control : Table-2
6. Location Map of Precipitation Gauge Stations under Control : Fig-4
7. Location Map of Water Level Gauge under Control : Fig-5
8. Number of Officials in charge of Hydro-meteorological Affairs : 250
9. Annual Budget for Hydro-meteorological Observation : 1.5 Million USD

Part3. Career Profile

1. . Name : Kei Nishikori Sex: ☐ Male ☐ Female
2. Official Responsibility : Hydrological Research
 - 2-1. Organization :
Arariver Dam O&M Office. Japan Water Agency
 - 2-2. Job Title :
Section Chief, Dam Operation Division
 - 2-3. Main Duty and Role :
 - 1) Hydro-meteorological Data Acquisition
 - 2) O&M of Observation Equipment
 - 3) Data Validation and Dissemination
 - 4) _____
 - 2-4. Years of Experience in the Field of Hydro-meteorological Observation / Database Management : 10 years
 - 2-5. Please explain what kinds of observation equipment you use and the amount and location of those equipment
(No example)
 - 2-6. Please explain conditions about Data Acquisition (such as Observation Frequency, Data Accuracy, Data Storing, Equipment Maintenance) regarding Daily Precipitation and Daily Average Water Level at One Representative Gauging Station of your River Basins
(No example)
 - 2-7. Please attach the data tables of ①daily precipitation and ②daily average water level during the latest 5 years at least. If you have missing data or dissipative data, please specify those data in the table.

(No example)

Part4. Challenges regarding Hydro-meteorological Data Observation and River Basin Management

* It is highly recommended to explain **in detail**, such as the target river basin where the issues are occurring, the background, causes, stakeholders, etc.

* It is highly recommended to focus on two key elements of this course:

(a) Observation

(b) Data Management

1. Challenges of Your Organization and Yourself

- What prevents you from conducting duties smoothly, What you are expected to do etc.

(No example)

2. Initial Expectations for this Program

- What you want to learn

(*With clear objectives & reasons, detailed explanation on what & how to learn are preferred.) etc.

(No example)

(Please add sheets of paper for the description if necessary.)

Table-1 10 (Ten) Major Precipitation Gauge Stations under Control

s.I. No.	Gauge Station	River Basin	River	Location (lat/long/altitude)	Observing Period	Way to Gauge
1	(example) Manba	Tone River	Kanna River	036° 06' 56 (WGS) 138° 55' 10 (WGS) 320 m	From: Sept. 1965 To: Today	<input type="checkbox"/> manual <input type="checkbox"/> automatic
2					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic
3					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic
4					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic
5					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic

Table-2 10 (Ten) Major Water Level Gauge Stations under Control

s.I. No.	Gauge Station	River Basin	River	From River mouth E.L at Watermark 0 m	Observing Period	Way to Gauge
1	(example) Yattajima	Tone River	Tone River	181.45 km 44.4 m	From: Sept. 1923 To: Today	<input type="checkbox"/> manual <input type="checkbox"/> automatic
2					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic
3					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic
4					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic
5					From: To:	<input type="checkbox"/> manual <input type="checkbox"/> automatic

Examples of Figures



Fig-1 Yearly Average Precipitation Distribution in Japan

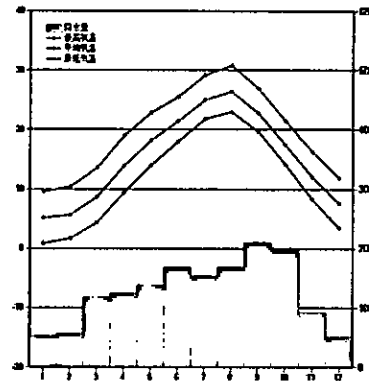


Fig-2 Monthly Variation of Average Precipitation in Tokyo

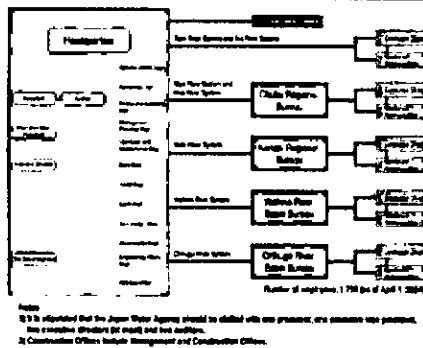


Fig-3 Organizational Chart of Japan Water Agency

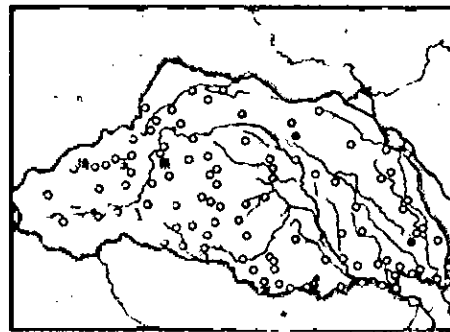


Fig-4 Location Map of Precipitation Gauge Stations under Control

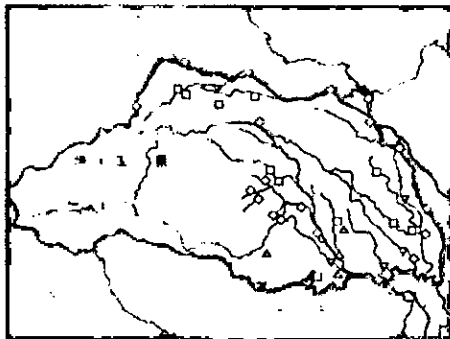


Fig-5 Location Map of Water Level Gauge under Control

Attachment 2: Job Report Presentation

Accepted Participants Only < by 28th October (Fri), 2016 >

Attachment 2: Strategic Utilization of Hydrological and Meteorological Data Observation Technology

Job Report Presentation

1. Country:
2. Name:
3. Position:
4. Organization:



Guidance for "Job Report Presentation"

- Each applicant is kindly requested to make presentation of Job Report (ppt: MS Power Point) which cover the following 4 topics about you and your organization
 - Presentation time: 5 minutes including Q/A
 - 4 topics:
 - 1. Conditions about Hydro-meteorological Observation of Your Organization
 - 2. Details about Your Organization
 - 3. Challenges regarding Hydro-meteorological Data Observation and River Basin Management
 - 4. Initial Expectations for this Program
- In this ppt., we used the case of Tokyo (and other cities in Tone-River Basin just as a reference image). So, please delete the items and pictures about Tokyo when you make your own "Job Report."

*It is recommended to include photos, graphs, maps and statistic information to make presentations more interesting and discussions among lecturers and visitors.



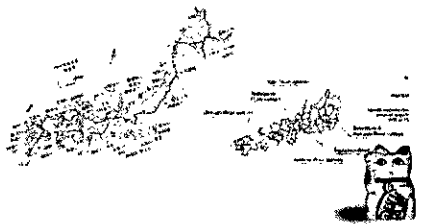
Contents of Job Report Presentation

1. Conditions about Hydro-meteorological Observation of Your Organization
2. Details about Your Organization
3. Challenges regarding Hydro-meteorological Data Observation and River Basin Management
4. Initial Expectations for this Program



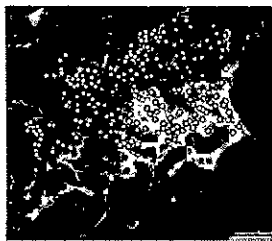
1. Conditions about Hydro-meteorological Observation of Your Organization

(1) Distribution of Main Rivers and the River Basins
which Your Organization is in Charge of



1. Conditions about Hydro-meteorological Observation of Your Organization

(2) Location Map of Gauging Station
(Rainfall Observatory and Water Level Observatory)



1. Conditions about Hydro-meteorological Observation of Your Organization

(1) Precipitation Gauge Station

Form 1 - 12/01/01 State of Tennessee Hazardous Waste Inventory Worksheet					
12	13	14	15	16	17
Site	Facility Name	Address	City	County	Ownership/Control
1	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
2	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
3	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
4	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
5	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
6	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
7	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
8	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
9	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis
10	Waste Transfer Station	1000 N. 10th St.	Memphis	Shelby	City of Memphis



1. Conditions about Hydro-meteorological Observation of Your Organization

(2) Water Level Gauge Station

Table 7. <i>Phylogenetic Analysis of the Genes Encoding the CysE Protein</i>						
Accession No.	Strain/Species	Accession No.	Strain/Species	Accession No.	Strain/Species	Accession No.
1	GenBank	2	GenBank	3	GenBank	4
5	GenBank	6	GenBank	7	GenBank	8
9	GenBank	10	GenBank	11	GenBank	12
13	GenBank	14	GenBank	15	GenBank	16
17	GenBank	18	GenBank	19	GenBank	20
21	GenBank	22	GenBank	23	GenBank	24
25	GenBank	26	GenBank	27	GenBank	28
29	GenBank	30	GenBank	31	GenBank	32
33	GenBank	34	GenBank	35	GenBank	36
37	GenBank	38	GenBank	39	GenBank	40
41	GenBank	42	GenBank	43	GenBank	44
45	GenBank	46	GenBank	47	GenBank	48
49	GenBank	50	GenBank	51	GenBank	52
53	GenBank	54	GenBank	55	GenBank	56
57	GenBank	58	GenBank	59	GenBank	60
61	GenBank	62	GenBank	63	GenBank	64
65	GenBank	66	GenBank	67	GenBank	68
69	GenBank	70	GenBank	71	GenBank	72
73	GenBank	74	GenBank	75	GenBank	76
77	GenBank	78	GenBank	79	GenBank	80
81	GenBank	82	GenBank	83	GenBank	84
85	GenBank	86	GenBank	87	GenBank	88
89	GenBank	90	GenBank	91	GenBank	92
93	GenBank	94	GenBank	95	GenBank	96
97	GenBank	98	GenBank	99	GenBank	100



2. Details about Your Organization

(1) Mission & Vision and Scope of Work

- Mission & Vision

● Scope of Work



Attachment 3: Improvement Plan Presentation

<p>How Important is this program to you? (Circle a number from 1 to 5)</p> <p>* Attachment 3 Strategic Utilization of Hydrological and Meteorological Data Observation Technology</p> <p style="text-align: center;">Improvement Plan Presentation</p> <p>1. Country: _____ 2. Name: _____ 3. Position: _____ 4. Organization: _____</p>	<p>* Guidance for "Improvement Plan Presentation"</p> <p>* Each applicant is strongly requested to make presentation of "Improvement Plan" (ppt, 145 Power Point) which cover the following 3 topics about you and your organization</p> <p>* Presentation time: 12 minutes including Q/A</p> <p>* 3 topics:</p> <ul style="list-style-type: none"> * 1. Review of Your Initial Plan * 2. Findings during the Program * 3. Goals in the Near Future 	<p>* 1. Review of Your Initial Plan</p> <p>O Achievements (Have you learned what you wanted to learn? And how did you make it?)</p>										
<p style="text-align: center;">Contents of Improvement Plan Presentation</p> <p style="text-align: center;">1. Review of Your Initial Plan 2. Findings during the Program 3. Goals in the Near Future</p>	<p>* 3. Goals in the Near Future</p> <p>(1) Plan of Ideas to Improve Your Organization</p> <p>What? (This period is devoted to describe your expectations and get assistance from JICA and overseas donors. Necessary measures to get sustainable achievements after getting assistance must be considered. 5-8 year to materialize the given facilities.)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 30%;">No.</th> <th style="width: 30%;">Activity to be carried out</th> <th style="width: 20%;">Expected Outcome</th> <th style="width: 20%;">Indicators for verification</th> </tr> <tr> <td> </td> <td>Let children realize the importance of project purpose and the importance of project activities</td> <td>Children's correct behavior in the project area</td> <td>See all organizations' indicators to measure implementation progress in the project area</td> </tr> </table>	No.	Activity to be carried out	Expected Outcome	Indicators for verification		Let children realize the importance of project purpose and the importance of project activities	Children's correct behavior in the project area	See all organizations' indicators to measure implementation progress in the project area	<p>O Achievements (Have you learned what you wanted to learn? And how did you make it?)</p>		
No.	Activity to be carried out	Expected Outcome	Indicators for verification									
	Let children realize the importance of project purpose and the importance of project activities	Children's correct behavior in the project area	See all organizations' indicators to measure implementation progress in the project area									
<p>* 2. Findings during the Program</p> <p>(1) What you have to do after you go back to your home country</p> <p>(2) What you want to do after you go back to your home country</p>	<p>* 3. Goals in the Near Future</p> <p>(2) Planned Schedule</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%;">No.</th> <th style="width: 30%;">Activity to be carried out</th> <th style="width: 20%;">Planned Schedule</th> <th style="width: 20%;">Planned Budget</th> <th style="width: 20%;">Planned Personnel</th> </tr> <tr> <td> </td> <td>Let children realize the importance of project purpose and the importance of project activities</td> <td>Children's correct behavior in the project area</td> <td>See all organizations' indicators to measure implementation progress in the project area</td> <td>See all organizations' indicators to measure implementation progress in the project area</td> </tr> </table>	No.	Activity to be carried out	Planned Schedule	Planned Budget	Planned Personnel		Let children realize the importance of project purpose and the importance of project activities	Children's correct behavior in the project area	See all organizations' indicators to measure implementation progress in the project area	See all organizations' indicators to measure implementation progress in the project area	<p>* 1. Review of Your Initial Plan</p> <p>O Achievements (Have you learned what you wanted to learn? And how did you make it?)</p>
No.	Activity to be carried out	Planned Schedule	Planned Budget	Planned Personnel								
	Let children realize the importance of project purpose and the importance of project activities	Children's correct behavior in the project area	See all organizations' indicators to measure implementation progress in the project area	See all organizations' indicators to measure implementation progress in the project area								

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 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 are being customized to address the specific needs of different target organizations, 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 was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

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 this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

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 International Center (JICA TOKYO)
Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan
TEL: +81-3-3485-7051 FAX: +81-3-3485-7904

+

Guía para el Diligenciamiento del Formato de Aplicación JICA Knowledge Co-Creation Program

Lea cuidadosamente las indicaciones de esta guía para poderlo diligenciar correctamente. En caso de alguna inquietud puede consultar con la oficina de JICA en Colombia.

1. Partes que conforman el formato de aplicación y que deben ser diligenciadas

Este formato se encuentra orientado para ser diligenciado de manera conjunta tanto por parte del candidato al curso, como por parte de la Institución a la cual pertenece, la cual lo presenta mediante este documento oficialmente ante JICA.

Official Application: Una vez diligenciado debe ser firmado por el Representante Legal de la Institución que presenta al candidato.

Part A. Information on the Applying Organization: Debe ser diligenciado o en su defecto aprobado por el superior inmediato del candidato que se encuentra aplicando al curso.

Part B. Information About the Nominee including Medical History and Examination: Debe ser diligenciado por el candidato al curso.

2. Cómo diligenciar el formato de aplicación

Lea detenidamente la información de la convocatoria teniendo en cuenta el folleto proporcionado por JICA "Knowledge Co-Creation Program" (PROGRAMA DE GENERACIÓN CONJUNTA DE CONOCIMIENTO) del curso. Verifique que los objetivos, contenido y requisitos solicitados sean cumplidos y acordes con el área en la cual desempeña su trabajo actual y tenga en cuenta las siguientes recomendaciones:

- Para diligenciar en este formato lo relacionado con el nombre y código del curso por favor refiérase al título y código dados en el folleto de JICA para el curso.
- Diligencie este formato original en idioma **INGLÉS** a máquina o en letra de imprenta legible. No se recibirán formatos con enmendaduras, tachones o mal diligenciados. Utilice "X" para marcar la selección correspondiente a la casilla de chequeo "()"
- En caso de ser necesario puede agregar páginas anexas si el espacio dado en el formato no es suficiente
- Verifique según las indicaciones dadas en folleto del curso proporcionado por JICA, el tipo de documento que debe acompañar la aplicación (Country Report, Job Report, Questionnaire, etc)

3. Políticas de Uso y Confidencialidad

1) Términos de Uso

Toda información referida a la identidad y datos personales contenida en el presente formato, será catalogada, utilizada y/o analizada con el único propósito de adelantar las labores propias de JICA. Para ello JICA se reserva el derecho al uso de dicha información de acuerdo con sus políticas de privacidad.

2) Limitaciones del Uso y Confidencialidad

JICA no divulgará información sobre la identidad de las personas referidas en este formato, con las siguientes tres excepciones:

- En caso que un mandato legal lo solicite expresamente.
- Previa autorización del autor del documento para ser divulgado a un tercero.
- En caso que JICA nombre a un delegado para que procese la información, la misma se utilizará de acuerdo a las áreas requeridas.

3) Nota de Privacidad

JICA tomará las medidas necesarias para evitar la fuga, pérdida o destrucción indebida de la información recibida procurando siempre el manejo adecuado de la misma.

4) Política de Derechos de Autor

Los aspirantes al Programa de Generación Conjunta de Conocimiento de JICA deberían tener en cuenta las siguientes regulaciones referidas a los Derechos de Autor:

Artículo 1. Con relación a la preparación de documentos (reportes, plan de acción etc.) y presentaciones (Reportes de reunión, conferencias, etc.)

1. El contenido de los documentos y presentaciones debe ser de su propia autoría en principio.
2. En caso de requerir el uso de material elaborado por otro autor (video, fotografías, ilustraciones, mapas, figuras, etc.) que se encuentre amparado por las regulaciones locales o internacionales de propiedad intelectual deberá:
 - (1) Obtener las licencias o permisos necesarios bajo su propia responsabilidad. En este caso los términos de dichos licencias o permisos deberán contemplar los requerimientos del artículo 2.
 - (2) Conservar la evidencia de la obtención de los licencias o permisos anteriormente mencionados.
 - (3) En caso de ser necesario, bajo su propia responsabilidad, llegar a los acuerdos económicos necesarios con el autor del material para garantizar la vigencia de las licencias o permisos, de acuerdo con los términos de uso establecidos para ello.

Artículo 2. Con relación el uso del material de capacitación y diálogo

1. La propiedad intelectual de los materiales preparados por los participantes Programa de Generación Conjunta de Conocimiento será de los participantes mismos. La propiedad intelectual del material preparado por otros autores seguirá perteneciendo a los autores mismos.
 2. El manejo de los textos, materiales complementarios y otros materiales entregados dentro del Programa de Generación Conjunta de Conocimiento de JICA a los participantes, deberá cumplir con el propósito para el cual han sido elaborados por parte de cada autor.
-

**CONFIDENCIAL**

Knowledge Co-Creation Program under Technical Cooperation with the Government of Japan

Application Form for the JICA Knowledge Co-Creation Program**OFFICIAL APPLICATION**

(To be confirmed and signed by the head of the relevant department / division of the applying organization)

1. Title: (Nombre del curso tal como figura en el folleto JICA Knowledge Co-Creation Program)**2. Number:** (Código del curso según el folleto de JICA Knowledge Co-Creation Program))

J			-					
---	--	--	---	--	--	--	--	--

3. Country Name:

REPUBLIC OF COLOMBIA

4. Name of Applying Organization:**5. Name of the Nominee: (SURNAME Name)****To be completed by General Director of Institution on behalf of Candidate**

Our organization hereby applies for the training and dialogue program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs

Date: D/M/Y		Signature:	
Name:			
Designation / Position			
Department / Division			
Office Address and Contact Information	Address:		
	Telephone:	Fax:	E-mail:



Part A: Information on the Applying Organization

(To be confirmed by the head of the department / division that candidate belongs to)

1. Profile of Organization

1) Name of Organization:

2) The mission of the Organization and the Department / Division:

2. Purpose of Application

1) Current Issues: Describe the reasons for your organization claiming the need to participate in the training and dialogue program, with reference to issues or problems to be addressed.



- 2) **Objective:** Describe what your organization intends to achieve by participating in the training and dialogue program.

- 3) **Future Plan of Actions:** Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.

- 4) **Selection of the Nominee:** Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the training and dialogue program, 4) Plan of organization and 5) Others.

Part B: Information about the Nominee

(To be completed by the Nominee)

NOTE>>>The applicants for Knowledge Co-Creation Program are required to fill in "Every Item". As for the applications for Country Focused Program including Counterpart Program and some specified Programs, it is required to fill in the designated "required" items as is shown below.

1. Title: (Nombre del curso tal como figura en el folleto JICA Knowledge Co-Creation Program)

2. Number: (Código del curso según el folleto JICA Knowledge Co-Creation Program)

J																			
---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

3. Information about the Nominee (nos. 1-9 are all required)

1) Name of Nominee (as in the passport – Use CAPITAL LETTERS)

1st Surname

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

2nd Surname :

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Second Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Fotografía tipo documento del nominado
Tamaño: 4x3 cms
(Obligatorio)

2) Nationality		() COLOMBIAN		Other nationality	
2a) Place of Birth		City		Province	
3) Sex () Male () Female		3a) Marital Status		5) Date of Birth (please write out the month in English as in "April")	
4) Religion		() Single () Married			
6) Do you posses Passport?		() YES () NOT		Date	Month
6a) Do you posses USA Visa?		() YES () NOT		Year	Age
6b) Passport Expiry (D/M/Y)					
6c) ID Number (Cédula)					

Adjuntar a esta Aplicación copia de la hoja de datos de su pasaporte vigente. Si es poseedor de VISA USA vigente adicionalmente adjunte copia de la página de la visa.

7) Present Position and Current Duties

Organization							
Department / Division							
Present Position							
Date of employment by the present organization (Fecha de Ingreso)	Date	Month	Year	Date of assignment to the present position (Fecha de inicio en el presente cargo)	Date	Month	Year

8) Type of Organization

() National Governmental	() Local Governmental	() Public Enterprise
() Private (profit)	() NGO/Private (Non-profit)	() University
() Other		

9) Outline of duties: Describe your current duties

--	--

10) Contact Information

Office	Address:		City:
	TEL: 57/	Mobile (Cell Phone):	
	FAX: 57/	E-mail:	
Home	Address:		City:
	TEL: 57/	Mobile (Cell Phone):	
	FAX: 57/	E-mail:	
Contact person in emergency	Name:		
	Relationship to you:		
	Address:		City:
	TEL: 57/	Mobile (Cell Phone):	
	FAX: 57/	E-mail:	

4. Career Record
1) Job Record (After graduation)

Organization	City/ Country	Period		Position or Title	Brief Job Description
		From Month/Year	To Month/Year		

2) Educational Record (Higher Education)(required)

Institution	City/ Country	Period		Degree obtained	Major
		From M / Y	To M / Y		

3) Training or Study in Foreign Countries; please write your past visits to Japan specifically as much as possible, if any.

Institution	City/ Country	Period		Field of Study / Program Title
		From M / Y	To M / Y	

5. Language Proficiency (required)

1) English Proficiency				
Listening	() Excellent	() Good	() Fair	() Poor
Speaking	() Excellent	() Good	() Fair	() Poor
Reading	() Excellent	() Good	() Fair	() Poor
Writing	() Excellent	() Good	() Fair	() Poor
Certificate (Examples: TOEFL, TOEIC)				
2) Mother Tongue				
3) Other languages ()				
	() Excellent	() Good	() Fair	() Poor

Excellent: Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.

Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.

Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.

Poor: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

6. Expectation on the applied training and dialogue program
1) Personal Goal: Describe what you intend to achieve in the applied Knowledge Co-Creation program (required)

--

2) Relevant Experience: Describe your previous vocational experiences which are highly relevant in the themes of the applied Knowledge Co-Creation program (required)

3) Area of Interest: Describe your subject of particular interest with reference to the contents of the applied Knowledge Co-Creation program (required)

***7. Declaration (to be signed by the Nominee) (required)**

I certify that the statements I made in this form are true and correct to the best of my knowledge.

If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for the program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements the program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation.
- (g) to consent to waive exercise of my copyright holder's rights for documents or products that are produced during the course of the project, against duplication and/or translation by JICA, as long as they are used for the purposes of the program.
- (h) To approve the privacy policy and the copy right policy mentioned in the Guidelines of Application

JICA's information security policy in relation to Personal Information Protection

■ JICA will properly and safely manage personal information collected through this application form in accordance with JICA's privacy policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgation, loss or damages of such personal information.

■ Unless otherwise obtained approval from an applicant itself or there are valid reasons such as disclosure under laws and ordinances, etc., and except for the following 1.-3., JICA will neither provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in the following 1.-3 and will not use for any purpose other than the following 1.-3 without prior approval of an applicant itself.

1. To provide Knowledge Co-Creation Program to participants from developing countries.
2. To provide Knowledge Co-Creation Program to the participants from developing countries under the Citizens' Cooperation Activities.
3. In addition to 1. and 2. above, if the government of Japan or JICA determines necessary in the course of technical cooperation.
 - (i) to observe Japanese laws and ordinances during my stay, if violate Japanese laws and ordinances, I will return the total amount or a part of the expenditure required for the training depending on the extend of the violation.
 - (j) to understand that JICA does not assure issuance of Japan entry visa even after JICA decide to accept me. I understand the Embassy of Japan will decide it according to necessary formalities upon the submission of visa application from each participant.

Date: D/M/Y	Signature:
	Print Name:

CONFIDENCIAL

8/8

MEDICAL HISTORY AND EXAMINATION

1. Present Medical Status

(a) Do you currently use any medicine or have regular medical checkup by a physician for your illness?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Name of illness : Name of medicine :
	<i>If yes, please attach your doctor's letter (written in English) that describes current status of your illness and agreement to join the program.</i>

(b) Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Months of pregnancy (months)
-----------------------------	--

(c) Are you allergic to any medication or food?

[] No	[] Yes: What are you allergic to? ()
--------	---

(d) Please indicate any needs arising from disabilities that might necessitate additional support or facilities.

()

Note: Disability does not lead to exclusion of persons with disability from the program. However, upon the situation, you may be directly inquired by the JICA official in charge for a more detailed account of your condition.

2. Past Medical History

(a) Have you had any significant or serious illness?

[] No	[] Yes: Please specify
	(

(b) Have you ever been a patient in a mental clinic or been treated by a psychiatrist?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Please specify
-----------------------------	--

3. Other Medical Problems

If you have any medical problems that are not described above, please indicate below.

--

I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program.

Date: D/M/Y	Signature:
	Print Name:

**CONFIDENCIAL**

9/8

Utilice este modelo de carta de Presentación Institucional para completar la documentación requerida en la aplicación, colocando en él los datos que se indican en letra negrilla y utilizando si es necesario formato membreteado o papelería oficial de su entidad.

Señor

SATOSHI MUROSAWA

Representante Residente

Agencia de Cooperación Internacional del Japón – JICA Colombia

Respetado Señor:

En mi calidad de Representante Legal de **(nombre de la entidad)**, atentamente me permito presentar al señor **(nombre completo del postulante)**, quien actualmente se desempeña como **(cargo)** y se encuentra vinculado laboralmente desde **(año/mes/día)**, a fin de que sea considerado para acceder a un cupo en el curso de entrenamiento **(nombre del curso)** a efectuarse en Japón desde el **(año/mes/día)** hasta el **(año/mes/día)**.

Igualmente me comprometo a nombre de **(nombre de la entidad)** a brindarle todo el apoyo y colaboración al candidato en mención, para que en caso de ser elegido pueda llevar a cabo la capacitación durante la totalidad del período del curso, sin interrupciones. Esto contempla también, el llevar a cabo todas las gestiones necesarias ante el Gobierno, para que el candidato se desplace a Japón en las fechas y bajo los itinerarios previstos por JICA.

A su regreso el señor **(nombre del candidato)** será reintegrado a sus labores, sin que su ausencia durante la capacitación sea causa de remoción ni de alteraciones en su vínculo contractual.

El señor **(nombre del candidato)** se compromete a reportarse ante la oficina de JICA en Colombia, dentro de un plazo no mayor a un mes después de su regreso, para rendir un informe de la capacitación y presentar un plan de acción a seguir sobre las labores de multiplicación dentro y fuera de esta entidad, así como también a llevar a cabo otras actividades que JICA le encomiende en su calidad de ex becario.

Este COMPROMISO INSTITUCIONAL se firma a los **XX** días del mes de **XXXXX** de **20XX**.

(firma)**(firma)**

(Nombre)

Representante Legal

(Nombre)

Candidato CC No.