



BY Email / SPEED POST



Govt of India, Ministry of Defence
Directorate General Defence Estates
Raksha Sampada Bhawan
Ulaanbaatar Marg Delhi Cantt-10

Tele: 011-25671737/ Email: ddgadm-dgde@nic.in

File No:124/ADM/DE/TP (FMS ID: 4267)

Dated: 07 Oct, 2021

To.

The Principal Director,

Defence Estates,

Central/Eastern/Northern/Western/Southern/Southwestern Command
Lucknow/Kolkata/Jammu/Chandigarh/Pune/Jaipur

The Director, NIDEM

Subject: Knowledge Co-Creation Program on "Global Seismological Observation" to be held online from 11.01.2022 to 04.03.2022 under the Technical Cooperation Programme of the Government of Japan

Sir/ Madam,

Govt of India, Ministry of Personnel and Training (DoPT) has invited nomination of eligible officers for attending the Knowledge Co-Creation Program on "Global Seismological Observation" to be held online from 11.01.2022 to 04.03.2022 under the Technical Cooperation Programme of the Government of Japan vide letter No. 12040/10/2021-FTC/IR dated 21.09.2021 (Copy Enclosed).

2. This information may be disseminated to all eligible officers for invitation of willingness for the course. The application received from eligible officers may be forwarded to this Directorate General latest by **15.10.2021**.

Encl: As above

(Abhishek Azad)

Dy. Asstt. DG (Admin)

for Director General Defence Estates

Copy to:-

All Officer in DGDE
DMS/Website/AU & RC

F.No.12040/10/2021-FTC/IR
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
[Training Division]

Block-4, Old JNU Campus, New Delhi-110067
Dated: 21st September 2021

TRAINING CIRCULAR

Subject: Knowledge Co-Creation Program on "Global Seismological Observation" to be held online from 11.01.2022 to 04.03.2022 under the Technical Cooperation Program of the Government of Japan.

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) has invited applications for Knowledge Co-Creation Program on "Global Seismological Observation" to be held online from 11.01.2022 to 04.03.2022 under the Technical Cooperation Program of the Government of Japan.

2. The program aims to provide participants training opportunities to acquire knowledge and advanced techniques of global seismological observation and to enable them to play an important role in the monitoring system for nuclear tests. The acquired technology is also expected to be utilized in the natural earthquakes analysis and contribute to earthquake disaster prevention.

3. The applying organizations are expected to nominate officers in accordance with the procedures described in III-2 of General Information Brochure and should have more than 3 year experience in the field of seismology. The applicant should be university graduates or equivalent; have competent command over spoken and written English; must be in good health (both physically and mentally); be age under forty-five (45) years old. More information may be seen in the general information brochure.

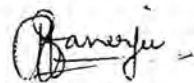
4. In addition, the following information in respect of the nominated officers may please be mentioned while furnishing the nomination:-

- a) Whether attended any foreign training program in the past? If so, the duration/details thereof;
- b) Whether clear from vigilance angle;
- c) Age;
- d) Whether working in North East State/J&K;
- e) A brief in 50-100 words justifying the nomination.

5. This course is completely online and the participating organizations are expected to allow the participants to participate in this online lecture.

6. It is, therefore, requested that the nomination of suitable candidates may please be forwarded (**in two copies**) to this Department in JICA's prescribed format duly authenticated by the HO/D of the concerned Ministry/Department/State Governments/UT's in accordance with the eligibility criteria.

7. The applications should reach this Department through the Administrative Ministry/Department not later than **29.10.2021**. Nominations received after the prescribed date may not be considered. An advance copy may be sent to the JICA India Office via courier or email at ShekarD.ID@jica.go.jp under intimation to DoPT at email id: jitesh.gupta@nic.in or kailash.k@nic.in. The details of the program (General Information Brochure) and application form may be drawn from the website of DoPT.



(Biswajit Banerjee)

Under Secretary to the Government of India

Tele no: 261941 67

Copy to:

- a) Secretary, Ministry of Home Affairs, North Block, New Delhi.
- b) Chairman, National Disaster Management Authority, NDMA Bhawan, A-1, Suldarjang Enclave, New Delhi-110029.
- c) Director General, Directorate General of Defence Estates, Raksha Sampada Bhavan, Ulaanbaatar Marg, Delhi Cantt-110010.
- d) Secretary, Ministry of Urban Development, Nirman Bhavan, New Delhi.
- e) Secretary, Ministry of Earth Sciences, Prithvi Bhavan, Opposite India Habitat Centre, Lodhi Road, New Delhi - 110003.
- f) Secretary, Ministry of Mines, Shastri Bhavan, Dr. Rajendra Prasad Road, New Delhi.
- g) Secretary, Ministry of Coal, Shastri Bhavan, Dr. Rajendra Prasad Road, New Delhi.
- h) Secretary, Department of Science & Technology, Technology Bhavan, New Mehrauli Road, New Delhi 110016.
- i) The Director General, Coast Guard Headquarters, Directorate of Personnel, National Stadium Complex, Lodhi Road, New Delhi -110 001.
- j) Chief Secretaries to State Governments/Union Territories (with request to circulate the same amongst related Departments/Organizations under them) (through the website of this Department).
- k) Senior Representative, Japan International Cooperation Agency, 16th Floor, Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi -110001.
- l) NIC with request to post the circular along with the JICA's circular on this Department's website.



Knowledge Co-Creation Program (Group & Region Focus)

General information on

GLOBAL SEISMOLOGICAL OBSERVATION (Online)
課題別研修「グローバル地震観測」(遠隔研修)
JFY 2021

No.: 201902292J002 & 202003270J001

Online Program Period: From January 11th, 2022 to March 4th, 2022

"In the context of the COVID-19 pandemic, please note that there is still a possibility the course period might be slightly changed."

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 September 1996, after difficult and exhaustive discussions/negotiations over a period of two and a half years, the Comprehensive Nuclear-Test-Ban Treaty (CTBT) was adopted with the support of an overwhelming majority of the international community.

CTBT stipulates that International Monitoring System (IMS) which include seismological monitoring is to be established in order to verify the compliance of the Treaty for monitoring nuclear tests. The data obtained at more than 300 stations under the IMS all over the world are sent to the International Data Center in Vienna to be processed.

Towards an entry into force of the treaty, the Government of Japan decided to initiate an international cooperation in 2004 with the group training course called "Global Seismological Observation," which deals with seismological observation and its application for nuclear test monitoring technology ("Global Seismological Observation" and "Global Seismological Observation II" were held during 1995-1998 and 1999-2003, respectively).

This course is designed to introduce up-to-date technologies and knowledge in the field of global seismological observation to participants who are expected to play an important role in the global monitoring network for nuclear tests.

For what?

This program aims to provide participants training opportunities to acquire knowledge and advanced techniques of global seismological observation and to enable them to play an important role in the monitoring system for nuclear tests. The acquired technology is also expected to be utilized in the natural earthquakes analysis and contribute to earthquake disaster prevention.

For whom?

This program is offered to administrative officers who are expected to play an important role in the monitoring system for nuclear tests.

How?

Participants will have opportunities to acquire knowledge and advanced techniques of global seismological observation. Participants will also make an Action Plan on future activities at their institution in their home countries putting the knowledge and ideas acquired and discussed throughout the course.

II. Description

1. Title (Course No.)

Global Seismological Observation (201902292J002 & 202003270J001)

2. Course Duration

Preparatory Program: from December to early January

Online Program: January 11th, 2022 to March 4th, 2022

Time schedule on each day: basically 15:00 to 18:00 or 14:00-17:00 (Japanese time)
(subject to change)

3. Target Regions or Countries

Bhutan, Egypt, India & Nepal (for 201902292J002)

Iran, Kenya, Nepal, the Philippines & Uganda (for 202003270J001)

4. Eligible / Target Organization

This program is designed for governmental organizations that are expected to play an important role in the global monitoring network on nuclear tests.

*Please refer to the **ANNEX- III**, "Relevant organization list in the field of CTBT"

5. Capacity (Upper Limit): 10 participants in total for 201902292J002 & 202003270J001

6. Language: English

7. Objective

The program objective is to acquire knowledge and advanced techniques of global seismological observation for playing an important role in the monitoring system of nuclear tests under the CTBT

8. Overall Goal

The overall goal is to understand global seismological observation technologies for monitoring nuclear tests and earthquakes, and to strengthen the capacities of National Data Center (NDC) in the field of seismology and/or International Monitoring System (IMS) for contributing to the promotion for taking effect of Comprehensive Nuclear Test Ban Treaty (CTBT) in each country.

9. Output and Contents

Participants are expected to achieve the following outputs;

- (1) To acquire knowledge of the CTBT regime and the role of seismology in the International Monitoring System (IMS).
- (2) To understand global seismological observation technologies for monitoring nuclear tests and earthquakes.
- (3) To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes.
- (4) To make an Action Plan that they will implement in their countries.

This course consists of the following components.

Details on each component are shown below.

(1) Preliminary Phase in a participant's home country; <i>(December 2021 to early January 2022)</i> <i>Participants & Participating organizations make required preparation for the Program in the respective country.</i>	
Activities	
	Formulation and submission of an Inception Report.
	Preparation for some lectures, including computer settings, etc.

(2) Core Phase (Program Online); <i>(January 11 to March 4, 2022)</i> <i>Participants attend the Program Online in the respective countries.</i>				
Expected Output	Subjects	Lecture/ Exercise	Contents	Methodology
To acquire knowledge of the CTBT regime and the role of seismology in the International Monitoring System (IMS)	CTBT & IMS	Introduction of CTBT Regime concerning seismology	Review of verification of nuclear tests and seismology. Explanation of present status and future plan of CTBT concerning seismology. Japan's Perspective on Nuclear Disarmament and Non-Proliferation and its political initiative towards early entry into force of the CTBT.	Lecture
		Overview on CTBT and International Monitoring System (IMS)	Overview on the CTBT and four different technologies form the basis used by the IMS to verify compliance with the CTBT.	Lecture
		Overview on International Data Center (IDC)	Collection of data, analytical methods, output flow, roles of National Data Center (NDC) and coordination with NDC.	
To understand global seismological	Seismological Observation	Seismometer	Basic theory of electro-magnetic seismometer and specific explanation for some	Lecture and Practice

observation technologies for monitoring nuclear tests and earthquakes			broad band seismographs.	
		Seismic Network	Data acquisition and telemetry systems.	Lecture
		Design of Seismic Network I & II	General guidelines for designing seismic network (on the first day). Making a plan to upgrade the seismic network of their countries during the training course to make a presentation (on the last day).	Lecture and Presentation
		Noise survey and site selection I & II	Practice in measurement of ground tremor with short-period sensors and a broadband sensor.	Lecture and Practice
	National Data Center	National Data Center (NDC)	System and operation in National Data Center (NDC).	Lecture
	Seismological Observatory	Observation of Matsushiro Seismological Observatory	Introduction of Matsushiro Seismological Observatory.	Practice
To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes	Data Processing	Retrieval of Digital Seismic Data and Disposal of Format	Practice of data retrieval and plotting seismograms. Basic theory and practice of data processing used frequently in the field of global seismology. Practice using broad and short-period seismograms of nuclear explosions and earthquakes.	Lecture and Practice
		Spectral Analysis		
		Digital Filter		
		Introduction to UNIX	The essentials and basic commands of UNIX.	Lecture and Practice
		Hypocenter Location	A method for determining a hypocenter of a teleseismic event as well as that of a local one. Practice of the	Lecture and Practice

			hypocenter determination using PC.	
		Source Mechanism	Basic knowledge for determination of focal mechanism by seismic wave analysis. A manual P-wave first motion method and moment tensor inversion.	Lecture and Practice
		Seismic Array Data Analysis	Objectives and history of seismic arrays, signal and noise in space and time, arrival time analysis, beamforming in time domain, frequency-wavenumber power spectrum, spatial sampling, design of an array station.	Lecture
To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes	The nuclear test identifying method	FDSN Web Service	International Federation of Digital Seismograph Networks (FDSN) web service for the exchange of seismological data, such as waveform data, and event parameters.	Lecture and Practice
		Discrimination by mb-Ms	General introduction on magnitudes, practice of determination of mb and Ms, and discrimination by mb-Ms.	Lecture and Practice
		Discrimination by short-period seismograms	Explanation of short period discriminants, practice of discrimination by short period discriminants.	Lecture and Practice
		General discrimination technique	Practice of the screening procedure along the stream line by using all knowledge in this lecture course.	Practice
To Make an Action Plan	Action Plan	Making Action Plan	Making Action Plan.	Practice

which they should implement in their countries after returning home		Presentation	Making the Presentation of the Action Plan.	Presentation
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(3) Monitoring Phase after the training program;

(March to April, 2022)

Participants will voluntarily report their progress about their Action Plan to JICA after the completion of the training program.

Activities

- * Participants will share the acquired knowledge and techniques, and the Action Plan prepared in this course with their organizations and/or countries.
- * Participants will elaborate/revise the Action Plan for solving the problem in their countries, based on the comments and suggestions from their organizations and/or countries.

【Structure of the Program】

Overall Goal: The overall goal is to understand global seismological observation technologies for monitoring nuclear tests and earthquakes, and to strengthen the capacities of National Data Center (NDC) in the field of seismology and/or International Monitoring System (IMS) for contributing to the promotion for taking effect of Comprehensive Nuclear Test Ban Treaty (CTBT) in each country.

3. Monitoring Phase after returning home country

To share the Action Plan prepared during the course with your organization and/or country.
⇒ To elaborate/revise the Action Plan for solving the problems in your country.

Program Objective:

The program objective is to acquire knowledge and advanced techniques of global seismological observation for playing an important role in the monitoring system of nuclear tests under the CTBT

2. Core Phase (Program Online)

Output 4: To make an Action Plan which they should implement in their countries after returning home
<Subject of Training> Making Action Plan & Presentation

Output 2:
To understand global seismological observation technologies for monitoring nuclear tests and earthquakes.
<Subject of Training>
Seismological Observation
-Seismometer
-Seismic Network
-Design of Seismic Network
-Noise survey and site selection
-National Data Center
-Seismological Observatory

Output 3:
To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes
<Subject of Training>
Data processing
-Retrieval of Digital Seismic Data and Disposal of Format
-Spectral Analysis, -Digital Filter, -Introduction to UNIX Data Analysis
-Hypocenter Location
-Source Mechanism, -Seismic Array Data Analysis
The nuclear test identifying method
-FDSN Web Service, -Seismicity and Tectonics
-Discrimination by mb-Ms
-Discrimination by short-period seismograms
-General discrimination technique

Output 1:
To acquire knowledge of the CTBT regime and the role of seismology in the International Monitoring System (IMS).
<Subject of Training> Outline of CTBT & IMS
-Introduction of CTBT Regime concerning seismology
-Overview on CTBT and IMS
-Overview on International Data Center (IDC)

1. Preliminary Phase

Formulation and submission of Inception Report.
Preparation for the lectures, including computer settings, etc.

III. Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operations. Applying organizations are expected to use the Program for those specific purposes.
- (2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.
- (3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

2. Nominee Qualifications

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

Applicants should:

- 1) be nominated by their governments
- 2) be a graduate of university or equivalent
- 3) have more than 3 years' experience in the field of seismology
- 4) be well versed in basic mathematics such as differentiation and integration
- 5) have good knowledge of computer
- 6) be under forty-five (45) years of age
- 7) have a competent command of spoken and written English proficiency equivalent to TOEFL iBT 61 or above. This program includes active participation in discussions, which requires high competence in English. (An official certificate is not necessary to attach. Instead, English ability of applicants will be examined through interviews at JICA office in each countries.)
- 8) must be in good health to participate in the program. 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.
- 9) Gender Consideration: JICA promotes gender equality. Women are encouraged to apply for the program.

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. If not, you are requested to submit a photocopy of your ID in your country whose description is in English.

*The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex, Passport (ID) Number and Expiry Date

(3) Inception Report:

Each applicant should prepare a report on the present situation of the following subject in his/her own country in accordance with ANNEX I. This Inception Report should be typewritten and submitted to JICA Office (or the Embassy of Japan) together with the application form.

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 November 16th, 2021.)

(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 December 7th, 2021.

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

Only accepted participants are required to prepare the Presentation material on Inception Report:

Accepted Participants are required to make a presentation of Inception Report (about 15 minutes) and discuss on the contents in a group discussion session at the beginning of the training program.

The Inception Report Presentation data should be sent by January 11th, 2022 to:

1. IISSE Secretary, Building Research Institute, by email to st-iisee@kenken.go.jp
2. Sachiyo Akiyama, Program Officer, JICA Tsukuba, by e-mail to tbictp@jica.go.jp

6. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) 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,
- (3) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (4) not to engage in political activities, or any form of employment for profit,
- (5) 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.
- (6) 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, and
- (7) 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 Tsukuba Center (JICA TSUKUBA)
- (2) **Program Officer:** Ms. AKIYAMA Sachiyo (tbicttp@jica.go.jp)

2. Implementing Partner

(1) Name:

International Institute of Seismology and Earthquake Engineering (IISEE) at Building Research Institute (BRI)

(2) URL: <http://www.kenken.go.jp/english/index.html>

(3) E-mail: iisee@kenken.go.jp

(4) Remark:

IISEE is an organization that trains participants from earthquake-prone developing countries on seismology, earthquake engineering and tsunami disaster mitigation. The Global Seismological Observation Training Course is conducted in cooperation with the Ministry of Foreign Affairs of Japan (MOFA), JICA, Japan Meteorological Agency (JMA) and IISEE. The lecturers are from the Comprehensive Nuclear-Test-Ban Treaty Organization (CTBTO), JMA, Japan Weather Association (JWA), and other institutions/universities.

3. Contact

JICA Tsukuba Center (JICA TSUKUBA)

Address: 3-6 Koyadai, Tsukuba, Ibaraki 305-0074, Japan

TEL: +81-29-838-1111, FAX: +81-29-838-1119

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

V. Other Information

1. Computer:

The participants must prepare their own desktop/notebook computers with Windows 10, stable network connection, microphone, and web camera for distant lectures. We use Zoom for real-time distant lectures (simultaneous and interactive) or provide on-demand lectures. Some exercises are performed by logging into an external Linux server managed by BRI from your PC.

For the practice in lectures, it is recommended that 2 displays are prepared as follows:

1. Desktop PC + 2 displays, or
2. Notebook PC + 1 display, or
3. Desktop PC + 1 display + tablet terminal, or
4. Notebook PC + tablet terminal

One display is for the instructor's screen (or lecture notes), and the other display is for your work. It is recommended that computer environments are prepared with the help of your organization. However, if it is difficult to prepare them, please consult with the JICA office. We also ask you to have some software installed by yourselves during the preliminary phase. Remote support will be provided for your computer settings.

2. Data for global seismological observation in your country:

The participants are recommended to prepare the relevant data concerning global seismological observation of their countries in laptop/notebook computers.

3. Information about JICA Tsukuba & Building Research Institute

You can check our information on our website and social media.

- ✧ JICA Tsukuba website [<https://www.jica.go.jp/tsukuba/english/office/index.html>]
- ✧ JICA Tsukuba Facebook [<https://www.facebook.com/jicatsukuba>]
- ✧ BRI-IISEE website [<https://iisee.kenken.go.jp/>]
- ✧ BRI-IISEE Facebook [<https://www.facebook.com/IISEE.Japan/>]

You can find posts about on-going KCCPs and stories of ex-participants on our Facebook page.



END

ANNEX-I: Instruction for the Preparation of Inception Report

ANNEX-II: (For your information) Tentative Schedule of the program in Japan (JFY2021)

ANNEX-III : (For your information) Relevant organization list in the field of CTBT

VI. Annex I:

Instructions for the Preparation on Inception Report

Knowledge Co-Creation Program on Global Seismological Observation

The Inception Report should be type-written including items listed below.

(1) Name of Applicant

(2) Name of Organization to which Applicant belongs

(*1)-(2) are to be written on cover sheet as following sample shows.)

(3) Title and Author's Name

(4) Summary

The summary should be informative and include the principal findings and conclusions. References to formulas or figures are not necessary. It should not consist of more than 200 words.

(5) Affiliation of the Author

Affiliation should appear as a footnote on the first page as following sample shows.

(6) Topic

Sections to be included;

(1) Introduction

(2) Seismicity

(3) Organization

(4) Observational Network and Instruments

(5) Data analyses performed in your organization

(6) Relation between your country/your organization and CTBT/IMS

(7) Current problems relevant to CTBT, IMS, and NDC that your organization is facing with, and Future Plans corresponding to them.

* You might add **Acknowledgements** and **Appendix** after the topic if necessary.

(7) References

References should have numbers in brackets in the order of their citation.

(8) Attached Document

Applicants are requested to submit attached documents including 3 items,

- Information about the structure of Organization, for example, Organization Chart,
- Research activity of Organization related to Seismology, Earthquake Engineering, or Seismic Hazard/Risk Analysis, and a list of governmental or private organizations related to Seismology or Earthquake Engineering in the country of Applicant.

- Program for CTBT (Comprehensive Nuclear-Test-Ban Treaty) in your country

(9) Download

The template file that may make your editing task easier from, see "Sample file of Country Report (MS Word file) Country Report"

<https://iisee.kenken.go.jp/?p=public>

* The participants will be requested to make action plans in which they describe how they utilize their achievements (e.g., knowledge, techniques, etc.) that they have obtained in the training course after returning to their countries. In order to make good action plans through the training course, each applicant should describe current problems relevant to CTBT, IMS, and NDC that their organizations are facing with in their inception reports.

Notes;

1. The manuscript must be carefully prepared and should be submitted with the application form. The total pages of the Inception Report should not exceed 15 pages including tables and figures.
2. **Page format:** Use A4 white paper sheets (21 cm x 29.7 cm). Leave 2.5 cm margins at the top, right and left sides of the text and 3.5 cm margin at the bottom. Special attention has to be paid in preparing papers using US letter-size paper. It should be appropriately arranged so that it conforms to the above requirements in appearance, namely the manuscript should occupy 16 cm x 23.7 cm in each page. All main text should be single spaced, Times New-Roman types. Use 18pt in capital letters and boldface for **TITLE**, 12pt for authors, and 11pt for the rest, including affiliations, abstract, main text, headings, sub-headings, sub-subheadings, acknowledgements, appendix, references, and captions for figures, photos and tables.
3. **Organization of the papers:** Write the **TITLE** of your paper, centered and in 18pt capital letters and boldface types at the top of the first page. After two more line spaces, write your names in 12pt. Surnames should be in capital. Affiliations should be cited by superscripts. Leave two lines, and then write abstract in 11pt. "**ABSTRACT**" should be in capital letters and boldface and be followed by the text of Abstract. After three lines, start main body of your paper in 11pt. The ordinary pages, starting from the second page, contain the main text from the top line. Avoid footnotes and remarks. Explain in the main text, or in Appendices, if necessary. Affiliation itself should be put at the bottom of the first page, cities, countries and e-mail addresses of all authors, as indicated above.
4. **Headings:** Use at most three levels of headings, i.e., headings, subheadings and sub-subheadings. Headings shall be written in capital letters, boldface types, and centered of your text. Leave two lines space before headings and one after them. Do not indent the first line after headings, subheadings and sub-subheadings. First lines of the other text paragraphs should be indented as indicated here. Do not leave blank lines between paragraphs. **Subheadings:** Subheadings shall be written in lower-case letters and boldface types, right against the left side of your text, as indicated here. Leave one line space before and after subheadings. Use the above mentioned rules for indentation. **Sub-subheadings:** The only difference with respect to subheadings is that sub-subheadings shall be in Italic and no lines space shall be left after sub-subheadings. Don't put numbering to heading of any level.
5. **Equations and symbols:** Use high quality fonts for both mathematical equations and symbols. Papers with hand-written mathematical equations and symbols are not accepted. Equations should be centered and numbered. Leave one line above and below equations. The equation number, enclosed in parentheses, is placed flush right. Equations should be cited in the text as Eq. (1).
6. **Figures, tables and photos:** Figures and tables shall be legible and well reproducible, and photos shall be clear. Colored figures, tables and photo will be printed in Black and White. Captions shall be written directly beneath figures and photos and above tables, and shall be numbered and cited as Figure 1, Table 1 or Photo 1. They should be written in 11pt, and centered. Long captions shall be indented. Do not use capital letter

or boldface types for captions. Figures, tables and photos shall be set possibly close to the positions where they are cited. Do not place figures, tables and photos altogether at the end of manuscripts. Figures, tables and photos should occupy the whole width of a page, and do not place any text besides figures, tables and photos. Leave one line spacing above and bottom of figures, tables and photos. Do not use small characters in figures and tables. Their typing size should be at least 9pt or larger.

7. **Unit:** Use SI unit in the entire text, figures, and tables. If other units are used, provide it in parentheses after the SI unit as 2MPa (19.6 kg/cm²).
8. **CONCLUSIONS:** Write a **CONCLUSIONS** section at the end of your paper, followed by ACKNOWLEDGEMENTS, APPENDICES and REFERENCES.
9. **ACKNOWLEDGMENTS:** Acknowledgments should follow CONCLUSIONS.
10. **APPENDIX:** Appendixes should be placed between Acknowledgments and References, if any.
11. **REFERENCE:** All references should be listed in alphabetical order of the first author's family name. They are referred in the main text like (Gibson 1995a). Write the reference list as;
 Gutenberg, B., and Richter, C. F., 1954, Seismicity of the Earth and Associated Phenomena, 2nd ed. Princeton Univ. Press, Princeton, NJ.
 Richter, C. F., 1935, an instrument earthquake magnitude scale, *Bull.Seis. Soc.Am.*25, 1-32.
12. **Date of acceptance:** This will be assigned after accepted for publication and added to the end of manuscript by Editorial Board. They should be written in parentheses in 9pt in boldface types.

<Sample for Inception Report>

【Sample for the cover sheet】

Knowledge Co-Creation Program on Global Seismological Observation 2018 (COURSE ID: J18-04441) INCEPTION REPORT ON 1. Name of Participant 2. Name of Organization

【Sample for the first page】

TITLE OF THE INCEPTION REPORT by AUTHOR* ABSTRACT <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> INTRODUCTION <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> * The Author's organization and occupation are to be written here.
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VI. Annex II:

(For your information) Tentative Schedule of the program (JFY2021) Global Seismological Observation Course

**Please note that this is a tentative schedule and it may be subject to change.*

As of September 1, 2021

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
1/3	1/4	1/5	1/6	1/7	1/8	1/9
	15:00-18:00 Preparation: Computer Settings	15:00-18:00 Preparation: Computer Settings	15:00-17:00 Preparation: Computer Settings	15:00-18:00 Preparation: Computer Settings		
1/10	1/11	1/12	1/13	1/14	1/15	1/16
	15:00-15:40 IISSE Orientation 15:40-17:00 Interview 17:00-17:30 Overview of the Curriculum	15:00-18:00 Introduction to Unix (1/2) (Y. Fujii)	15:00-17:00 Introduction to Unix (2/2) (Y. Fujii)	15:00-18:00 Instrumentation and Observation (1/8) (Seismometer) (T. Yokoi)		
1/17	1/18	1/19	1/20	1/21	1/22	1/23
15:00-17:00 Earthquake Monitoring and Tsunami Warning Services in JMA (JMA)	15:00-18:00 Data Processing (1/3) (Retrieval of Digital Seismic Data and Disposal of Format) (T. Hara)	15:00-18:00 Data Processing (2/3) (Spectral Analysis) (B. Shibasaki)	15:00-18:00 Data Processing (3/3) (Digital Filter) (B. Shibasaki)	15:00-18:00 Presentation of Inception Report		
1/24	1/25	1/26	1/27	1/28	1/29	1/30
15:00-18:00 Hypocenter Location (1/3) (S. Kita)	15:00-18:00 Hypocenter Location (2/3) (S. Kita)	15:00-18:00 Hypocenter Location (3/3) (S. Kita)	15:00-18:00 Source Mechanism (1/4) (T. Hara)	15:00-18:00 Source Mechanism (2/4) (T. Hara)		
1/31	2/1	2/2	2/3	2/4	2/5	2/6
15:00-18:00 Source Mechanism (3/4) (Y. Yagi)	15:00-18:00 Source Mechanism (4/4) (Y. Yagi)	15:00-18:00 Instrumentation and Observation (2/8) (Seismic Network) (H. Inoue)	15:00-18:00 Instrumentation and Observation (3/8) (Introduction of CTBT Regime Concerning Seismology in Japan and NDC) (T. Sakamoto)	15:00-18:00 Lecture by A-Bomb Survivor, Introduction to Hiroshima Peace Memorial Museum		

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
2/7	2/8	2/9	2/10	2/11	2/12	2/13
15:00-18:00 Discrimination by mb-Ms (K. Tamaribuchi)	15:00-18:00 Seismic Array Data Analysis (M. Ogiso)	15:00-18:00 Instrumentation and Observation (4/8) (Design of Seismic Network I) (H. Inoue)	15:00-18:00 Instrumentation and Observation (5/8) (Noise Survey I) (T. Hayashida)	National Holiday (National Foundation Day)		
2/14	2/15	2/16	2/17	2/18	2/19	2/20
15:00-18:00 Instrumentation and Observation (6/8) (Noise Survey II) (T. Hayashida)	15:00-18:00 Instrumentation and Observation (7/8) (Design of Seismic Network II) (H. Inoue)	15:00-17:00 Lecture at Ministry for Foreign Affairs (MOFA)	15:00-19:00 Introduction of IDC I Overview of the IDC, IDC: Collection of Data, Analytical Methods and Output Flow (CTBTO Lecturer)	15:00-19:00 Introduction of IDC II Roles of NDC and Coordination with NDC Q&A, Discussion (CTBTO Lecturer)		
2/21	2/22	2/23	2/24	2/25	2/26	2/27
15:00-18:00 Instrumentation and Observation (8/8) (FDSN Web Service) (S. Tsuboi)	15:00-18:00 Discrimination by Short-Period Seismograms (Y. Yoshida, T. Otsu)	National Holiday (Emperor's Birthday)	15:00-18:00 Geotool (1/2) (T. Fujii, M. Motohashi)	15:00-18:00 Geotool (2/2) (T. Fujii, M. Motohashi)		
2/28	3/1	3/2	3/3	3/4	3/5	3/6
15:00-18:00 General Discrimination Technique (1/3) (Y. Yoshida, T. Otsu, Y. Fujii)	15:00-18:00 General Discrimination Technique (2/3) (Y. Yoshida, T. Otsu, T. Hayashida)	15:00-18:00 General Discrimination Technique (3/3) (Y. Yoshida, T. Otsu, B. Shibasaki)	15:00-18:00 Presentation of Action Plan (MOFA, JICA, B. Shibasaki)	15:00-16:00 General Meeting 16:30-17:00 Closing Ceremony		

JICA: Japan International Cooperation Agency

BRI: Building Research Institute / IISSE: International Institute of Seismology and Earthquake Engineering

JMA: Japan Meteorological Agency

MOFA: Ministry of Foreign Affairs

VI. Annex III:

(For your information) Relevant organization list

The list below shows relevant organizations, which have experience to send their members to this training program. It is not compulsory to select applicants only from these organizations. Each country can consider and decide which organizations are relevant and appropriate to this program.

Bhutan	<ul style="list-style-type: none">• Department of Geology and Mines, Ministry of Economic Affairs, Royal Government of Bhutan (DGM)
Egypt	<ul style="list-style-type: none">• National Research Institute of Astronomy and Geophysics
India	<ul style="list-style-type: none">• National Centre for Seismology (NCS), Ministry of Earth Sciences• Seismological Observatory, National Geophysical Research Institute
Iran	<ul style="list-style-type: none">• International Institute of Earthquake Engineering and Seismology
Kenya	<ul style="list-style-type: none">• University of Nairobi
Nepal	<ul style="list-style-type: none">• National Seismological Center, Department of Mines and Geology
Philippines	<ul style="list-style-type: none">• Manila Observatory• Philippine Institute of Volcanology and Seismology
Uganda	<ul style="list-style-type: none">• Directorate Of Geological Survey and Mines

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs is being customized by the different target organizations to address the specific needs, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from a process of adoption and adaptation, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has developed a storehouse of knowledge not found elsewhere from unique systems of organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

JICA, therefore, would like to invite as many leaders of partner countries as possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



Contact Information for Inquiries

For inquiries and further information, please contact the JICA overseas office or the Embassy of Japan. Further, address correspondence to:

JICA Tsukuba Center (JICA TSUKUBA)

Address: 3-6 Koyadai, Tsukuba, Ibaraki 305-0074, Japan

TEL: +81-29-838-1744 FAX: +81-29-838-1776

Guidelines of Application Form for the JICA Training and Dialogue Program

The attached form is to be used to apply for the training and dialogue programs of the Japan International Cooperation Agency (JICA), which are implemented as part of the Official Development Assistance Program of the Government of Japan. Please complete the application form while referring to the following and consult with the respective country's JICA Office - or the Embassy of Japan if the former is not available - in your country for further information.

1. Parts of Application Form to be completed

1) Which part of the form should be submitted?

It depends on the type of training and dialogue program you are applying for.

>Application for Group and Region Focused Training Program

Official application and Parts A and B including Medical History and Examination must be submitted.

>>Application for Country Focused Training Program including Counterpart Training Program

Part B including Medical History and Examination will be submitted. Official application and Part A need not to be submitted

2) How many parts does the Application Form consist of?

The Application Form consists of three parts as follows;

Official Application

This part is to be confirmed and signed by the head of the relevant department/division of the organization which is applying.

Part A. Information on the Applying Organization

This part is to be confirmed by the head of the relevant department/division of the organization which is applying.

Part B. Information About the Nominee including Medical History and Examination

This part is to be completed by the person who is nominated by the organization applying.

The applicants for Group and Region Focused Training Program are required to fill in every item. As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated "**required**" items as is shown on the Form.

Please refer to the General Information to find out which type the training and dialogue program that your organization applies for belongs to.

2. How to complete the Application Form

In completing the application form, please be advised to:

- (a) carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,
- (b) be sure to write in the title name of the course/seminar/workshop/project accurately

according to the GI, which you intend to apply,

- (c) use a typewriter/personal computer in completing the form or write in **block letters**,
- (d) fill in the form in **English**,
- (e) use ☒ or "x" to fill in the () check boxes,
- (f) attach a picture of the Nominee,
- (g) attach additional page(s) if there is insufficient space on the form,
- (h) prepare the necessary document(s) described in the General Information (GI), and attach it (them) to the form,
- (i) confirm the application procedure stipulated by your government, and
- (j) submit the original application form with the necessary document(s) to the responsible organization of your government according to the application procedure.

Any information that is acquired through the activities of the Japan International Cooperation Agency (JICA), such as the nominee's name, educational record, and medical history, shall be properly handled in view of the importance of safeguarding personal information.

3. Privacy Policy

1) Scope of Use

Any information used for identifying individuals 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 identifying information and other materials in accordance with the provisions of this privacy policy.

2) Limitations on Use and Provision

JICA shall never intentionally provide information that can be used to identify individuals 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 information grants permission for its disclosure to a third party;
- (c) In cases in which JICA commissions a party to process the information collected; the information provided will be within the scope of the commissioned tasks.

3) Security Notice

JICA takes measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.

4. Copyright policy

Participants of the JICA Training and Dialogue program are requested to comply with the following copyright policy;

Article 1. Compliance matters with participants' drafting of documents (various reports, action plans, etc.) and presentations (report meetings, lectures, speeches, etc.)

- 1. Any contents of the documents and presentations shall be created by themselves in principle.

2. Comply with the following matters, if you, over the limit of quotation, have to use a third person's work (reproduction, photograph, illustration, map, figure, etc.) that is protected under laws or regulations in your country or copyright-related multinational agreements or the like:

- (1) Obtain license to use the work on your own responsibility. In this case, the scope of the license shall meet the provisions of Article 2.
- (2) Secure evidential material that proves the grants of the license and specifies the scope of the license.
- (3) Consult with the third party and perform the payment procedure on your own responsibility regarding negotiations with a third person about the consideration for granting the license and the procedure for paying the consideration,.

Article 2. Details of use of works used for training

- (1) The copyright on a work that a participant prepares for a training course shall belong to the trainee. The copyright on the parts where a third party's work is used shall belong to the third party.
- (2) When using texts, supplementary educational materials and other materials distributed for the JICA training courses, participants shall comply with the purposes and scopes approved by each copyright holder.

**Application Form for the JICA Training and Dialogue Program****OFFICIAL APPLICATION**

(to be confirmed and signed by the head of the relevant department / division of the applying organization)

1. Title: (Please write down as shown in the General Information)

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2. Number: (Please write down as shown in the General Information)

J	0		-						
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3. Country Name:

--	--	--	--	--	--	--	--	--	--

4. Name of Applying Organization:

--	--	--	--	--	--	--	--	--	--

5. Name of the Nominee(s):

1)	3)
2)	4)

Our organization hereby applies for the training and dialogue program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

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

Confirmation by the organization in charge (if necessary)

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:						Official Stamp	
Designation / Position							
Department / Division							

Part A: Information on the Applying Organization

(to be confirmed by the head of the department / division)

1. Profile of Organization**1) Name of Organization:****2) The mission of the Organization and the Department / Division:****2. Purpose of Application****1) Current Issues: Describe the reasons for your organization claiming the need to participate in the training and dialogue program, with reference to issues or problems to be addressed.****2) Objective: Describe what your organization intends to achieve by participating in the training and dialogue program.**



3) Future Plan of Actions: Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.

4) Selection of the Nominee: Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the training and dialogue program, 4) Plan of organization and 5) Others.

Part B: Information about the Nominee

(to be completed by the Nominee)

NOTE>>>The applicants for Group and Region Focused Training Program are required to fill in "Every Item". As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated "required" items as is shown below.

1. Title: (Please write down as shown in the General Information) **(required)**

--	--	--	--	--	--	--	--	--	--

2. Number: (Please write down as shown in the General Information) **(required)**

J	0		-						
---	---	--	---	--	--	--	--	--	--

Attach the nominee's photograph (taken within the last three months) here
Size: 4x6
(Attach to the documents to be submitted.)

3. Information about the Nominee(nos. 1-9 are all required)

1) Name of Nominee (as in the passport)

Family Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Middle Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

2) Nationality (as shown in the passport)			5) Date of Birth (please write out the month in English as in "April")			
3) Sex	() Male	() Female	Date	Month	Year	Age
4) Religion						

6) Present Position and Current Duties

Organization							
Department / Division							
Present Position							
Date of employment by the present organization	Date	Month	Year	Date of assignment to the present position	Date	Month	Year

7) Type of Organization

() National Governmental	() Local Governmental	() Public Enterprise
() Private (profit)	() NGO/Private (Non-profit)	() University
() Other ()		

8) Outline of duties: Describe your current duties

--	--	--	--	--	--	--	--

**9) Contact Information**

Office	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Home	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Contact person in emergency	Name:	
	Relationship to you:	
	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:

10) Others (if necessary)

--

4. Career Record**1) Job Record (After graduation)**

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

2) Educational Record (Higher Education)(required)

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

3) Training or Study in Foreign Countries; please write your past visits to Japan specifically as much as possible, if any.

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

5. Language Proficiency (required)

1) Language to be used in the program (as in GI)					
Listening	() Excellent	() Good	() Fair	() Poor	
Speaking	() Excellent	() Good	() Fair	() Poor	
Reading	() Excellent	() Good	() Fair	() Poor	
Writing	() Excellent	() Good	() Fair	() Poor	
Certificate (Examples: TOEFL, TOEIC)					
2) Mother Tongue					
3) Other languages ()	() Excellent	() Good	() Fair	() Poor	

¹ 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.

¹ Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.

¹ Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.

¹ Poor: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

6. Expectation on the applied training and dialogue program

1) Personal Goal: Describe what you intend to achieve in the applied training and dialogue program in relation to the organizational purpose described in Part A-2.

2) Relevant Experience: Describe your previous vocational experiences which are highly relevant in the themes of the applied training and dialogue program. (required)

3) Area of Interest: Describe your subject of particular interest with reference to the contents of the applied training and dialogue program. (required)

***7. Declaration (to be signed by the Nominee) (required)**

I certify that the statements I made in this form are true and correct to the best of my knowledge.

If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for the program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements the program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation,
- (g) to consent to waive exercise of my copyright holder's rights for documents or products that are produced during the course of the project, against duplication and/or translation by JICA, as long as they are used for the purposes of the program.
- (h) to approve the privacy policy and the copyright policy mentioned in the Guidelines of Application.

JICA's Information Security Policy in relation to Personal Information Protection

- JICA will properly and safely manage personal information collected through this application form in accordance with JICA's privacy policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.

- Unless otherwise obtained approval from an applicant itself or there are valid reasons such as disclosure under laws and ordinances, etc., and except for the following 1.-3., JICA will neither



Japan International Cooperation Agency

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provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in the following 1.-3 and will not use for any purpose other than the following 1.-3 without prior approval of an applicant itself.

1. To provide technical training to technical training participants from developing countries.
2. To provide technical training to technical training trainees from developing countries under the Citizens' Cooperation Activities..
3. In addition to 1. and 2. above, if the government of Japan or JICA determines necessary in the course of technical cooperation.

Date:	Signature:
	Print Name:

Date:	Signature:
	Print Name: