



Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

**Technology for Solid Waste Management with
Recycling Promotion for Sound Material-Cycle Society
課題別研修「リサイクル推進による循環型社会構築に向けた
廃棄物の適正処理技術」**

JFY 2020

NO. 201902212J001/ ID. 201902212

Course Period in Japan: From May 17, 2020 to July 18, 2020

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 Program (KCCP)' as a New Start

In the Development Cooperation Charter which was 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.

I. Concept

Background

Due to rapid population growth and economic development in urban areas, developing countries have confronted with various issues in Solid Waste Management (SWM). Recently SWM is not only focused on the treatment of generated waste like collection, transportation and landfilling, but also other activities from view point of so called "A Sound Material Cycle Society (SMCS)".

Under the condition, this training course aims at comprehensive way for SWM, particularly technology for recycling toward SMCS. Recently marine contamination by waste plastics is warning us to take proper action. Further after China has banned importation of waste plastic and some recyclables in 2018, it becomes more serious to handle those than before in developing countries. This means we must endeavor further toward SMCS in own countries and region. In Japan, we have been executing SMCS since 2000, the concept of 3R and its priority order for each action has widely spread. While reviewing each action, either Reduce or Reuse is rather action guideline for citizen, in other words it belongs to matter of management on SWM. On the other hand, Recycle needs some facilities and technologies to realize its technical process.

The reason why we set up this course is here in Kitakyushu is its history of overcoming environmental issues through many activities. Consequently, Kitakyushu has become one of pioneering region for SMCS as representing of recycling industries complex called Eco-town. Thus reflecting the regional characteristics, focusing on recycling activity, this course sets up aiming at comprehensive SWM with SMCS toward future a decade year in developing countries.

For what?

This program is designed to improve Solid Waste Management (SWM) processes comprehensively under the concept of Sound Material Cycle Society (SMCS) for participating countries and regions. It includes not only simple work of SWM, such as collection, transportation, intermediate treatment and landfilling but also recycle based technology and practical example of SMCS carried out in Japan. Cleaner Production, one of specific items among SMCS, is contained in this course. The idea for reducing environmental burden and cost reduction through efficiency enhancement can be achieved simultaneously. Cleaner Production is widely introduced for factory rationalization as well as for waste handling work optimization.

For whom?

This program is offered to engineering officers and managers in charge of waste management processes on collection, transportation, intermediate

treatment and final disposal with occupational experience of more than three (3) years in relevant field and fundamental knowledge of recycling technology.

How?

Participants will learn techniques and know-how in the field through lectures, observations, practices, and discussions. Mutual Discussion is regarded as very important lesson so that participants can deepen what you have learned in this course. At the end of the program, participants are requested to make presentation of Action Plan as the final achievement.

II. Description

1. Title (Course No.)

Technology for Solid Waste Management with Recycling Promotion for Sound Material-Cycle Society (201902212J001)

2. Course Period in JAPAN

From May 17, 2020 to July 18, 2020

3. Target Regions or Countries

Armenia, Indonesia, Jamaica, Kosovo, Lebanon, Montenegro, Myanmar, Palestinian Authority, Saint Vincent, Uruguay and Vietnam

4. Eligible / Target Organization

This program is designed for governmental organization and Non Profitable Organization (NPO) engaged in waste management.

5. Course Capacity (Upper limit of Participants)

11 participants

6. Language to be used in this program: English

All participants are requested to communicate and discuss in English without any problem so that we can share each idea and deepen understanding of the lesson. **English proficiency is indispensable for all participants.**

7. Course Objective

After successfully completed the course, participants shall be able to formulate and propose action plan to improve waste management processes toward Sound Material Cycle Society (SMCS).

8. Overall Goal

The formulated action plan is actually implemented in the organizations, then capacity of comprehensive waste management will be enhanced in the country or region.

9. Expected Module Outputs and Contents:

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

- (1) Preliminary phase (activities in your home country)
Preparation of Job Report

(2) Core Phase in Japan

Participants dispatched by the organization to attend the Program implemented in Japan
The training course in Japan is composed of 5 expected Module Outputs.
Participants are requested to study every Module so as to understand comprehensive SWM in Japan. Tentative curriculum is attached in Annex VI.

Expected Module Output	Subjects/Agendas	Methodology
<p>Module 1</p> <p>Be able to explain an outline of Solid Waste Management (SWM) and social system toward Sound Material Cycle Society (SMCS) in Japan.</p>	<ol style="list-style-type: none"> 1. Japan Political System and Waste Management Law 2. Sound Material Cycle Society (Overall views and Laws & regulation) 3. General Waste Management in Kitakyushu City 4. Industrial Waste Management in Kitakyushu 5. Effective Waste Collection and Transportation (Time & Motion Study) 6. International Cooperation for Environmental matters by Kitakyushu City 7. JICA Cooperative Project for developing countries. 8. Cleaner Production and Effective Management 9. Waste Management in Minamata City 	<p>Lecture (Mainly)</p> <p>Field visit and Exercise</p>
<p>Module 2</p> <p>Be able to explain actual mechanism of source separation and work such as collection, transportation, incineration and landfilling for SWM in Japan.</p>	<ol style="list-style-type: none"> 10. Experience of Garbage Collection Work (Tracing of Garbage Vehicle) 11. Incineration Plant 12. Sanitary Landfill Site in Kitakyushu (Sea Reclamation) 13. Large Scale Landfill site in Tokyo Bay Area 14. Sanitary Landfill Technology of Semi-aerobic System I (Fukuoka method) 15. Eco-Town policy of Kitakyushu, Tokyo & Kawasaki 16. Analysis of Garbage Composition 	<p>Lecture</p> <p>Field visit and Exercise (Mainly)</p>

<p>Module 3</p> <p>Be able to explain recycling process including composting from organic waste and detoxifying technology and the process done in Japan.</p>	<p>17. Plastics, Paper, PET, Glass bottles and Tins Recycling Plant in Kitakyushu (Pretreatment of Recyclables)</p> <p>18. Home Composting from Kitchen Waste (Takakura Method and Cardboard Method)</p> <p>19. Factory Basis Composting</p> <p>20. Sewage Sludge Composting</p> <p>21. Quality Control of Compost from Different Waste</p> <p>22. Overall Recycling System of Organic Waste in Local Town (Ohki town & Tosu city)</p> <p>23. RDF (Refuse Derived Fuel) Manufacturing Plant and Power Plant using RDF</p> <p>24. Medical Waste treatment in Hospital and its processing plant in Kitakyushu</p> <p>25. Various Recycling Technologies of Rubber Tire, Waste Oil, Chemical Waste, etc.</p>	<p>Lecture</p> <p>Field visit (Mainly) and Exercise</p>
<p>Module 4</p> <p>Be able to explain community level environmental awareness activity and environmental education done in Japan.</p>	<p>26. Environmental Education in Kitakyushu</p> <p>27. What is the function of local community center</p> <p>28. Environmental NPO Activity</p>	<p>Lecture</p> <p>Field visit and Exercise</p>
<p>Module 5</p> <p>Positive participation in discussion and opinion exchange, and improve skills in reporting and presentation.</p>	<p>29. Task Extraction Work from Submitted IAS</p> <p>30. Job report presentation</p> <p>31. Weekly review discussion</p> <p>32. Instruction and workshop for Action Plan Preparation</p> <p>33. Action Plan presentation</p>	<p>Discussion, Reporting and presentation</p>

Please refer to the attached schedule (Annex VI). The schedule is subject to minor changes.

III. Conditions and Procedures for Application

1. Expectations from 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 project 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 project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: Engineers or Managers direct in charge of Solid Waste Management (SWM) process such as collection, transportation, intermediate treatment and landfilling or indirect but relevant work in charge.
- 2) Experience in the relevant field: have more than 3 years of experience in the field mentioned above.
- 3) Educational Background: be a graduate of university or equivalent level.
- 4) Language: have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more (This course contains workshop where needs active participation in discussions, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC, etc, if possible.)
- 5) Health: must be in good health, both physically and mentally, to participate in the Program in Japan. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.

*Participant who came to Japan making any false declaration for Medical History of Application form will terminate the training program and return home

(2) Recommendable Qualifications

- 1) Be in relation with past or on-going JICA projects focusing on waste management.
- 2) Be familiar with engineering background.
- 3) Be familiar with PC operation, as there will be many chances for report writing and presentations.
- 4) Occupational experience of more than three (3) years in relevant field.

- 5) Age: between the ages of twenty-five (25) and forty-five (45) years
- 6) Has a clear plan or be engaged in project for recycle based industries, that is, what kinds of waste to be recycled taking into account of its feasibility for Sound Material Cycle Society (SMCS).
- 7) Has experience of working at site and understand the condition of the site.
 - Gender Consideration:
JICA is promoting Gender equality. Women are encouraged to apply for the program.

3. Required Documents for Application

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

* If you have any difficulties/disabilities, which require assistance, please specify necessary assistances in the Medical History (1-(d)) of the application forms. It may allow us (people concerned in this course) to prepare better logistics or alternatives.

(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.

*The 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 the application form, if you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

(4) Job Report, Questionnaire and Issue Analysis Sheet (IAS): to be submitted with the application form. Fill in Annex I, II, III and IV of this General Information, and submit it along with the Nomination Form. Job Report, Questionnaire and IAS are necessary documents for screening of an applicant. Each participant will be required to present his/her Job Report and IAS in approx. 10 minutes in an early stage of the course. Visual materials such as PowerPoint and pictures may be helpful for your presentation if you bring them. When you use PowerPoint, it is preferable to use letters more than 24-point and not to use pictures on the background. An applicant should submit his/her IAS with approval of his/her superior and an IAS without approval of an applicant's superior is not accepted. The purpose of an IAS is to logically organize

relationships between issues participants are facing and contents covered in the training course. The sheet is to be utilized as a logical process control sheet to draw on improvement plans for challenges by filling out the sheet in phases from prior to a participant's arrival in Japan through the end of training. Participants accepted to the Course are requested to bring this IAS in electronic file when coming to Japan.

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 **March 24, 2020.**

(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 applicants 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 April 17, 2020.**

5. Conditions for Attendance:

- (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 KYUSHU

(2) **Contact:** Training Program Division (kictp@jica.go.jp)

2. Implementing Partner

To be determined

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 Kyushu Center (JICA KYUSHU)

Address: 2-1, Hirano 2-chome, Yahata Higashi-ku, Kitakyushu City,
Fukuoka Prefecture 805-8505, Japan

TEL: +81-93-671-6311 FAX: +81-93-671-0979

(where “81” is the country code for Japan, and “93” is the local area code)

If there is no vacancy at JICA KYUSHU, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of KIC at:

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

<https://www.jica.go.jp/kyushu/english/office/c8h0vm0000a0cdx5-att/kyushu01.pdf>

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 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)

(4) Expenses for program implementation, including materials

For more details, please see “III. ALLOWANCES” of the brochure for participants titled “KENSU-IN GUIDE BOOK,” which will be given before departure for Japan.

6. Pre-departure Orientation

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

V. Other Information

1. Important reports to be submitted for applicant screening

Job Report & Issue Analysis Sheet (IAS)

As written in the previous page, each candidate is required to submit his/her own Job Report, Questionnaire and IAS following the instruction in Section III. The form of Job Report, Questionnaire and IAS is written in Annex sheet hereinafter.

Candidates should describe the items below in Job Report.

(1) The condition of Solid Waste Management (SWM) in your region,

(2) The organization that you belong

(3) Issues that you are facing and countermeasure you are trying or wish to try.

(4) Expectation for the training course

Particularly item (3), we request specific as well as detailed description so that this training course can suggest serviceable advice. Simple description such as “Money short”, “Machinery short” and “Manpower and Technology short” cannot give us any information to judge the issue for its solution. This item is quite related to Issue Analysis Sheet (IAS) that candidates are also requested to submit. **We regard item (3) as the most critical description in order to qualify the participant in this course.** Therefore, candidates are requested to describe item (3) specifically and accurately in detail so that we can understand your passion for attending the course.

In addition, IAS as the summary of item (3) has to be submitted along with Job Report.

2. Presentation and Reporting in Japan

(1) Presentation of Job Report and IAS

As written in the previous page, final participants passing the screening have an opportunity of presentation of his/her Job Report & IAS up to 10 minutes at the earlier stage of the training in order to share knowledge and background with other participants as well as instructors. So, he/she has to prepare the draft of presentation in advance. We expect to use Power Point for presentation, it is preferable to use letters more than 24 points and not to use pictures on the background. For the presentation time of 10 minutes, we request you to focus more on **“Issues that you are facing and countermeasure you are trying or wish to try” or IAS** so that attendants can understand what problems you are tackling for and how serious you think it about. We expect more time for IAS to share in allotted 10 minutes than other matters.

3. International Exchange Program with local communities

Participants will have a chance to visit elementary schools or junior high schools. Therefore, participants are recommended to bring their national costumes or crafts and materials such as CDs and photographs that will make the exchange program more fruitful.

4. Remarks

JICA training is implemented for the purpose of development of human resources who will promote the advancement of the countries, but not for the enrichment of individuals or private companies. Matters of a trade secret and patent techniques will remain confidential and inaccessible during the training.

VI. ANNEX

- I. Job Report
- II. Questionnaire of General SWM in the region
- III. Questionnaire regarding fundamental conditions in the Region toward recycle promotion
- IV. Issue Analysis Sheet
- V. Issue Analysis Sheet (IAS) Guidelines
- VI. Sample Training Schedule (for reference)

Annex I

Technology for Solid Waste Management with Recycling Promotion for Sound Material-Cycle Society (JFY 2020) Job Report

Name: _____
Country: _____
Organization and present post: _____
E-mail: _____

- Remarks 1: The Annex consisting of I, II and III should be typewritten in English (12-point font, appropriately spaced, A4 size paper)
- Remarks 2: Annex I is Job report and Annex II is Questionnaire. Please don't forget to check and fulfil Annex III, the Issue Analysis Sheet, too.
- Remarks 3: After screening process of candidates, final participant is requested to give presentation for around 10 minutes with Power Point based on this Job Report and Issue Analysis Sheet (IAS). With regard to the contents of **Annex I item 2 "Issues that you are facing and countermeasure you are trying or wish to try" or IAS**, kindly make those in detail so that we can understand its seriousness and difficulty and why you attend this training course.
- Remarks 4: Please itemize each reply specific.

1. Organization and main tasks (up to 1 page)

(1) Description of the organization

Name of organization:

Number of staff:

Main task of the organization:

Your task in the organization:

(2) *Simple Organization chart

Please draw a chart of your organization including the department (section) names with the number of staffs in it and mark where you are positioned.

*Simple one will be enough.

(3) Description of your assignments to the training

2. Issues you are facing and challenging you did or try to do as the countermeasure (describe in specific and in detail)

(1) Issues you are facing (issue that you would like to resolve by your effort)

(2) Challenges you did so far or try to do soon as the countermeasure against issues

(3) Obstacles in the process of execution of challenges
(some background condition, if any---)

3. Expectations for the training course

(1) What is your task and information to take it back to your country
(Particularly what information or knowledge useful for the issues you are trying to resolve)

(2) Regarding item (1), what is Interesting subjects or topics offered in this training course

(3) Regarding the course title “Technology for recycle oriented toward Sound Material Cycle Society (SMCS)”, how is current condition in your country or your region. Describe your clear idea toward SMCS for your country, too.

(4) Other matters you are expecting for this course, if any.
(Basically this training program is fixed and cannot be changed upon your request.)

Annex II

**Technology for Solid Waste Management with Recycling Promotion for
Sound Material-Cycle Society
(JFY 2020)
*Questionnaire of General SWM in the region***

Name: _____
Country: _____

1. Have you ever studied the following subjects? Please check either Yes or No. If your answer is "Yes", fill in "Years" parentheses with years of years of experience on respective items.

(1) Environmental science, technology and engineering	() years
(2) Sanitary engineering	() years
(3) Environmental sociology or economy	() years
(4) Other environmental academy	() years

2. Have you ever worked in the following job fields? Please check either Yes or No. If your answer is "Yes", fill in "Years" parentheses with years of years of experience on respective items.

(1) Solid Waste Management (SWM) in garbage collection and transportation	() years
(2) Solid Waste Management (SWM) in final disposal site	() years
(3) Solid Waste Management (SWM) in intermediate processing or recycling	() years
(4) Environmental education	() years
(5) Supervision or advisory work for industrial waste generated from private companies	() years

3. Regarding the condition of SWM in the region of your scope of work, please reply the following question. If you are in charged of SWM in national level, as far as you know, reply the same question of the nation.

(1) Name of region, Area (Km ²) and Population	Km ² , Population
(2) Generated Solid Waste there (ton/day)	Ton/day
(3) Are all generated Solid Waste collected and treated?	Yes or No
(4) If No, how much about % has been collected?	%
(5) Where such Solid Waste come from?	
Household %, Market and Restaurant %, Industrial	

sector %

- (6) Who (which organization) is working for SWM of industrial waste?
- (7) Who (which organization) is working for collection of each household waste?
- (8) Which is the scope of work done by your organization, the all work, that is “collection from each household to landfilling” or “collection from intermediate transport station to landfilling”
- (9) The size of final landfill area Km²
- (10) How far from the center of the region Km
- (11) How long years are expected for the landfill site termination
- (12) Chose in the following (A) (B) (C) which type is your final landfill site.
 - (A) Simple piling type, sometime pile collapse and firing or gas generation
 - (B) Type with gas ventilation pipe and covering with soil every certain height
 - (C) Controlled type with leachate treatment system

Annex III

Technology for Solid Waste Management with Recycling Promotion for Sound Material-Cycle Society (JFY 2020)

Questionnaire regarding fundamental conditions in the Region toward recycle promotion

Name: _____

Country: _____

1. What are industries developed in your region or country?
For instance, Agri-forestry or Fishery or Light industry or Heavy industry or Tourism industry or Software industry
2. Reply more specifically about such industry.
For instance what kinds of products are produced? And are those exported?
Where is the main market for selling the product?
Approximately how much is the scape of production? (ton/year)
3. Are there some recycle industries in your region or country?
If “Yes” what recycle industry it is? Reply specifically.
For instance, like that, Cans or bottles cleaned and compressed, or Food residue turning to compost or cattle feed, or Papers PET bottles Plastics cleaned and compressed or Recyclable complete recycled to other raw materials or products.
4. Are there some project for setting up recycle industry in your region or country? What kinds of project are going on? Are some international organization supporting the project? If “Yes”, what is the name of organization? Reply specifically.
5. What kinds of recycle industry do you desire to introduce in your region or country? Why? Reply specifically.
6. The reason why do you believe such recycle industry can be incubated in your region or country?

Annex IV

Issue Analysis Sheet (IAS)

Country: _____

Name: _____

No	【A】 Issues that you confront.	【B】 Actions that you are taking.	
1			
	【 I 】 Task or The information that I need.	【 II 】 Useful information that I obtained /found.	【 III 】 Lecturer

No	【A】 Issues that you confront.	【B】 Actions that you are taking.	
2			
	【 I 】 Task or The information that I need.	【 II 】 Useful information that I obtained /found.	【 III 】 Lecturer

No	【A】 Issues that you confront.	【B】 Actions that you are taking.	
3			
	【 I 】 Task or The information that I need.	【 II 】 Useful information that I obtained /found.	【 III 】 Lecturer

【 I 】,【 II 】,【 III 】 These columns will be filled during the training course.

***You shall describe challenges you are facing in your section also in the Job Report. Among them, in column A, please describe only those issues you expect to solve utilizing information and knowledge being delivered in this training course.**

Annex V

Issue Analysis Sheet (IAS) Guidelines

1. What is IAS?

- (1) IAS is a tool to logically organize relationships between issues and contents of the training program in Japan.
- (2) IAS will help the nominee to clarify his/her challenges to be covered in each expected module output and to formulate solutions to them.
- (3) The sheet is to be utilized as a logical process control sheet to draw up improvement plans for the issues by filling out the sheet in phases from prior to the nominee's arrival through to the end of the training.
- (4) In addition, it is used for the course leader and lecturers to understand the issues that each participant is confronting, and provide him/her with technical advice, useful references and solutions through the training program in Japan.

2. How to fill out IAS?

- (1) Please describe the issues you confront in column **"A: Issues that you confront"**. You shall describe challenges you are facing in your section also in the Job Report. Among them, in column A, please describe only those issues you expect to solve utilizing information and knowledge being delivered in this training course. Prepare the separate rows for each problem; if necessary, please add new rows.
- (2) In column **"B: Actions that you are taking"**, please describe actions that you are taking to solve the issues shown in **"Column A"**. This information is very important to carry out the training course and to make Action Plan as a fruit of the training.
- (3) It's not necessary to fill in column **"I : Task or the information that I need"**, column **"II : Useful information that I obtained/found"** and column **"III : Lecturer"**. These columns shall be filled out during the training.
- (4) **"Column I "** shall be clarified and filled out in the subject **"Task extraction using IAS"** implemented at the earlier time in the training.
- (5) **"Column II "** and **"Column III"** shall be filled out during the training and you are required to present completed IAS in the subject **"Action Plan Presentation"**.

Annex VI

Sample Schedule of Training Program in Japan (for your reference)

*The schedule is subject to change.

**Sunday, Saturday and National holiday of Japan are basically day off.

Date		Program (Subject) AM/PM
1st week	Mon.	Briefing / Program Orientation
	Tue.	General Orientation (Japanese Politics, Administration Structure and Economy)
	Wed.	Cultural Exchange Program / Course Orientation
	Thu.	IAS Task Extraction Work I / Task Extraction Work II
	Fri.	Job Report & IAS presentation rehearsal / Job Report & IAS Presentation
2nd week	Mon.	Japan Political System and Waste Management Law and System
	Tue.	Sound Material Cycle Society I (Overall views) / Visit Eco-town in Kitakyushu (1st time)
	Wed.	Sound Material Cycle Society II (Law and Regulation) / Sound Material Cycle Society III (Law and Regulation)
	Thu.	SWM by Kitakyushu city / Visit recycling plant I (waste oil recycling and detoxifying)
	Fri.	Weekly review / Discussion
3rd week	Mon.	Time and Motion Study I (Effective management for waste collection & transportation)
	Tue.	Time and Motion Study II (Effective management for waste collection & transportation)
	Wed.	Sanitary Landfill technology I (Fukuoka method)
	Thu.	Sanitary Landfill technology II (Fukuoka method)
	Fri.	Visit sanitary landfill at Fukuoka city
4th week	Mon.	Composting technology I (Takakura method)

	Tue.	Composting technology II (Takakura method)
	Wed.	Visit recycling plant II (waste tire recycling) / Visit Tosu city to learn about overall organic waste recycling system
	Thu.	Visit hospital to learn about Medical waste separation / Visit recycling plant III (detoxifying plant of Medical waste)
	Fri.	Weekly review / Discussion
5th week	Mon.	Study tour for Kobe and Tokyo
	Tue.	Visit recycling plant IV (farming and composting plant in Kobe, typical business model of Food stuff circulation)
	Wed.	NPO activity for recycle promotion / Introduction of JICA overseas project
	Thu.	Visit large scale landfill site in Tokyo Visit Eco-town in Tokyo
	Fri.	Visit Eco-town in Kawasaki city
6th week	Mon.	Visit Ohki town to learn about overall organic waste recycling system
	Tue.	Work experience of Waste collection and transportation in Kitakyushu / Visit incineration plant in Kitakyushu
	Wed.	Cleaner production (way how to think about and method) / Quality control of compost (quality comparison of various compost)
	Thu.	Visit intermediate processing plant of plastics Visit intermediate processing plant of PET, Glass bottle and Cans
	Fri.	Weekly review / Discussion
7th week	Mon.	International environmental cooperation activities by Kitakyushu city / Visit Eco-town in Kitakyushu (2nd time)
	Tue.	(composting plant in Kitakyushu) / Environmental education (how to carry out effectively)
	Wed.	Visit sewage treatment plant and composting from sewage sludge
	Thu.	NPO activity of composting and firming for citizen in Fukuoka city
	Fri.	Visit recycling plant VI (power plant generated by recyclable)

8th week	Mon.	Instruction of Action Plan Preparation (1 st time)
	Tue.	Study tour for Minamata and Kumamoto / Visit RDF manufacturing plant / Visit power plant using RDF
	Wed.	Visit Minamata clean center to learn about SWM in Minamata / Visit Minamata Disease History Museum and Kumamoto Env. Center
	Thu.	Visit Geothermal plant in Aso area
	Fri.	Weekly review / Discussion
9th week	Mon.	Instruction of Action Plan Preparation (2 nd time) / Visit environmental museum in Kitakyushu
	Tue.	Analysis of waste composition in Kitakyushu env. center
	Wed.	Visit desalination plant in Fukuoka / Role of community center for various citizen activity
	Thu.	Instruction of Action Plan Preparation and rehearsal (3 rd time)
	Fri.	Evaluation meeting / Action Plan Presentation / Closing Ceremony

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

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