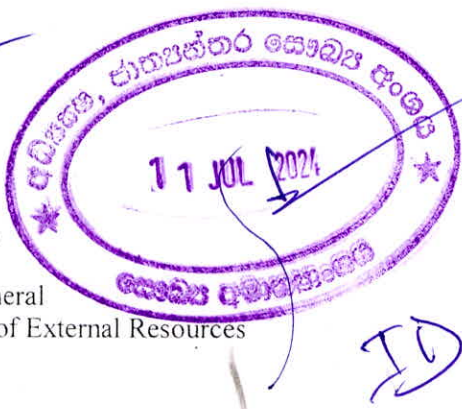


Handwritten: @ JICA
Handwritten: Mch
July 8, 2024.
Director General
Department of External Resources
Colombo 1.



Dear Sir,

KNOWLEDGE CO-CREATION PROGRAM:
MULTI-SECTORAL NUTRITION IMPROVEMENT THROUGH FOOD-BASED
APPROACH ©
COURSE NO: 202313546J001

This is to inform you that Japan International Cooperation Agency (JICA) will consider completed applications of qualified participants nominated by the Government of the Democratic Socialist Republic of Sri Lanka for the above Technical Training Course. The duration of the training course is as follows.

Online Program Period : 18 November 2024 to 22 November 2024
In Japan Program Period: 27 November 2024 to 21 December 2024.

The participants for the above course should be nominated in accordance with the General Information (GI) regulations. One set of the General Information (GI) booklets are attached for distribution to the relevant authorities.

To further expedite the selection procedures, let us suggest the following institution(s) as below mentioned that are considered as eligible in accordance with the stipulations of the GI.

- Ministry of Agriculture
- Department of Agriculture
- Ministry of Health
- Division of International Health

Please make necessary arrangements to submit duly completed documents to reach JICA Sri Lanka office on or before **16th September 2024.**

- Duly filled prescribed Application Form
- Copy of the passport
(P.S – should include Name, Date of Birth, Nationality & Sex)
- Copy of the Nominee's English Score Sheet (e.g. TOEFL, TOEIC, IELTS)
- Questionnaire for Application: To be submitted with the application form. Fill in ANNEX 11 of this General Information. The questionnaire will be used for the screening of candidates.

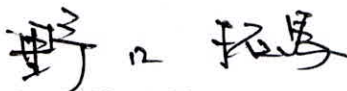
In completing the application forms, kindly advise the nominees to use the same name order as given in the passport, where JICA shall issue official documents relevant to visa in the similar order on his/her acceptance by JICA. In case passports are not available at the time of nomination, on receipt of JICA acceptance notification letter, nominees are expected to issue passports in the same name order as mentioned in the training application.

We also note that, handwritten training applications shall not be accepted by JICA at any reason.

In addition, kindly advise the nominating organizations to share the GI Booklets with their nominees for a better understanding of the training requirements, whereas JICA conducts its selection interviews principally based on the contents of the respective GIs.

Thank you.

Yours sincerely,



Takuma Noguchi
Senior Representative
JICA Sri Lanka office

C. C - Secretary, Ministry of Agriculture
Director General, Department of Agriculture
Secretary, Ministry of Health
Director, Division of International Health
Mr. Kenji OHASHI, Head of Economic & Development Cooperation Section,
Embassy of Japan



Online and Face-to-Face (in Japan)

JICA Program GENERAL INFORMATION

Knowledge Co-Creation Program (Group and Region Focus)

Multi-Sectoral Nutrition Improvement through Food-Based Approach (C)



Course Number: 202313546J001

Course Period: November 18 - December 21, 2024


Online Program Period: November 18 - November 22, 2024

Face-to-Face Program Period: November 27 - December 21, 2024




NOTE: If there are any difficulties in reading this document, please contact JICA Office in your country or JICA Center in Japan.


NOTE: Depending on the circumstances, some or all of the program periods may be changed or cancelled after the application has been accepted.

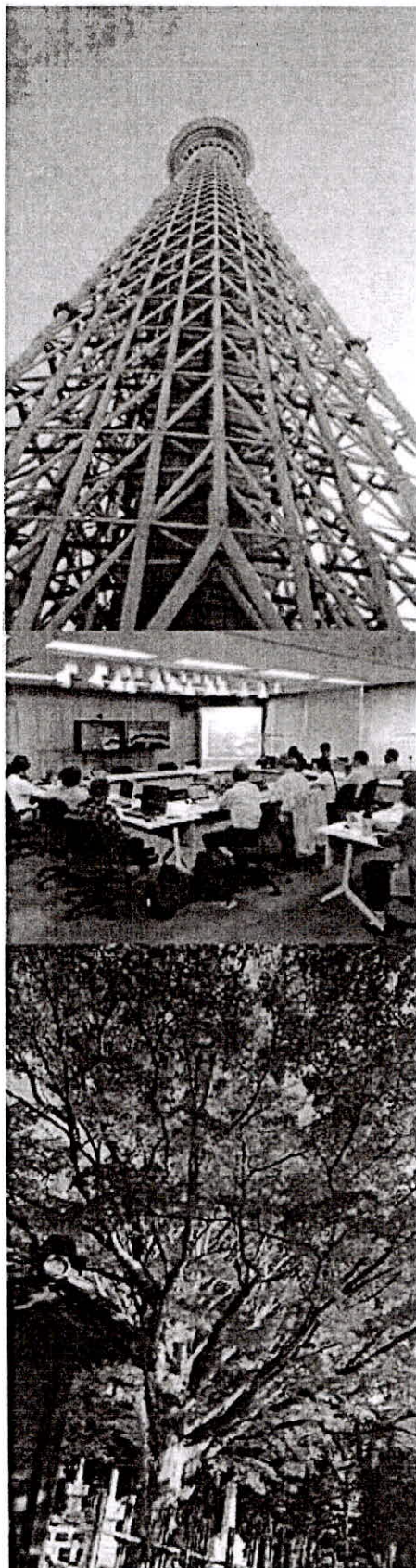


How do we improve nutrition?



Participants acquire knowledge and capacity
for planning, implementation and management
of nutrition improvement programs through
multi-sectoral approach.





Outline

This program aims at developing the capacity of government officials to plan, implement and manage programs for nutrition improvement not only under-nutrition but also over-nutrition through multi-sectoral approach.

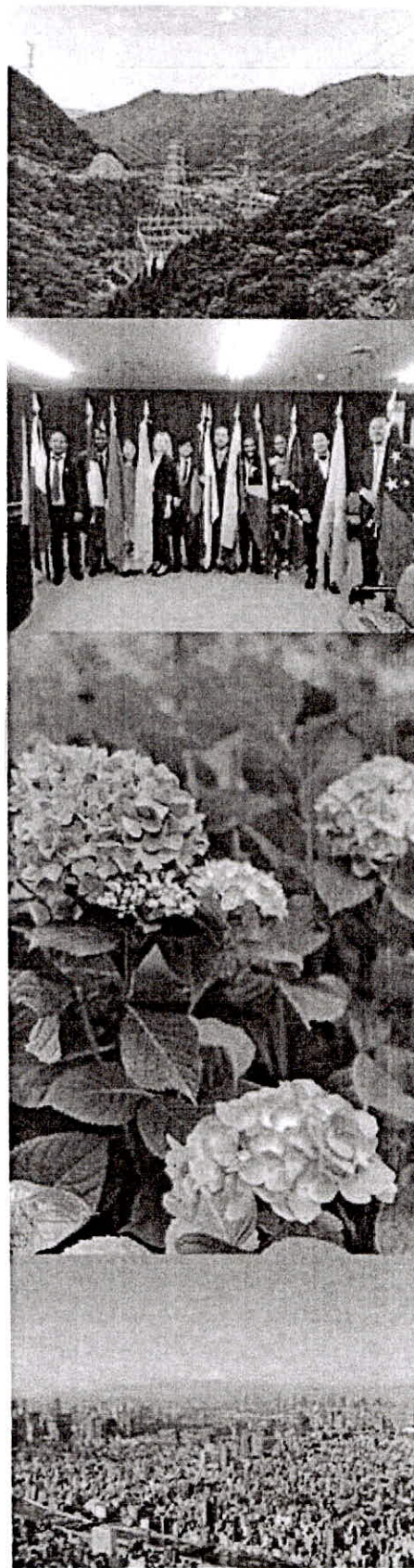
Our specialities are;

- 1) Introduction of Nutrient Focused Approach(NFA) Tool which will help deciding food items to alleviate nutrition issues at target area.
- 2) Knowledge sharing of how Japan has improved malnutrition with the multi-sectoral framework, e.g. Life improvement approach
- 3) Formulation of practical action plan as a result of training.

The sessions will be held in Japan and will include self-study and discussion with web conference as pre-program.

All sessions are carried out in English.

Course Capacity:
3 participants



JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in June 2023, stated that “In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together.” We believe that this ‘Knowledge Co-Creation Program’ will serve as a foundation of mutual learning process.

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For What?

Background

Every year, millions of children around the world are at risk of dying from severe acute malnutrition. Child undernutrition is not only a cause of death, but also a major human and economic loss to the country, as it leads to delayed intellectual and physical development, and ultimately to a reduction in the number of future workers. In recent years, obesity and diet-related noncommunicable diseases throughout the life course due to overnutrition have also increased, creating a double burden of nutritional challenges. Especially, malnutrition is severe problem in South Asian region.

Objectives

Participants acquire knowledge and capacity for planning, implementation and management of nutrition improvement programs through multi-sectoral approach.

To Whom?

Job Areas and Organizations

Central or local government agencies in the sectors of agriculture, health, water and sanitation, education that are involved in the nutrition improvement.

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

Targeted Countries

India, Pakistan, Sri Lanka

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



When?

Total Course Period



Pre Program (online):
From November 18, 2024
to November 22, 2024

**Main Program in Japan
(Face to Face):**
From November 27, 2024
to December 21, 2024

Where?

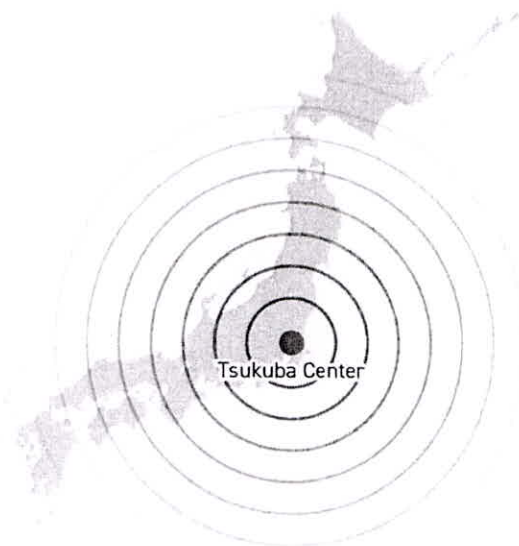
This course is carried out Face to Face in Japan, organized by JICA Tsukuba Center. You will receive essential reading and watching materials for your self-study at your office or home. As the online homeroom and Q&A sessions are held to assist your learning process, you are required to have a certain IT environment.

Pre-program Session (Online)

From November 18 to 22, 2024

All participants will be connected via Zoom in following time zones during Pre Program

- Japan : 1:00PM to 3:00PM
- India : 9:30AM to 11:30PM
- Pakistan : 9:00AM to 11:00PM
- Sri Lanka : 9:30AM to 11:30PM



JICA Knowledge Co-Creation Program (Group and Region Focus)
Multi-Sectoral Nutrition Improvement through Food-Based Approach (C)
Course No. 202313546J001

How?

How to Learn

- Online Self-Study (videos)
- Online Interactive
- Q&A Session
- Lectures
- Workshops
- Discussions
- Presentations
- Site visits



Language

English

Commitment to the SDGs

**SUSTAINABLE
DEVELOPMENT
GOALS**



Program Structure

This program consists of the following components. Details on each component are given below. Please note the contents are subject to minor changes.

(1) Preliminary Phase in each participants home country (From November 18, 2024 to November 22, 2024)

Participating organizations make required preparation for the program in the respective country.

Expected Module Output	Activities
*This phase is related to Module 1 and 5.	➤ Participation of online session to understand how to make inception report, and basic framework of malnutrition and nutrition for mother and child.



JICA Knowledge Co-Creation Program (Group and Region Focus)
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Course No. 202313546J001

	<ul style="list-style-type: none">➤ Preparation of an Inception Report which includes basic information of the participating organization, national policy and strategy on nutrition improvement, and malnutrition situation, its causes and challenges.➤ Collection of information for making an Action Plan	
(2) Main Program in Japan (From November 27, 2024 to December 21, 2024) <i>Participants dispatched by the organizations attend the Program implemented in Japan. This program consists of the following components and participants are expected to achieve the following module outputs.</i>		
Expected Module Output	Subjects/Agendas	Methodology
[Module 1] Participants identify the issues of nutrition improvement in their countries and explain basic concepts of malnutrition.	<ul style="list-style-type: none">➤ Discussion of the Inception Report➤ Brainstorming on issues of different sectors➤ Concepts and framework of malnutrition / food security at the individual / household levels.➤ Trends in international dialogue about food and nutrition (how to achieve healthy diet through well designed policy mix covering entire food system).	Presentation Discussion Group work

<p>[Module 2] To learn effective methods and activities for nutrition improvement through food.</p> <p>[Module 3] To learn multi-sectoral approach and activities for nutrition improvement.</p> <p>[Module 4] To learn actual activities and Japanese experience for nutrition improvement.</p>	<ul style="list-style-type: none"> ➤ Overview of nutrition improvement in Japan after the Second World War (mid 40s - today) ➤ Nutrition-sensitive agriculture policies ➤ Measures on public health, infectious diseases and, Mother and Child care ➤ Assistance by JICA in the global trend of nutrition ➤ Health promotion programs by the private sector ➤ Seikatsu Kaizen (life improvement) - a key thrust for the Post-war nutrition improvement in Japan ➤ School lunch program in Japan ➤ 'Shoku-iku' (food and nutrition education) - legal framework and multi-sectoral coordination ➤ Interventions on 'Shoku-iku' by agriculture, health and education sectors at different levels of administration ➤ Nutrient Focused Approach (NFA) for enhanced contribution of the agriculture and food sector to the nutrition objectives ➤ Hands-on training on application of NFA at the national and household levels 	<p>Lectures Discussion Group work and Site visits</p>
<p>[Module 5] Based on 1-4, participants draw up Action Plans for nutrition improvement through food-based multi-sectoral approach in view of their scope of work.</p>	<ul style="list-style-type: none"> ➤ Reflection of Japanese experiences and key guiding principles for South Asian countries ➤ Preparation and presentation of Action Plans 	<p>Presentation Discussion</p>

Note: Participating organizations are expected to make use of the output of the program brought back by the participants. Participants are expected to share their learning and promote to nutrition improvement through agricultural and rural development with their organizations.



Eligibility and Procedures

1. Expectations to the Applying 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 below.
- (3) 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) Current Duties: officials of a central or local government agencies in the agricultural sector, health sector, water and sanitation sector or education sector involved in policy making concerning nutrition improvement through agriculture and rural development. For those who belong to public enterprises, profit or non-profit non-governmental organizations, universities are not considered for selection.
- 2) Experience in the relevant field: have more than 3 years' experience
- 3) Educational Background: be at least a graduate of university
- 4) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to IBT 80 / PBT 550 of TOEFL or 730 of TOEIC or 5.5 of IELTS or above(Please attach an official certificate for English ability if any)* English language ability with the above mentioned level is indispensable for this course.If there is no official certificate for English ability, it is highly recommended that JICA Office in the recipient country set



an interview in English with the nominee and submit the screening result with Application Form

- 5) Health: must be in good health to participate in the program in Japan. To reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest in declaring in the Medical History (QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness.

(2) Specific Qualifications

- 1) Have own laptop computer that will be used for this program during the course periods
- 2) Have access to stable internet connection (5Mbps speed) at home location during the preliminary phase
- 3) **Basic skill on computer operation method** and its internet access for web meetings and download files (e.g., Zoom, Google Classroom, Google Drive)
- 4) Secure a timeslot for the program, regardless of the normal working hours. We would like to ask participants to secure approx. 5 hours on weekday (from Monday to Friday) for participating online sessions (pre program), watching recorded lectures and preparing assignments. Online sessions will be held at specified time, generally from 1:00 PM to 4:00PM (JST: GMT+09:00). For recorded lectures, you will watch approximately 2 videos for 1-2 hours every day. You may need another 1-2 hours for preparing assignments as well.

Please answer questionnaire (see ANNEX II), to tell us participants' IT environment. JICA will consider necessary support to participate in the program depending on the answer (e.g. arrangement of meeting room etc.). Please note that JICA might not be able to offer sufficient support, and might ask participants to forfeit this year's program if it is considered as impossible to set up sufficient IT environment.

(3) Recommended Qualifications

- 1) Age: between the ages of thirty (30) and forty five (45) years old
- 2) Persons who are already involved (or will be involved) in a World Bank investment project or a JICA Technical Cooperation Project in India, Pakistan and Sri Lanka.
- 3) Those officials whose agencies operate as coordination bodies of nutrition



- improvement with multi-sectoral stakeholders are encouraged to apply.
- 4) Officials those who have a track record of collaborative activities in nutrition improvement projects coordinating nutrition improvement, as well as those who have connections with our returnee participants in the same affiliated organization and department are encouraged to apply.
 - 5) 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:** The Application Form is available at the **JICA overseas office (or the Embassy of Japan)** Please contact to the nearest JICA office by e-mail.
* If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.
- (2) **Photocopy of Passport:** You should submit it with the application form if you possess your passport which you will carry when entering Japan for this program. If not, you are requested to submit its photocopy as soon as you obtain it.
*Photocopy should include the followings:
Type of passport (ordinary or official), 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) **Questionnaire for Application:** To be submitted with the application form. Fill in **ANNEX II** of this General Information. The questionnaire will be used for the screening of candidates.

4. Procedures for Application and Selection

(1) Submission of the Application Documents

Closing date for applications: **Please confirm the local deadline with the**



JICA Knowledge Co-Creation Program (Group and Region Focus)
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JICA overseas office (or the Embassy of Japan).

(All required material must arrive at JICA Center in Japan by September 23, 2024)

Note: Late applications are not considered for selection.

(2) Selection

Primary screening is conducted at the JICA overseas office (or the Embassy of Japan) after receiving official documents from your government. JICA Center will consult with concerned organizations in Japan in the process of final selection. Applying organizations with the best intentions to utilize the opportunity will be highly valued.

The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.

(3) Notice of Acceptance

The JICA overseas office (or the Embassy of Japan) will notify the results not later than October 16, 2024.

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

Inception Report (Draft)-- to be submitted by November 11, 2024

Inception Report (Final)-- to be submitted by November 25, 2024

Accepted candidates are required to prepare a Inception Report (detailed information will be provided at the time of sending Notice of Acceptance.)

6. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) not to change the program topics,



JICA Knowledge Co-Creation Program (Group and Region Focus)
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Course No. 202313546J001

- (3) not to change their ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (4) 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,
- (5) not to bring or invite any family members (except for programs longer than one year),
- (6) 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),
- (7) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (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 program expenditure depending on the severity of said violation.
- (9) not to engage in political activities, or any form of employment for profit,
- (10) to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "3. Expenses", "Administrative Arrangements", 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 program expenditure depending on the severity of said violation,
- (11) To comply with the use conditions of copyrighted works by each copyright holder, when using texts and other materials distributed for KCCP.
Especially, participants are strictly prohibited to record online lessons or use provided contents during the program without lecturers' permissions.
- (12) not to drive a car or motorbike, regardless of an international driving license possessed,
- (13) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

Administrative Arrangements

1. Organizer (JICA Center in Japan)

- (1) Center: JICA Tsukuba Center (JICA TSUKUBA/TBIC)
 - (2) Program Officer: Ms. UCHIDA Saemi (Uchida.Saemi3@jica.go.jp)
-

2. Implementing Partner

- (1) Name: IC Net Limited
 - (2) URL: <https://www.icnet.co.jp/>
-

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

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

JICA TsukubaCenter (JICA TSUKUBA)
Address: 3-6Koyadai, Tsukuba-shi, Ibaraki305-0074, Japan
TEL: + 81-29-838-1111 FAX: + 81-29-838-1119
(where “81” is the country code for Japan, and “29” is the local area code)
Please refer to facility information of JICA Tsukuba at its URL,
<https://www.jica.go.jp/tsukuba/english/office/index.html>



If there is no vacancy at JICA Tsukuba, JICA will arrange alternative accommodation(s) for the participants.

5. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses and stopover.
- (2) Expenses for study tours (basically in the form of 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):

[The Knowledge Co-Creation Program \(KCCP\) | Our Work | JICA](#)

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 Tsukuba	https://www.jica.go.jp/tsukuba/english/office/index.html



7. Other Information

- (1) Participants who have successfully completed the program will be awarded a certificate by JICA.
- (2) Check JICA Tsukuba's Facebook page for information on current courses or activities of the past participants: <https://www.facebook.com/jicatsukuba>
- (3) YouTube clip: The Evolution of Agricultural Development in Japan
"5. Nutrition Improvement"
[The Evolution of Agricultural Development in Japan "5. Nutrition Improvement" \(youtube.com\)](#)

※Information below is for program in Japan

- (4) Laptop computer: During the stay in Japan, personal computer will be necessary for preparing Job Improvement Report, presentation slides and to communicate by e-mail. It is highly recommendable for participants to bring your own private computers and conversion adapters. The electrical current in Japan is 100volts, 50cycles, and the plug shape is A type. Computer rooms in JICA Tsukuba are also available for using internet and making necessary documents. For its OS, Windows is strongly recommended.
 - (5) Goods to introduce your country: It is also recommended that participants bring photographs, drawings, traditional goods and others such as clothes, instruments, ornaments to help them introduce their countries.
 - (6) Allowance, such as for accommodation, living are deposited to participants' temporary bank account in Japan after 2 to 5 days after their arrival in Japan. It is highly advised to bring some cash in order to cover necessary expenses for the first few days.
 - (7) Exchange money: It is very important that currency is exchanged to Japanese Yen at any transit airport or International Airport in Japan at the time of participants' arrival. It is quite difficult to exchange money after this, as there is no facility near JICA Tsukuba for exchange and participants are not able to use these services during regular office hours.
-

Annex

ANNEX I: Questionnaire for Application

ANNEX II: Expenses for participants from World Bank project



Annex I

Questionnaire for Application

Participants are requested to submit the questionnaire including following items, together with the Application Form. The questionnaire will be used for the screening of candidates. In filling the questionnaire, please communicate with your organization.

The report should be **typewritten in English** on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 5 pages.

1. Basic Information of nominee

Name	
Email address	
WhatsApp Number	(Country code:) (Phone number:)
Organization	
Position	
Responsibility / Activities	
Organizational chart/ structure *Please draw or attach the organizational chart and <u>circle your position</u> . *Organizational chart can be attached to the last page of this report	

2. Current nutritional status and relevant countermeasure in your country.



2-1. Describe the situation of malnutrition, analyze the causes and suggest possible solutions in relation to the food system in your country.

2-2. Describe the role or the function of your organization and your current job role for nutrition improvement.

2-3. Describe the Policies / Programs / Activities related to nutrition improvement in your country.

	Name of the Policies / Programs / Activities	Duration of implementation	Your role *if you are not in charge, leave this field blank.
1.			
2.			
3.			
4.			
5.			



2-4. State the international donor agencies or the countries relevant to the above mentioned in 2-2 for the nutrition improvement in your country if any.

3. IT Environment for Online Program (NOT used for screening)

Based on your answer, JICA will consider your IT environment arrangement. Since your answer does not affect to the acceptance judgment, please answer honestly.

3-1 Do you have a following system to attend online program at your home or office?

	Desktop or laptop PC	Desktop or Laptop or None
	Internet environment	Yes or No (OS version:)
	Stable Internet connection (5Mbps speed)	Yes or No
	PC with Microphone	Yes or No
	PC with Camera	Yes or No

3-2 Have you ever attend online / web-based training?

Yes or No

(When:)

(Organizer:)

3-3 Have you ever used those online systems below?

	Zoom	Yes or No
	Microsoft Teams	Yes or No
	Google Drive	Yes or No
	Google Form	Yes or No
	Google Classroom	Yes or No
	You Tube	Yes or No

3-4 Which do you prefer, participating from your home, your office or the designated place



that JICA provide such as JICA office or conference rooms, during the online training program ?

3-5 Please let us know if you have any concerns or questions for participating the training.

End



Annex II

For those who will be participating from the World Bank project,
Expenses will be covered by JICA and World Bank as below:

Accommodation Allowance	JICA
Living Allowance	JICA
Insurance	JICA
Round-trip ticket	World Bank
Transportation between Airport in Japan and JICA Tsukuba centre	JICA
Bank Account	JICA

Reference: "KENSU-IN GUIDE BOOK"

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

[The Knowledge Co-Creation Program \(KCCP\) | Our Work | JICA](#)



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.



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.



Correspondence

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("81" is the country code for Japan, and "29" is the local area code.

ANNEX I

Questionnaire for Application

Participants are requested to submit the questionnaire including following items, together with the Application Form. The questionnaire will be used for the screening of candidates. In filling the questionnaire, please communicate with your organization.

The report should be **typewritten in English** on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 5 pages.

1. Basic Information of nominee

Name	
Email address	
WhatsApp Number	(Country code:) (Phone number:)
Organization	
Position	
Responsibility / Activities	
<p>Organizational chart/ structure</p> <p>*Please draw or attach the organizational chart and <u>circle your position</u>.</p> <p>*Organizational chart can be attached to the last page of this report</p>	

2. Current nutritional status and relevant countermeasure in your country.

2-1. Describe the situation of malnutrition, analyze the causes and suggest possible solutions in relation to the food system in your country.

2-2. Describe the role or the function of your organization and your current job role for nutrition improvement.

2-3. Describe the Policies / Programs / Activities related to nutrition improvement in your country.

	Name of the Policies / Programs / Activities	Duration of implementation	Your role *if you are not in charge, leave this field blank.
1.			
2.			
3.			
4.			
5.			

2-4. State the international donor agencies or the countries relevant to the above mentioned in 2-2 for the nutrition improvement in your country if any.

3. IT Environment for Online Program (NOT used for screening)

Based on your answer, JICA will consider your IT environment arrangement. Since your answer does not affect to the acceptance judgment, please answer honestly.

3-1 Do you have a following system to attend online program at your home or office?

	Desktop or laptop PC	Desktop or Laptop or None
	Internet environment	Yes or No (OS version:)
	Stable Internet connection (5Mbps speed)	Yes or No
	PC with Microphone	Yes or No
	PC with Camera	Yes or No

3-2 Have you ever attend online / web-based training?

Yes or No

(When:)

(Organizer:)

3-3 Have you ever used those online systems below?

	Zoom	Yes or No
	Microsoft Teams	Yes or No
	Google Drive	Yes or No
	Google Form	Yes or No
	Google Classroom	Yes or No
	You Tube	Yes or No

3-4 Which do you prefer, participating from your home, your office or the designated place that JICA provide such as JICA office or conference rooms, during the online Pre-program Session?

3-5 Please let us know if you have any concerns or questions for participating the training.

End