



Japan International Cooperation Agency

Level 17, Parkland

No. 33, Park Street, Colombo - 2, SRI LANKA.

TEL : (+94)011- 2303700 FAX : (+94)011- 2303692 E-mail : sl_oso_rep@jica.go.jp

Homepage: http://www.jica.go.jp/srilanka/english/index.html

Facebook: https://www.facebook.com/jicasrilanka

Director General Department of External Resources Colombo 1. TOTA

DIIH
19 JUN 2025
168671

Dear Sir,

KNOWLEDGE CO-CREATION PROGRAM: POLICIES AND PRACTICES IN AN AGING SOCIETY CREATING AGE-INCLUSIVE COMMUNITIES COURSE NO: 202411532-J001

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 from 13th January 2026 to 23rd January 2026.

The participants for the above course should be nominated in accordance with the General Information (GI) regulations. One set of copy 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 Gl.

 Ministry of Health Ministry of Rural Development, Social Security and Community Empowerment

Please make necessary arrangements to submit duly completed documents to reach JICA Sri Lanka office on or before 17th October 2025.

- Duly filled prescribed Application Form
- Copy of the Nominee's English Score Sheet (e.g. TOEFL, TOEIC, IELTS)
- Copy of the passport (Along with the Application Form)

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, <u>handwritten training applications shall not be accepted</u> 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,

YurilIDE

Senior Representative JICA Sri Lanka office

C. C - Secretary, Ministry of Health

Secretary, Ministry of Rural Development, Social Security and Community Empowerment

Mr. Kenji OHASHI, Head of Economic & Development Cooperation Section, Embassy of Japan



Knowledge Co-Creation Program (Group & Region Focus)

General information on

Policies and Practices in an Aging Society: Creating Age-Inclusive Communities 課題別研修

「高齢化社会の政策と実践:地域における高齢者包摂の推進」 JFY 2025

Course No.: 202411532-J001

Course Period in Japan: from January 13th, 2026 to January 23rd, 2026

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 June 2023, which stated, "In its development cooperation, Japan has maintained the spiritof 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

The older population worldwide is increasing both in number and as a proportion of the total population. Particularly in low- and middle-income countries, population aging will accelerate rapidly, with projections that by 2050, more than three quarters of people aged 65 and over will reside in these countries (*World Population Prospects 2024*, United Nations). Rapid aging is especially pronounced in Asia and Latin America, but the older population in Africa is expected to triple over the next 3 decades.

Population aging is the result of extended life expectancy, and it should be celebrated. At the same time, it brings multifaceted impacts on society, compounded by shrinking households. To ensure that older people can live with dignity until the end of their lives, society needs to undergo multilayered and multifaceted transformations. This includes strengthening healthcare and long-term care systems, promoting employment in later life, establishing sustainable social protection, investing in technological innovation, and improving accessibility to services and opportunities for older people's social participation.

Japan is one of the most aged societies in the world, with people aged 65 and over making up 29.3% of the total population in 2024 (*Population Estimates*, Statistics Bureau of Japan). It is also marked by the rapid pace of aging over a short period. While it took Western countries 40 to over 110 years for the proportion of older people to increase from 7% to 14%, Japan achieved this in just 24 years. In this sense, Japan serves as a pioneer for low- and middle-income countries that will experience rapid aging soon.

Over the past few decades, Japan has implemented various reforms to address the challenges of an aging population. These include the transformation of health systems to accommodate changes in disease patterns, the establishment of long-term care insurance universally covering care-dependent older adults, the strengthening of collaboration among service providers, the expansion of older adults' employment opportunities, improvements in the sustainability of social protection. The response has continuously evolved, considering societal changes and past experiences and lessons learned. Currently, under the concept of "community-based integrated care," efforts are being made to create age-inclusive communities, with broad involvement from local stakeholders.

This course aims to provide participants with deep, practical knowledge and diverse perspectives on the multifaceted impact of aging on society and the corresponding social transformations, through lectures, site visits, dialogues with experts and practitioners, and discussions among participants. By participating in this course, government officials and members of civil society organizations working on aging society issues are expected to enhance their capacity to envision a desirable future of their societies and communities and develop policies and practices to realize that vision under their own socio-economic,

institutional, and cultural contexts.

For what?

The program aims to strengthen capacity to develop aging society policies/programs and community-based services/supports for older adults.

For whom?

This program is for:

- Officials of central/ local organizations responsible for aging policies and programs such as social welfare or health
- Members of non-governmental/civil society organizations who are working in the community-based services/support for older adults.

How?

The program will consist of lectures, site visits and presentations/discussions, and participants will learn from the experiences of Japan and other participating countries on issues such as health, long-term care, and social participation.

II. Description

1. Title (Course No.)

Policies and Practices in an Aging Society: Creating Age-Inclusive Communities(202411532-J001)

2. Course Duration in Japan

January 13 to January 23, 2026

3. Target Regions or Countries

Bangladesh, Belize, Chile, Iran, Malawi, Malaysia, Maldives, Mauritius, Mexico, Philippines, Sri Lanka, Vietnam

4. Eligible / Target Organization

This program is designed for:

- Officials from central ministries agencies and local government officials involved in the formulation of policies and measures related to responses to an aging society.
- Non-governmental/civil society organization members working on community-based services/support for older adults.

5. Capacity (Upper Limit of Participants)

12 participants.

6. Language

English

7. Objective(s)

To develop the capacity of government officials working on policy and program formulation on an aging/aged society and members of non-governmental/civil society organizations providing community-based services/support for older adults.

8. Overall Goal

Through the strengthening of strategies for an aging/aged society, the quality of older adults' life is improved.

9. Expected Module Output and Contents

This program consists of the following components.

Preliminary Phase: Please make a short inception report and submit by email before coming to Japan. The format of the inception report will be sent with the acceptance letter.

Expected Module Output	Subjects/Agendas	Methodology
(1) To understand Japan's aged society issues and policies along with their historical development	Japan's policy programs responding to the aged society and their historical development	Lecture
	Japan's aging in the global context	Lecture
(2) To deepen an understanding of the multifaced impact of population aging and the policies and practices to promote an age-inclusive community in Japan	Living in the community: Dialogue with older adults and their families	Visit
	Creating communities to support the everyday living of older adults: Partnership of residents, NGOs, a local government, the private sector, and academia	
	Managing care services and support activities for care-dependent older adults	Lecture
	Responding to the medical and palliative care needs of older adults at home	Lecture
	Preparing for disasters in an aged society: Initiatives in the community	Lecture
	Utilizing technology to solve the problems of an aged society	Visit
	Creating an inclusive society through care	Visit, Workshop
(3) To analyze the current situation, challenges, and stakeholders in each country, envision a desirable future and develop ideas for policies or activities to achieve it.	Drafting and sharing an Inception report	Presentation, discussion
	Mid-term reflection	Discussion
	Drafting and sharing a summary note	Presentation, discussion

^{*}Details are subject to change

< Pre-assignments >

You are required to write the inception report which is sent with the acceptance letter and watch some video lectures, read materials.

You will receive detailed explanations about pre-assignments after you are accepted to join the course.

III. Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This program is designed primarily for organizations that intend to address specific issues or challenges identified in their operation. Participating organizations are expected to use the program for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the program to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and challenges.

2. Nominee Qualifications:

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

[Remarks] Each organization is requested to strongly encourage female candidates to apply for the course to accelerate the realization of gender equality and women's empowerment. Additionally, applying organizations shall not exclude people with impairments.

(1) Essential Qualifications

- Current Duties: be central or local government officials (above the rank of section chief) who are responsible for aging policies and policy formulation or members of non-governmental/civil society organization working on community-based services/support for older adults.
- 2) Experience in the relevant field: Management-level personnel with extensive experience (5 years or more) and knowledge in this field are preferred. Personnel with local experience are more desirable.
- 3) Educational Background: be a graduate of university.
- 4) Language: have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more (This program encourages active participation in discussions, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc., if possible)
- 5) Health: must be in good health to participate in the program in Japan. To reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest to declare in the Medical History (QUESTIONNAIRE ON MEDICAL STATUS AND RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness.
- 6) Internet Connection: have the Internet learning environments (devices, software*, and networks) at home or workplace.

"Microsoft PowerPoint" is required for the exercise.

*If you are not able to arrange internet connection or necessary device/ software, please consult with JICA office in your country.

(2) Recommended Qualifications

- Those who are counterpart of JICA's projects may have higher priority than the others. Please describe your relationship and responsibility related to JICA's project in Application Form.
- 2) Gender Equality and Women's Empowerment: JICA seeks more female applicants due to the past records of fewer applications from women. 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) Preferably those who have not participated JICA's program in Japan in the past.
- 4) Difficulties/Disabilities: The participation of person with difficulties/disabilities is welcomed. Reasonable accommodation for persons with difficulties/disabilities will be made. Please write your situation in the Questionnaire on medical status and restriction of the Application form. (Japan ratified the Convention on the Rights of Persons with Disabilities in January 2014 and JICA has observed it.)

3. Required Documents for Application

- (1) Application Form: The Application Form is available at the JICA overseas office (or the Embassy of Japan).
- *If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS AND RESTRICTION (1-(c)) of the application forms. Information will be reviewed and used for reasonable accommodation, and will allow us (people involved in the management of this course) to prepare better logistics or alternatives.
- (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.
 - *The following information should be included in the photocopy:
 Name, Date of Birth, Nationality, Sex, Passport Number and Expiry Date
 *It is recommended that your passport be valid for more than 6 months after the last day of the program.
- (3) English Score Sheet: to be submitted with the application form, if the nominees have any official English examination scores. (e.g., TOEFL, TOEIC, IELTS)

4. Procedure for Application and Selection

(1) Submitting 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 the JICA Center in JAPAN by October 24th, 2025)

(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 <u>no</u> <u>later than November 21st, 2025.</u>

5. Conditions for Participation

The participants of KCCP are required

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) to observe the rules and regulations which will be provided by JICA during thecourse including copyright management of the video and other materials.
- (4) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (5) 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),
- (6) not to bring or invite any family members (except for programs longer than one year),
- (7) 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,
- (8) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (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 "5. Expenses", "IV. Administrative Arrangements",
- (11) 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,
- (12) not to drive a car or motorbike, regardless of an international driving license possessed,
- (13) to observe the rules and regulations at the place of the participants' accommodation, and
- (14) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

IV. Administrative Arrangements

- 1. Organizer (JICA domestic office)
 - (1) JICA domestic office: JICA Tokyo Center (JICA TOKYO)
 - (2) Program Officer: Ms. Megumi NAGANO and

Mr. Yuji INOUE (ticthdop@jica.go.jp, Nagano.Megumi@jica.go.jp, Inoue.Yuji@jica.go.jp)

Please add the course title and course number "202411532J001" in the subject line of your e-mail.

- (3) URL: https://www.jica.go.jp/tokyo/english/office/index.html
- (4) Facebook: https://www.facebook.com/jicatokyocenter

2. Implementing Partner

- (1) Name: Japan International Corporation Welfare Services (JICWELS)
- (2) URL: What's JICWELS | Japan International Welfare Corporation JICWELS

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 accommodation(s) for the participants in Japan:

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

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

Please refer to facility guide of JICA TOKYO at its URL,

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

If there is no vacancy at JICA TOKYO, 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 <u>not</u> included).
- (4) Expenses for program implementation, including materials.
- (5) For more details, please see "III. ALLOWANCES" of "KENSHU-IN GUIDEBOOK"

(English/French/Spanish/Russian).

*Link to the Website:

https://www.jica.go.jp/english/our work/types of assistance/tech/acceptance/training/index.html or https://jica-van-cms.jica.go.jp/custom/kccp/kccp01.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: Introductio	n of JICA Centers in Japan
JICA Tokyo	https://www.jica.go.jp/tokyo/english/office/index.html

V. Other Information

1. Testimony / Voices from the past participants

- ©The concept of long-term care and long term health insurance is a new concept we are trying to introduce in our country. And this course is a great opportunity to learn how Japan has established the system over the time. And it's a wonderful learning experience.
- ©Long Term Care Insurance (LTCI) is not fully implemented in other countries. This course gave us the information about how it is implemented successfully, so as Integrated Community Care System (ICCS).
- ©It is good to know how we could prevent the future risk of the elderly society. We learned both negative and positive opinion about Long Term Care system in Japan. Through this program, I got many ideas to improve my country's Long Term Care strategy.
- ©Social security system and Long-term care insurance system are essential to achieve universal health coverage. We learned from Japan experiences about social security, pension system and how to fulfill the universal healthcare.
- ⊚Very impressed in simulating as an elderly by wearing some tools. It seems simple simulation but brings big impact to the young generation's mind. It was very touching. We will put the program into the national policy as one of educational activities.

2. Reference Materials You may check the reference materials listed below from the web.

Strongly encouraged for those confirmed to join the course:

- (English) Care Managers in Japan: Professional Coordinators to Achieve Aging in Place Care Managers in Japan: Professional Coordinators to Achieve Aging in Place
- (Spanish) Gestores del cuidado en Japón: Coordinadores profesionales para lograr el envejecimiento en el hogar <u>Gestores del cuidado en Japón: Coordinadores profesionales para lograr el envejecimiento en el hogar</u>

Recommended for those with interests:

[JICA]

(1) You tube video: [JICA-Net Library] The Challenge of an Aging Society in Asia (Full version) https://www.youtube.com/watch?v=UpbH-GZYadg (Digest) https://www.youtube.com/watch?v=LlyElsUHe5U

(2) Long-term Care Insurance in Japan: Understanding the Ideas behind Its Design

https://www.jica.go.jp/english/our_work/thematic_issues/social/c8h0vm0000f4pxgh-att/insurance.pdf

(3) Community-based Integrated Care in Japan—Suggestions for developing countries from cases in Japan

https://openjicareport.jica.go.jp/pdf/1000048192.pdf

(4) Research on the International Cooperation Projects for Response to Population Aging in Thailand

https://openjicareport.jica.go.jp/pdf/1000046919.pdf

[United Nations]

(5) Madrid International Plan of Action on Ageing (MIPAA) https://social.desa.un.org/issues/ageing/madrid-plan-of-action-and-its-implementation-main/madrid-plan-of-action-and-its

[WHO]

- **(6)** National programmes for age-friendly cities and communities: A guide https://www.who.int/publications/i/item/9789240068698
- (7) Guidelines on Integrated Care for Older People (ICOPE) (2nd edition) https://www.who.int/publications/i/item/9789240103726
- (8) Long-term care for older people: package for universal health coverage https://www.who.int/publications/i/item/9789240086555
- (9) Connecting generations: planning and implementing interventions for intergenerational contact

https://www.who.int/publications/i/item/9789240070264

(10) Decade of Healthy Ageing: Plan of Action: https://www.who.int/publications/m/item/decade-of-healthy-ageing-plan-of-action

[World Bank]

(11) Silver Opportunity - Building Integrated Services for Older Adults around Primary Health Care

https://documents1.worldbank.org/curated/en/099025503072337503/pdf/P17583208782960a40bf6804d1758e50f1e.pdf

[HelpAge International]

(12) Achieving Universal Health Coverage fit for an ageing world (2024 edition) https://www.helpage.org/wp-content/uploads/2022/12/Achieving-Universal-Health-Coverage-fit-for-an-ageing-world 2024-revision.pdf

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 join 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:

JICA Tokyo Center (JICA TOKYO)

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