



【Online】
Knowledge Co-Creation
Program
(Group & Region Focus)

GENERAL INFORMATION ON

**Water Supply Administration for Better Management
of Water Supply Services (A)**
課題別研修「水道管理行政及び水道事業経営(A)」

JFY 2021

NO. 202003259-J001

Online Course Period: From October 11th to October, 25th 2021

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 (KCC) Program’ as a New Start

In the Development Cooperation Charter which is released from 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.

I. Concept

1. Program Background:

Access to safe water is an essential part of the basic human rights and the foundation for a healthy life. However, even today, the world witnesses many instances of people lacking access to this essential commodity. To counter this situation, a new global agenda - the Sustainable Development Goals (SDGs) - was unanimously adopted by the member states of the United Nations in 2015. The agenda included a goal set on water supply (Goal 6) that aims to “ensure availability and sustainable management of water and sanitation for all.” Target 6.1 of Goal 6 of SDGs sets the target that by the year 2030, we should “achieve universal and equitable access to safe and affordable drinking water for all.”

Despite these efforts, many developing countries are still facing the above mentioned challenges partly because of the lack of the human resources for the administration and management of water supply systems. For this reason, JICA offers this Knowledge Co-Creation Program to enhance the capacities of the administration officers of water supply services.

2. For what?

This Knowledge Co-Creation Program (Hereinafter referred to as “the Program”) helps participants acquaint themselves with Japanese experiences on water supply administration and technologies that Japan has accumulated. This will eventually contribute not only to the capacity building of the participants on administration, management, operation and maintenance, but also to the supply of safe and stable drinking water in respective countries.

3. For whom?

This Program is offered to administrators who are responsible for management of water services in water supply utilities or national / local government.

4. How?

Participants of the Program shall have opportunities to enhance their capacities of administration and management of water supply services through lectures and discussions. They will acquire indispensable knowledge and get clues to supply of safe and stable drinking water in respective countries.

5. Sustainable Development Goals (SDGs)

JICA is committed to achieving the Sustainable Development Goals (SDGs). This program contributes to the achievement of the following goals



Goal 3

To ensure healthy lives and promote well-being for all at all ages



Goal 6

To ensure availability and sustainable management of water and sanitation for all

II. Description

1. Title (No.) :

Water Supply Administration for Better Management of Water Supply Services
(202003259-J001)

2. Course Period:

From October 11th to October 25th, 2021

Response to the time difference during the online program

In order to have interactive communication between lecturers and participants, online sessions are planned during the online program.

All participants will be connected from 16:00 to 19:30 (Japan Standard Time: JST) at the Webinar.

3. Target Regions or Countries:

Bangladesh, Bhutan, Egypt, Ethiopia, Georgia, Iraq, Lebanon, Mozambique, Nigeria, Pakistan, Palestine, South Sudan, Sudan, Tunisia and Turkey

Japan	14	15	16	17	18	19	20	21	22	23
Pakistan	10	11	12	13	14	15	16	17	18	19
Bangladesh	11	12	13	14	15	16	17	18	19	20
Bhutan	11	12	13	14	15	16	17	18	19	20
Georgia	9	10	11	12	13	14	15	16	17	18
Iraq	8	9	10	11	12	13	14	15	16	17
Palestine	8	9	10	11	12	13	14	15	16	17
South Sudan	8	9	10	11	12	13	14	15	16	17
Turkey	8	9	10	11	12	13	14	15	16	17
Ethiopia	8	9	10	11	12	13	14	15	16	17
Lebanon	7	8	9	10	11	12	13	14	15	16
Egypt	7	8	9	10	11	12	13	14	15	16
Mozambique	7	8	9	10	11	12	13	14	15	16
Sudan	7	8	9	10	11	12	13	14	15	16
Malawi	7	8	9	10	11	12	13	14	15	16
Moldova	7	8	9	10	11	12	13	14	15	16
Tunisia	6	7	8	9	10	11	12	13	14	15
Nigeria	6	7	8	9	10	11	12	13	14	15

4. Eligible / Target Organization:

Offices and agencies of national / local governments responsible for administration and management of water services or water supply utilities (public or private corporations)

5. Course Capacity (Upper Limit of Participants):

20 participants

6. Language to be Used in This Program:

English

7. Course Objective:

Through discussions and exercises, participants are expected to understand water supply administration in Japan and respective countries to clarify the future challenges.

8. Expected Module Output and Contents:

The Program consists of the following components.

(1) Preparation for the Core-Phase Participating organizations make required preparation for the Program in the respective countries.		
Objective	Activities	
To identify and define work-related problems on water supply administration beforehand	For all nominees Deadline: August 20th (Fri), 2021	To formulate and submit " Water Supply Service Information Sheet " (in excel format) *This sheet will be used as one of the nominees' screening materials.
To ensure the internet connection and how to use zoom application prior to the main live program. To introduce the program outline and explain the assignment prior to the main live program.	Date 1: 16:00 ~ 17:00 on October 11 th (Mon)	Program Orientation <ul style="list-style-type: none"> - the internet connection check - introduction of concerned organizations in Japan - self-introduction of participants - how to use zoom application - .program outline. - the assignment Mini-lecture <ul style="list-style-type: none"> - introduction of JICA projects and how to formulate application form (PDM)

(2) Core Phase (From October 18th to October 25th, 2021)	
Module 1: The Analysis of Current Situation & Formulation of Action Plan	
Objective	Contents
To consider solutions in respective countries based on the analysis of their current situation and formulate action plan based on the knowledge acquired through the program.	Self-Learning <ul style="list-style-type: none"> - Summary of Water Supply Service Information Sheet - Formulation of Action Plan Discussion <ul style="list-style-type: none"> - Comparison of Similarities and Differences among the participating countries based on the Water Supply Service Information Sheet Presentation <ul style="list-style-type: none"> - Group Presentation of Water Supply Service Information Sheet - Presentation of Action Plan

Module 2: COVID-19 Pandemic and Public Health	
Objective	Contents
To explore the relevance between the COVID-19 pandemic and public health by looking back on the history of the public health in Japan	<u>Lecture</u> <ul style="list-style-type: none"> - Outline of Water Supply in Japan - History of Japanese Public Health and clues to the COVID-19 pandemic - Public Health and Water Supply
Module 3: Water Quality	
Objective	Contents
To have clear understanding on Water Safety Plan and prioritize issues on water quality management	<u>Lecture</u> <ul style="list-style-type: none"> - Water Safety Plan <u>Group Work</u> <ul style="list-style-type: none"> - Formulation of Water Safety Plan
Module 4: Non-Revenue Water	
Objective	Contents
To have clear understanding on water leakage and water theft and prioritize issues on non-revenue water	<u>Lecture</u> <u>Discussion</u> “Measures against Non-Revenue Water (NRW)”
Module 5: Water Management	
Objective	Contents
To identify issues in respective countries by understanding water management, water accounting and asset management in Japan	<u>Lecture</u> <u>Discussion</u> <ul style="list-style-type: none"> - “Water Management, Water Accounting, and Asset Management in Japan”, - Performance Indicator

9. Planned Schedule:

Please note that the Schedule is subject to change without prior notification.

Preparation Phase				
***Please note that it is required for participants to attend one of the following sessions (connection test and program orientation)				
Date	Time	Module	Contents	
Oct. 11th	16:00 - 17:00	-	Connection Test Program Orientation(Date 1)	
Core-Phase				
Date	Time (JST)	Module	Contents	
Oct. 18th	16:00 - 17:00	1	<Group Work> Comparison among participating countries	
	17:10 - 18:10	1	<Group Presentation> Comparison among participating countries	
	18:20 - 18:50	2	<Lecture> Japan Water Works Administration	
	18:50 - 19:20	1	<Discussion> Wrap-up of the day	
Oct. 19th	16:00 - 17:00	2	<Lecture> History of Japanese Public Health and Clues to the COVID-19 Pandemic	
	17:10 - 17:50	2	<Discussion> COVID-19 Pandemic	
	18:00 - 19:00	3	<Lecture> Water & Health, Water Safety Plan	
	19:00 - 19:30	1	<Discussion> Wrap-up of the day	
Oct. 20th	16:00 - 17:00	4	<Lecture> Measures against Non-Revenue Water	
	17:10 - 18:00	4	<Discussion> Measures against Non-Revenue Water	
	18:10 - 19:00	5	<Lecture> Performance Indicators (PIs)	
	19:00 - 19:30	1	<Discussion> Wrap-up of the day	
Oct. 21st	16:00 - 18:00	3	<Group Work> Water Safety Plan	
	18:10 - 19:00	2	<Lecture> Water Supply Service Facilities	
	19:10 - 19:30	1	<Discussion> Wrap-up of the day	
Oct. 22nd	16:00 - 16:30	5	<Lecture> PPP in Water Supply Service	
	16:40 - 17:40	5	<Lecture> Water Management, Water Accounting and Asset Management	
	17:45 - 18:45	5	<Discussion> Water Management, Water Accounting and Asset Management	
	18:50 - 19:15	1	<Discussion> Wrap-up of the day	
Oct. 23rd			Day off	
Oct. 24th			Day off	
Oct. 25th	16:00 - 17:00	1	<Presentation> Action Plan	
	17:10 - 18:30	-	<Discussion> Evaluation	
	18:40 - 19:00	-	Closing Session	

III. Eligibility and Procedures

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 operations. 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 as shown below.
- (4) Applying organizations are also expected to make use of knowledge acquired by the participants after completing whole online lectures and discussions.

2. Nominee Qualifications:

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

(1) Essential Qualifications

1) Current Duties:

Current title shall be executive officers or senior administrative officers in charge of water services in offices and agencies of national / local governments responsible for administration and management of water services or water supply utilities (public or private corporations)

2) Experience:

Have sufficient experience (over 10 years' experience is preferred) in the field of water supply administration

3) Career Expectation:

Be expected to proceed their careers in the water supply field

4) Language:

Have a high level of English proficiency which is equal to TOEFL CBT 250 or more. (Please attach an official certificate for English proficiency such as TOEFL, TOEIC, etc., if possible).

5) Technical Requirements for the Online Course (Computer):

Technology Proficiency:

- Basic computer skills such as, sending/receiving email with attachments, and using a web browser.
- This course is delivered using the following services : Web Conferences System (Zoom) and JICA's own Learning Management System called "JICA-Virtual Academy Network (JICA-VAN)".
(Online tutorial and support by JICA will be limited. The ability to be self-directed in learning new technology skills are required.)

6) Equipment and Internet Connection Requirement:

- Regular access to a computer, either from your home or from your office.
- Operating System: Windows or Mac OS (Updated version is preferred).
- High Speed Broadband Connection (at least 2Mbps).
- Browser: Google Chrome, Edge, Firefox, Safari can be used.
- Webcam Microphone and Audio output Device (Speaker or Headset)

[Attention] Internet access charge incurred for this course shall be borne by your organization or your house. If you find difficulty to meet the above requirements, please be sure to consult with the JICA office in your country before you apply.

In case you are using your office computer and you are unable to get permission to use Zoom, please contact the JICA office in advance.

7) Attendance Requirement:

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

(2) Gender Consideration:

JICA is promoting Gender equality. Women are encouraged to apply for the Program.

3. Required Documents for Application:

(1) Application Form:

available at the JICA office (or the Embassy of Japan) in respective countries.

(2) Attachments: to be submitted with the Application Form

1) Photocopy of passport or Official ID:

Please submit any official ID you have.

2) Nominee's English Score Sheet:

Attach the photocopy, if you have any official documentation of English proficiency. (e.g. TOEFL, TOEIC, IELTS)

3) Water Supply Service Information Sheet (in Excel format):

This sheet will be used as one of the nominees' screening materials.

(*See Attachment "Water Supply Service Information Sheet")

4. Procedures for Application and Selection :

(1) Submission of the Application Documents:

Closing date for applications:

Please confirm the local deadline with JICA overseas office (or the Embassy of Japan).

(Just for your reference, after receiving the documents, JICA overseas office is supposed to send it **to the JICA Tokyo by August 20th (Fri), 2021.**

(2) Selection:

Primary screening will be conducted at JICA 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

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than September 17th (Friday), 2021.**

5. Conditions for Participation

Participants of KCCP (see p13 "JICA and Capacity Development") are required

(1) To strictly observe the course schedule.

(2) Not to change the program topics.

(3) To participate in the whole program including program orientation.

(4) 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.

IV. Administrative Arrangements

1. Organizer:

JICA Tokyo Center (JICA Tokyo)

<https://www.jica.go.jp/tokyo/english/office/index.html>

In-charge: Ms. Chihiro KAMEI (Kamei.Chihiro2@jica.go.jp)

2. Implementing Partner*:

(1) **Name:** Japan International Corporation of Welfare Services (JICWELS),

(2) **URL:** <http://www.jicwels.or.jp>

3. Supervising Organization

(1) **Name:** Ministry of Health, Labour and Welfare

(2) **URL:** <http://www.mhlw.go.jp/english/index.html>

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, Knowledge Co-Creation Programs (KCCPs), JOCV programs, etc.

Within this wide range of programs, KCCPs 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 Center (JICA TOKYO)

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

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