



Japan International Cooperation Agency

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July 10, 2024

Director General
Department of External Resources
Colombo 1.

Dear Sir,

KNOWLEDGE CO-CREATION PROGRAM:
PREVENTION AND CONTROL OF NON-COMMUNICABLE DISEASES (NCDs)
COURSE NO: 202514971J001

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 15th November 2026 ~5 December 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 GI.

- **Ministry of Health**
 - **Division of International Health**
 - **Directorate for Non-Communicable Diseases**

Please make necessary arrangements to submit duly completed documents to reach JICA Sri Lanka office **on or before 16 September 2026**.

- **Application Form:** The Application Form is available at the JICA overseas office
- **English Score Sheet:** to be submitted with the application form, if the nominees have any official English examination scores (e.g. TOEFL, TOEIC, IELTS)
- **Photocopy of Passport:** You should submit it with the application form (P.S – should include 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.
- **Questionnaire:** to be submitted with the application form. Fill in Annex of this General Information.

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,

山岡 麻美

Mami Yamaoka
Senior Representative
JICA Sri Lanka office

C. C - Secretary, Ministry of Health
- Division of International Health
- Directorate for Non-communicable Diseases
Mr. Kenji OHASHI, Head of Economic & Development Cooperation Section,
Embassy of Japan



Knowledge Co-Creation Program (Group & Region Focus)

General information on

Prevention and Control of Noncommunicable Diseases (NCDs) 課題別研修「非感染性疾患 (NCDs) の予防と管理」 JFY 2026

Course No.: 202514971J001

Course Period in Japan: From November 15, 2026 to December 5, 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 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

The prevalence of noncommunicable diseases (NCDs) in developing countries has been increasing year by year and is expected to continue rising in the future. NCDs are a group of diseases that develop and progress as a result of lifestyle-related factors such as unhealthy diets, physical inactivity, stress, tobacco use, and harmful use of alcohol. Because NCDs contribute to premature mortality and reduce quality of life (QOL), there is an urgent need for effective policies and measures for their prevention and control in developing countries.

Both primary prevention (health promotion, behavior change, and social support) and secondary prevention (early detection and prompt treatment) are essential components of NCDs prevention and control, and close coordination between preventive and curative health services is indispensable. It is also important to formulate NCDs prevention and control policies that are tailored to local conditions and to select the most appropriate interventions according to the stage and characteristics of the NCDs burden in each country.

Japan has accumulated extensive experience in addressing major NCDs over many decades. Although the types and causes of NCDs may differ from those in developing countries, Japan's experiences and lessons learned can provide valuable insights and contribute to efforts to address NCDs-related challenges in those countries.

For what?

This program aims to strengthen the capacity of participants to formulate and implement policies and measures for the prevention and control of NCDs in low- and middle-income countries. NCDs are a major cause of mortality and disease burden in many countries and require a comprehensive approach encompassing primordial, primary, secondary, and tertiary prevention. This program focuses on primordial, primary, and secondary prevention, and introduces evidence-based policymaking, monitoring and evaluation, health checkups, nutrition guidance, and community-based health promotion activities in Japan, which has one of the highest healthy life expectancies in the world.

For whom?

The target of this program is the government officials who are responsible for formulating and implementing policies and measures for the prevention and control of NCDs in countries where the burden of NCDs is increasing or is expected to increase in the future.

How?

Participants will have opportunities to learn effective approaches to NCDs prevention and control through lectures, observations, practical exercises, and group discussions. By the end of the program, participants will be expected to analyze the challenges faced by their own countries and strengthen their capacity to formulate and implement policies and measures, particularly for the prevention of NCDs.

II. Description

1. Title (Course No.)

Prevention and Control of Noncommunicable Diseases (NCDs)
(202514971J001)

2. Course Duration in Japan

November 15 to December 5, 2026

3. Target Regions or Countries

Bangladesh, Cambodia, Fiji, Ghana, Kyrgyz, Malaysia, Mongolia, Morocco, Palau, Palestinian Authority, Philippines, Senegal, Sri Lanka, Viet Nam

4. Eligible / Target Organization

This program is designed for departments in charge of implementing policies and measures related to the prevention and control of NCDs at central and local governments, healthcare institutions, research institutions

5. Capacity

14 participants

6. Language

English

7. Objective(s)

To be able to improve the capacity of implementing of action plan for the prevention and control of NCDs.

8. Output and Contents

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

【Preliminary Phase in a participant's home country 】 Inception report preparation
Expected Output 1: To analyze and understand the current situation and problems related to NCDs in participants' areas of responsibility. <Subjects/Agendas> Inception report presentation <Methodology> Presentation, Discussion
Expected Output 2: To understand Japan's policies, systems, and history and experiences related to NCDs. < Subjects/Agendas > Japan's healthcare system, Policies and historical development of health promotion and NCD prevention and control in Japan, Relevant laws and regulations, Health Japan 21, Local government initiatives for NCDs prevention and control (primordial, primary, and secondary prevention), Evidence-based monitoring and evaluation, Life-course approach, Healthy environment, Collaboration between community and workplace settings, Health and productivity management, Development and utilization of specialized human resources, Community-based activities, JICA's NCDs cooperation, etc <Methodology> Lectures, Workshops
Expected Output 3: To learn practical approaches and measures for the prevention and control of NCDs in Japan and identify their applicability to the participant's countries. < Subjects/Agendas > Site visits to observe practical examples of the initiatives described in Expected Output 2 above. <Methodology> Observations, Discussions, Exercises
Expected Output 4: To develop an action plan for NCDs-related activities in participants' countries by organizing collaboration among various stakeholders, including government agencies, and clarifying their respective roles. <Subjects/Agendas> Action plan development <Methodology> Workshops, Discussions, Presentation

***Please note that this course does not cover the clinical management or treatment of NCDs.**

Reference: List of countries participated in the past

		2021	2022	2023	2024	2025
		Online Program	Online Program	In Japan Program	In Japan Program	In Japan Program
Latin America and Caribbean	Nicaragua	3	1			
	Dominican Republic		1			
	Antigua and Barbuda				1	
	Guyana				1	
	Suriname				1	
	El Salvador					1
Africa	Gabon		1			
	Ghana	1				1
	Mauritius		1			
	Senegal			1		
	Tanzania		1			1
	Zambia					1
Middle East	Egypt	1			1	1
	Iran		1			
	Palestine			1		
Asia	Bangladesh		1	1	1	1
	Cambodia		1	1	1	1
	Nepal		1	1		
	Sri Lanka	3	1	1		1
	Viet Nam			1	1	
	Kyrgyz	1		1	1	1
	Mongolia			1		
	Uzbekistan		1	1	1	
	India				1	
	Laos				1	
	Philippines					1
Oceania	Fiji		1			1
	Kiribati			1		
	Papua New Guinea			1		
	Vanuatu			1		
	Nauru				1	
	Solomon Islands					1
	Total	9	12	13	12	12

*The title of this course has been changed starting from this year (2026).

Previous Title: Lifestyle-Related Diseases Prevention

Revised Title: Prevention and Control of Noncommunicable Diseases (NCDs)

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.

2. Nominee Qualifications

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

【Remarks】

Gender: Each Organizations is requested to strongly encourage female candidates to apply for the course to accelerate the realization of gender equality and women's empowerment.

Disabilities: Persons with disabilities who meet the required qualifications also have an opportunity to apply. Reasonable accommodations will be considered for participants with disabilities. Some programs of the course might have difficulty for persons with disabilities to participate due to environmental and other conditions. "Reasonable accommodation" means necessary and appropriate modification and adjustments not imposing a disproportionate or undue burden, where needed in a particular case.

(1) Essential Qualifications

- 1) Current Duties: be an officer who is currently engaged in the planning and implementation of policies and measures for the prevention and control of noncommunicable diseases (NCDs) in central or local government agencies, healthcare institutions, or research institutions.
- 2) Experience in the Relevant Field: have more than 5 years' experience in this field.
- 3) Educational Background: be a graduate of university
- 4) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to TOEFL iBT 100 or above (This workshop includes active participation in discussions, which requires high competence in English. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)
- 5) Computer skills: to be proficient in Microsoft Excel, Word and Power Point
- 6) Health: must be in good health to participate in the program in Japan.
Participant's health and safety should be most respected. Pre-existing

conditions ¹and pregnancy may lead to health problems that were not present prior to arriving in Japan due to stress from international travel, changes in climate, and a new living environment. In recent years, regrettable cases have occurred, including the exacerbation of symptoms after arrival and, in the case of pregnancy, stillbirth. Some participants have also incurred substantial out-of-pocket medical costs. If any of the conditions below may apply, please take a moment to consider whether to participate, and continue after confirming your agreement to the points below.

① Questionnaire

("QUESTIONNAIRE ON MEDICAL STATUS AND RESTRICTION")

If any of the following apply, you must state them accurately in the questionnaire, even if they do not affect your current work or daily life.

- a. Chronic diseases (e.g., hypertension, diabetes)
- b. Conditions currently under treatment
- c. Past illnesses that have resolved (including serious conditions affecting the heart, liver, or brain; tuberculosis, etc.)
- d. Pregnancy (for female applicants)

② Medical certificate

Please submit a medical certificate issued by a doctor that your condition is stable and that, from a medical standpoint, there is no problem with your participation in KCCP in Japan.

Applicable cases:

- a. Chronic diseases (e.g., hypertension, diabetes)
- b. Conditions currently under treatment
- c. Past illnesses that have resolved (including serious conditions affecting the heart, liver, or brain; tuberculosis, etc.)

③ Reporting changes

If pregnancy or any health issues are identified after submitting the form, please report them to JICA promptly.

④ Insurance coverage

Medical and additional living expenses related to pregnancy and pre-existing conditions are NOT covered by insurance arranged by JICA. Such costs must be borne entirely by the participant; JICA assumes no liability.

* Please understand that insurance coverage applies only to sudden illness or injury occurring during your stay in Japan.

* Medical expenses in Japan could be a significant financial burden when not covered by insurance.

¹ Pre-existing conditions :Chronic diseases, Conditions currently under treatment and Past illnesses that have resolved.

(2) Recommended Qualifications

- 1) Expectations for the Participants
- 2) Age: between the ages of twenty-five (30) and fifty (50) years
- 3) 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. 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 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.

*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) Questionnaire: to be submitted with the application form. Fill in Annex of this General Information.

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 September 23, 2026)

(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 15, 2026.

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

Accepted candidates are required to prepare an Inception Report before their departure. Detailed instructions will be attached to the 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 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 any type of immoral conduct including sexual harassment, 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.

(13) to promptly notify JICA in the case that there are any changes in the health status since the time of application (such as changes requiring medical attention due to illness or discovery of pregnancy).

IV. Administrative Arrangements

1. Organizer (JICA Center in Japan)

(1) **Center:** JICA Chubu Center (JICA CHUBU)

(2) **Program Officer:** Ms. SAITO Mihoko Saito.Mihoko@jica.go.jp

JICA CHUBU cbictp1@jica.go.jp

*Please insert the course number "202514971J001" in the subject.

2. 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.

3. Accommodation in Japan

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

JICA Chubu Center (JICA CHUBU)

Address: 4-60-7 Hiraike-cho, Nakamura-ku, Nagoya, Aichi 453-0872, Japan

TEL: +81-52-533-0220

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

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

4. 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 "KENSU-IN GUIDEBOOK," (English/French/Spanish/Russian).

*Link to the Website:

https://www.jica.go.jp/english/activities/schemes/tech_pro/acceptance_training/forparticipants.html or

<https://jica-van-cms.jica.go.jp/custom/kccp/kccp01.html>

5. 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 Chubu	https://www.jica.go.jp/chubu/english/office/index.html

V. Other Information

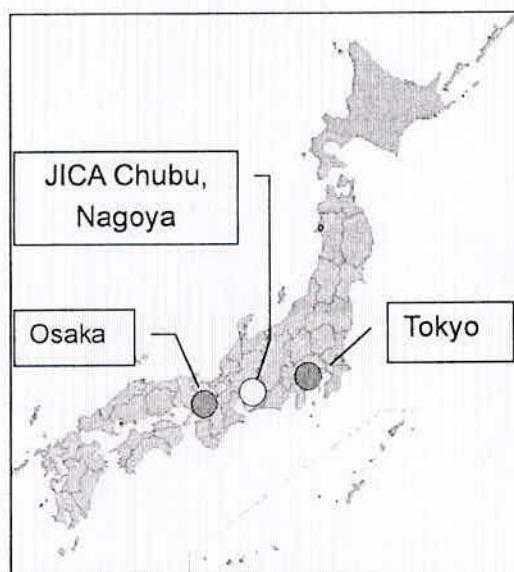
About JICA Chubu Center:

<Location>

- It is located at the center of Nagoya-city. The Nagoya main station, the regional hub of various transports, is 15mins walk from JICA Chubu Center.

<Facilities/Equipment>

- Cafe/Restaurant: International Foods, including vegetarian and halal meals, are available.
- Private Room: Single size Bed, Private Bathroom, Desk, Refrigerator, Hot pot, Bookshelf, Air Conditioning, In-room Safe, TV, Internet connection (LAN)



<Climate>

Monthly Average Temperature in Nagoya (2025)

	November	December
Daytime (°C)	17.8	12.8
Nighttime (°C)	8.4	4.1

VI. Annex

Prevention and Control of Noncommunicable Diseases (NCDs) Questionnaire

This Questionnaire should be typed in English, and be (A4 size) 2 pages.

1. Basic Information

Name of Nominee	
Country	
Organization	
Department/ Division	
Position	
E-mail	

2. Job Description

- (1) Your current 3 main duties and responsibilities in your organization
- (2) NCDs-related activities you have worked on in the past
- (3) On going NCDs Prevention and Control projects in your area of responsibility
- (4) Key challenges currently faced in your work/activities

3. Subjects you're interested in the course in Japan

4. Message or request to JICA Chubu (if any)

5. Organization Chart

*Attach your organization chart and indicate your department/ division.

END

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:

JICA Chubu Center (JICA CHUBU)