Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

ICT Project Management (Improvement of ICT Solution Planning and Development Capabilities)(B)







Course Number: 202517134J001

Course Period: March 3 - April 24, 2027

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

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How to provide efficient ICT solution?

Gain insight to design, develop and manage efficient ICT solutions to improve the governments' capacity in ICT from the experiences of Japan.

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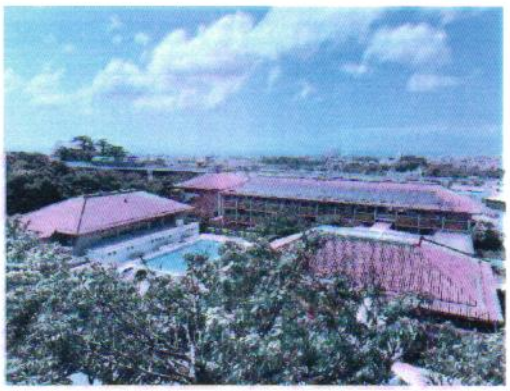
Outline



This program is designed for ICT officer as well as other staff with system engineering background who is in charge of ICT related issues in government and other public institution.





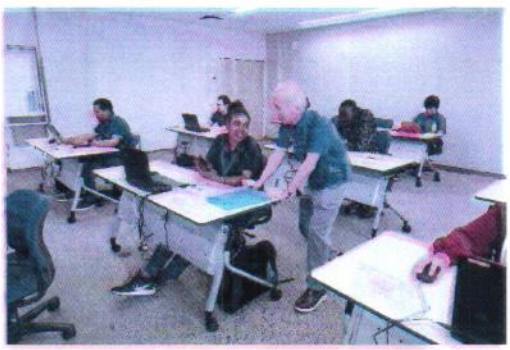
The sessions will be held in Okinawa, Japan and will include study tour inside of Okinawa.



All sessions are carried out in English.



The period of the program is from March 3 to April 24, 2027.



Course Capacity: 12 participants





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JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, stated that "In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together." We believe that this 'Knowledge Co-Creation Program' will serve as a foundation of mutual learning process.

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For What?

Background

Today, Information and Communications Technology (ICT) is recognized as a key enabler for realizing sustainable development by offering tremendous opportunities for developing countries to take full advantage of the benefits of globalization. The ICT, in fact, enables all citizens to access basic services, such as education, health care, agro-services or financial services. Nevertheless, digitalization of government services often remains a challenge in developing countries, because of lack of not only adequate infrastructure but also highly skilled ICT personnel.

Objectives

This course aims for participants will develop the ability to analyze issues facing their own countries develop and implement effective projects to resolve them.

To Whom?

Job Areas and Organizations

This program is designed for ICT officers as well as other staff with system engineering background who are in charge of ICT related issues in government and other public institutions.

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

Targeted Countries

Bangladesh, Pakistan, Sri Lanka, Tonga, Samoa, Lebanon, Benin, Côte d'Ivoire, Rwanda, Armenia, Kirghiz, Moldova

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

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When?

Face to Face Program Period

From March 3, 2027
to April 24, 2027

Where?

This course is carried out in Okinawa, Japan, organized by JICA Okinawa Center.

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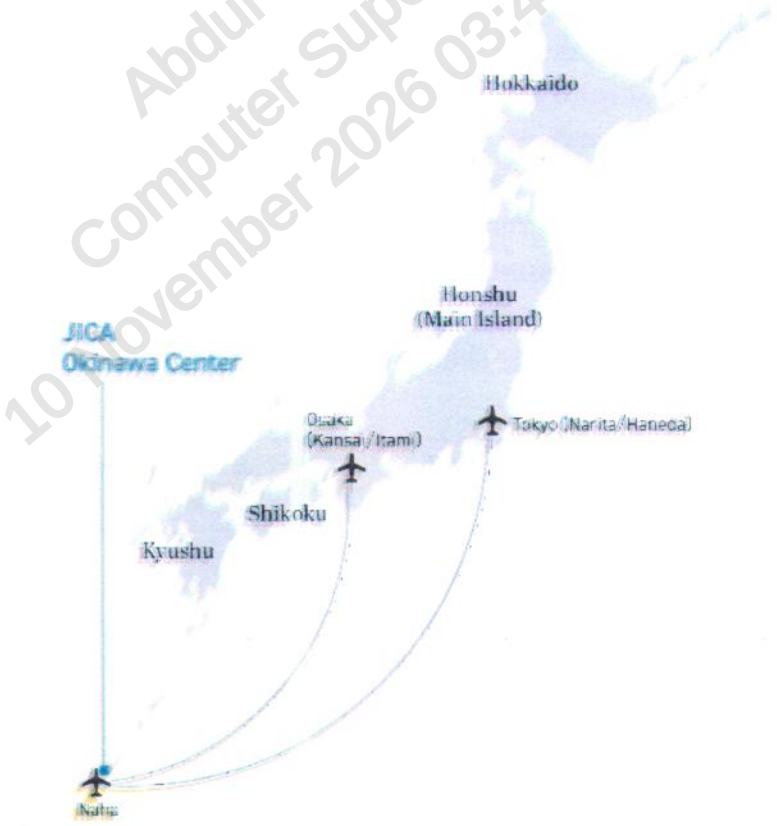

How?

How to Learn



- Lecture
- Discussion
- Presentation
- Workshop
- Observation tour

Language

English

Commitment to the SDGs



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<Structure of the Program>

This course includes practical exercises, such as hands-on exercises for several subjects and sessions formulating an Action Plan, which is an ICT project to be developed by each participant, along with lectures, because JICA Okinawa believes that the acquired knowledge is solidified by repeatedly applying it in those practical exercises. This is especially true for technical training programs like this one.

The course also includes variety of activities, such as interactive lectures and observation tours in Okinawa. Such a practice-oriented method enables each participant to be a truly skillful ICT staff member who can lead the implementation of e-Government initiatives.

Furthermore, as one of the major outcomes of this course, the above-

mentioned Action Plan will resolve business problems of the government of each participant. In order to assist each participant to implement his/her Action Plan, the training implementer will provide technical advice.

Expected Modules Output and Content:

<Overall Goal>

Participants will be able to lead ICT-driven digital transformation and plan and implement effective projects to address their country's development challenges.

<Module 5 Objective>

Participants will be able to develop action plans to solve organizational or sectoral issues using ICT and explain the management approach for implementation.

↑

<Module 4 Objective>

Participants will be able to manage ICT solution development and implementation based on project-related information, including selecting ICT vendors and overseeing solution delivery and application.

↑

<Module 3 Objective>

Participants will be able to develop proposals and plans that incorporate appropriate ICT solutions.

↑

<Module 2 Objective>

Participants will be able to explain effective approaches to designing and developing ICT systems that incorporate digital technologies.

↑

<Module 1 Objective>

Participants will be able to analyze their organization's business processes and identify key issues

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In order to help each participant to acquire skills and knowledge, a participant is required to formulate an effective and feasible Action Plan. Please carefully read this section and ensure the preparation.

A. Preparatory Phase before the departure to Japan

Before start the program in Okinawa, each participant is requested to take following actions:

1) Read carefully the present document titled "General Information".
2) Identify key business challenges of his/her organization, which are relevant to this course concept, and discuss the theme of his/her Action Plan, with the supervisor.
3) Fill out the preliminary study sheet and other required forms, which will be provided by email from the training implementer after acceptance notification.

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B. B. Core Phase in Japan (October 21 to December 12, 2026)

N.B. This plan is an interim version and the content and duration of each subject can be modified in due course.

#	Subject Name Expected results: (At the completion of each subject, a participant should be able to:)	Teaching Methods	Duration
<Module 1 Objective> Participants will be able to analyze their organization's business processes and identify key issues			
1	Enterprise Architecture (EA)		
	1. Explain current status of ICT department, issues and effectiveness brought by ICT governance. 2. Explain background and necessity of current business system and harmonized reforming approach. 3. Explain concrete establishing process of EA. 4. Explain merits and method of each reference model when you create To Be model.	Lecture and Exercise	1 days
2	Job Report Presentation		
	Participants from various countries will share information about the current state and challenges of ICT within their respective organizations.	Presentation	1 days

3	Modern Technology (Cloud, AI)		
	The increasing use of cloud services and advancements in AI technology are expected to make significant contributions to the economic development and social problem-solving in developing countries.	Lecture and Exercise	1 days

<Module 2 Objective>

Participants will be able to explain effective approaches to designing and developing ICT systems that incorporate digital technologies.

4	Communication Skill		
	Effective communication fosters collaboration both within and outside the team. The ability to clearly convey information, understand and accept others' opinions, and negotiate leads to timely sharing of project progress, issues, and builds trust. Furthermore, communication impacts risk management and problem-solving, and smooth communication makes it easier to avoid project failures and delays. This subject will cover communication-related topics over several sessions. Related Subjects (Tentative) 1. Logical Thinking 2. Presentation 3. Problem-solving and Facilitation 4. Negotiation	Lecture and Exercise	4 days

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<Module 3 Objective>

Participants will be able to develop proposals and plans that incorporate appropriate ICT solutions.

5	Strategy, planning, system development, and management		
	Learn the skills and methods necessary to implement the system and advance the project. This subject will cover strategy, planning, system development and management-related topics over several sessions. Related Subjects (Tentative) 1. Business Requirement Definition 2. Proposal Writing 3. System development (utiliging generation AI)	Lecture and Exercise	6 days

6	Project Management (1)		
	1. Explain basic methodologies along with PMBOK guide which is a defect standard of modern project management method. 2. Explain the outline of representative system development process model such as waterfall, incremental and prototyping models. 3. Explain what is scope and WBS. 4. Explain the schedule creation method for system development project. Related Subjects (Tentative) Project Management Basics	Lecture and Exercise	3 days
7	Project Management (2)		
	1. Explain role and importance of RFP for development project. 2. Explain points from project goal setting, proposal making to conclusion of the contract. 3. Explain a project procurement process. Related Subjects (Tentative) RFP Formulation and Contract Management		
8	System Infrastructure Requirement Analysis and Planning		
	1. Explain an outline of role and job of system infrastructure personnel. 2. Analyze and plan the system infrastructure. 3. Explain non-functional requirement definition method.	Lecture and Exercise	2 days
9	Cyber Security		
	Identifying, assessing, and addressing information security risks throughout the planning, execution, and completion phases of a project ensures project success and protects information assets. This section explains the importance of cybersecurity in project management.	Lecture and Exercise	2 days

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<Module 4 Objective>

Participants will be able to manage ICT solution development and implementation based on project-related information, including selecting ICT vendors and overseeing solution delivery and application.

10	Observation Tour		
	1. Understand the usage of the latest ICT technologies in Okinawa. 2. Obtain tips of ICT solution for your country through the understanding acquired from the observation tour. 3. Obtain the higher understanding of Japanese history and culture.	Observation	1 day
11	Hands-on (Workshop: Project Management)		
	Practical Hands-on exercises relating to the subjects studied in Module 1,2 and 3	Exercise	5 days

<Module 5 Objective>

Participants will be able to develop action plans to solve organizational or sectoral issues using ICT and explain the management approach for implementation.

12	Action Plan		
	1. Develop a specific RFP(request for proposal) framework to be implemented after participants come back to their home country. 2. Enhance the effectiveness of plan by studying difficulties during action plan implementation.	Exercise	4 days

Other activities

-Course Orientation

-General Briefing (about the life in Japan and Okinawa)

-Opening and Mid-term Interviews (Tentative), Pre/Final test (Tentative)

-Study tour and workshop with other course in JICA Okinawa center (Tentative)

-Course Evaluation (This is to get feedback from the training participants)

-Closing Ceremony

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Eligibility and Procedures

1. Expectations to the Applying Organizations

(1)This training course aims for an organization of a participant to become capable of strengthening the organization's ability to implement ICT strategies by utilizing knowledge and adopting skills which are obtained by a participant.

2. Nominee Qualifications

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

(1) Essential Qualifications

1) Current Duties: As described in p. 2, Section I "To whom".
2) Experience in the relevant field: ICT officers as well as other staff with system engineering background who are in charge of ICT related issues in government and other public institutions. Must be engaged in or have at least two years of experience in systems construction, maintenance and operation.
3) Educational Background: Undergraduate or postgraduate degree is preferred.
4) Language: have a competent command of spoken and written English, since this training includes active participation in discussions among participants. Please attach an official certificate for English ability such as TOEFL, TOEIC, if passible).
5) This training program includes lectures and exercises using PC, so participants are required to bring their own laptop.
6) Health: Must be in good health to participate in the program. 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.

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(2) Recommended Qualifications

Expectations for the Participants

1) Age: Between twenty-five (25) and forty (40) years old when the program starts.
2) Job position: Officer level or higher
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.

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3. Required Documents for Application

(1) Application Form:

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

* If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.

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(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

*It is recommended that your passport be valid for more than 6 months after the last day of the program.

(3) ANNEX 1 (APPLICANT'S PROFESSIONAL EXPERIENCE IN THE FIELD OF THE ICT):

Information collected from this form will be used to evaluate the eligibility of each candidate to the present course. It is therefore imperative to include the duly completed form in the application.

(4) ANNEX 2 (Job REPORT)

***Remarks: The Application Form and ANNEX1,2 must be computer- printed, NOT handwritten.**

There are some cases which applicants are rejected since the application form is not readable.

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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 Center in Japan **by January 25, 2027)**

(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.

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(3) Notice of Acceptance

The JICA overseas office (or the Embassy of Japan) will notify the results **not later than February 1, 2027**.

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

Accepted participants will receive preliminary study sheet and other forms by the training implementer together with instructions by email after notice of acceptance. Then these documents have to be returned by the date designated in the email.

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6. Conditions for Participation

The participants of KCCP are required

(1)to strictly adhere the course schedule,

(2)not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,

(3)to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),

(4)not to bring or invite any family members (except for programs longer than one year),

(5)to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,

(6)to observe the rules and regulations of the program implementing partners to provide the program or establishments,

(7)not to engage in political activities, or any form of employment for profit,

(8)to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "3.Expenses", "Administrative Arrangements",

(9)to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,

(10) not to drive a car or motorbike, regardless of an international driving license possessed,

(11) to observe the rules and regulations at the place of the participants' accommodation, and

(12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

(13) to promptly notify JICA in the case that there are any changes in the health status since the time of application (such as changes requiring medical attention due to illness or discovery of pregnancy).

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Administrative Arrangements

1. Organizer (JICA Center in Japan)

(1) **Center**: JICA Okinawa Center (JICA Okinawa)
(2) **Program Officer**: Mr. Nishihara Kohei (oicttp@jica.go.jp)

2. Implementing Partner

Fujitsu Learning Media Limited

3. Travel to Japan

(1) **Air Ticket**: In principle, JICA will arrange an economy-class[1] 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

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4. Accommodation in Japan

Basically, JICA will arrange the following accommodation(s) for the participants in Japan:

JICA Okinawa Center (JICA Okinawa)
Address: 1143-1 Aza-Maeda, Urasoe-Shi, Okinawa, 901-2552, Japan
TEL: +81-98-876-6000
("81" is the country code for Japan, and "78" is the local area code)
Please refer to facility guide of JICA Okinawa at its URL
https://www.jica.go.jp/english/domestic/okinawa/index.html

5. Expenses

The following expenses in Japan will be provided by JICA
(1) Allowances for meals, living expenses, and stopover.

(2) Expenses for study tours (basically in the form of bus/train/air 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 "KENSHU-IN GUIDE BOOK," which will be given before
(6) departure for Japan.
*Link to JICA HP (English/French/Spanish/Russian):
https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/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 course, and other matters.

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

If the link of these youtube URLs has expired, please access the URL below and search the nessesary information from the key word.
https://www.youtube.com/user/JICAChannel02

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7. Reference

PDF: KENSHU-IN GUIDE BOOK
For more detailed terms and conditions

https://jica365.sharepoint.com/sites/obj037/Lists/list01/Attachments/216/%e2%91%a0KENSHU-IN GUIDEBOOK 2025(English) PC.pdf

Video: JICA Predeparture Briefing
For more information on life in Japan and KCCP
https://www.youtube.com/watch?v=SLurfKugrEw

Website: JICA
English/French/Spanish/Russian
https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html

Facebook: JICA Okinawa Center
https://www.facebook.com/jicaokinawaoic/

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Annex

Please fill out the Forms attached as ANNEX1 and ANNEX2, and submit them along with the

filled Application Form (or the filled Form A2 A3).

ANNEX 1
APPLICANT'S PROFESSIONAL EXPERIENCE IN ICT FIELD

ANNEX 2
Job REPORT

Applicants are required to typewrite the ANNEX1 and ANNEX2. There are many applicants disqualified from the selection because of the illegibility of these documents.

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ANNEX 1

APPLICANT'S PROFESSIONAL EXPERIENCE IN ICT FIELD

You are requested to describe your experience in ICT field. Please carefully read questions and fill in the blanks with your answers as precise as possible. Please note that collected information will be used for the evaluation and selection of your application.

Course Name: ICT Project Management (B) (202517134J001)

Surname	Given name

Applicant's Name:_____

1. Experience in ICT Field

For how long and what type of ICT work have you been involved in until now (multiple selections are possible) in a business context? Please select the job type(s), which is/are closest to your past ICT experiences using the table below.

Job Classification	Job Description		Duration
Chief Information Officer	Defining, planning and leading the implementation of Organization's ICT strategy and reform		Year(s)
ICT Division Manager	Senior management level. Leading an ICT Division/Section		Year(s)
ICT Project Manager	Coordinating every aspect of ICT system project from concept to delivery		Year(s)
System Analyst	Analyzing current systems, identifying issues and planning new system developments		Year(s)
ICT Architect	Analyzing business and designing architecture of ICT System		Year(s)
Application Developer	Design	Designing application programs	Year(s)
	Coding and test	Coding and testing application programs	Year(s)
Network Specialist	Design	Designing networks	Year(s)
	Administration and Maintenance	Administrating and maintaining networks	Year(s)
Database Specialist	Design	Designing database	Year(s)
	Administration and Maintenance	Administrating and maintaining database	Year(s)
Security Specialist	Design	Designing security policies and measures	Year(s)
	Administration	Administrating security policies and measures	Year(s)
System Administrator	Administration	Administrating information processing systems	Year(s)
System Operator	Operating information processing systems		Year(s)
Instructor	Conducting training courses in the field of ICT		Year(s)
Other (if any) :			Year(s)

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2. Programming Experience

By filling in the table below, please evaluate your knowledge and experiences about system management process in a business context from 1 to 4

1. No experience at all or never heard of it
2. I have learnt about it but have not had an opportunity to practice it
3. I have experience working in accordance with it
4. I have experience managing it

	Self-evaluation (1-4)
1. C / C++ / C#	
2. Basic / Visual Basic / Visual Basic .NET	
3. Java	
4. PHP	
5. JavaScript	
6. HTML	
7. WordPress	
8. Others ( )	

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3. Database Experience

By filling in the table below, please evaluate your knowledge and experiences about different types of database operation system in a business context from 1 to 4:

1. No experience at all or never heard of it
2. I have learnt about it but have not had an opportunity to practice it
3. I can design/develop a database using this system but may need technical support
4. I can use and perform complex tasks using this system all by myself

	Self-evaluation (1-4)
1. Oracle	
2. PostgreSQL	
3. MySQL	
4. Microsoft Access	
5. Microsoft SQL Server	
6. DB2	
7. Others ( )	

4. Operating System Administration and Office Software Experience

1) By filling in the table below, please indicate your knowledge and experiences in the area of operation system in a business context from 1 to 4:

1. No experience at all or never heard of it
2. I have learnt about it but have not had an opportunity to practice it
3. I can use it but may need technical support
4. I can use and perform complex tasks

	Self-evaluation (1-4)
1. Unix	
2. Linux	
3. Windows Client OS (i.e. 8, 10, 11)	
4. Windows Server OS (i.e. Windows Server 2016, 2019, 2022)	
5. Others ( )	

2) By filling in the table below, please indicate your knowledge and experiences in the area of office software in a business context from 1 to 4:

1. No experience at all or never heard of it
2. I have learnt about it but have not had an opportunity to practice it
3. I can use it but may need technical support
4. I can use and perform complex tasks

	Self-evaluation (1-4)
1. Microsoft Word	
2. Microsoft Excel	
3. Microsoft Power Point	
4. Others ( )	

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5. **Configuration of the Information Processing System in your organization**

Please describe information you have, if any, on the information processing system including hardware and software (packages and application programs) in your organization.

		Number of hardware	Remarks
Server	Windows File share		OS ( )
	DHCP		OS ( )
	Windows Domain		OS ( )
	DNS		OS ( )
	Mail		OS ( )
			Software ( )
	Web		OS ( )
			Software ( )
	Proxy		OS ( )
			Software ( )
	NFS/NIS		OS ( )
	Application		OS ( )
			Software ( )
	Database		OS ( )
			RDBMS ( )
Client			OS ( )
			Software ( )
			Others ( )
Network	Router		Product Name ( )
	Switching HUB		Product Name ( )
	Firewall		Product Name ( )
	Others		Product Name ( )
Internet	Network Service		Telephone / DSL / Fibre Optic /CATV
	Line Speed		bps

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I certify that the above statements made by me in this form are true to the best of my knowledge.

Date : ..... Signature : .....

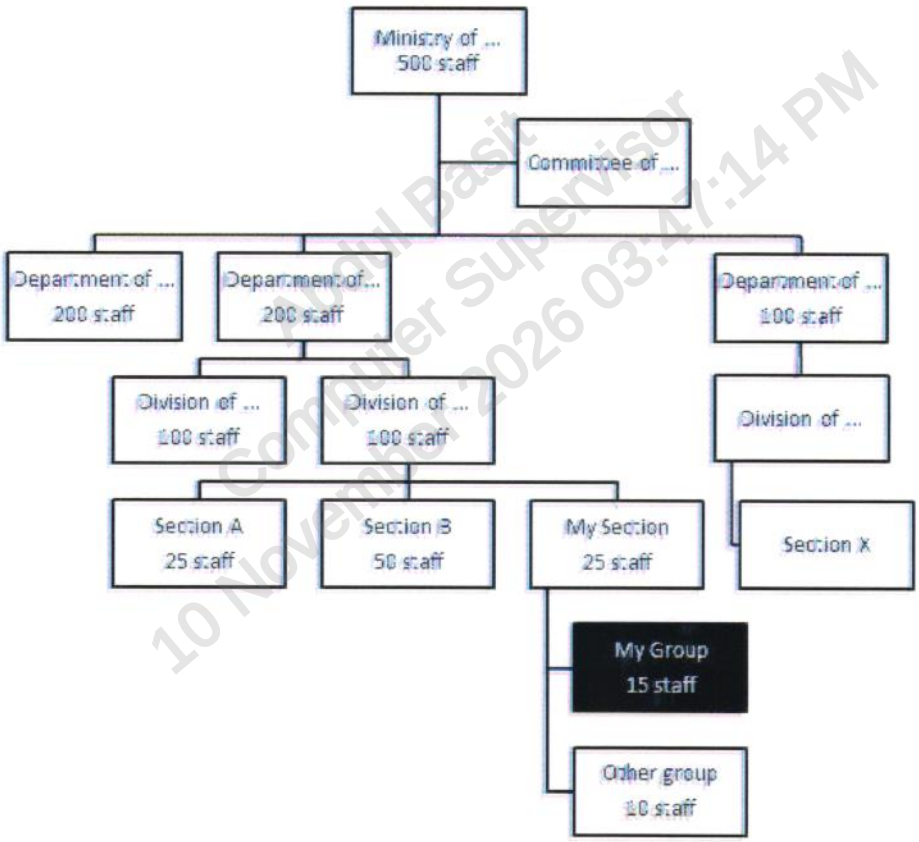
ANNEX 2

Job REPORT

Please describe in detail as much as possible. This report aims to better understand the **level of your country's and government's approach to ICT deployment including e-Government.**

1. Your organization's structure

1) Referring to the example, please attach the organization chart by highlighting your department/division/section and showing the number of staff working in each unit.



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2) Please complement the organization chart by filling in the table below.

Explanation	Organization Name	Total number of personnel
Name of ministry or the highest level organization to which your organization belongs.		
If there are any organizations between the above and yours, please indicate by the order of hierarchy.	1.	
	2.	
	3.	
Name of your organization		
If there are any organizations under yours, please indicate by the order of hierarchy.	1.	
	2.	
	3.	

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2.National e-Government Policy

(For improving citizen service delivery or integrating ICT solutions in government work, etc.)

(1) Name of the policy

(2) Leading organization in the policy implementation within government ministries and institutions

(3) Background and the outline of the policy
(current status, current issues, solutions, scope, implementation plans and stakeholders, etc.)

3.National ICT Policy/Vision

(universal access to ICT, private sector development, E-learning or E-agriculture, etc.)

(1) Name of ICT policy/vision

(2) Leading organization in promoting ICT policy/vision within government ministries and institutions

(3) Background

Overview of ICT usage in your country *Total yearly sales of ICT industry (US$): (including foreign companies)* *Percentage of the domestic ICT industry's yearly sales (US$)* *Benchmark data on ICT usage used for ICT policy/vision*

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(4) Outline of the policy
(overarching objectives, target; sc

4.Work assignment upon the completion of the training course

Upon the completion of the training course, is your current work assignment envisaged to be changed or modified?

☐Yes ☐No

If your answer is yes, please describe tasks that would be newly/supplementary added to your work assignment. In case you are supposed to be assigned to a completely different new position, please also indicate the name and major tasks.

New tasks to be added in addition to your current work assignment
New job title (if it is applicable)

3.Course subjects of your organization's interest

Referring to the training subjects described in Page 10-13, what would be the most important subject(s) in tackling the business issue(s) that faces your organization? By filling in the table below, you are also requested to specify the reason why that subject can resolve the issue.

Priority	Course subject	Motif of your choice (why this subject can contribute to resolve your organization's business issue?)
1st:		
2nd:		
3rd:		
4th:		

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4.Action Plan

This training program falls into one of JICA's training categories "**SOLUTION CREATION TRAINING**". Such program aims to facilitate solving problems in organizations by enabling the participants to acquire necessary knowledge and skills, which can address innovative solutions.

The creation of Action Plan therefore constitutes a core of this training course especially because it defies the roadmap to solve organization's business issues.

In this context, please describe business problems that your organization is interested in addressing within the framework of this training course. Some of those can be the scope of your future Action Plan.

	Business problems that should be addressed	Reason why your organization is interested in solving the problem	Proposed solutions
1			
2			
3			
4			

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ope, stakeholders and implementation plans, etc.)

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.

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The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized course 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, of course, has been accompanied by countless failures and errors behind the success stories.
Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has developed a storehouse of knowledge not found elsewhere from unique systems of

organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.

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