

Japan International Cooperation Agency
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Facebook : <https://www.facebook.com/jicasrilanka>

March 7, 2023

Director General
Department of External Resources
Colombo 1.

Dear Sir,

KNOWLEDGE CO-CREATION PROGRAM:
EVIDENCE-BASED PUBLIC HEALTH PLANNING
COURSE NO: 202208253J001

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 28 June 2023 ~ 22 July 2023.

The participants for the above course should be nominated in accordance with the General Information (GI) regulations. Eight copies 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
- All 9 Provincial Department of Health Services

Please make necessary arrangements to submit duly completed documents to reach JICA Sri Lanka office **on or before 2 May 2023.**

- Duly filled prescribed Application Form
- Copy of the passport (if available)
- Job Report on your Public Health Issue: (Annex V1)

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.

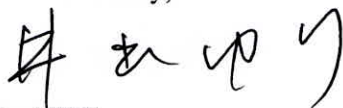
Cont.../2

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,



Yuri IDE
Senior Representative
JICA Sri Lanka office

C. C - Secretary, Ministry of Health,
Director General, Division of International Health
All 9 Provincial Departments of Health Services
Mr. Kenji OHASHI, Head of Economic & Development Cooperation Section,
Embassy of Japan



Knowledge Co-Creation Program (Group & Region Focus)

General information on

Evidence-Based Public Health Planning
課題別研修「エビデンスに基づく公衆衛生計画立案」
JFY 2023

Course No.: 202208253J001

Course Period in Japan: From June 28, 2023 to July 22, 2023

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

JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, which stated, *"In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together."* JICA believes that this 'Knowledge Co-Creation Program' will serve as a foundation of mutual learning process.

I. Concept

Background

In recent years there has been growing recognition of the importance of developing Evidence-Based Public Health and Evidence-Based Health Policy, following the examples of Evidence-Based Medicine. Health planners and policy makers, including those from low- and middle-income countries, can make good use of Evidence-Based Public Health approaches and of tools and techniques used in them. Okinawa Prefecture is located south-west of Japan and can show progress in health since 1940's. Okinawa belongs to subtropical climate region, and has insular geography and historical experience of postwar reconstruction. Although Okinawa is economically behind other Japanese prefectures, Okinawa once was the best prefecture in longevity. Lessons learned for Okinawa's public health and primary health care model will be shared in this program.

For what?

This program is designed to help participants and their agencies introduce and use evidence-based approaches, with quantitative and qualitative analysis, in health planning and health policy development

For whom?

This program is designed for health administrators and health officials who are responsible for health policy making at the central or local government level.

How?

The program is designed to provide participants with additional knowledge and skills to analyze their own countries' situations, challenges and options and to apply what they find relevant from lessons learned in Okinawa and Japan. Examples, case studies and exercises will highlight Okinawa's experience and the multiple and varied challenges Japan and other countries face today. Special attention will be given to the challenges faced by low- and middle-income countries. During the program in Japan, each participant will develop a presentation on public health issues for feasible application, back in his or her home country, incorporating what each considers the most important and job-relevant things learned in Japan.

II. Description

1. **Title (Course No.)**
Evidence-Based Public Health Planning (202208253J001)
2. **Course Duration in Japan**
June 28 to July 22, 2023
3. **Target Regions or Countries**
Cote d'Ivoire, Iraq, Marshall, Papua New Guinea, Philippines, Sri Lanka, and Ukraine
4. **Eligible / Target Organization**
This program is designed for planning, implementing and managing department/section of central or local governments in infectious diseases control.
5. **Capacity (Upper Limit of Participants)**
7 participants
6. **Language**
English
7. **Objective(s)**
Evidence-based public health planning and policy development through quantitative and qualitative analysis will be promoted in participating agencies.
8. **Overall Goal**
Evidence-based public health policy and health project plan will be developed and implemented.

9. Output and Contents

This course consists of the following components. Details on each component are given below. The program may have minor modification.

(1) Preliminary Phase in each participant's home country <i>(Before program in Japan) Participating organizations make required preparations for the Program in their respective countries.</i>		
Expected Module Output	Activities	
Report of Your Public Health Issue	<ul style="list-style-type: none"> • Define and describe a public health problem (or issue) that you are tackling with in your organization, which is expected to be related to <ol style="list-style-type: none"> 1. inadequate coverage or quality of key health services, 2. inadequate supply or quality of health professionals, 3. the effectiveness of disease control (communicable or non-communicable diseases), or 4. the management of health system and information. • Collect relevant documents or information about the public health issues that you choose. • Formulate and submit Report of Your Public Health Issue in accordance with Annex. 	
(2) Core Phase in Japan <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>		
Expected Module Outputs	Subjects/Agendas	Methodology
(1) To understand principle of Public Health and Evidence-Based Public Health	<ul style="list-style-type: none"> • Principle of public health • Evidence-Based Public Health planning • Collecting evidence • Overview of health system analysis 	Lecture, Readings, & Discussion
(2) To learn lessons from good health outcomes in Okinawa	<ul style="list-style-type: none"> • Health services and related policies, systems, evidence and planning in Okinawa and Japan • Field study in remote areas • Problem & objectives/interventions analyses • Modeling, plan formulation & decision support • Stakeholder analysis & negotiation • Collaboration & communication • Presentation 	Lecture, Readings, Field visit, & Discussion
(3) To understand tools and methods to analyze main public health issues	<ul style="list-style-type: none"> • Tools and methods for Evidence-Based Public Health planning • Readings of evidence-based research results • Action plan development 	Exercises, Discussion, Consultation, Participants' presentations & feedback
(4) To present the analysis of public health issues, and develop and present a EBPH action plans	<ul style="list-style-type: none"> • Action plan presentation 	Discussion, Consultation, & Participants' presentations

(3) Finalization Phase in each participant's home country
(After the program in Japan) Participating organizations produce final outputs by making use of results brought back by participants.

Expected Module Output	Activities
Knowledge-sharing of what was learned in Okinawa	Discussion and consultation inside the participant's organization on how the organization addresses the issues raised during the program. Share what was learned during the program. The sharing meeting /conference is supposed to be held by the organization or the concerned ministry

<Structure of the Course>

Topic outline (subject to minor changes)

1. Preliminary phase (activities in each participant's home country):
 Preparation of Report of Your Public Health Issue.

2. Core Phase (activities in Japan):
 - (1) Introductory basic lecture [3 days]
 - 1) Principle of public health
 - 2) Evidence-Based Public Health planning
 - 3) Collecting evidence from the field
 - 4) Overview of health system analysis
 - (2) Case study of Japan and Okinawa [5 days]
 - 1) Japanese health system and experience
 - 2) Learning from lessons of Okinawa's experience
 - Filariasis eradication
 - Progress of maternal and child health
 - Segregation policy for people with leprosy
 - 3) Field study in remote area (Health and Welfare Center, Rural Clinic, etc.)
 - (3) Evidence-Based Public Health planning by participants [5 days]
 - 1) Tools and methods for evidence-based public health planning
 - 2) Action plan development
 - 3) Action plan presentation rehearsal and discussion
 - (4) Presentation and evaluation [1 days]

3. Finalization Phase (activities in home country)
 Meeting / Conference is held by each participant's organization for the participant to share what he/her learned in Japan.

III. Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for those specific purposes.
- (2) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.
- (4) Applying organizations are also expected to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: In health planning- and health-policy positions (district level or above, or in a major health-related facility or institution) which enable them to use, and/or direct and guide the use of, quantitative and qualitative concepts, approaches and tools in support of Evidence-Based Public Health, health policy and health planning.
- 2) Experience in the Relevant Field: At least 5 years of working experience in the field of health policy formulation, health planning, health administration. official/manager
- 3) Educational Background: Hold a bachelor's degree or equivalent
- 4) Language Proficiency: Good command of English, able to make oral presentations and write reports in English
- 5) Computer Skills: Have intermediate computer skills to search for scientific articles on online databases, to make plan of actions on Excel spreadsheet, and to make action plans by PowerPoint
- 6) 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 RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness.

(2) Recommended Qualifications

- 1) Expectations for the Participants:
Participants are expected to be a leader in the implementation of public health in a district/province/country.
- 2) Educational Background:
Having a degree of Public Health or related field
- 3) Gender Equality and Women's Empowerment:
Women are encouraged to apply for the program. JICA is committed to promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

3. Required Documents for Application

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

(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

(3) Result of Chest X-ray: Due to the possible hospital and/or health facility visit, participants are required to submit the result of a chest X-ray taken within the past year. Please submit the signed result, not the image data.

(4) Job Report on Your Public Health Issue: to be made with the given format by the applicant him/herself and submitted together with the application form. Please refer to VI. ANNEX in this document for the detail.

***Remarks: The Application Form and Job Report (ANNEX) 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 May 8, 2023

(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 June 2, 2023.**

5. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3) to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4) not to bring or invite any family members (except for programs longer than one year),
- (5) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (6) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (7) not to engage in political activities, or any form of employment for profit,
- (8) to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "5. Expenses", "IV. Administrative Arrangements",
- (9) to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (10) not to drive a car or motorbike, regardless of an international driving license possessed,
- (11) to observe the rules and regulations at the place of the participants' accommodation, and
- (12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

IV. Administrative Arrangements

1. Organizer (JICA Center in Japan)

(1) **Center:** JICA Okinawa Center (JICA OKINAWA)

(2) **Program Officer:** Ms. NAKAMA Naoko (oicctp@jica.go.jp)

2. Implementing Partner

(1) **Name:** TA Networking Corp.

(2) **URL:** [TA Networking Corp. \(ta-n.com\)](http://TA Networking Corp. (ta-n.com))

3. Travel to Japan

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

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

4. Accommodation in Japan

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

JICA Okinawa Center (JICA OKINAWA)

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

TEL: +81-98-876-6000 FAX: +81-98-876-6014

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

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

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

If there is no vacancy at JICA OKINAWA, 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, outfits, and shipping and stopover.

(2) Expenses for study tours (basically in the form of train tickets).

(3) Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are not included).

(4) Expenses for program implementation, including materials.

(5) For more details, please see "III. ALLOWANCES" of the brochure for participants titled "KENSU-IN GUIDE BOOK," which will be given before departure for Japan.

*Link to JICA HP (English):

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

6. Pre-departure Orientation*

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

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

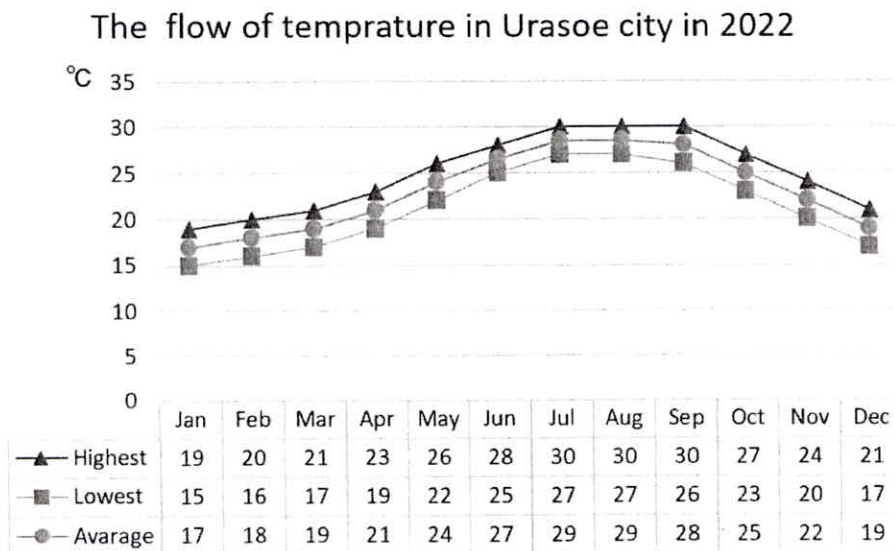
Image videos of 'Introduction of JICA Center (YouTube)' show the following information of JICA Centers: Location, Building, Entrance, Reception(Front desk), Lobby, Office, Accommodation(Room), Amenities(Hand dryer), Bathroom(Shower and Toilet), Toiletries, Restaurant, Laundry Room(Washing machine, Iron),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

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

V. Other Information

1. Climate in Okinawa

Okinawa is located at sub-tropical zone (southern edge of Japan) but climate varies depending upon seasons. While it is hot and heavily humid in the summer season (June to October), it becomes a bit chilly in the winter season (December to March) due to strong northerly wind. Participants are recommended to bring suitable clothing (details are mentioned in below 4.) The graph below shows the flow of temperature in Urasoe City where JICA Okinawa Center (JICA Okinawa) is located.



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, a swimming pool (available from May to October), Japanese-style room for tea ceremony 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 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, smoking room 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 a few 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: <http://www.pref.okinawa.jp/english/index.html>
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.

VI. Annex

The Format of Job Report on Your Public Health Issue

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>)	
<p>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.)</p> <pre> graph TD Ministry["Ministry of xxxxxxxxxx"] --- Committee["xxxxxxxxxx Committee"] Ministry --- D1["xxxxxxxxxx Department"] Ministry --- D2["xxxxxxxxxx Department"] Ministry --- D3["xxxxxxxxxx Department"] D1 --- D1D1["xxxxxxxxxx Division"] D1 --- D1D2["xxxxxxxxxx Division"] D2 --- D2D1["xxxxxxxxxx Division"] D2 --- D2D2["xxxxxxxxxx Division"] D2 --- D2D3["xxxxxxxxxx Division"] D3 --- D3D1["xxxxxxxxxx Division"] D3 --- D3D2["xxxxxxxxxx Division"] D2D2 --- S1["xxxxxxxxxx Section"] D2D2 --- S2["xxxxxxxxxx Section"] style S2 stroke-width:4px S2 --- P["xx Persons"] </pre>	

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)		

For Your Reference¹

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.

¹ 本記載部分は定型である。

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 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

VI. Annex

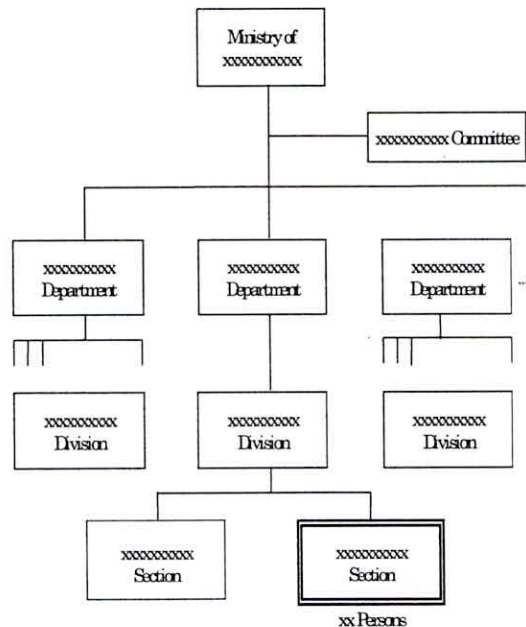
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1. Full Name (Email address)	()
2. Country	

3. Name of Organization (*organization, department, section*)

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.)



4. The roles and responsibilities of your organization and department/section in health policy making and planning
5. Public Health Issue (or problem)
5-(1) Describe a public health issue that you are tackling with in your organization
What is an issue?
Why does the issue remain unsettled?
5-(2) Describe what kind of efforts have been made in your country (by your organization or others) to resolve the issue?
5-(3) Describe what you think are critical factors that leave the issue unsettled?
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)		