



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

GENERAL INFORMATION ON

SUSTAINABLE PORT DEVELOPMENT AND PLANNING (FOR PORT ENGINEER) 課題別研修「港湾開発・計画(港湾技術者のための)」 JFY 2020

NO. 201902067J002/ ID. 201902067

Course Period

Online	January 21st, 2021 to March 18th, 2021
In Japan	About 25 days, June 2021 or later

This information pertains to one of the JICA Knowledge Co-Creation Program (Group & Region Focus) of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

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

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

I. Concept

Background

Developing and improving ports is vital to economic development centered on industrial development. Ports and harbors are the social infrastructure to be developed with the highest priority among economic cooperation for developing countries. The technology that used to be mainly required for developing and improving ports until now is engineering technology that focuses on developing port facilities by overcoming natural environmental constraints. However, container transport for international sea transport has continued to expand without losing its momentum even after the onset of the new century. In addition to the continuing efforts for further mechanization and automation to enhance efficiency and productivity, logistics administrative paperwork has become computerized with enhanced efficiency due to IT development. These factors have significantly impacted the structure of ports and harbors as well as the life cycle of port facilities, which used to be determined mainly by the natural conditions.

JICA has been engaged in projects involving the expansion of container terminals, improving port and harbor management efficiency, increasing capacity for maintaining and managing port facilities and equipment, implementing port EDI and so on through three schemes—ODA loans, grant aids and technical cooperation. This program aims to assist JICA's initiatives in the field of ports and harbors and contribute to manifesting the effects of such initiatives.

For what?

This program aims to support the formulation of a feasible action plan, based on issues related to port development and maintenance (industrial location, reducing environmental impacts, and measures to cope with disasters).

Action plan is the plan which will be formulated by each participant to address the issues or problems with the knowledge acquired through the training course.

For whom?

This program is offered to port and harbor related engineers.

How?

This program provides lectures regarding port development and planning ranging from the basics of civil engineering to the outcomes of leading-edge research. In addition, the program provides a session of case study of ports and the waterfront area including industrial location and study tour in Japan. The participants will prepare action plans after lectures and then will make presentations of such action plans and make discussions.

II. Description

1. Title (J-No.):

Sustainable Port Development and Planning (for Port Engineer) (201902067J002)

2. Course Period

Online: January 21, 2021 to March 18, 2021 (Online Program will be mainly held as half day program in each day of the said period)

In Japan: About 25days, June 2021 or later

[NOTE] In the context of the COVID-19 pandemic, there is still a possibility that the course period in Japan will be changed, shortened, or the course in Japan itself will be cancelled.

3. Target Regions or Countries:

Democratic Republic of the Congo, Egypt, Iran, Madagascar, Montenegro, Morocco, Mozambique, Namibia, Senegal

4. Eligible / Target Organization

This program is designed mainly for port engineers.

5. Course Capacity (Upper limit of Participants)

9 participants

6. Language to be used in this project: English

7. Course Objective:

Based on issues related to port development and maintenance (the cost effectiveness of port facilities, appropriate maintenance, effective use of existing facilities, reducing environmental impacts, and measures to cope with disasters), a feasible action plan will be formulated by participants. (In order for the most effective measures to be worked out, the presented action plans will be discussed among the participants and private corporations.)

8. Overall Goal:

Port development and maintenance can contribute to sustainable economic growth of the participants' countries by considering the cost and effectiveness, environmental impact, disaster resilient facilities and industrial development of waterfront area centering on port.

9. Expected Module Output and Contents:

This program consists of the five components as follows,

- 1) The issues related to the port development of respective countries are identified and explained in Inception Report.
- 2) Participants acquire and become able to explain about basic technical knowledge necessary for port improvement.
- 3) Participants learn about development / planning methodology of ports and the waterfront area including industrial location and draft preliminary action plans.
- 4) Participants gain an understanding and become able to explain the situation of ports around the world.
- 5) Participants understand the port construction technology of Japanese companies.

- 6) Participants formulate action plans that cover port-related global issues and sustainable initiatives.

Details on each component are given below:

(1) Preliminary Phase in a participant's home country (January 2021) <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
The issues related to the port development of respective countries are identified and explained in Inception Report.	(1)Preparation and submission of Inception Report and the presentation material of the Inception Report on the issues related to the port development

(2) Online Phase in each country (January 21, 2021 to March 18, 2021) <i>Participants dispatched by each organizations are to attend the Program of Phase in Japan.</i>		
Expected Module Output	Subjects/Agendas	Methodology
1. The issues related to the port development of respective countries are organized as Inception Report.	(1) Presentation of Inception Report	Online Presentation and Discussions by Participants
2. Participants acquire and become able to explain about basic technical knowledge necessary for port improvement.	Basic techniques (1) Relating to marine and water engineering technologies (2) Relating to foundation and structure technologies (3)Relating to execution and control technologies	Online Lectures and Exercises(Hands-on Trainings)
3. Participants learn about development / planning methodology of ports and the waterfront area including industrial location and draft preliminary plans.	Development/planning (1) Port policies (2) Port planning/designing, Formulating plans and designs (3) Port informatization (4) Methodology of port development /management integrated with business establishment in waterfront areas	Online Lectures and Hands-on Trainings
4. Participants gain an understanding and become able to explain the situation at ports around the world.	Situation at ports around the world (1) Globalization (2) International treaties pertaining to ports.	Online Lectures

5. Participants understand port construction technology of the Japanese company.	Maintenance and management, the environment, disaster prevention, etc. (1) Examples of the maintenance and management as well as the effective use of port facilities. (2) Examples of environmental conservation and environmental impacts assessment. (3) Efforts to prevent disasters of port facilities and development of hazard maps	Online Lectures and Hands-on Trainings
6. Participants formulate action plans		Consultations by Japanese experts and presentation of action plans. In order for the most effective measures to be worked out, the presented action plans will be discussed among the participants and many private corporations.

[NOTE] The software to be utilized in the online phase will be Google Application and Microsoft Teams/Zoom (tentative).

(3) Phase in Japan (About 25 days, June 2021 or later)		
Expected Module Output	Subjects/Agendas	Methodology
1. Participants learn about development / planning methodology of ports and the waterfront area including industrial location and draft preliminary plans.	Development/planning (1) Port policies (2) Port planning/designing, Formulating plans and designs (3) Port informatization (4) Methodology of port development /management integrated with business establishment in waterfront areas	Lecture, and Study Tour
2. Participants gain an understanding and become able to explain the situation at ports around the world.	Situation at ports around the world (1) Globalization (2) International treaties pertaining to ports.	Lecture and Study tour

<p>3. Participants understand port construction technology of the Japanese company.</p>	<p>Maintenance and management, the environment, disaster prevention, etc. (1) Examples of the maintenance and management as well as the effective use of port facilities. (2) Examples of environmental conservation and environmental impacts assessment. (3) Efforts to prevent disasters of port facilities and development of hazard maps</p>	<p>Lecture, and Study Tour</p>
<p>4. Participants formulate action plans</p>	<p>Sharing of the progress of action plans and the comment and feedback on action plan from participants' office</p>	<p>Presentation and Discussions by Participants</p>

Tentative Program Schedule

[NOTE] The detailed schedule will be shared to the accepted candidates with the Notice of Acceptance.

Time Zone

GMT+0: Senegal

GMT+1: Democratic Republic of the Congo, Montenegro, Morocco, Namibia

GMT+2: Egypt, Mozambique

GMT+3: Madagascar

GMT+3.5: Iran

[Online Phase]

Date	Time (GMT+0)	Time (GMT+1)	Time (GMT+2)	Time (GMT+3)	Time (GMT+3.5)	Contents
21-Jan	9:00-11:45	10:00-12:45	11:00-13:45	12:00-14:45	12:30-15:15	- Opening Ceremony - Program Orientation - Interview for Inception Report and Action Plan
22-Jan	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Interview for Inception Report and Action Plan
23-Jan						
24-Jan						
25-Jan						
26-Jan	9:00-11:30	10:00-12:30	11:00-13:30	12:00-14:30	12:30-15:00	- Presentation of Inception Report
27-Jan	9:00-11:00	10:00-12:00	11:00-13:00	12:00-14:00	12:30-14:30	- Presentation of Inception Report
28-Jan	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Port Infrastructure development and History of Int'l Cooperation in Japan - Exercise: Port Planning and Exercise
29-Jan						
30-Jan						
31-Jan						
1-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Ports, Harbors and Regional Development - Lecture: Japan's Footprint on Digitalizing Ports and

						Harbors Lecture: Japan's International Cooperation for Port Development
2-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Selecting Appropriate Wave-dissipating Blocks for Design of Breakwater - Lecture: Economic & Financial Analysis
3-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture; Management on Container Handling Equipment Maintenance - Lecture: Automation of Container Terminal
4-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Basic Design and Cost Estimation - Lecture: Formulating of the Port Masterplan
5-Feb						
6-Feb						
7-Feb						
8-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Japanese Port and Harbor Security Measures Lecture: Introduction of Japanese Reclamation Technology and Execution of Port and Harbor Works
9-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Recent Topics on Maintenance of Port Facilities in Japan (*) - Lecture: Demand Forecast for Port Planning (*)
10-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: World Trend of Maritime Shipping (*) - Lecture: Challenge facing World's Ports (*)
11-Feb						
12-Feb						
13-Feb						
14-Feb						
15-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Dredging and Reclamation Technology in Japan

						Lecture: Environmental and Social Considerations in Ports
16-Feb	9:00-12:30	10:00-13:30	11:00-14:30	12:00-15:30	12:30-16:00	- Lecture: Outline of NILIM and PARI Lecture: Outline of Port Design Standards in Japan
17-Feb	9:30-12:00	10:30-13:00	11:30-14:00	12:30-15:00	13:00-15:30	- Lecture: Wave and Tide Observation - Lecture: Wave and Storm Surge Simulation
18-Feb	9:00-12:30	10:00-13:30	11:00-14:30	12:00-15:30	12:30-16:00	- Lecture: Fundamental Wave Theory - Lecture: Wave Transformation
19-Feb						
20-Feb						
21-Feb						
22-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Planning of Berthing Area Facility and Port Area facility Lecture: Seismic Design of Breakwater
23-Feb						
24-Feb	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Soil Surveys and Soil Test - Lecture: Coastal Geotechnics
25-Feb	10:30-12:00	11:30-13:00	12:30-14:00	13:30-15:00	14:00-15:30	- Lecture: Soil Improvement Techniques
26-Feb						
27-Feb						
28-Feb						
29-Feb						
1-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Fundamental Wave Theory Tsunami Real Time Tsunami Hazard Mapping - Lecture: Evacuation Planning
2-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Interviews
3-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Disaster Prevention in Coastal Areas - Interviews
4-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Introduction to Oil Spill Response - Lecture: Great East Japan Earthquake and Tsunami

						Disaster
5-Mar						
6-Mar						
7-Mar						
8-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Earthquake Motion - Lecture: Seismic Design of Port Structure
9-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Strategic Maintenance of Port and Harbor Facilities for Life Cycle Management - Lecture: Siltation
10-Mar	9:00-11:45	10:00-12:45	11:00-13:45	12:00-14:45	12:30-15:15	- Lecture: Environmental Restoration of Ports and Harbors - Lecture: Landscape Planning and Design at Japanese Ports and Harbors
11-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Lecture: Sophistication of Port and Harbor Logistics by Utilizing Information System - Lecture: Trend Analysis of Port Logistics
12-Mar	9:00-12:00	10:00-13:00	11:00-14:00	12:00-15:00	12:30-15:30	- Interviews
13-Mar						
14-Mar						
15-Mar	9:00-11:15	10:00-12:15	11:00-13:15	12:00-14:15	12:30-15:45	- Closing Ceremony by NILIM & PARI - Interviews
16-Mar	10:30-12:00	11:30-13:00	12:30-14:00	13:30-15:00	14:00-15:30	- Presentation of Action Plans
17-Mar	10:00-12:00	11:00-13:00	12:00-14:00	13:00-15:00	13:30-15:30	- Presentation of Action Plans
18-Mar	9:00-12:05	10:00-13:05	11:00-14:05	12:00-15:05	12:30-15:35	- Presentation of Action Plans - Closing Ceremony by JICA

* to be held as a joint lecture under the two courses of “Sustainable Port Development and Planning (For Port Engineer)” and “Strategic Port Administration And Management (For Port Manager)”

[Phase in Japan]

Week	Topic Outline
1 st Week June 2021	- Orientation and other related activities - Sharing the progress of action plan - Lectures and Field Visit to Tokyo Port, Yokohama Port
2 nd Week June 2021	- Lectures and Field Visit to Laboratories of NILIM and PARI, Kashima Port, Yokosuka Port, JFE Steel Corporation, Hakata Port
3 rd Week June 2021	- Lectures and Field Visit to Kobe Port, Shibata Industrial Co.,Ltd., Osaka Port, Onahama Port
4 th Week June 2021	- Lectures and Field Visit to Onahama Port - Closing Ceremony and other related activities

[NOTE] In the context of the COVID-19 pandemic, there is still a possibility that the course period in Japan will be changed, shortened, or the course in Japan itself will be cancelled.

Acronyms:

NILIM: National Institute for Land Infrastructure Management

PARI: Port and Airport Research Institute

Conceptual Framework for KCC Program
“Sustainable Port Development and Planning (for port engineer)”

OVERALL GOAL

By considering the cost and effectiveness, environmental impact, disaster resilient facilities, and industrial development of waterfront area centering on port, a port development and maintenance can contribute to sustainable economic growth of the participants' countries.

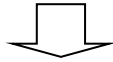
COURSE OBJECTIVE

Based on issues related to port development and maintenance (the cost effectiveness of port facilities, appropriate maintenance, effective use of existing facilities, reducing environmental impacts, and measures to cope with disasters), a feasible action plan will be formulated.

THE MODULE OUTPUT

OUTPUT 1)

The issues related to the port development of respective countries are identified and explained in Inception Report



OUTPUT 2)

Participants acquire and become able to explain about basic technical knowledge necessary for port improvement.

OUTPUT 3)

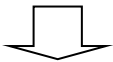
Participants learn about development / planning methodology of ports and the waterfront area including industrial location and draft preliminary action plans.

OUTPUT 4)

Participants gain an understanding and become able to explain the situation at ports around the world.

OUTPUT 5)

Participants understand a port construction technology of Japanese companies.



OUTPUT 6)

Participants formulate action plans that cover port-related global issues and sustainable initiatives.

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 operations. Applying organizations are expected to use the program for those specific purposes.
- (2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.
- (3) In addition, before participants start online phase, applying organizations are expected to support participants to select possible topics or ideas for Action Plans which address the issues or the problems mentioned in 1. (1) above.
- (4) Applying organizations are also expected to hold knowledge-sharing sessions within the organization and support implementation of the Action Plan after the participants finish the online phase in order to make the best use of knowledge to be acquired through the program.

2. Nominee Qualifications:

Applying Organizations are expected to select nominees who meet the following qualifications during the whole period of both online phase and phase in Japan.

In addition, It is required that they relieve a participant's obligations to devote himself/herself to his/her duties during the period of online lectures and other online activities in each country as well as the whole period in Japan

(1) Essential Qualifications

- 1) Current Duties: whose responsibilities involve problem solving of global issues (such as maintenance, environment, disaster management, etc.) and their sustainable measures, be currently engaged in port and harbor-related activities.
- 2) Experience in the relevant field: more than three (3) years of occupational experience as a technical staff.
- 3) Educational Background: be a university graduate from department of engineering or have the equivalent educational history.
- 4) Language: For both online program and program in Japan, programs will be held in English. Therefore, it is required to have a competent command of spoken and written English for discussion and reporting. This training course includes active participation in discussions and action plan formulation, thus requires sufficient competence of English ability.
- 5) Health: must be in good health, both physically and mentally, to participate in the Program. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus in the phase in Japan.
- 6) ICT: it is required to meet the following conditions:
 - a PC or Tablet with a web camera and a microphone
 - an access to the Internet with a speed of 5Mbps
 - download and use of Google application and Microsoft Teams/Zoom (tentative)

[Note] If there are any concerns of Network Environment, please contact the JICA office in your country.

(2) Recommendable Qualifications

- 1) 'Gender Consideration: JICA is promoting Gender equality. Women are encouraged to

apply for the program.'

2) PC Skills

Having basic computer skills of MS-Word, Excel and Power Point is desirable because this course have a lot of exercises required to prepare the reports and presentation materials by computer.

3. Required Documents for Application

(1) **Application Form** : The Application Form is available at **the JICA office (or the Embassy of Japan)**. **The Application Form should be typewritten in English.**

(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)

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 December 10, 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 the 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 December 21, 2020**

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

(1) Photocopy of passport: to be submitted ONE MONTH before the beginning of the program in Japan.

*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex, Passport number and Expire date

(2) Inception Report -- to be submitted by January 11, 2021:

Before coming to Japan, only accepted candidates are required to prepare a Inception Report. Detailed information is provided in the ANNEX "Inception Report". The Inception Report should be sent to JICA YOKOHAMA **by January 11, 2021** preferably by e-mail to < yicct1@jica.go.jp >.

The Inception Report will be introduced by presentation of the participant in the beginning of the training course. The Inception Report should be prepared in the form of the attached ANNEX.

Participating organization is expected to support the making of their Inception Report.

6. Conditions for Attendance:

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) not to record or share the online contents without permission.

[Phase in Japan]

- (4) not to extend the period of stay in Japan.
- (5) not to be accompanied by family members during the program.
- (6) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA.
- (7) to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (8) 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.
- (9) to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.
- (10) to participate the whole program including a preparatory phase. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II -9 and III-5.

IV. Administrative Arrangements

1. Organizer:

- (1) **Name:** JICA Yokohama Center (JICA YOKOHAMA)
(2) **Address:** 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan
Tel: 81-45-663-3221
Fax: 81-45-663-3265
(3) **Contact:** Mr. Aiji Suzuki (yictt1@jica.go.jp)

2. Implementing Partner:

- (1) **Name:**
- Ports and Harbors Bureau, Ministry of Land, Infrastructure, Transport and Tourism (MLIT)
- The Overseas Coastal Area Development Institute of Japan (OCDI)
(2) **Contact:**
- MLIT
Address: 2-1-3, Kasumigaseki, Chiyoda-ku, Tokyo 100-8918, Japan
Tel: +81-3-5253-8679
<http://www.mlit.go.jp/en/kowan/index.html>
- OCDI
Address: Urbannet Kojimachi Bldg. 1-6-2 Kojimachi, Chiyoda-Ku, Tokyo 102-0083, Japan
Tel: +81- 3-5275-5931 Fax: 81- 3-5275-5932
URL: <http://www.ocdi.or.jp/en/>

[Phase in Japan]

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 Yokohama Center (JICA YOKOHAMA) Address: 2-3-1, Shinko, Naka-ku, Yokohama, 231-0001, Japan TEL: 81-45-663-3251 FAX: 81-45-6633265 (where "81" is the country code for Japan, and "45" is the local area code)

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

<https://www.youtube.com/watch?v=UzdqguFiURo&feature=youtu.be>

If there is no vacancy at JICA YOKOHAMA, JICA will arrange alternative accommodations

5. Expenses in Japan:

The following expenses will be provided for the participants by JICA during the period of program in Japan:

- (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 to the selected participants before departure for Japan.

6. Pre-departure Orientation before the program in Japan:

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.

7. Traditional clothing and items:

There are a few occasions like closing ceremonies, when the participants may wear formal clothing. It is recommended to bring your national or traditional dress for closing ceremonies or other events in Japan.

Additionally, bringing some visual materials like photos, and local products such as handicrafts and folk crafts items which could be exhibited to share your culture is welcomed.

V. Other Information

1. Information about visiting site

During the phase in Japan, a five-day observation visit, in addition to other places, will be carried out at Onahama Port in Iwaki City, Fukushima Prefecture.

Onahama Port is a base port of importing coal and support the supply of electricity of East Japan including Tokyo metropolitan area. Participants have visited and experienced this port every year since 1975 (excluding 2011) .

Iwaki City is an industrial city that includes Onahama Port, and has a good relationship with its community residents.

Participants can learn how it enhances functions of the port based on the balance of industries and communities.

©URL of Fukushima Prefecture on " Nuclear Radiation in Onahama Port "

<https://www.pref.fukushima.lg.jp/sec/41400a/index-e.html>

VI. ANNEX:

Sustainable Port Development and Planning (for port engineer) (JFY 2020)

Inception Report

All the accepted participants are required to prepare the Inception Report providing information on the following items and subjects.

The Inception Report has to be typewritten in English, less than 5 pages (12-point font, double-spaced, A4 size paper). In addition to the Inception Report, and please fill out Attached Form starting from next page to describe general information on ports in your country and port of which you are in charge as reference information of the Inception Report.

1. Front Page

(1) Title of the Inception Report

(2) Country

(3) Name of applicant

2. Contents of Inception Report

(1) Position of applicant and name of organization

(2) Job Description and Challenges of applicant

(3) Problem Areas

Describe the most crucial technical problem with which the applicants' organizations are faced and the measures being taken to cope with it.

3. Attached form

Please fill out Attached Form starting from next page to describe “general information on ports in your country” and “port of which you are in charge” as reference information of the Inception Report.

Note:

(1) Those who are informed of acceptance to participate in the course will be requested to make an approximately twenty (20) minute presentation of their Inception Reports during the comparative study session of the course. Participants are encouraged to use visual aids, such as power point for the presentation.

(2) Participants are encouraged to attach photos that describe your job description, challenges, and problem areas. They will be useful to support your presentation on Inception Report and Action plan. (It will also be helpful for you to have an image of the ports of your country.)

(3) The program offers participants the opportunity for solving problems with knowledge from its contents. The action plan that you will formulate during the online course should be directly related to your activities, as the action plan should mainly be implemented by yourself and your office.

1. General Information on Ports in the Country

Please fill in the form with the latest information. Please submit Digital Port Administration Booklet together with Inception Report or bring Port Administration Booklet with you for the Phase in Japan if you have one.

1-1. Outline of Port Administration

- (1) Basic Laws Related to Port Management and Development
(Please specify if different laws are applied to different types of ports.)
- (2) Classification of Ports in the Country
- (3) Number and location of Ports by Classification.
(Please attach a location map with compass signs and scale of ports in the country.)
- (4) Role of the Central (or Local) Government for Port Administration and Operation.

1-2. Port Development in the Country

System of Port Planning (procedure and role of organizations for port planning), Representative Office of Port Development and System of Fund-raising for Port Development (including source of funds for port development).
(If different systems for port planning, development and fund-raising are applied for each port, please describe each system.)

1-3. Port Development Policy/Plan

National Port Development Policy/Plans (name of project plan, established year, target year, name of organization responsible for planning, name of consultants and fund raising.)

Please attach an additional sheet(s) of paper if a given space is insufficient.

1-4. Location Map of Ports in the Country

Please attach a detailed location map of the ports in the country (including compass signs, scale of port, legend etc.)

Please attach an additional sheet(s) of paper if a given space is insufficient.

1-5. Organization Chart of Port Management Body and Other Port Related Offices

Please describe relevant organizations and attach organization charts.

Please attach an additional sheet(s) of paper if a given space is insufficient.

2. General Information about the Port of which you are in charge

Please fill in the form with the latest information.

2-1. General

1. Name of the Port: (in English) <div style="text-align: right; margin-top: 10px;">(in local language)</div>							
2. Features of the Port Please describe features and functions of the port - e.g. general berths, container berths, multi purpose berths, Ro-Ro berths, bulk berths, oil berths, passenger terminals, marinas, fishing ports, etc. (including names of districts). 							
3. Main Facilities at the Port (Please attach Location Map of the facilities on the next page)							
- Please provide dimensions of channels, main breakwaters and basins. 							
Outline of Berths							
Berth Name	Water Depth (m)	Berth Length (total)	Length of the berths with a depth exceeding -10m	Area of Terminal (m ²)	Cargo Handling Capacity per a Year	Recent Cargo Handling Volume (from actual data. ton/year)	Others

Please attach an additional sheet(s) of paper if a given space is insufficient.

4. Layout Map of Port Facilities (Current Situation)

2-2. Statistical Data (Cargo, Passengers, Calling vessels)

(Unit: tons)

Year	2017	2018	2019
Cargo Handling Volume (total)			
1. Foreign Cargo (total) - including container cargo			
1-1. Export			
1-2. Import			
1-3. Main Commodities e.g. Banana (export)			
1-4. Container Cargo Export (TEU) Import (TEU) Total (TEU)			
2. Domestic Cargo (total) -including container cargo			

(Unit: persons)			
Year	2017	2018	2019
No. of Passengers (total)			
1. Foreign Line Outgoing Incoming			
2. Domestic Line Outgoing Incoming			

(Unit: vessels)			
Year	2017	2018	2019
No. of Vessels (total)			
1. Foreign Line Vessels - Conventional cargo vessels - Container vessels - Passenger vessels - Other vessels			
2. Domestic Line Vessels - Conventional cargo vessels - Container vessels - Passenger vessels - Other vessels			

Please attach an additional sheet(s) of paper if a given space is insufficient.

2-3. Port Management and Operation

1. Organization

Please provide an outline of organization of port management body and attach charts.

2. Port Management

Please describe port management systems including ownership, users, operating schemes of port facilities and equipment - e.g. channels, anchorage areas, seawalls, berths, cargo handling yards, warehouses, cargo handling equipment (both fixed and movable). Also, please include the present level of privatization.

3. Port Service Entities
Please describe port service system including port service entities (e.g. port authority, private sectors approved concession) which implement cargo handling, tug or pilotage services.

Please attach an additional sheet(s) of paper if a given space is insufficient.

2-4. Container Terminals

Name of Terminal				
Depth of Berths (-m)				
No. of Berths				
Length of Berth (m)				
Area of Terminal (m ²)				
Main cargo handling Equipment (Capacity)				
Planned Berth Capacity (TEU/year)				
Actual Handling Data (the latest TEU/year)				
Planning Entities				
Construction Entities				
Ownership				
Management & Operation Entities				

2-5. Introduction of Computer System (Current Situation and Plans in Future)

The departments or divisions where computer system is introduced and the details (e.g. computerized items) of the system.

2-6. The Future Plans of the Port

Please provide outlines of development plans including planning body, the name of plan, target years, the consultants, fund raising, features of plans (details and points) and basic policy.

For Your Reference

JICA and Capacity Development

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

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

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

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

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

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

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



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan.

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