

TRAINING AND DIALOGUE PROGRAMS



GENERAL INFORMATION ON

**Financial and Technical Support for Small and Medium
Enterprises Promotion (B)**

**集団研修「中小企業振興のための金融及び技術支援(B)」
JFY 2013**

NO. J1300885 / ID. 1380107

From September 2013 to May 2014

Phases in Japan: October 7 2013 to November 9 2013

This information pertains to one of the Training and Dialogue Programs 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.

I. Concept

Background

Development and promotion of SMEs is recognized as one of the vital approaches to accelerate economic growth and to help poverty reduction in developing countries. SMEs have played an important role in Japanese economy for a long time as well. In Japan, SMEs occupy more than 99 percent of all the private enterprises and create 60 to 95 percent (depending on the type of industry) of employment opportunities. SMEs have made a great contribution to economic growth in Japan.

“Financial and Technical Support for Small and Medium Enterprises Promotion” is designed for those in charge of developing and promoting small and medium-sized enterprises (including micro-enterprises) to learn the concept and implementation of SMEs promotion in Japan, focusing on financial and technical support, and to strengthen the capacity to plan and implement policies to support SMEs in participants’ countries. This course also intends participants to learn a multitude of policies to support SMEs in Japan by lectures and visits to Japanese SMEs and supporting organizations.

For what?

The goal of this training program is to strengthen the capacity of the public and governmental organization on SME support, especially in the area of financial and technical support. Participants are expected to understand the effective measures and policies of financial and technical support for SMEs and to make an action plan to improve their home country’s SME support.

For whom?

This program is designed for the officials working in government ministry, local government or public agency in charge of SMEs promotion/support, including CCIs, governmental financial institutions and technical support organizations. This program is recommended for participants who have engaged in financial and technical support for SMEs.

Preferably, participants should be selected from the organization or department for three (3) years (2013-2015) to maximize the benefit of the training program.

How?

This program will provide theory and practice of SMEs development policies and practical measures based on Japanese experience and lessons, focusing on financial and technical support. Distinctive features of this training program are site visits and discussions. Participants will visit SME support organizations, public institutions and SMEs to learn through active communication with Japanese SME professionals. In addition, participants have opportunities to attend special lectures by various SME experts (professors, lecturers or consultants).

II. Description

1. Title (J-No.): Financial and Technical Support for Small and Medium Enterprises Promotion (B) (J13-00885)

2. Period of program

Duration of whole program:	September 2013 to May 2014
Preliminary Phase: (in a participant's home country)	September 2013 to October 2013
Core Phase in Japan:	October 7 2013 to November 9 2013
Finalization Phase: (in a participant's home country)	November 2013 to May 2014

3. Target Regions or Countries

2 persons from Tajikistan

1 person from Albania, Bhutan, Cameroon, Timor-Leste, Ethiopia, Jordan, Iraq, Lebanon, Moldova, Mongolia, Montenegro, Solomon Islands

4. Eligible / Target Organization

Preferably, fix the target organization for three years (2013-2015).

Government ministry, local government and public implementing agency of SME promotion (including CCIs, governmental financial institutions, and technical support organizations)

5. Total Number of Participants

13 participants

6. Language to be used in this program

English (including English translated from Japanese through interpreters)

7. Program Objective:

[Goal for three (3) years]

To plan the SMEs development policy (especially on financial and technical support) by the officials working in government ministry, local government and public agency implementing SME support.

3 years framework

1st year : The plan for SMEs development policy especially for financial and technical support will be made

2nd year : The plan that was made in the 1st year will be developed

3rd year : Final action plan will be made based on the plan that was developed in the 2nd year.

8. Overall Goal

The capacity of making and implementing for financial and technical support for SME promotion will be improved in government ministry, local government and public agency which implements SME promotion.

Expected Module Output and Contents:

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

(1) Preliminary Phase in a participant's home country <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Participants are able to clarify the issues of SMEs and SMEs support policies and measures of their home countries.	<p>1) Inception Report (with Application Form)</p> <p>2) Pre-study Report (for successful applicants only) Applicants who are selected as participants are required to fill in and submit the annexed pre-study report. Please read the ANNEX for the detailed information</p> <p>3) Self-learning about SMEs in Japan It is recommendable to check the below website before departure. This website is of Japanese Small and Medium Enterprises Agency, which explains about general picture of Japan's SME policies and their practical exercises. URL: http://www.chusho.meti.go.jp/sme_english/index.html</p>

(2) Core Phase in Japan (October 7 2013 to November 9 2013) <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
(1) Participants will be able to explain current situation and issues about SMEs and SME development policies	Inception Report and Pre-study report presentation	1)Presentation 2)Discussion
(2) Participants are able to explain the outline of SME promotion policies and measures, especially in the area of financial and technical support	<p>(1) Policies and measures of SME support in Japan</p> <p>(2) Organizations of SME support in Japan</p> <p>(3) Financial support for SME</p> <p>(4) Technical support for SME</p>	1)Lectures 2)Discussions

<p>(3) Participants can figure out the key factors in financial and technical support for SMEs by case-studies of Japan and other countries, then clarify what is needed to improve their home countries' SME support.</p>	<p>(1) Measures taken by implementing organization of central government (2) Measures taken by implementing organization of local government (3) Discussion about financial support (4) Discussion about technological support (5) Supported SMEs, local industries, etc.</p>	<p>1)Site visit; (Public organizations and SMEs) 2) Lectures 3)Discussion</p>
<p>(4) Based on the output of (1)(2)(3),participants are able to make an action plan which is feasible and adaptable to their home countries</p>	<p>(1) Comparative discussion about each country's situation (2) Discussion among participants (3) Preparation and presentation of tentative action plan</p>	<p>1)Discussions 2)Presentation</p>

(3)Finalization Phase in a participant's home country

Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.

Expected Module Output	Activities
<p>The action plan will be shared, examined and implement within the participant's organization.</p>	<p>1) Participants share their action plan with their home organization and improve the action plan to be implemented in the organization. 2) Implement the action plan. 3) Submission of revised action plan and its progress within 6 months after leaving Japan to respective country's JICA office of their countries.</p>

Sample Schedule (Schedule of 2012 program)

This is a sample schedule. Places to visit and length of the program will change.

Day	Subject	Organization/Place to visit
1	Arrival in Japan	
2	Briefing / Course orientation	
3	General Orientation about Japan	
4	Program Orientation	
5	Move to Tokyo	
6-7	day off	
8-9	Inception/Pre-study Report Presentation by Participants	lecture
10	SME Promotion Policies of Japan	lecture
11	Current Status and Engagement of SME Promotion Implementing Organization	implementing organization
	One Stop Service	supporting organization
12	Role of Chamber of Commerce and Industry	Chamber of Commerce and Industry
	Excellent Corporate Management	SME
13 - 14	Day off	
15	Excellent Corporate Management (Visit a company)	SME in Manufacturing
16	Excellent Corporate Management- Traditional Handicrafts	meeting with CEO of a traditional handicrafts company
17	Financial Support of Japan	lecture
18	Technical Support of Japan	lecture
19	Excellent Corporate Management	lecture
	The Role of Governmental Financial Institution	financial institution
20-21	day off	
22	Credit Guarantee System	Credit Guarantee Corporation
	Financial Institution for SMEs	financial institution
23	Wrap-up on Financial Support	lecture
24	Support for SMEs on New Industry and Industry-Academia-Public Linkage	institution
25	Technical Support by Public Institutions	research institute
	Industry-Support Activities by Public Institutions	supporting organization
	Wrap-up on Technical Support	lecture
26	Action Plan Preparation	
	Flow of Implementing SME Promotion Policy (From request to implementation)	lecture
27-28	Day off	
29	Action Plan Presentation	lecture
30	Excellent Corporate Management	SME
31	Wrap up of SME support	lecture
32	Evaluation Meeting/Closing Ceremony	
33	Leaving Japan	

9. Follow-up Cooperation by JICA

In this program, JICA might extend follow-up support to participating organizations that intend to develop the result of the project further. Please note that the support shall be extended selectively based on proposals from the participating organizations.

Further Information: URL <http://www.jica.go.jp/english/operations/schemes/tech/follow/>

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) The contents and facilitation schemes of this program is specially developed in collaboration with prominent Japanese organizations in the topic area of the program. These special features enable the program to meet specific requirements of applying organizations and effectively facilitate them to solve their issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II-9.
- (4) Participating organizations are also expected to make the best use of the learning of their participants in Japan by carrying out the activities of the Finalization Phase described in section II-9.

2. Nominee Qualifications:

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

(1) Essential Qualifications:

- 1) Current Duties: People who are engaged in financial or technical support for SMEs in public agencies/organizations, including CCIs, governmental financial institutions and technical support organizations.

- 2) Experience in the relevant field: have at least three (3) years' experience working for SMEs promotion or support.
- 3) Nomination: be nominated by their government in accordance with the procedures mentioned in "4. Procedure for Application and Selection" below.
- 4) Language: have a competent command of spoken and written English which is equal to TOEFL CBT 250 or more. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible) **Participants should be able to discuss and make reports in English. English listening, speaking and reporting skills are essential for this "open discussion" centered curriculum.**
- 5) Health: must be in good health, both physically and mentally, to participate in the Program in Japan, and
- 6) Must not be serving any form of military service.

(2) Recommendable Qualifications:

Applicants meeting the following conditions are preferred.

- 1) Work Experience: have experiences in financial and technological/technical support
- 2) Age: be under age of forty (40)

3. Required Documents for Application:

(1) Application Form: The Application Form is available at the respective country's JICA office or the Embassy of Japan.

*Pregnancy

Pregnant participants are strictly requested to attach the following documents in order to minimize the risk for their health:

1. letter of the participant's consent to bear economic and physical risks,
2. letter of consent from the participant's supervisor, and
3. doctor's letter with agreement of her training participation.

Please ask National Staffs in JICA office for the details.

(2) Nominee's English Score Sheet: to be submitted with the Application Form. If you have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS), please attach it (or a copy) to the Application Form.

(3) Inception Report: to be submitted with the Application Form. Fill in ANNEX this General Information, and submit it along with the Application Form.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **August 23th, 2013**

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection:

After receiving the document(s) through due administrative procedures in the respective Government, the respective country's JICA office (or Embassy of Japan) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this program. Selection shall be made by the JICA Center, according to qualifications in consultation with the organizations concerned in Japan, based on submitted documents. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(3) Notice of Acceptance:

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective government by **not later than September 9th, 2013.**

5. Document(s) to be submitted by accepted participants:

Before coming to Japan, only accepted participants are required to prepare a **Pre-study Report** (Please use the attached Word and Excel form)

The Report should be sent to JICA Kansai International Center by **September 24th, 2013** by e-mail to *and Konishi-Yoko.2@jica.go.jp and jicaksic-unit@jica.go.jp.*

6. Conditions for Attendance:

- (1)** to follow the schedule of the program,
- (2)** not to change the program subjects or extend the period of stay in Japan,
- (3)** not to bring any members of their family,
- (4)** to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5)** to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6)** 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,
- (7)** to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (8)** to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving the notice of acceptance for their nominees, are expected to carry out the actions in the Sections II-9 and III-5 in this General Information.

IV. Administrative Arrangements

1. Organizer:

Name: JICA Kansai International Center (JICA Kansai)

Contact: Ms. Yoko Konishi (*Konishi-Yoko.2@jica.go.jp* and *jicaksic-unit@jica.go.jp*)

2. Implementing Partner:

Name: Pacific Resource Exchange Center

Contact: International Department (*prexmail@prex-hrd.or.jp*)

URL: http://www.prex-hrd.or.jp/index_e.html

Remark: The Pacific Resource Exchange Center (visit PREX at: http://www.prex-hrd.or.jp/index_e.html) was established in April 1990 in response to a proposal adopted at the general assembly of the Pacific Economic Cooperation Council (visit PECC at: <http://www.pecc.org/>). Since its inception, PREX has been contributing to promote international exchanges through human-resource development projects and their related activities in developing countries.

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: Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

4. Accommodation in Japan:

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

JICA Kansai

Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan

TEL: 81-78-261-0397 FAX: 81-78-261-0465

(where "81" is the country code for Japan, and "78" is the local area code)

If there is no vacancy at JICA Kansai, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Kansai at its URL,

<http://www.jica.go.jp/english/contact/domestic/index.html>

5. Expenses:

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

- (1) Allowances for accommodation, living expenses, outfit, and shipping,
- (2) Expenses for study tours (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), and
- (4) Expenses for program implementation, including materials.

For more details, please see p. 8-16 of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given to the selected participants before (or at the time of) the pre-departure orientation.

6. Pre-departure Orientation:

A pre-departure orientation will be held at the respective country's JICA office (or Embassy of Japan), to provide participants with details on travel to Japan, conditions of the participation in the Program, and other matters.

V. Other Information

1. Participants who have successfully completed the program will be awarded a certificate by JICA.
2. For the promotion of mutual friendship, JICA Kansai encourages international exchange between JICA participants and local communities, including school and university students as a part of development education program. JICA participants are expected to contribute by attending such activities and will possibly be asked to make presentations on the society, economy and culture of their home country.
3. Participants are recommended to bring laptop computers for your convenience, if possible. During the program, participants are required to work on the computers, including preparation of Action Plans, etc. Most of the accommodations have internet access. Also, there is a computer room in JICA Kansai where fourteen desk-top computers have the internet access.
4. Allowances, such as for accommodation, living, clothing, and shipping, will be deposited to your temporary bank account in Japan after 2 to 5 days after your arrival to Japan. It is highly advised to bring some cash / traveler's check in order to spend necessary money for the first 2 to 5 days stays after your arrival.
5. It is very important that your currency must be exchanged to Japanese Yen at any transit airport or Kansai International Airport (KIX) in Osaka, Japan soon after your arrival. It is quite difficult to exchange money after that, due to no facility or time during the training program.

6. Participants may face some difficulties of finding Halal food in Japan outside JICA facilities. It is recommended to bring enough Halal food if necessary.

7. The short trip out of main accommodation will be prepared in this course. Participants are recommended to bring small bag and walkable shoes.

VI. ANNEX:

Financial and Technological Support for SME Promotion (B) Inception Report

Please answer the following questions. This report must be type written in English in less than 3 pages.

***Submit this form with your Application Form**

Country : _____

Name : _____

Questions

Q1	Your organization structure, your position and number of employees. (If you have an organization chart, please attach it)		
Q2	What are current three key industries in your country? What is the strategic industry which your central of local government wants to develop?		
Q3	Definition of SME (indicate the source of information)		
Q4	What are the main problems that SMEs are currently facing in your country?		
Q5	In your opinion, what policies are needed to solve the problems of SMEs?		
Q6	How does your organization especially your division (or department) support SMEs? What are the major difficulties your organization has in supporting SMEs?		
Q7	Are you (or have ever been) involved in financial support for SMEs? If yes, please indicate your duty briefly.	Yes	No
Q8	Are you (or have ever been) involved in technological support for SMEs? If yes, please indicate your duty briefly.	Yes	No

**Financial and Technological Support for SME Promotion (B)
Pre-Study Report**

Submission Due Date :September 24th, 2013

Pre-study reports consist of 2 parts; Part1:Pre-Study Report-1 (Word) and Part 2:Pre-Study Report-2 (Excel).

Please answer the following questions in English.

Participants are required to make presentation based on this Pre-Study Report during the seminar. Time allocation and others will be given beforehand through email from implementing partner.

Country : _____

Name : _____

Part 1

1. Visit to SMEs (The report should be made in PowerPoint in less than 10 pages.) You are requested to visit SMEs (at least 3 companies) in your country, talk with the manager(s) and make research before attending this course including the following items. Any kinds of industries/SMEs are accepted.

- * Company name
- * Person you talked with
- * Type of business (industry)
- * Company size (capital, number of employees, sales amount, etc.)
- * Any problem that company faces
- * Your opinion about what to do to solve their problems
- * Any support from government they are receiving / expectation to government
- * Photos (company building/factory, product, etc.)

2. Meeting with ex-participants of 2010-2012 (The report should be made in less than 2 pages by PowerPoint)

(If there were no participants from your country before, you do not need to write this section.)

Please ask JICA office in your country or JICA KANSAI for the contact information of the ex-participants)

Questions to ask the ex-participants

- * Name and organization of the ex-participants
- * Progress of ex-participants' action plan (if there were no/little progress, please explain the reason)
- * Ex-participant's advice and requests for you on joining this year's program.

Part 2

1. General information about SME support in your country.					
Please check <input checked="" type="checkbox"/> that applies, and describe the reason in blank column. Sample answers are written in "Industry & Policy" for your reference.					
Upper line: <input checked="" type="checkbox"/>					
Lower line: reason why (in few sentences)					
		Required & Presently available	Required, presently available but not adequate	Required & Presently not available	Not Required
Industry&Policy					
Please indicate name of organization /division / department who are responsible for below items.					
(ex.)					
* Set up national SME promotion policy: Small and Medium Enterprises Agency					
* Implementing organization: Organization for Small and Medium Enterprises and Regional Innovation, Japan (SMRJ)					
Government organizations which set up national SME promotion policy	Check <input checked="" type="checkbox"/>		X		
	Reason why		2nd priority		
Special laws (or SME basic law) which SME promotion policies are stipulated in	Check <input checked="" type="checkbox"/>			X	
	Reason why			3rd priority	
Major implementing organizations for SME support	Check <input checked="" type="checkbox"/>	X			
	Reason why	We have Organization for Small and Medium Enterprises and Regional Innovation, Japan, but improvement needed.			
Regional Development Policy or measures	Check <input checked="" type="checkbox"/>		X		
	Reason why		1st priority as regional development is essential for my country.		
Major economic organizations which many SMEs belong to	Check <input checked="" type="checkbox"/>	X			
	Reason why	We have regional chamber of commerce and industry which works effectively.			
Private or public company Association (especially for SMEs) SME Cooperatives	Check <input checked="" type="checkbox"/>				X
	Reason why				SMEs cannot afford to pay another membership fee.
Financial Support					
Please indicate name of organization /division / department who are responsible for below items.					
Governmental Financial Institutions	Check <input checked="" type="checkbox"/>				
	Reason why				
The Support by Governmental Financial Institutions except loans	Check <input checked="" type="checkbox"/>				
	Reason why				
Credit Guarantee System	Check <input checked="" type="checkbox"/>				
	Reason why				
No Collateral No Guarantor Loans	Check <input checked="" type="checkbox"/>				
	Reason why				
Two step loan scheme (JICA)	Check <input checked="" type="checkbox"/>				
	Reason why				
Technical Support					
Please indicate name of organization /division / department who are responsible for below items.					
Technical support(public Institute)	Check <input checked="" type="checkbox"/>				
	Reason why				
Technical support(public testing and research)	Check <input checked="" type="checkbox"/>				
	Reason why				
Technical support(Vocational training)	Check <input checked="" type="checkbox"/>				
	Reason why				
Others					
Please indicate name of organization /division / department who are responsible for below items.					
SME Management Consultant system (public consultant system)	Check <input checked="" type="checkbox"/>				
	Reason why				
Incubation facility (pre-incubation, main-incubation, post)	Check <input checked="" type="checkbox"/>				
	Reason why				
Industrial park or industrial cluster	Check <input checked="" type="checkbox"/>				
	Reason why				
The support for Regional Resources Development	Check <input checked="" type="checkbox"/>				
	Reason why				
The support for Overseas business Development	Check <input checked="" type="checkbox"/>				
	Reason why				
The support for Human Resource Development	Check <input checked="" type="checkbox"/>				
	Reason why				
The support for Business Matching	Check <input checked="" type="checkbox"/>				
	Reason why				
The support for Collaboration projects among industrial sector, academia and	Check <input checked="" type="checkbox"/>				
	Reason why				

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 Embassy of Japan.
Further, address correspondence to:

JICA Kansai International Center (JICA Kansai)

Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan

TEL: +81-78-261-0397 FAX: +81-78-261-0465