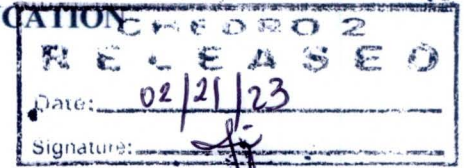




Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Region 02



REGIONAL MEMORANDUM ORDER
No. 041, series of 2023

**FOR : ALL PRESIDENTS/OFFICERS-IN-CHARGE/HEADS OF MARITIME
HIGHER EDUCATION INSTITUTIONS (MHEIs) IN REGION 02**

1. ISABELA COLLEGE OF ARTS AND TECHNOLOGY
2. UNIVERSITY OF CAGAYAN VALLEY

**SUBJECT : JICA MASTER'S DEGREE IN MARITIME SAFETY AND SECURITY
POLICY FOR ACADEMIC YEAR 2023-2024**

DATE : FEBRUARY 20, 2023

Attached is a memorandum from **DR. J. PROSPERO E. DE VERA III**, Chairman, Commission on Higher Education, HEDC Building, C.P. Garcia Avenue, UP Campus, Diliman, Quezon City, inviting interested parties to nominate candidates to the **Master's Degree Program in Maritime Safety and Security Policy** from **September 25, 2023 to September 21, 2024** under the auspices of the **Japan International Cooperation Agency (JICA)**.

The program is part of the Official Development Assistance (ODA) of the Government of Japan through JICA's Training Program for overseas participants. This is the master's program conducted within a framework of JICA Knowledge Co-Creation Program (Group and Region Focus). Research guidance will be, therefore, provided as provided for a master's student at a regular graduate school.

Attached for your reference is the General Information (GI) brochure regarding the program, relevant information regarding the submission of nominations, including the deadline and proper channel for nomination.

Further queries may be directed to CHED-International Affairs Staff (IAS) through telephone number **(02) 8441 0750**, or email at fstp@ched.gov.ph, copy furnished ias@ched.gov.ph.

Dissemination of this Memorandum is desired.

Digitally signed by Atty.
Marco Cicero F. Domingo
Date: 2023.02.21 07:52:49
+08'00'

ATTY. MARCO CICERO F. DOMINGO
OIC-Director IV

Encl.: as stated

Kindly rate the delivery of our services through the link below:

Link: <http://bit.ly/CHEDRO2CSS>

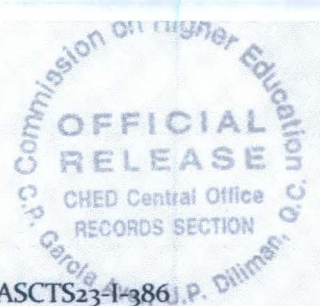
Your response shall help us improve our systems
and procedures so we can better serve you.
Thank you.

:bj02202023_tracking#20586



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

Reference No.: IASCTS23-1-386



MEMORANDUM FROM THE OFFICE OF THE CHAIRPERSON

**TO : PRESIDENTS/HEADS OF STATE UNIVERSITIES AND COLLEGES
CHED CENTRAL AND REGIONAL OFFICE DIRECTORS/
OFFICERS-IN-CHARGE**

**SUBJECT: JICA MASTER'S DEGREE IN MARITIME SAFETY AND SECURITY POLICY
FOR ACADEMIC YEAR 2023-2024**

DATE : 06 February 2023

The Commission on Higher Education is pleased to invite interested parties to nominate candidates to the **Master's Degree Program in Maritime Safety and Security Policy** from **25 September 2023 - 21 September 2024** under the auspices of the Japan International Cooperation Agency (JICA).

The program is part of the official development assistance of the Government of Japan through JICA's Training Program for overseas participants. This is the master's program conducted within a framework of JICA Knowledge Co-Creation Program (Group and Region Focus). Research guidance will be, therefore, provided as provided for a master's student at a regular graduate school. Attached for your reference is the General Information (GI) brochure regarding the program.

In nominating your candidates, we would like to invite your attention to Items A and B of **Annex A** indicating the GOP and the donor agency's requirements and financial terms for this program. Government employees and faculty and staff of SUCs who are (preferably) **under age forty-five (45) years old as of 01 October 2023**, with a permanent status wishing to avail of the aforementioned program are encouraged to apply.

Please submit the letter of nomination signed by the head of the institution or duly authorized official nomination together with the required documents **on or before 10 March 2023** to the CHED International Affairs Service (IAS), 2/F Higher Education Development Center, C.P. Garcia Avenue, Diliman, Quezon City. Candidates who meet the basic qualification requirements of the program will be informed by the IAS of the schedule and meeting credentials for the online panel interview.

For details and queries, please contact the International Affairs Service through telephone number (02) 8441 0750 or email at fstp@ched.gov.ph with a copy furnished to ias@ched.gov.ph.

Dissemination of this Memorandum is desired.


J. PROSPERO E. DE VERA III, DPA
Chairman

JICA Master's Degree Programs AY 2023

A. QUALIFICATION REQUIREMENTS

1. Philippine Government
 - a. (Preferably) Under forty-five (45) years old (as of 01 October 2023) and below provided the return service obligation is still within the nominee's serviceable years;
 - b. Candidate must have rendered at least two (2) years of service;
 - c. Must hold a permanent appointment;
 - d. Must have a college degree related to the field of study or has sufficient demonstrated ability and experience along the field of study;
 - e. Must not have a pending application for scholarship under another program; and
 - f. Must have rendered the service obligation required under Executive Order 367 for scholarship recently concluded before he/she could again be nominated for another course where the field of study is different from the previous training.
2. Donor Country
 - Please refer to the attached General Information (GI) brochure

B. FINANCIAL ASSISTANCE

1. Nominating Agency will provide the salary of the nominee for the duration of the award
2. Donor Country
 - Full grant

C. DOCUMENTARY REQUIREMENTS

Nomination papers to be submitted prior to the screening consisting of the following:

1. A letter of nomination addressed to the CHED Chairperson/OIC, Attention: Director of the International Affairs Service, signed by the Secretary or Head of office, agency, university or entity or its duly authorized official indicating among others the following:
 - a) That the nominee has no pending administrative and criminal charges;
 - b) That the nominee has been conferred with a degree;
 - c) Assurance of utilizing the services of the nominee, if accepted for a period of not less than two (2) years of every year of scholarship or a fraction thereof not less than six (6) months or as provided under E.O. 367 amending E.O. 129; and
2. Certified Copy of Service Record
3. Certified Copy of Statement of Actual Duties and Responsibilities
4. Photocopy of Transcript of Academic Records (Baccalaureate/Graduate)
5. Photocopy of Diploma
6. Certification that the nominee has no pending administrative and criminal case
7. Certification that the nominee has no pending scholarship nomination to other program/s
8. Updated bio-data/resume w/ list of in-service trainings and seminars attended (Spell out acronyms of organizer/s and topic/s or subject/s of the training) programs; certificates of training **NEED NOT** be submitted).

Note: A letter of application addressed to the IAS Director must be added to your documentary requirements.





Knowledge Co-Creation Program (Group & Region Focus)

General information on

**Maritime Safety and Security Policy Program
(Master's Program)**

**課題別研修「海上保安政策プログラム」(修士課程)
JFY 2023**

Course No.: 202208393-J001

Course Period in Japan: From September 25, 2023 to September 21, 2024

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

JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, which stated, *"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."* JICA believes that this 'Knowledge Co-Creation Program' will serve as a foundation of mutual learning process.

I. Concept

Background

Asian region is home to one of the world's most congested sea-lanes, such as the Malacca and Singapore Straits and the Indian Ocean, and it is an extremely important region for maritime transportation of energy resources, food, commodities, and other products. Trouble-free maritime transportation has contributed to the region's remarkable economic growth and prosperity as well as that of the world economy.

To attain stable transportation in these sea-lanes, establishing international maritime norms based on the rule of law is essential to preserve and develop maritime international order. Also, it is imperative that coastal states proactively address maritime issues such as piracy, illegal migration, smuggling, maritime disasters, and environmental protection.

"Maritime Safety and Security Policy Program" for junior officers of maritime safety and security related organizations in Asian countries aims to nurture personnel with advanced capabilities required to plan and formulate their country's maritime policies, which will contribute to steady growth and international order in the region.

The course bridges practical and theoretical aspects of maritime safety and security, and include international relations, maritime issues, international laws, and other relevant issues.

For what?

This training program aims to develop personnel with advanced practical knowledge, analytical and problem-solving skills, and the ability to communicate effectively in an international environment. This program will also help develop a sense of partnership and mutual understanding among participants, thereby strengthening the collaborative relationships among the participants' countries.

For whom?

This program is designed for junior officers of maritime safety and security related organizations in Asian countries.

How?

"Maritime Safety and Security Policy Program" is designed to build capacity of policymaking specialists in the field of maritime safety and security by providing training and education that utilizes the expertise of the National Graduate Institute for Policy Studies (GRIPS) and the Japan Coast Guard (JCG).

GRIPS will provide the most essential curriculum in policymaking and international relations, while the Japan Coast Guard Academy (JCGA), an educational facility of the JCG, will provide training and practical education in maritime safety and security.

Participants will also conduct case studies to strengthen their knowledge and skills.

This is master's program conducted within a framework of JICA Knowledge Co-Creation Program (Group & Region Focus). Therefore, Research guidance will be provided as for a master's student at a regular graduate school. Participants is required to write a research paper about a specific issue in accordance with the guidance and advice from academic advisers over the course of the program.

II. Description

1. Title (Course No.)

Maritime Safety and Security Policy Program (202208393-J001)

2. Course Duration in Japan

September 25, 2023 to September 21, 2024

- GRIPS: October 3, 2023 - March 29, 2024
- JGCA: April 1 – August 9, 2024
- GRIPS: August 13 - September 20, 2024

3. Target Regions or Countries

Bangladesh, Indonesia, Malaysia, Philippines, Sri Lanka, Vietnam

4. Eligible / Target Organization

Maritime safety and security related organizations in Asian countries

5. Capacity (Upper Limit of Participants)

8 participants

6. Language

English

7. Objective(s)

Junior officers from maritime safety and security related organizations will acquire advanced practical application, management and problem-solving skills, analytical capability, and ability to communicate effectively in an international environment. Consequently, the participants will be able to fulfill their duties and improve ability to deal with international issues in timely and appropriate manner. Furthermore, by fostering mutual understanding, this program will help to build network of participating countries.

8. Overall Goal

This program will contribute to reinforcing partnerships among the participants' countries by helping to maintain a strong and sustainable network among maritime safety and security related organizations in Asian countries including Japan. This will help to preserve and develop international maritime order in the region in accordance with the rule of law.

9. Output and Contents / Module

This program consists of (1) pre-departure assignment and (2) program in Japan.

<p>(1) Pre-departure assignment (August to September 2023)</p> <p>Upon receipt of the Notice of Acceptance, participants are required (1) to prepare and submit a Job and Country Report, and (2) prepare for lectures and research paper by obtaining basic information on maritime safety and security</p>
<p>(1) Job and Country Report:</p> <p>Please submit Job and Country Report presentation material.</p> <p>There will be a "Job and Country Report" presentation session after arriving in Japan. The purpose of the session is to share the situation of each country for mutual understanding.</p> <p>1) Presentation material:</p> <p>Please produce PPT presentation document with <u>maximum</u> pages as below.</p> <ul style="list-style-type: none"> · Outline of the country (politics, geo-politics, economics (incl. GNI per capita), society): 2 pages · Maritime safety policy: 2 pages · Outline of maritime institutions, including mandate and organization chart: 3 pages · Challenges of your institution: 2 pages · Your responsibility at each institution: 2 pages. <p>2) Presentation time: approximately 10 mins</p> <p>3) Audiences: fellow participants, lecturers in GRIPS and JGCA, JICA, etc.</p> <p>4) Submit to cictp@jica.go.jp by 20 September 2023.</p>
<p>(2) Preparation for lectures and research paper:</p> <p>1) Familiarize with laws and regulations of one's country concerning maritime safety and security as well as international laws and conventions</p> <p>2) Collection of cases and search of literature related to international maritime issues</p>

<p>(2) Program in Japan (September 2023 to September 2024)</p> <p>This program consists of lectures, case studies, field trips and independent study. Curriculum of the academic year 2022-2023 is shown in Fig.1 for your reference.</p>		
Expected Module Output	Courses/Focus of Instruction	Mode of Instruction
Acquisition of socio-scientific knowledge needed to address international issues	<p>Required Courses :</p> <p>International Relations</p> <p>International Relations in East Asia</p> <p>International Security Studies</p>	Lecture • Case Study
	<p>Recommended Courses :</p> <p>Economic Development of Southeast Asia</p> <p>Development Economics</p> <p>East Asian Economies</p> <p>The Making of Modern Japan</p> <p>Analysis of Great Power Politics</p> <p>Comparative Political Economy</p> <p>International Development Policy</p> <p>Government and Market</p> <p>Government and Politics in Japan</p> <p>International Political Economy</p> <p>Comparative Politics</p> <p>State and Politics in Southeast Asia</p> <p>Non-Traditional Security</p> <p>The World and the SDGs</p> <p>Introduction to Quantitative Methods</p>	

Improvement of understanding of legal matters related to maritime safety and security	<p>Required Courses :</p> <p>International Law International Law of the Sea Policy for Search & Rescue; Salvage and Maritime Disaster Prevention Maritime Police Policy</p>	Lecture • Case Study
	<p>Recommended Courses :</p> <p>International Comparative Criminal Law Introduction to Oceanography Marine Environment and Pollution Traffic Management Systems I Traffic Management Systems II Information Management System I Information Management System II Ship Maneuverability and Practical Operation Fundamentals of Advanced Energy Engineering Introduction to International Maritime Safety and Security Conventions</p>	
Study of methods for examining maritime issues based on existing practice and legal theory and resolving these issues in order to contribute to the construction of international maritime norms based on the rule of law	<p>Required Courses :</p> <p>Case Study of Maritime Safety and Security Policy I Case Study of Maritime Safety and Security Policy II</p>	Practical Case Studies • Field trip
Preparation of a research paper exploring a solution to a particular issue by using a comparative method and other relevant methods	<p>Required Course :</p> <p>Independent Study: A research paper examining a specific problem and analyzing ways to solve it under the guidance of professors; a final presentation</p>	Analysis • Presentation

Academic Year 2022-2023 Curriculum Master's Programs (11) Maritime Safety and Security Policy Program						
Category	Course No.	Course Name	Instructor	Term	Credit	
Required Course	MSP4001E	Independent Study	Various	Fall through Summer	4	22
	GOV1400E	International Relations in East Asia	TAKAGI Yukiko	Fall	2	
	GOV2201EA	International Relations	WAKA Yoko	Fall	2	
	GOV2240EB	International Security Studies	MICHISHITA Noruhige	Fall	2	
	MSP2000E	Maritime Police Policy	OKUZONO Jun	Spring	2	
	MSP3000E	International Law	SHIMOMIYAMA Kenji	Fall	2	
	MSP3010E	International Law of the Sea	FURUYA Kentaro	Winter	2	
	MSP3020E	Policy for Search & Rescue, Salvage and Maritime Disaster Prevention	YAMAJI Tetsuya	Spring	2	
	MSP5000E	Case Study on Maritime Safety and Security Policy I	FURUYA Kentaro	Fall	2	
	MSP5010E	Case Study on Maritime Safety and Security Policy II	FURUYA Kentaro	Winter through Spring	2	
Recommended Courses	ECO1020E	Essential Microeconomics	KUROSAWA Masako	Fall	4	4
	ECO1080E	Essential Microeconomics	NBAYASHI Ken	Winter	2	
	ECO1800E	Economic Development of Southeast Asia	KUDO Toshihiro	Fall	2	
	ECO2020EB	Government and Market	HATANAKA Kaori	Winter	2	
	ECO3040EB	Development Economics	KUMA Yoko	Winter	2	
	ERP1010E	East Asian Economies	KUDO Toshihiro, OTSUKI Yoshihiro	Winter	2	
	GOV1460E	The Making of Modern Japan	KITAOKA Shinichi, PRESSELLO Andrea	Fall	2	
	GOV2100E	Government and Politics in Japan	MASUYAMA Misaka	Fall	2	
	GOV2210E	International Political Economy	CHOI Hyung-kyu	Fall	2	
	GOV2310E	Comparative Politics	TAKENAKA Harukata	Fall	2	
	GOV2460E	State and Politics in Southeast Asia	LIM Quame	Spring (Session I)	2	
	GOV3240E	Non-Traditional Security	HONMA Jun	Fall	2	
	GOV3280E	Analysis of Great Power Politics	WAKA Yoko, et al.	Spring	2	
	GOV3310E	Comparative Political Economy	KANCHOOCHAT Veerayooth	Fall	2	
	GEN3000E	International Development Policy	OHNO Tsumi	Winter	2	
	GEN5020E	The World and the SDGs	TANAKA Akihiko	Fall	1	
	MOR1000E	Introduction to Quantitative Methods	MOROHOSI Hirozumi	Fall	2	
	MSP2030E	Introduction to Oceanography	MINAMI Hiroki	Spring	1	
	MSP2040E	Marine Environment and Pollution	KAWAMURA Noriko	Spring	1	
	MSP3030E	International Comparative Criminal Law	SHINTANI Kazuaki	Spring	2	
	MSP5100E	Introduction to International Maritime Safety and Security Conventions	FURUYA Kentaro	Spring	1	
	MSP7050E	Traffic Management Systems I	YAMADA Takuto	Spring (Session I)	1	
	MSP2080E	Traffic Management Systems II	TBA	Spring (Session II)	1	
	MSP3060E	Ship Maneuverability and Practical Operation	NAKAYAMA Yoshiyuki	Winter	1	
	MSP3070E	Fundamentals of Advanced Energy Engineering	KAKIKI Taisei	Spring (Session I)	1	
	MSP3080E	Information Management System I	YAMANAKA Masaaki	Spring (Session I)	1	
	MSP3090E	Information Management System II	ISOZAKI Hiroshi	Spring (Session II)	1	
B Elective Courses		* Selected Topics in Policy Studies I - IV				4
		Courses not listed in this table				
X Others	LAND010E	** Describing Tables and Figures	WICKENS Matthew H.	Winter	1	4
	LAND040E	** English for Academic Purposes	ONEILL Gavin, et al.	Fall	2	
	LAND150E	** Thesis Writing for MSP	ONEILL Gavin	Winter	1	
	LAND180E	** Qualitative Writing	WICKENS Matthew H.	Winter	1	
	LAND220E	** Policy Proposal Writing	PETCHKO Katerina	Fall	2	
		** Other courses offered by the Center for Professional Communication				
Notes:						
1. Graduation Requirements: Students must complete a minimum of 30 credits, 22 of which must come from Category I, and 8 from Category II.						
2. Courses offered in the Program are subject to change.						
3. If a student takes the same course in both English and Japanese, only one course (2 credits) will count toward the degree.						
4. * Course Number, Instructor, and Term for these courses will be announced when the courses are offered.						
5. ** Credits earned in these courses cannot count toward the degree.						
6. Students must take the courses LAND220E, LAND040E and LAND150E.						

III. Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for those specific purposes.
- (2) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) This project 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.
- (4) 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.
- (5) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Applicants must be nominated by their governments in accordance with the procedures described in Section III-4.
- 2) Organization in one of the following positions:
 - Section chief or equivalent at a central authority (if serving under a central authority)
 - Assistant division chief or equivalent at a local authority (if serving under a local authority)
 - Lieutenant, Lieutenant Commander or Commander (or an equivalent rank)
 - Inspector or Superintendent (or an equivalent title if in law enforcement)
- 3) Job experience in maritime safety and security related areas / organizations: three (3) years or more:
- 4) Educational Background: a bachelor's degree or its equivalent
- 5) Language requirements: Applicants are required to submit official report of TOEFL iBT or IELTS score. Admission priority will be given to applicants with TOEFL iBT score of 79 or higher, or an IELTS Academic score of 6.0 or higher. See ANNEX 1 to apply for a waiver of the English language proficiency requirement.
- 6) Health: Required to be judged by medical doctor that medically adequate to

participate in the Program in Japan. Prescribed health certificate by medical doctor is required for application.

Pregnant persons are not recommended to apply due to the potential risk of health and life issues of mother and fetus.

- 7) Age: under forty five (45) years old as of October 1, 2023

(2) Recommended Qualifications

- 1) Gender Equality and Women's Empowerment:

Women are encouraged to apply for the program. JICA is committed to promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

3. Required Documents for Application

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

- (2) Photocopy of Passport:** Please submit photocopy of passport with the application form if you possess your passport which you will carry when entering Japan for this program. If not, please submit the photocopy as soon as passport is issued.

*The following information should be included in the photocopy:

Name, date of birth, nationality, sex, passport number and expiry date

- (3) Application Materials for GRIPS/JCG Master's Program**

The curriculum of this program has been approved as that of a master's program by both GRIPS and JCG. Therefore, each applicant is required to prepare and submit all of the materials for admission to the GRIPS/JCG Master's Program as indicated in ANNEX 1.

Please be noted in advance that some applicants might be requested to submit extra complementary documents (unspecified documents in ANNEX 1) depending on their filed educational and career records.

- (4) Information on military status**

Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military. Please indicate military status of your institution and yourself with ANNEX 2.

4. Procedures for Application and Selection

- (1) Submission of the Application Documents**

Closing date for applications: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

All required material must arrive at **JICA Center in Japan** by March 31 2023.

- (2) Selection**

- 1) After receiving the application documents through appropriate administrative

procedures in the respective government, JICA office (or the Embassy of Japan) in respective country conduct a screening and send the documents to JICA Chugoku, which organizes the program.

- The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan. Please inform the JICA office of applicant's military status, even in plausible case, as soon as possible in order to avoid delay in selection process.
- 2) JICA Chugoku will carry out the screening jointly with JCG to select successful applicants out of those who meet the qualifications described in Section III-2.
- 3) Some applicants may be requested to take an examination and / or come for an oral interview, which will be conducted by zoom/Microsoft Teams, telephone or TV conferencing at JICA office in respective country.
- 4) A committee consisting of GRIPS, JCG, and JICA, will screen the academic qualifications of the applicants using the application materials such as official transcripts.
- 5) The final candidates will be selected by the Academic Council of GRIPS by the end of July 2023.

Some qualified applicants may not be accepted due to the limited number of seats in the Program.

(3) Notice of Acceptance

- 1) The JICA overseas office (or the Embassy of Japan) will notify the results not later than July 31, 2023.
- 2) Acceptance agreement, together with an official admission letter, will be sent from GRIPS to each accepted applicant.

5. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3) to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4) not to bring or invite any family members (except for programs longer than one year),
- (5) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect

of the course,

- (6) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (7) not to engage in political activities, or any form of employment for profit,
- (8) to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "5. Expenses", "IV. Administrative Arrangements",
- (9) to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (10) not to drive a car or motorbike, regardless of an international driving license possessed,
- (11) to observe the rules and regulations at the place of the participants' accommodation, and
- (12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

6. Certificate and Master's Degree

- (1) Participants who have successfully completed the program will be awarded a certificate by JICA.
- (2) Participants who have successfully completed all requirements at GRIPS and JCGA will be awarded the degree of Master of Policy Studies.

IV. Administrative Arrangements

1. Organizer (JICA Center in Japan)

(1) Center: JICA Chugoku Center (JICA TOKYO)

*"Chugoku" is the name of the region consisting of five (5) prefectures in the western part of Japan's main island. JICA Chugoku is in charge of implementing JICA's projects/programs in the region.

(2) Program Officer: Ms. KIKUIRI Kai (cictp@jica.go.jp)

2. Implementing Partner

(1) Japan Coast Guard (JCG)

URL: <http://www.kaiho.mlit.go.jp/e/english.pdf>

Address: 2-1-3 Kasumigaseki, Chiyoda-ku, Tokyo, 100-8976, Japan

TEL/FAX: +81-3-3580-0936

("81" is country code for Japan, and "3" is local area code)

(2) National Graduate Institute for Policy Studies (GRIPS)

URL: <https://www.grips.ac.jp/en/>

Address: 7-22-1 Roppongi, Minato-ku, Tokyo, 106-8677, Japan

TEL: +81-3-6439-6046

("81" is country code for Japan, and "3" is local area code)

Description: The National Graduate Institute for Policy Studies (GRIPS) is a graduate school and research institute established in October 1997. GRIPS aims to be an international center of excellence for the education of future leaders in policy areas, advancement of policy research, and systematic collection and dissemination of policy-related information.

3. Travel to Japan

(1) **Air Ticket:** In principle, JICA will arrange an economy-class round-trip ticket between an international airport designated by JICA and Japan.

(2) **Travel Insurance:** Coverage is from time of arrival up to departure in Japan. Thus, traveling time outside Japan (include damaged baggage during the arrival flight to Japan) will not be covered.

4. Accommodation in Japan

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

JICA Chugoku Center (JICA Chugoku)

Address: 3-3-1, Kagamiyama, Higashihiroshima, Hiroshima 739-0046, Japan

TEL: +81-82-421-5800 FAX: +81-82-420-8082

("81" is country code for Japan, and "82" is local area code)

JICA Tokyo Center (JICA TOKYO)

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

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

("81" is country code for Japan, and "3" is local area code)

Please refer to the TIC facility guide at

https://www.jica.go.jp/tokyo/english/office/c8h0vm0000fghcxq-att/facilities_service_guide.pdf

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

5. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses, outfits, and shipping and stopover.
- (2) Expenses for study tours (basically in the form of train tickets).
- (3) Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are not included).
- (4) Expenses for program implementation, including materials.
- (5) For more details, please see "III. ALLOWANCES" of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given before departure for Japan.

*Link to JICA HP (English/French/Spanish/Russian):

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html

6. Pre-departure Orientation*

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

*YouTube of "Knowledge Co-Creation Program and Life in Japan" and "Introduction of JICA Center" are viewable from the link below.

Image videos of 'Introduction of JICA Center (YouTube)' show the following information of JICA Centers: Location, Building, Entrance, Reception (Front desk), Lobby, Office, Accommodation (Room), Amenities (Hand dryer), Bathroom (Shower and Toilet), Toiletries, Restaurant, Laundry Room (Washing machine, Iron), ICT Room (Computer for participants), Clinic, Cash dispenser, Gym, Neighborhood

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

V. Other Information

1. Dress Code: Formal Clothes (suit and tie or officer uniform) required

(1) Participants are requested to wear suit with tie or other formal clothes for the opening ceremony, courtesy calls and receptions.

Please bring officer uniform.

(2) During lectures at JCG and JCGA, suits or formal clothes are required. Jeans or T-shirts are not allowed at these institutes.

(3) During lectures at GRIPS, there is no dress code. Casual clothes are accepted.

2. PC

Participants are encouraged to bring their own PCs for presentation of Job and Country Report presentation and writing research papers.

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs is being customized by the different target organizations to address the specific needs, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from a process of adoption and adaptation, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has

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

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



Contact Information for Inquiries

For inquiries and further information, please contact the JICA overseas office or the Embassy of Japan. Further, address correspondence to:

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