

No.13/13/2026-BPC&T.
Government of India
Ministry of Finance
Department of Economic Affairs
(BPC&T Section)

Kartavya Bhavan-1, New Delhi,
Dated the 15th September, 2026.

TRAINING CIRCULAR

Subject:- Online and In-person Knowledge Co-Creation Program on "Strengthening of Community Health System for Infectious Diseases Control" from 7th December to 18th December, 2026 (online) and from 11th January to 6th February, 2027 (In-person) in Japan.

The Government of Japan has invited nominations for **Online and In-person Knowledge Co-Creation Program on "Strengthening of Community Health System for Infectious Diseases Control" from 7th December to 18th December, 2026 (online) and from 11th January to 6th February, 2027 (In-person) in Japan** under the Technical Assistance Programme with India. The programme is intended for nursing personnel or their supervisor who is in administrative position for planning, implementing, evaluating and managing community health system in order to control infectious diseases at the central or local government engaged in public health activities. The eligibility conditions and other information about the course are mentioned in the Information Brochure received from the sponsoring Government (**Annex-I**). Number of slots available for India is **One**.

2. Nomination of candidates is regulated by the guidelines prescribed by DEA, a synopsis of which is attached as **Annex-II**.

3. **The course is sponsored by Government of Japan**, who will provide round-trip air fare, accommodation and living allowance.

4. The following forms need to be duly completed and certified by the participant and the competent authority of the nominating Ministry/Department of Govt. of India/State Govts/UTs:

- (i) Sponsoring Government's application form (with information on Military Status) together with the **Medical History Questionnaire**.
- (ii) DEA's prescribed proforma - duly countersigned by competent authority (**Annex-III**).
- (iii) A photocopy of the **Passport**.
- (iv) **Job Report**.
- (v) **English Score Sheet**, if the nominees have any official English Examination Score (e.g. TOEFL, TOEIC, IELTS).

5. **Application Form complete in all respects should reach this Department through the Administrative Ministry/Department of Govt. of India /State Government/UT, as the case may be, not later than 16.10.2026 positively at the following address:-**

Shri Vijay Shankar Upadhyaya,
Under Secretary (BPC&T),
Department of Economic Affairs, Ministry of Finance,
Hall No. 15051, Kartavya Bhavan -1, New Delhi-110001.
Ph:- 011 - 2401 2886,,
Email- **vs.upadhyay@gov.in**
chourasia.anil@nic.in

.....2/-

6. An advance copy of application complete in all respects (except DEA proforma) may be sent to Mr. WAKAMATSU Eiji, Senior Representative, JICA India Office, 16th Floor, Hindustan Times House, 18-20, Kasturba Gandhi Marg, New Delhi-110001. However, the candidate whose nomination is approved by the Selection Committee in DEA would be considered by JICA.

7. Incomplete applications and nominations received after the cut-off date will not be entertained. This may please be noted for strict compliance to avoid disappointment at a later stage. The candidates are advised to have their applications processed through their administrative Departments well in time and send complete information asked for in the forms specified above. Details of various short-term training programmes are regularly uploaded on Ministry of Finance's website www.dea.gov.in under the link "Foreign Training Programmes" [<https://dea.gov.in/foreign-training-and-employee-corner>].


(Vijay Shankar Upadhyaya)
Under Secretary to the Govt. of India
Tele: 2401 2886

1. Joint Secretary (Admn.), Ministry of Health & Family Welfare, Kartavya Bhavan-1, Bhavan, New Delhi
2. Joint Secretary (Admn.) of all Ministries/Departments, Government of India.
3. Chief Secretaries of all States Governments/UTs.
4. Senior Representative, JICA India Office, 16th Floor, Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi -1.

TO BE UPLOADED ON MOF'S WEBSITE

[<https://dea.gov.in/foreign-training-and-employee-corner>].



Online and Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

Strengthening of Community Health System for Infectious Diseases Control



Course Number: 202514968J001

Course Period: December 07 - December 18, 2026 (online learning)
January 11 - February 06, 2027 (in Japan)



NOTE: Adobe Acrobat Reader DC and Google Chrome are recommended as PDF viewer. JAWS and NVDA are recommended as screen reader.

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
solve
infectious diseases
control issues
in a community?

Learn and leverage
the experiences of Okinawa
where dramatically improved
the situation of infectious diseases during
the post-World War II reconstruction period.



Outline



This program is designed for nursing personnel or their supervisor who is in administrative position for planning, implementing, evaluating and managing community health system in order to control infectious diseases at the central or regional government engaged in public health activities.

The sessions will be held online (self-study and discussion with web live sessions) in participant's country and on-site in Japan.

All sessions are carried out in English.

The period of the program:

Online (in participant's country): from December 07 to December 18, 2026

On-site (in Japan): from January 11 to February 06, 2027

Course Capacity: 12



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

Many developing countries still face difficulties providing infectious diseases control services in all regions. There are many reasons for this, including lack of human resources, budget, equipment, and facilities. Regional disparity in infrastructure, patient transportation, and inadequate health administration are particular problems that need to be addressed. Improving health systems in developing countries is essential to achieving global health goals.

Objectives

New action for infectious diseases control will be planned by health officials of central or local governments with utilization of acquired knowledge through this program.

To Whom?

Job Areas and Organizations

This program is designed for nursing personnel or their supervisor who is in administrative position for planning, implementing, evaluating and managing community health system in order to control infectious diseases at the central or local government engaged in public health activities.

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

Targeted Countries

El Salvador, Eritrea, India, Jamaica, Kenya, Namibia, Nauru, Nicaragua, Papua New Guinea, Rwanda, and Samoa

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

When?

Program Period



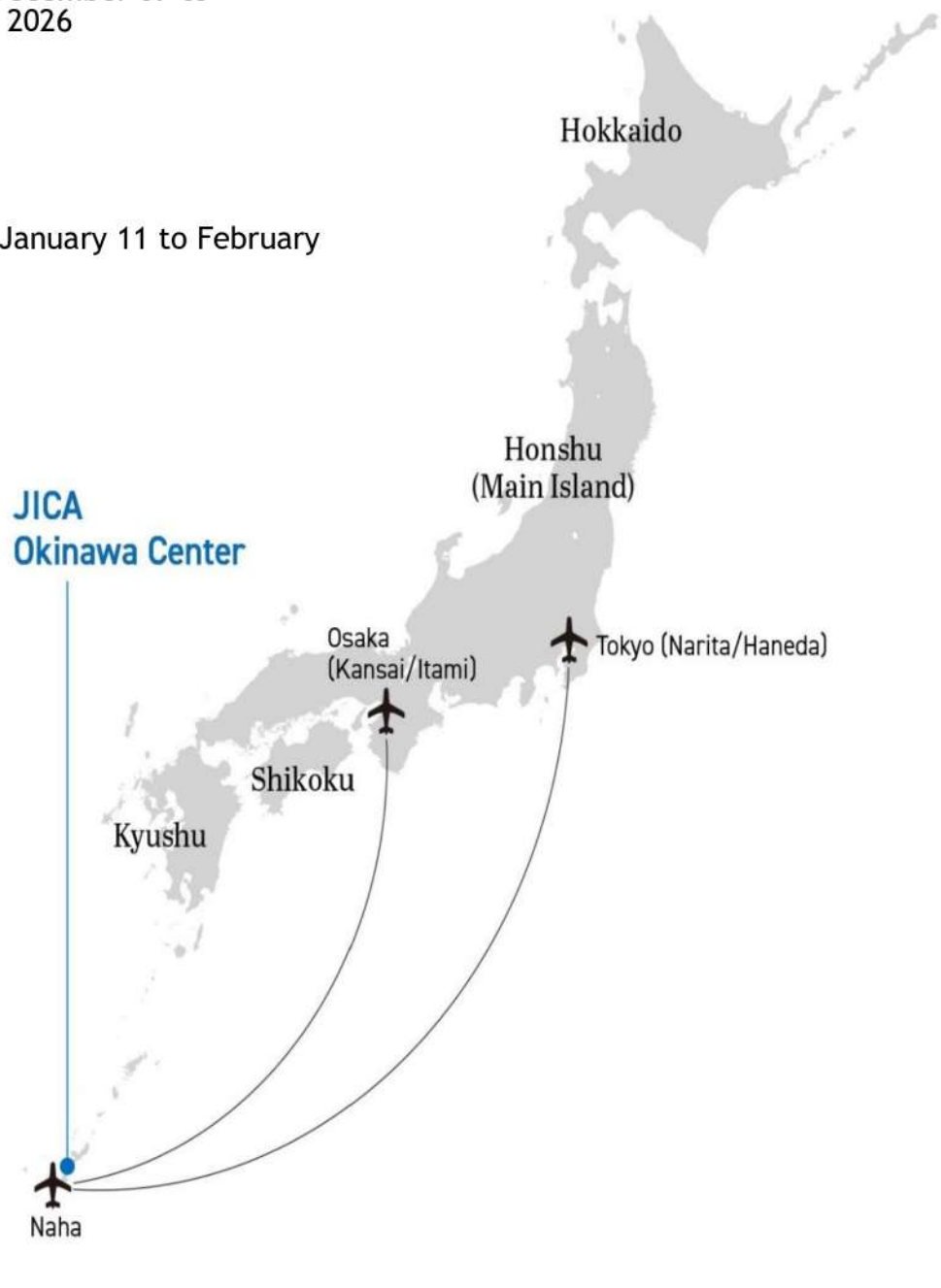
Online from December 07 to
December 18, 2026



On-site from January 11 to February
06, 2027

Where?

This course is carried out in
Okinawa, Japan, organized by the
JICA Okinawa Center.



How?

How to Learn

- Online Self-Study
- Online Q&A Session
- Lectures
- Field Visits
- Workshops
- Discussions
- Presentations



Watch



Listen



Discuss



Present



Experience



Discuss



Present



Interact

Language

English

Commitment to the SDGs



Program Structure

This program consists of the following components. The contents may be subject to modify.

1. Preliminary Phase

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

Expected Output	Activities
Job Report	(1) Analysis on the issues on infectious diseases control in working organization or in applicant's work responsibility (2) <u>Be sure to use the attached format</u> when making Job Report (3) Be sure to have the personnel in higher rank check before submission

2. Core Phase

Participants attend online program through On-demand video sessions and Online live discussion.

Expected Module Output	Subjects/Agendas	Methodology
1.To sort and report the issues to be addressed on infectious diseases control in participant's country in order to share them with the program partners	(1) Sorting the issues on infectious diseases control in participant's country (2) Making short and concise presentation	Online or On-Site discussions
2. To understand the public health administration in Japan and Okinawa (from post-World War II to present), medical care system, cooperation between medically related organizations, based on the measures of infectious diseases control	(1) Overview of public health administration in Japan (2) Overview of public health, medical and welfare administration in Okinawa (3) Overview of public health and medical care activities in remote islands of Okinawa and mainland Japan (4) Infectious diseases control care services in medical facilities	On-demand or On-Site sessions for lectures, field visit, and exercise

3.To acquire the specific idea about the application possibility of infectious diseases control measures through learning the history of public health activities in Japan and Okinawa, practice (methods and techniques), health system, human resources development	(1) Overview of public health nurse personnel stationing system in communities (2) Overview of nursing administrations and human resources development in Okinawa (3) Theory and practice of public health nursing activities (4) Japanese experiences and global trends in controlling Malaria and TB	On-demand or On-Site sessions for lectures, field visit, and exercise
4.To make feasible action plan to improve infectious diseases control in home country	(1) Review the contents of the program (2) Making and presentation of "Action Plan"	On-demand or On-Site sessions for lectures, field visit, and exercise
3. Utilizing Phase <i>Participating organizations produce final outputs by making use of results reported by participants. This phase marks the end of the Program.</i>		
Expected Output	Activities	
To share the learning from the program with colleagues at work	• Presenting the outline of this program in a report meeting such as a workshop for the beneficiaries including co-workers, and discussion how the learning from the program can be applied to the home country	

Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for those specific purposes.
- (2) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate participants to come up with the plan to bring a change in their organization. Participating organizations are expected to make due preparation with the participants by carrying out the activities of the Preliminary Phase.
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants by carrying out the activities of the Finalization Phase.
- (5) Participating organizations are requested to allow the participants to learn online program for two to three hours a day and attend online live sessions (2-3 times, as shown below) during the online program period without disturbing by daily work.



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 a nursing personnel or its supervisor who is in administrative position for planning, implementation, evaluating and managing of infectious diseases control at the central or regional governments which address to improve public health
- 2) Experience in the Relevant Field: have at least 7 years' working experience in the field of public health
- 3) Educational Background: be a university graduate or equivalent and licensed in clinical nursing and/or public health professional
- 4) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to TOEFL iBT 100 or above in order to make an oral presentation and write reports. (This program 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) Availability: be able to participate in both "online in home country" and "on-site in-Japan" programs
- 6) IT environment (PC with the Internet access and web camera): possess a PC

with the Internet access to YouTube (streaming), Google Classroom (or other learning management system such as Cornerstone), and Zoom. Also with a web camera for the online live sessions. Connection from a smartphone or tablet is not appropriate for this program.

- 7) Time management: have permission to participate in the online program for two to three hours a day, including several live sessions

- 8) Health¹: must be in good health to participate in the program in Japan.

Pre existing conditions² and 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.

(a) 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)

(b) 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.

¹ Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus. Because live vaccines administered to a pregnant woman pose a theoretical risk to the fetus; therefore, live, attenuated virus and live bacterial vaccines generally are contraindicated during pregnancy. Please refer to the following.
<https://www.cdc.gov/vaccines-pregnancy/hcp/vaccination-guidelines/>

² Pre-existing conditions: Chronic diseases, Conditions currently under treatment and Past illnesses that have resolved.

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.)

(c) Reporting changes

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

(d) 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.

(2) Recommended Qualifications

- 1) Expectations for the Participants: Those who have relation with JICA health project will be preferable.
- 2) Age: between the ages of thirty (30) and forty-nine (49) years when the online program starts.
- 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 highly 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) **Job Report with Questionnaire:** to be submitted with the application form.
Fill in Annex in this document.

*Remarks: The Application Form and the Report (ANNEX) must be made by the applicant him/herself without the help of AI (Artificial Intelligence). And it must be computer-printed, NOT handwritten. There are some cases which applicants are rejected since the application form is not readable.

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 October 30, 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 November 18, 2026.

5. Additional Document to Be Submitted by Accepted Candidates

Result of Chest X-ray: Due to the possible hospital and/or health facility visit, the accepted participants are required to submit the **Result of Chest X-ray** taken within the six months prior to the date of receiving the notice of acceptance. Please submit the signed result, not the image data, by December 07 (in Japanese time zone), the day before the online program starts.

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 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",
- (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.

Administrative Arrangements

1. Organizer (JICA Center in Japan)

- (1) **Center:** JICA Okinawa Center (JICA OKINAWA)
 - (2) **Program Officer:** Mr. TOKUMURA Tomoaki (oiacttp@jica.go.jp)
-

2. Implementing Partner

- (1) **Name:** TA Networking Corp.
 - (2) **URL:** <http://www.ta-n.com/eng/index.html>
 - (3) **Remark:** The technical advice will be provided by University of the Ryukyus.
-

3. 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):

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/accept

4. 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.

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

If the link of these youtube URLs has expired, please access the URL below and search the necessary information from the key word.

<https://www.youtube.com/user/JICAChannel02>

5. Reference

PDF: KENSHU-IN GUIDE BOOK

For more detailed terms and conditions

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



Video: JICA Predeparture Briefing

For more information on life in Japan and KCCP

<https://www.youtube.com/watch?v=SLurfKugrEw>



Website: JICA

English/French/Spanish

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



Other Information

1. Climate in Okinawa

<https://www.climatestotravel.com/climate/japan/okinawa>

2. Major facilities in JICA OKINAWA:

We are equipped with a variety of facilities for training and welfare activities such as seminar rooms, library, accommodation rooms (details are mentioned in below 3.), dining hall, clinic for medical consultation, gym, and recreation rooms.

At the dining hall, “HALAL” meals for the Muslim and vegetarian meals are available. Internet connection available (either by cable or Wi-Fi) at accommodation rooms and other buildings.

3. Accommodation in JICA OKINAWA:

Accommodation building, which is called “dormitory”, has 96 single rooms. Every room is furnished with bed, desk, chair, bookshelf and closet. Also, there are TV (with satellite channel), DVD player, safety box, telephone, LAN cable jack, etc. in each room.

It has a tea lounge and laundry room on each floor. In addition, there is an exercise room, open from 6 am to 10 pm. Iron, musical instruments, sports gears, variety of DVD selections, and personal computers are available for rent. Towels and toiletries are provided upon check-in.

Please note that cooking at JICA Okinawa accommodation is strictly prohibited.

4. What to bring

(1) References for the course

1)National Health Plan: To be used when making Action Plan.

2)Some examples: Data and sample materials relevant to the examples such as health and health services data, indicators and statistics in your catchment areas (preferably including electronic files that you will be able to use on a computer during the course)

3) Relevant photographs (preferably as electronic files) such as:

(a) Health and health services activities related to your work:

(b) Health facilities and staff (e.g., health posts and centers, hospitals, colleagues, teams, facilities, clients or target groups, community health workers and facilities, etc)

(c) Your target groups' life styles and health-relevant practices (e.g., housing, clothing, foods, transportation, water systems, traditional practices or customs)

4) Your own PC (notebook or laptop): To be used in the course and in your work after returning to your country. Having your own computer will enable you to install and use software needed during the course and useful later in your work, to more easily handle and analyze your own and other data, and to develop and revise your Action Plan and other documents.

(2) Clothing

A Participant is recommended to bring appropriate clothing according to the season during Participants stay in Okinawa (*refer 1. Climate of Okinawa). The accommodation front desk has jackets and coats for rental in case of study tour to mainland Japan during wintertime.

(3) National Costume

There are some occasions like opening and closing ceremonies when the participant is requested to wear formal clothing. Nevertheless, casual clothing is acceptable even during course hours of most programs. A participant is strongly recommended to bring national or traditional costumes for opening and closing ceremony and for other activities that participants may have opportunities to join.

(4) Photos and Movies

During participant's stay in Okinawa, JICA Okinawa and/or the local media (TV, newspapers, etc.) may interview with him/her. A participant is requested to bring some photos and videos introducing him/her country, daily life, office, etc. Please note that photos and videos must be copyright cleared or taken by a participant.

5. Environmental conservation activities in JICA Okinawa

We emphasize on the environmental conservation activities such as energy saving, rubbish separation, recycling, etc. Participants are kindly requested to cooperate to these activities during their stay at JICA Okinawa. Details will be given on arrival to JICA Okinawa.

6. For your Information

Information of Okinawa is available at following URLs.

- (1) Homepage of Urasoe city (where JICA Okinawa is located)

<http://www.city.urasoe.lg.jp/> (Basic information of Urasoe City in English.)

- (2) Homepage of Okinawa Prefecture: <https://www.pref.okinawa.lg.jp/>

Basic information of Okinawa prefecture is covered (Urasoe City is one of the municipalities of Okinawa prefecture) in English.

- (3) Homepage of Okinawa Convention & Visitors Bureau:

<http://www.ocvb.or.jp/foreign/en>

- (4) YouTube channel : <https://www.youtube.com/user/JICAChannel02>

- (5) Facebook of JICA Okinawa: <https://www.facebook.com/jicaokinawaaic/>

More information is available at the reception of JICA Okinawa.

- (6) Instagram of JICA Okinawa



Annex

The Format of Job Report on Your Public Health Issue And Questionnaire on your IT Environment

Following is the format of the Report of Your Public Health Issue. As written in the GI (General Information), nominees are kindly requested to formulate and submit it together with the Application Form. This report on Your Public Health Issue should be computer-printed, not handwritten, should be in English, and should be no more than 5(five) A4-size pages in length (with a font size of at least 10 points). This report will be used for screening purposes and in the course.

1. Full Name (Email address)	()
2. Country	
3. Name of Organization (<i>organization, department, section</i>)	

Organization Chart (By referring to the example, draw the chart of your organization and indicate your department / division / section with double line. You may delete the example when you draw your chart.)

```

graph TD
    Ministry["Ministry of  
XXXXXXXXXX"] --- Committee["XXXXXXXXXX Committee"]
    Ministry --- D1["XXXXXXXXXX  
Department"]
    Ministry --- D2["XXXXXXXXXX  
Department"]
    Ministry --- D3["XXXXXXXXXX  
Department"]
    D1 --- Div1["XXXXXXXXXX  
Division"]
    D2 --- Div2["XXXXXXXXXX  
Division"]
    D3 --- Div3["XXXXXXXXXX  
Division"]
    Div2 --- Sec1["XXXXXXXXXX  
Section"]
    Div2 --- Sec2["XXXXXXXXXX  
Section"]
    style Sec2 stroke-width:4px
    Sec2 --- Persons["xx Persons"]
    
```


5-(4) Discuss potential short-term measures that mitigate negative consequences caused by the issue and long-term solutions to the issue. Note that, in this discussion, short-term measures are ones which can be implemented immediately without extensive physical, financial, and technological investments. Long-term solutions are expected to resolve the issue completely.

Short-term measures

Long-term solutions

6. Description of your present job in your organization

6-(1) Title of position

6-(2) Responsibilities and main actual activities (with special reference to health policy making and planning and related evidence, analyses and decisions)

6-(3)Incentives and constraints/disincentives to performing your job

Incentives

a)

b)

c)

Constraints/Disincentives

a)

b)

c)

7. Points you want to ask to lecturers (if any)

Questionnaire on Your IT Environment	
The quality internet environment is required to participate in the program. Please check if all are applicable to essential qualifications of a nominee.	
Has your supervisor approved that you can participate in online live sessions without interfering with your regular work?	☐ Yes ☐ No (Why?)
Who is the owner of the PC to be used during the program duration?	☐ You ☐ Your organization
Can you use the pc as yours during the program duration?	☐ Yes ☐ No, it'll be shared.
Can you watch one-hour YouTube video (streaming) without any internet connection problem?	☐ Yes ☐ No
Does the PC have web camera (built-in or external)?	☐ Yes, it has a built-in one. ☐ Yes, it has an external one. ☐ No, neither.
From where will you participate in the program?	1. On-demand learning ☐ Home ☐ Work ☐ Venue provided by JICA in your country (please confirm the availability with JICA Office before you put check ✓ here)

	2. Live session ☐ Home ☐ Work ☐ Venue provided by JICA in your country (please confirm the availability with JICA Office before you put check ✓ here)
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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

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

Further, address correspondence to:

JICA Okinawa Center (JICA Okinawa)

Address: 1143-1 Aza-Maeda, Urasoe-Shi, Okinawa, 901-2552, Japan

TEL: +81-98-876-6000 FAX: +81-98-876-6014 E-mail: oictp@jica.go.jp

("81" is the country code for Japan, and "98" is the local area code.)

SUMMARY OF GUIDELINES PRESCRIBED BY DEPARTMENT OF ECONOMIC AFFAIRS

Before applying for the training programme, the candidates are requested to satisfy themselves whether they fulfill the eligibility conditions as per the guidelines on Foreign Training Programmes (FTP) administered by the Department of Economic Affairs (DEA), summarized below:-

Eligibility Conditions

Duration of Training	No. of years of service completed in Govt. as on the date of FTP	Upper age limit on the date of FTP	Cooling off period	Limit on participation in number of trainings in a year
Upto one week	5 years	Less than 58 years	Six months	Two FTPs of duration of less than one week in a calendar year
One to Two weeks	7 years	Less than 58 years	One year	One FTP of duration of one to two weeks in a calendar year
More than two weeks	9 years	Less than 55 years	Two years	One FTP of duration more than two weeks in a period of two years

Note:- Project-related training/official visits abroad are exempted from the provisions of cooling off.

2. Candidates and nominating authorities in Ministries/Departments/State Govts. Etc. should also satisfy themselves about the eligibility conditions prescribed by the sponsoring foreign Government/agency before sending the nomination to DEA.

HOW TO APPLY**3. Filling up of application forms:-**

- (i) Ensure that the **DEA proforma** is duly filled in and is complete in all respects. Without this proforma, application will not be entertained.
- (ii) Ensure that the **application form prescribed by the sponsoring agency** is also complete in all respect, wherever the sponsoring agency asks for Country Report, the same should also be attached.
- (iii) The column relating to **Vigilance Clearance** in DEA proforma should be filed in and certified by the competent authority. Alternately, vigilance clearance certificate by the concerned authority can also be attached. Applications without vigilance clearance at the time of applying will not be entertained.
- (iv) **In case of training programmes which are not fully sponsored** and where expenses on Air travel or any other expenses have to be borne by the candidate or his sponsoring Department, ensure that Part-A or Part-B, as the case may be, of the Undertaking Form is duly completed. Applications received without undertaking form will be summarily rejected. **It may be noted that submission of undertaking form is not necessary in respect of fully funded training programmes and the candidate can mention 'Not Applicable' in the form.**

4. Nominations:-

- (i) In case there is more than one nomination for a particular course, the nominating authority State/Central Government should clearly indicate the prioritization of the nominees.
- (ii) Application for the training programme is to be forwarded through the concerned Ministry/Department after completing all necessary formalities. Applications are not to be sent to the sponsoring foreign country/agency direct unless the same has been endorsed by the Nodal Department i.e. DEA.

5. Clearance:-

Once the nomination forwarded by DEA to the sponsoring Government is accepted and conveyed to the applicant, he/she will be responsible to complete all pre-departure formalities like obtaining political clearance from MEA and have the sanction order issued from his/her administrative Department etc.

Abbreviation:-

JICA - Japan International Cooperation Agency, SCPTA - Singapore Cooperation Programme Training Award, IMF - International Monetary Fund, MTCP - Malaysian Technical Cooperation Programme.

DEA PROFORMA FOR FOREIGN TRAINING

1. Name				
2. Date of Birth			3. Male/Female	
4. Educational Qualifications			5. Date of Entry into Govt. Service	
6. Service to which Officer belongs			7. Date of Regular appointment	
8. Details of Posts held during the last five years (starting from present) :				
S.No.	Post held & Pay level	Period of Posting	Ministry/Department/ Organization	Nature of Work
9. Name of training programme applied for and its relevance to the candidate				
10. Papers etc, if any, published by the candidate				
11. Details of Foreign Training Programmes attended during the last two years :				
S.No.	Dates & Duration Of Training	Subject/title of training	Name of the Training Institution	Source of funding
Signature of the candidate:				
Office Phone : Mobile No. :				
E-mail :				
<u>CERTIFICATE</u>				
Certified that Shri/Ms. _____ is clear from vigilance angle. In case the programme is not fully funded, Undertaking in the prescribed proforma (Part A/Part B) is attached.				
Signature of the Competent Administrative Authority of the applicant with Name, Designation, Phone Number and Email (alongwith official seal)				

Application Guideline for the JICA Knowledge Co-Creation Program

This guideline explains how to apply for the Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency (JICA) under the Official Development Assistance Program of the Government of Japan.

Please complete the Application Forms according to the guideline. For additional information, please consult the JICA Office, or in its absence, the Embassy of Japan in your country.

Form	Filled by
Form1. Official Application Form	- To be filled by you and your supervisor* - To be signed by your supervisor - Official stamp of your organization is needed.
Form2. Nomination from the Organization	You and your supervisor *
Form3. Individual Application Form	You
Form4. Questionnaire on Medical Status and Restrictions	You
Form5. Terms and Conditions, and Declaration	You

*Supervisor: the head of the department/division of your organization

Please be advised:

- To carefully read the General Information (GI) of the KCCP,
- To fill only in typewritten except for signature,
- To fill in the form in **English**,
- To use “√” or “x” to mark the () options,
- To attach your photographs,
- To prepare document(s) described in the GI and/or confer with the JICA Expert or JICA overseas office, and attach these documents to the completed Application Forms,

In submitting the Application Forms and attached documents, please make sure:

- To prepare a copy of your passport,
- To confirm the application procedure stipulated by your government,
- To submit the original Application Forms with all necessary document(s) to the responsible organization of your government according to its application procedure, and
- That your participation may be denied, if you fail to provide all required information and documents completely and on time.

CHECK LIST before submission:

Items	Form No.	Check
1. Fill in all items in typewritten	All the forms	
2. Your signature	Form 3, 4, 5	
3. Signature of your supervisor*	Form 1, 2	
4. Official stamp of your organization	Form 1	
5. Your photo	Form 3	
6. Attach a copy of passport (Machine Readable Zone) *Applicants from Latin American and the Caribbean Countries, please refer to the note below.	-	
7. Attach the required document(s) as instructed in the GI	-	

*Supervisor: the head of the department/division of your organization

Note for Applicants from Latin American and the Caribbean Countries:

- (1) If you are from any of the countries listed below and have a passport with a valid U.S. visa, please attach herewith a copy of Identification Pages on the inside cover of your passport (i.e. the two pages that include your photograph and detailed passport information), and the page of U.S. visa:

Antigua and Barbuda, Argentina (only Japanese descendants), Barbados, Bolivia, Brazil, Chile, Colombia, Dominica, Ecuador, Grenada, Guatemala, Guyana, Haiti, Mexico, Peru, Rep. of Dominica, St. Christopher and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, or Venezuela.

- (2) If you are from any of countries listed below and have a passport without a valid U.S. visa, please attach herewith a copy of Identification Pages on the inside cover of your passport (i.e. the two pages that include your photograph and your detailed passport information).

Belize, Costa Rica, El Salvador, Honduras, Jamaica, Marshall, Micronesia, Nicaragua, Palau, Panama, Paraguay, Trinidad and Tobago, and Uruguay.

Form1. OFFICIAL APPLICATION FORM

***To be signed by your supervisor (the head of the relevant department / division of your organization).**

1. Course Title (as shown in the GI)

2. Course Number (the number as "xxxxxxxxJxxx" shown in the GI)

3. Course Duration

From to (DD/MM/YYYY)

4. Country

5. Organization

6. Name of the Nominee(s)

1)	3)
2)	4)

7. Confirmation by the organization in charge

Our organization hereby applies for the Knowledge Co-Creation Program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date:			Signature:		
Name:					
Title / Position				Official Stamp	
Department / Division					
Office Address and Contact Information	Address:				
	Tel:	E-mail:	Fax:		

----- (If necessary) Confirmation by the organization in charge

I have examined the documents in this form and found them true. Accordingly, I agree to nominate this person(s) on behalf of our government.

Date:			Signature:		
Name:					
Title / Position				Official Stamp	
Department / Division					

Form2. NOMINATION FROM THE ORGANIZATION

***To be signed by your supervisor (the head of the relevant department / division of your organization).**

1. Reason for nominating the Applicant

Please describe the reason(s) why the Applicant was selected, referring to the following points; 1) Program requirement, 2) Capacity/Position, 3) Future plan to be done by the Applicant after the KCCP, 4) Future plan of your organization and 5) Others.

2. Expectation and Future Plan of Actions

Please describe how your organization shall make use of the expected achievement of the Applicant after the program, in addressing the said issues or problems.

By nominator (head of relevant department/division)

Date

Name and
Title/Position

Signature

Form3. INDIVIDUAL APPLICATION FORM

*To be filled by Applicant.

1. Course Title: (as shown in the GI)

2. Course Number: (the number as "xxxxxxxxJxxx" shown in the GI)

Attach here
your photo

(taken within
the last six months)

Size: 4.5x3.5cm

3. Personal Information on Applicant

1) Name of Applicant (as shown in the passport)

*Please type the name as shown in the passport carried. The information will be used for flight arrangements.

Family Name /Surname

First Name

Middle Name

2) Nationality (as shown in the passport)				
3) Sex (for VISA application)	() Male		() Female	
4) Date of Birth	Date	Month (ex. April)	Year	Age (as of the date of the form)

5) Passport/Visa

Passport possession	() Yes	() No	Expiry date of passport	Date	Month	Year
USA visa possession*	() Yes	() No				

*Applicants from Latin American and the Caribbean Countries only.

6) Contact Information

Private	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:
Office	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:
Emergency Contact	Name:	
	Relationship to you:	
	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:

*Please fill it out from country code for telephone, mobile, and fax number.

7) Present Position

Organization		
Year that entered the organization		
Department / Division		
Title		
No. of years of service in the present position	Years	From (Month/Year)
Type of Organization	☐ National Government ☐ Local Government ☐ Public Enterprise ☐ Private (profit) ☐ NGO/Private (Non-profit) ☐ University ☐ Other : _____	
Number of employees		
Home Page Address		

【Questionnaire on Relationship with the Military】 (FOR ALL THE APPLICANTS)

Please mark Yes or No about your status.

(YES / NO) Personnel of the military or organizations under the military (active military personnel or military personnel listed in the muster roll/military register)
(YES / NO) Personnel of the Ministry of Defense, or organizations under the Ministry of Defense
(YES / NO) Personnel of organizations that are specified by law under the military or the Ministry of Defense in case of an emergency
(YES / NO) Persons listed in the muster roll/military register who are not currently affiliated with the military, the Ministry of Defense, or affiliated organizations
(YES / NO) Personnel of civilian organizations which have divisions to conduct military-related activities

4. Experience and Eligibility

1) Career Background (After graduation and before taking the present position)

***Only Applicants for KCCP (Group and Region Focused) are requested to fill in this part.**

Organization	City/ Country	Period		Position or Title and Department/Division	Brief Job Description
		From Month/Year	To Month/Year		

2) Academic Background (University, College or Higher Education)

Institution	City/ Country	Period		Degree	Major
		From Month/Year	To Month/Year		

3) Experience of Training or Study in Foreign Countries (including all the training experience in JICA's programs)

***Only Applicants for KCCP (Group and Region Focused) are requested to fill in this part.**

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	

4) Language Proficiency (Self-Assessment)

1) Language to be used in the course (as shown in GI)					
Listening	() Excellent	() Good	() Fair	() Poor	
Speaking	() Excellent	() Good	() Fair	() Poor	
Reading	() Excellent	() Good	() Fair	() Poor	
Writing	() Excellent	() Good	() Fair	() Poor	
Language Test Scores if any (ex. TOEFL, TOEIC, etc.)					
2) Mother Tongue					

3) Other languages ()	() Excellent	() Good	() Fair	() Poor
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Excellent	Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
Good	Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
Fair	Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
Poor	Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

5. Background and Purpose of Application

- 1) **Current challenges in the organization in relation to the theme of the KCCP you are applying:**
Describe the issues that your organization/department intends to tackle by participating in this program.

- 2) **Main duties of Applicant:** Describe your main duties and responsibilities in relation to this program.

- 3) **Relevant Experience of Applicant:** Describe previous occupational experiences that is highly relevant in this program.

- 4) **Your individual Goal:** Elaborate on your plans to apply the lessons learned from this program to your organization.

- 5) **Area of Interest and/or your expectation:** Specify your particular interest with reference to the contents of this program.

By Applicant

Date

Name and
Title/Position

Signature

Form4. QUESTIONNAIRE ON MEDICAL STATUS AND RESTRICTION

(Self-Declaration)

1. Present Medical Status

(a) Have you taken any medicine or had a medical checkup by a physician for your illness such as diabetes, hypertension, asthma, etc.?

[] No	[] Yes:
	Name of illness (), Name of medicine ()
If yes, please attach your doctor's letter (preferably, written in English) that describes the current status of your illness, and gives agreement to your participation in the program.	

(b) Do you have any allergies with medicine, food, pollen, etc.?

[] No	[] Yes:
	What are you allergic to? What kind of allergic symptoms do you have such as itch, rash, hives, etc.? ()

(c) Please indicate any needs arising from disabilities that may require additional support or facilities.

()
Note: Disability will not lead to exclusion of the Applicant from the program. However, the Applicant may be directly inquired by the JICA official in charge for a more detailed account of his/her condition.

2. Medical History

(a) Have you had any illness such as heart, hepatic, kidney disease, etc.?

[] No	[] Yes:
	Please specify ()

(b) Have you or/and your family members had tuberculosis?

[] No	[] Yes:
	Please specify ()

(c) Have you ever been a patient in a mental clinic or been treated by a psychiatrist?

[] No	[] Yes:
	Please specify ()

(d) Have you ever had any sleeping, eating or other disorders?

[] No	[] Yes:
	Please specify ()
	Name of medicine taken if any ()

3. Other Medical Issues/Conditions

If you have any medical issues/conditions that are not described above, please indicate below.

--

* Are you pregnant?

☐ No	☐ Yes: Weeks of pregnancy (weeks)
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I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand that medical conditions resulting from pre-existing conditions will not be financially compensated by JICA, and may be a reason for termination of the program.

I understand that this questionnaire will be checked by the people who are engaged in the program during my stay in Japan.

By Applicant

Date	
Name and Title/Position	
Signature	

※ Please notify JICA staff upon any changes in your health condition after submission of the form.

Form5. TERMS AND CONDITIONS**1. General Rules**

The participants are requested:

- (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 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,
- (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.

2. Privacy Policy

The participants are requested to understand Privacy Policy of JICA as follows.

(1) Scope of Use

Any information used for identifying individuals (hereinafter referred to as "Personal Information") that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such Personal Information in accordance with the provisions of this privacy policy.

(2) Limitations on Use and Provision

JICA shall never intentionally provide Personal Information to any third party with the following three exceptions:

- (a) In cases of legally mandated disclosure requests;
- (b) In cases in which the provider of the Personal Information grants permission for its disclosure to a third party;
- (c) In cases in which JICA needs to provide Personal Information for the persons or entities where JICA contracts out all or part of the KCCP and its relevant projects.
The Personal Information provided herein will be only limited to the information necessary for the persons or entities to implement the contracted tasks.

(3) Security Notice

JICA takes measures required to prevent the divulgence, loss, or destruction of Personal

Information, and to otherwise properly manage such information.

※JICA's policy for the transfer of personal data from the European Economic Area (EEA) to outside the EEA (to Japan and third countries);

JICA has revised "Bylaws for the Implementation of Personal Information Protection" which was published based on Japan's legislation by adding new provisions regarding how to deal with personal data within the EEA in order to meet General Data Protection Regulations (GDPR's) requirements for data protection. Based on the new bylaws, JICA entered into the EU Standard Contractual Clauses (SCCs) which allows us to transfer personal data from offices within the EEA to offices outside the EEA (in Japan and third countries).

3. Copyright Policy

The participants are requested to comply with the following;

1. The participants shall use all the documents provided for the KCCP (including texts, materials, etc.), within the scopes and/or conditions separately approved by JICA and/or the Original Author.
If the participants apply to the KCCP, the participants shall also comply with Terms of Use of the Materials for the KCCP that are shown on the JICA website.
(https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)
2. All the documents prepared for the KCCP (including reports, action plans, presentations, etc.) shall be prepared by the participants themselves in principle. If the participants use any third party's(ies)' works (photograph, illustration, map, figures, etc.), which are protected under the copyright laws and regulations in the participants' countries or copyright-related multinational agreements, the participants shall obtain a license necessary to use the works from such third party(ies).
3. The participants agree that JICA may use (including, but not limited to, reproduce, publicly transmit, distribute and modify) any documents prepared by the participants for other programs conducted by JICA (for example, as a reference for the other KCCP courses and a project formulation).
4. JICA will not be liable for the contents of any documents created by the participants for the purpose of the KCCP.

4. Portrait Right Policy

During the implementation period of KCCP, JICA (including hired photographer and program implementing partners) will shoot photographs and video footage mainly for the following purposes:

- Use on the website or in SNS administrated/operated by JICA,
- Use in JICA publications (public relations magazines, annual reports, journals, etc.) in printed or electronic form,

*Photos and images taken will not be used for commercial purposes and the participants' personal information will not be disclosed to any third party without the consent of the participants.

JICA would appreciate it if the participants of KCCP grant the participants themselves portrait right license to JICA for photos and images taken described above.

It is, however, not a requirement of KCCP. The participants do not agree to grant the participants themselves portrait right license to JICA, has absolutely no problem in participating KCCP. JICA respects the intention of each participant.

DECLARATION (to be signed by the Applicant)

- I understand and fully agree to the following terms and conditions set forth above.
 1. General Rule
 2. Privacy Policy
 3. Copyright Policy
- I will be subject to any penalties imposed as a consequence of my failure to abide by the above terms and conditions.
- I understand the intention of JICA on “4.Portrait Right Policy” mentioned above, and my intention for usage/publication of photographs and videos including the portrait of myself by JICA for the purpose above is as follows:
☐ Agree / ☐ Disagree
- I certify that the statements I made in this form are true, complete and correct to the best of my knowledge and belief.

By Applicant

Date

Name and
Title/Position

Signature