



## Appel à candidature

**Objet** : Offre de stage de formation en groupe au Japon intitulé « Value-chain Development For Sustainable Use of Fisheries Ressources ».

**P.J (03)** : - General Information on Value-chain Development for Sustainable Use of Fisheries Ressources ;  
- Guidelines of Application Form for the JICA Knowledge Co-Creation Program ;  
- Application Form for the JICA Knowledge Co-Creation Program (Format PDF et WORD).


Dans le cadre de la mise en œuvre du programme de co-création des connaissances par l'Agence Japonaise de Coopération Internationale « JICA », J'ai l'honneur de vous informer que ladite Agence offre un stage de formation dispensé en langue anglaise sous le thème « Value-chain Development for Sustainable Use of Fisheries Ressources », et qui sera organisé en visioconférence du *08 au 26 Février 2021* et en présentiel du *23 Avril au 04 Juin 2021*. En effet, ce programme vise à acquérir des connaissances et des compétences avancées ainsi qu'une expérience pratique en matière du développement de la chaîne de valeur pour l'utilisation durable des ressources halieutiques.

Toutefois, la formation en mode présentiel prévue au Japon peut être modifiée, réduite ou annulée selon le contexte actuel marqué par la crise sanitaire due au COVID 19.

Il est à signaler que les frais de transport aérien aller-retour (Maroc-Japon-Maroc), l'hébergement ainsi que l'indemnité de séjour, seront pris en charge par la JICA.

### **1. Conditions d'accès au stage de formation :**

#### **1.1. Les conditions essentielles pour participer à cette formation :**

- Etre titulaire d'un diplôme d'enseignement supérieur ;
- Justifier d'au moins cinq ans d'expérience dans le domaine de la gestion des ressources halieutiques ou du développement de la chaîne de valeur en tant que gestionnaire ;
- Maitriser un niveau d'anglais équivalant à un score de 77 TOEFL iBT ou plus (ce programme inclut la participation aux discussions et présentations qui requièrent des compétences en anglais) ;
- Etre en bonne santé : 

- Justifier d'au moins quatre ans de service dans l'administration publique.

### **1.2. Les conditions recommandables :**


- Candidats ayant une personnalité enthousiaste et un esprit d'équipe ;
- Etre âgé de moins de 40 ans ;
- Maîtrise de langue anglaise (TOEFL iBT scores Reading 18, Listening 17, Speaking 22, Writing 20, Total 77 or more).

### **1.3. Autres conditions :**

Concernant la formation à distance qui sera organisée en visioconférence « Zoom », les candidats sont tenus de remplir les conditions suivantes :

- Article indispensable : ordinateur portable ou bureau ;
- Réseau stable : doit être sécurisé pour assister aux cours en ligne ;
- Logiciel d'application : le logiciel de Web conférence « Zoom » doit être téléchargé pour assister aux cours en ligne ;
- Lieu : Bureau ou domicile des participants, ou salle de conférence désignée par la JICA.

## **2. Contenu du dossier de candidature :**

- Formulaire de candidature « **Application Form for the JICA Knowledge Co-Creation Program (Format PDF et Word)** » (P.J n°3) dûment rempli, imprimé et signé conformément au **Guidelines of Application Form for the JICA Knowledge Co-Creation Program (P.J n°2)** ;
- Certificat de score de langue anglaise du candidat ;
- Photocopie du passeport ;
- CV comportant les formations académiques, les compétences requises, les expériences professionnelles et les tâches exercés par le candidat dans le cadre de sa fonction ;
- Demande de participation à la formation comportant l'avis favorable du responsable hiérarchique ;
- Une séquence vidéo montée en langue anglaise sous le titre « Me and My job » portant le nom du candidat et se rapportant à ses activités de travail quotidien. La vidéo doit être enregistrée sous l'un des formats conventionnels (MOV, MP4, AVI et WMV) et ne doit pas dépasser 200 MB. 

### **3. Les Dossiers de candidature (Supports physique et électronique) à faire parvenir à la D.A.G.J :**

#### **3.1.Support physique de candidature**

Les dossiers physiques de candidature sont au choix des candidats :

- Soit envoyés par courrier postal : 476 B.P Agdal Rabat, Département de la Pêche Maritime ;
- Soit déposés contre récépissé au bureau d'ordre du Département de la Pêche Maritime au 476, Rue Mohamed Belhassen El Ouazzani, Quartier Administratif, CP 10000, Rabat.
- L'enveloppe qui comprend les dossiers de candidature doit être sous pli fermé et porter :
  - L'intitulé du stage de formation ;
  - L'avertissement que : « L'enveloppe ne doit être ouverte que par le Secrétariat Général ou la Direction des Affaires Générales et Juridiques, " D.A.G.J " ».

#### **3.2. Support électronique de candidature**

- Le dossier de candidature doit être scanné et envoyé à l'adresse suivante : **formationcontinue@mpm.gov.ma** y compris la séquence vidéo montée ;

Les dossiers de candidature (supports physique et électronique) doivent parvenir à la **D.A.G.J** avant le **28 Décembre 2020, délai de rigueur**.

Tout dossier de candidature incomplet ou reçu hors délais ne sera pas pris en considération.

### **4. Les documents à préparer et à soumettre par les candidats acceptés :**

Les candidats acceptés seront notifiés par le bureau de la JICA au Maroc ou par l'ambassade du Japon, au plus tard le **08 Janvier 2021** et doivent préparer une note de synthèse, un rapport de pays et les soumettre à la JICA conformément aux exigences citées dans le document « **General Information on Value-chain Development for Sustainable Use of Fisheries Resources** » (P.J n°1).

### **5. Contact d'informations :**

Service de la Gestion des Compétences et de  
la Formation Continue des Fonctionnaires

Tél : 05 37 68 80 23

Tél : 05 37 68 84 21

Email : [formationcontinue@mpm.gov.ma](mailto:formationcontinue@mpm.gov.ma)

La Secrétaire Générale

Signé: Mme Zahra DRIOUICH



### Application Form for the JICA Knowledge Co-Creation 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)

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

**3. Country Name:**

**4. Name of Applying Organization:**

**5. Name of the Nominee(s):**

1)	3)
2)	4)

Our organization hereby applies for Knowledge Co-Creation program (KCCP) 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:		
Designation / Position		Official Stamp



**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 Knowledge Co-Creation Program (KCCP), with reference to issues or problems to be addressed.

2) Objective: Describe what your organization intends to achieve by participating in KCCP.



**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 KCCP, 4) Plan of organization and 5) Others.**



**Part B: Information about the Nominee**

(to be completed by the Nominee)

NOTE>>>The applicants for Knowledge Co-Creation Program (KCCP) (Group and Region Focus) are required to fill in "Every Item". As for the applications for KCCP (Country Focus) including KCCP for Counterpart and some specified 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)

[Empty box for Title]

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

[Empty box for Number]

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

[Grid for Family Name]

First Name

[Grid for First Name]

Middle Name

[Grid for 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

[Large empty box for Outline of 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)**

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**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

<sup>1</sup> 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.

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

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

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



**6. Expectation on the applied KCCP**

1) **Personal Goal:** Describe what you intend to achieve in the applied KCCP in relation to the organizational purpose described in PartA-2.

2) **Relevant Experience:** Describe your previous vocational experiences which are highly relevant in the themes of the applied KCCP. (required)

3) **Area of Interest:** Describe your subject of particular interest with reference to the contents of the applied KCCP.(required)

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

I certify that the statements I have 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 a 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 said 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 is continuation.
- (g) To consent to waive any copyright holder's rights for documents or products produced during 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 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 KCCP to the participants from developing countries.
2. To provide KCCP to the participants 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.

(i) to follow the Term of Use for the Online KCCP shown in the JICA Website :  
[https://www.jica.go.jp/english/our\\_work/types\\_of\\_assistance/tech/acceptance/training/index.html](https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)

Date:	Signature:
	Print Name:



**MEDICAL HISTORY**

1. Present Medical Status

(a) Do you currently use any medicine or have regular medical checkup by a physician for your illness?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Name of illness ( _____ ), Name of medicine ( _____ )
<i>If yes, please attach your doctor's letter (preferably, written in English) that describes current status of your illness and agreement to join the program.</i>	

(b) Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Months of pregnancy ( _____ months)
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(c) Are you allergic to any medication or food?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: What are you allergic to? ( _____ )
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(d) Please indicate any needs arising from disabilities that might necessitate additional support or facilities.

( _____ )
<i>Note: Disability does not lead to exclusion of persons with disability from the program. However, upon the situation, you may be directly inquired by the JICA official in charge for a more detailed account of your condition.</i>

2. Past Medical History

(a) Have you had any significant or serious illness?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Please specify ( _____ )
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(b) Have you ever been a patient in a mental clinic or been treated by a psychiatrist?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Please specify ( _____ )
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3. Other Medical Problems

If you have any medical problems that are not described above, please indicate below.

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I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program.

Date	Signature
	Print Name



# 【Online & In Japan】 Knowledge Co-Creation Program

GENERAL INFORMATION ON  
Value-chain Development for Sustainable Use of Fisheries  
Resources

課題別研修「水産資源の持続的利用とバリューチェーン開発」

JFY 2020

NO. 201902267J001 / ID. 201902267

Course Period(※) :

- 1) Online Program Period  
From 8 February 2021 to 26 February 2021
- 2) Course Period in Japan  
From 23 April 2021 to 4 June 2021

(※) In the context of the COVID-19 pandemic, please note that there is still a possibility the course period will be changed, shortened, or the course itself will be cancelled.

This information pertains to one of the knowledge Co-creation Program of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments. **Please refer to the Program Description for easier understanding.**

'JICA Knowledge Co-Creation (KCC) Program' as a New Start

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

# ***I. Concept***

## **Background**

Fisheries and aquaculture have been important food and income sources for millions of livelihoods around the world. Demand for fisheries products has been rapidly increasing as global economic development and population increase, and responsible use of fisheries resources is becoming more important to achieve a sustainable future. Hence, around the world there are high expectations for our future in a prudential management approach to fisheries resources utilization based on scientific methodologies.

Japan has a long history with aquatic resources and vast experience in co-management of fishing, aquacultures and fisheries resources. Positive and negative consequences from intensive development and aquaculture technologies and resource reduction caused by overfishing provided opportunities for unique and practical improvements to Japanese culture in terms of sustainability backed by a history of validations. With the current deterioration of the aquatic environment and climate changes, Japanese adaptive approaches with the validations may be practical to explore the best alternative for a variety of countries and livelihoods with aquatic resources.

Hokkaido University (HU), a committed organization of this program, is one of the most historical national universities, and the Faculty of Fisheries Sciences (FFS) of HU have fostered human resources with a "frontier spirit" for development in Japan. The FFS/HU has produced many experts and scientists who are playing important roles in many practical research projects of fisheries development. We have its active involvement in this program, with their knowhow based on the experiences of contribution to sustainable aquatic resources and fisheries management such as, adaptive control of fishing pressure with value chain development and improvement of supply chain. Specific cases of utilization of unutilized resources, such as marine algae (sea weeds), are introduced by course lecturers and experts as well as and successful locals in this "online" and "onsite" hybrid course in beautiful Hokkaido, which was originally known as a "EZO (wilderness)."

## **For what?**

This program enables participants to learn advanced knowledge and skills as well as gain practical experience in value chain development for sustainable use of fisheries resources. During/post COVID-19 situation, adaptive strategies and active public involvement are keys for successful development. We will cover them with facilitation practices with case studies with prepared instructions.

### **For whom?**

This program offers to officers or researchers of central and local government agencies in charge of fisheries development. It is also open to leaders of fishers' or fish processors' groups/organizations.

### **How?**

After intensive program in your own country with on-line contents and assigned works, you will have opportunities to learn new approaches to develop sustainable value chains on fisheries products by analyzing and finding measures for present constraints through advanced lectures, practices and field visits with Japanese experts in the field.

You will communicate and cooperate with experts and locals in the field then analyze problems/constraints in their fisheries and the value chains. Finally, participants will formulate an action plan with practical knowledges built through the experiences. The action plan should describe what the participant will do after they go back to their home country and apply the knowledge and ideas acquired. During this program, you are expected to actively discussed and refine your action plans before and while staying in Japan with other colleagues, FFS/HU members and Hokkaido locals with diverse perspectives.

## **II. Description**

- 1. Title: Value chain Development for Sustainable Use of Fisheries Resources(No.201902267J001)**
- 2. Course Period**
  - (1) Online Program Period  
From 8 February 2021 to 26 February 2021
  - (2) Course Period in Japan  
From 23 April 2021 to 4 June 2021(※)

(※)Notes: The above period includes the quarantine period in Japan(14days).  
If the quarantine can be exempted by Japanese Government before booking air tickets, the period in Japan will be shortened and changed to 'From 8 May to 4 June'.  
If the COVID-19 pandemic has not been calmed down to a safety level globally, the course period may be postponed to late summer (from August to the end of September) by notifying participants in advance.
- 3. Target Countries**

Viet Nam, Myanmar, Sri Lanka, Fiji, St. Vincent, Guyana, Morocco, Tunisia, Seychelles, Tanzania
- 4. Eligible / Target Organization**

This program targets for officers/managers of Fisheries Development, Fisheries Resource Management, Aquaculture, and Fisheries Food Processing
- 5. Course Capacity (Upper limit of Participants)**

10 participants
- 6. Language to be used in this program: English**
- 7. Course Objective:**

Participants will be able to learn the advanced knowledge and skills as well as to gain practical experiences on value-chain development for sustainable use of fisheries resources.
- 8. Overall Goal:**

Participants will be able to carry out sustainable fisheries management with their stakeholders (fishing, aquaculture, processing and others) based on a logical framework learned through this program.



### 9. Expected Module Output and Contents:

This program consists of the following components.

Expected Module Output	Subjects/Agendas	Methodology	
1. Participants will be able to analyze problems in the fisheries sector in their own country	(1) Organize necessary background information of own country and target sector/communities to compare cases introduced in the program (Strengths weaknesses, Risks and threats, fundamental statistics, policies, Historical/cultural background)	Groupworks/individual works (Drills*) in each country	On-line
		Presentation	On-line, Activities in Japan
		Groupworks/individual works with experts and tutors	Activities in Japan
	(2) Problem Identification on target fisheries sector and/or communities with fisheries.	Lecture (fundamentals)	On-line
		Groupworks/individual works (Drills) in each country	On-line
		Groupworks/individual works with experts and tutors	Activities in Japan
	(3) Problem Identification on related fisheries policies, programs and institutions.	Lecture	Activities in Japan
		Groupworks/individual works with experts and tutors	
2. Participants will be able to understand practical ideas on value chain development and make workable plans.	(1) Learn Practical Value Chain (hereafter, PVC) Development Strategy to prevent overexploitations of fisheries resources The "PVC" includes: ① Classic Value Chain model theory and application for target stakeholder group ② Supply chain of fisheries products and value network among stakeholders ③ Supplemental activities, such as value additions, conventional resource evaluations and capitalization as a stakeholder/stakeholders	On-demand VCR	On-line
		Lecture	On-line, Activities in Japan
		Groupworks/individual works with experts and tutors	Activities in Japan
	(2) Application of the PVC model and diagnose cases in each country	Groupworks/individual works (Drills) in each country	On-line
		Groupworks/individual works (Action planning) in Japan	Activities in Japan
	(3) Observe and experience the effective value/add-value activities in Hokkaido	Field visit	Activities in Japan

	(4) Application of the PVC model and diagnose cases in Hokkaido	Lecture Field visit	Activities in Japan
3. Participants will be equipped with effective means, methodologies and alternatives in value chain development.	(1) Review of effective alternatives in cases of fisheries development	Groupworks/individual works with experts and tutors	Activities in Japan
	(2) Training on communication for dissemination of alternatives for fisheries development		
	(3) Practical training of implementation in case studies on sustainable value chain development through experiences with Hokkaido locals and fisheries stakeholders	Field practices	
4. Participants will be able to design and propose a realistic and sustainable fisheries development plan.	(1) Fundamental facilitation training for involvement	Groupworks/individual works with experts and tutors	Activities in Japan (Partially practice in the on-line session with drills)
		Field practices	
	(2) Capacity development for project planning, implementation and interpretability. ① Development of logical framework and plan of operations ② Exchanges and discussions ③ Presentation of individual action plan and evaluations	Lecture	On-line
		Groupworks/individual works (Drills) in each country	
		Individual works	Activities in Japan
Groupworks/individual works with experts and tutors			
		Presentations to experts and fisheries stakeholders	

\* ... **Drills:** assigned practice exercise for individual trainee or counterpart group. The group is preferred to be assembled with necessary coordination depending upon common fisheries issues, project/plans and the strategies in the organizations.

#### 10. Follow-up Cooperation by Hokkaido University.

After finishing this program, Hokkaido University may conduct follow-up cooperation with participants' organizations, such as on-site seminars or workshop with Japanese experts, etc.

### **III. Conditions and Procedures for Application**

#### **1. Expectations from the Participating Organizations:**

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

#### **2. Nominee Qualifications:**

Applying Organizations are expected to select nominees who meet the following qualifications. Please note that it is not necessarily required that nominees are employed by the applying organizations, as long as they are selected officially by the organizations for their specific purposes. However, the nominees must be either persons who are engaged in the said field or directly related to program subject.

##### **(1) Essential Qualifications**

- 1) Current Duties: be an policy maker / officer / manager / coordinator of sustainable fisheries development or fisheries resource management
- 2) Experience in the relevant field: have more than 5 years' experience in the field of fisheries resource management or value-chain development as officer /manager
- 3) Educational Background: be a graduate of college or university, or those who have an equivalent scholastic ability
- 3) Language: have a competent command of spoken and written English which is equal to TOEFL iBT 77 or more (This program includes participation in discussions and presentations, which requires competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc, if possible)
- 4) Health: must be in good health, both physically and mentally, to participate in the Program in Japan. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.
- 5) Others: must be flexible, proactive and cooperative to do team works in the Program.

## **(2) Recommendable Qualifications**

- 1) Expectations for the Participants: enthusiastic personality who can facilitate to make various stake-holders into one team.
- 2) Age: Under forty (40) years is desirable.
- 3) Competent English speaker ( TOEFL iBT scores Reading 18, Listening 17, Speaking 22, Writing 20, Total 77 or more)

## **(3) Other requirements**

As this course includes Online Program in the respective countries, applicants are required to fulfill the following requirements.

- 1) Indispensable Item: laptop or personal computer
- 2) Stable Network: must be secured to attend the online courses.
- 3) Application Software: Web conferencing software 'Zoom' must be downloaded to attend the online course\*  
(\*download and signup only may be free unless you host a meeting with the application though you may contact JICA personnel for instruction etc. as it necessary: <https://zoom.us/jp-jp/meetings.html>)
- 4) Venue: Participants' office or house, or conference room designated by JICA\*  
(\*"drills" may be worked by individuals or groups. Appropriate coordination for team-up efforts in the group works are recommended for effective learning)

## **3. Required Documents for Application**

- (1) **Application Form:** The Application Form is available at the **JICA office (or the Embassy of Japan)**.
- (2) **Photocopy of passport:** to be submitted 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.  
\*Photocopy should include the following descriptions:  
Name, Date of birth, Nationality, Sex, Passport number and Expire date.
- (3) **Nominee's English Score Sheet:** to be submitted with the application form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

## **4. Procedures for Application and Selection:**

### **(1) Submission of the Application Documents:**

Closing date for applications: **Please inquire to the JICA office (or the Embassy of Japan)**. (After receiving applications, the JICA office (or the Embassy of Japan) will send them to the **JICA Center in JAPAN** by **December 18, 2020**)

**(2) Submission of a Movie “Me and my Job”**

Should include your name and daily works in your office and field within 1 minute in English and below 200 Mb. The available format are MOV, .MP4, .AVI and WMV)

After your authorities accepted your application to this program, please contact us to get URL to upload your movie ASAP. The Focal point is Ms. Fujita Yumi, email is [Fujita-Yumi@jica.go.jp](mailto:Fujita-Yumi@jica.go.jp)

**(3) Selection:**

After receiving the documents through proper channels from your government, the JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to the JICA Center in Japan. Selection will be made by the JICA Center in consultation with concerned organizations in Japan. The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection. Qualifications of applicants who belong to the military or other military-related organizations will be examined on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

**(3) Notice of Acceptance**

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than January 8, 2021**.

**5. Document(s) to be prepared and submitted by accepted candidates:**

**(1) Summary Note**

Before starting online session in Japan, only accepted candidates are required to prepare a “Summary Note” from the content including your/related organization, general information of issues and/or related projects, related regional/national/local quantitative information and source of information (communications in interviews etc. are accepted with dates and name of the interviewee) etc. **A summary Note of your reporting contents of your country and issues must be submitted before January 22th, 2021 to [Sugawara.Kiyohide@jica.go.jp](mailto:Sugawara.Kiyohide@jica.go.jp)**, then exchange comments and update your information with the course leader as it necessary. Necessary contents of the summary note and the country report are provided in the ANNEX “Contents of Summary Note”.

**(2) Contents of your “Country Report”**

Based on the summarized information, a “Country Report” will be requested participants to prepare in activities in Japan. JICA recommends

participants to prepare contents(data such as related available statistics and supplemental information from related surveys/interviews ) that you think helpful for making Country Report, and bring them when coming to Japan.

**6. Conditions for Attendance:**

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) not to extend the period of stay in Japan.
- (4) not to be accompanied by family members during the program.
- (5) to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6) to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7) to observe Japanese laws and ordinances. If there is any violation of the said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of the violation.
- (8) to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.
- (9) not to record online lessons or use contents provided during the program without JICA's permission since all the copy right belong to JICA. Arrangements will be made for streaming the program in case of network problem.
- (10) to go to JICA country office or the place where the internet access is secured to attend the online course.
- (11) to take measure against infectious disease such as wearing the mask, maintaining the social distance and washing hands.

## **IV. Administrative Arrangements**

### **1. Organizer:**

- (1) **Name:** JICA Hokkaido (Sapporo)
- (2) **Contact:** Mr. Sugawara ([Sugawara.Kiyohide@jica.go.jp](mailto:Sugawara.Kiyohide@jica.go.jp))  
Ms. Fujita ([Fujita-Yumi@jica.go.jp](mailto:Fujita-Yumi@jica.go.jp))

### **2. Implementing Partner:**

- (1) **Name:** Faculty of Fisheries, Hokkaido University
- (2) **URL:** [http://www2.fish.hokudai.ac.jp/modules/top\\_en/](http://www2.fish.hokudai.ac.jp/modules/top_en/)

### **3. Travel to Japan:**

- (1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.
- (2) **Travel Insurance:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan will not be covered.

### **4. Accommodation in Japan:**

JICA will arrange the following accommodations for the participants in Japan:

JICA Hokkaido Center (JICA Hokkaido(Sapporo))

Address: Minami 4-25, Hondori 16 chome, Shiroishi-ku, Sapporo, Hokkaido, 003-0026 Japan

Tel : 81(\*)-11(\*\*)-866-8383 Fax :81(\*)-11(\*\*)-866-8382

(where "81" is the country code for Japan, and "11" is the local area code)

If there is no vacancy at JICA Hokkaido (Sapporo), JICA will arrange alternative accommodations for the participants.

JICA Hokkaido (Sapporo) has the following equipment for the participants.

<Private Room> Bed, Prefabricated Bath, Desk, Refrigerator, Hot pot, Bookshelf, Air Conditioning, In-room Safe, TV sets (CNN, NHK(BS), DVD/VHS Video Player)

**\*ATTENTION:** There are no slippers or towels. Soap, shampoo & conditioner, toothpaste & toothbrush, razor, detergent, sewing kit and CD-R can be purchased at the front desk.

### **5. Expenses:**

- (1) The transportation fee and allowance will be paid to attend the online course in a participant's home country according to the regulation of JICA country office.
- (2) The following expenses will be provided for the participants by JICA:
  - 1) Allowances for accommodation, meals, living expenses, outfit, and shipping
  - 2) Expenses for study tours (basically in the form of train tickets.)
  - 3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not

included)

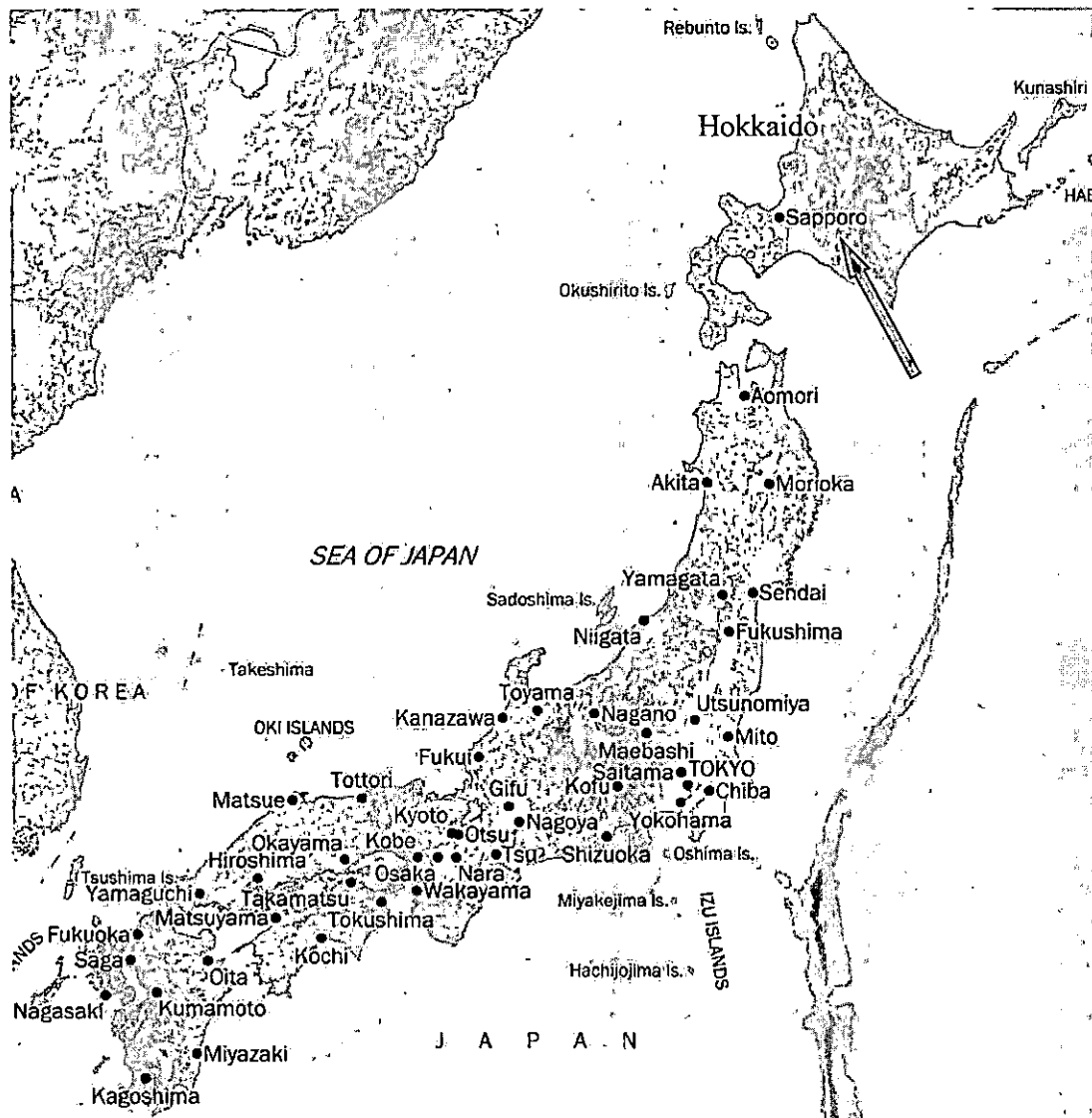
4) Expenses for program implementation, including materials

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.

## 6. Pre-departure Orientation:

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

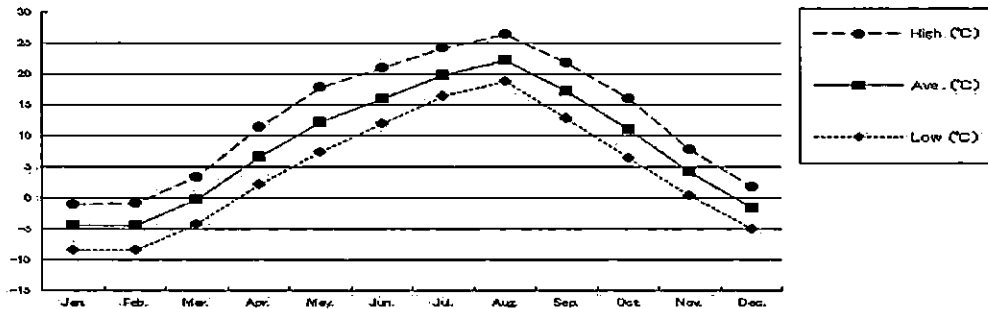
Map of Japan and Hokkaido (Geospatial Information Authority of Japan, 2020)





## V. Other Information

- Participants who successfully complete the training will be awarded a certificate by JICA.
- Climate in Sapporo



	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
High (°C)	-1	-0.8	3.4	11.4	17.8	21	24.2	26.3	21.7	15.9	7.8	1.7
Ave. (°C)	-4.4	-4.4	-0.2	6.5	12.2	16	19.8	22.1	17.1	11	4.1	-1.6
Low (°C)	-6.4	-6.5	-4.2	2.1	7.3	11.9	16.4	18.7	12.8	6.3	0.4	-5
Snow (cm)	58	83	64	2							5	28

### \*Typical Seasonal Wear

(May) Long sleeves, short sleeves, Light jacket

The daily minimum temperatures of Sapporo in May is 7.3 degrees Celsius. You need to prepare adequate clothing such as a wind breaker, jacket and long shirt, since the temperature in some areas you will visit may be colder than Sapporo.

### 4. Recreation

- Participants can use an indoor swimming pool and gymnasium located next to JICA Hokkaido (Sapporo). The charges are paid by JICA.
- JICA encourages international friendship exchange between the participants and local communities. Therefore, it would be helpful for participants to bring national costumes and materials such as slides, videos, and music cassette or CDs that explain respective cultures in their countries.

### 5. Equipment of JICA Hokkaido (Sapporo).

JICA Hokkaido (Sapporo) has the following Audio-Visual equipment for training.

Video recorder, Overhead projector, Slide Projector, Multimedia Projector (available to use Microsoft Power Point)

### 6. Cultural exchange

If the participant wishes to have cultural exchange opportunity, here are some suggestions:

Traditional games, national costume, musical instruments, typical crafts using local materials, traditional cooking/eating utensils, pictures showing daily life, small national flag, local newspaper. (Bringing these items is not a requirement. Please try not make your luggage so large.)

## **VI. ANNEX:**

### **“Summary Note” and “Contents of Country Report” Presentation**

#### **1. Summary Note**

Summary Note aims to share and clarify your issues in fisheries resource management with us and others in the activities in Japan. Then, helps participants for logical planning with a variety of information.

#### **INSTRUCTIONS:**

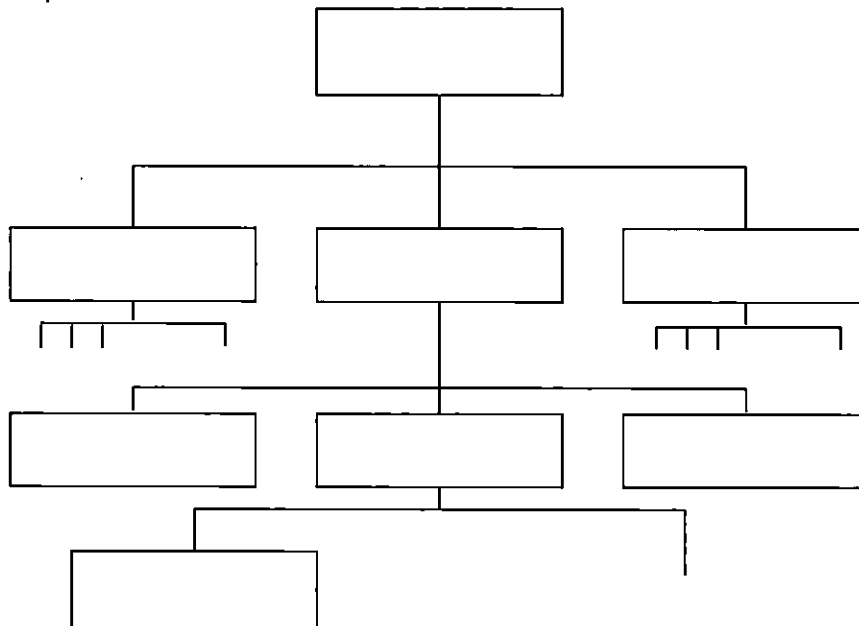
- 1) A “summary note” should be prepared in **English** and summarized in approximately **3 (three) pages**.
- 2) Should cover **ALL** “Items” as followings

#### **[ITEMS OF the Summary Note]**

- 1) Current Job and Organization (affiliation and background information of it)
  - a. General quantitative information of your country and socio-economic attributes especially to fisheries sectors
  - b. Name of participant's organization
  - c. Participant's present job and specialities in value chain development for sustainable fisheries resource management
  - d. Organization Chart

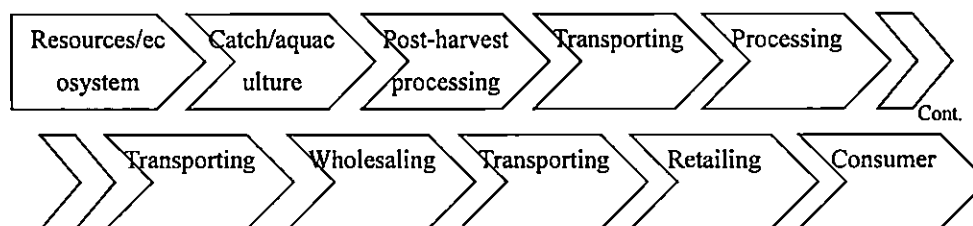
Referring to the example below, draw the chart of the organization and indicate your department/division/section with a double line.

<Example>



- e. List problems/constraints in fisheries, fisheries related industry or/and fisheries resources (including your specific interest as a issue).

f. To express your problem, Locate and/or express your listed problems/constraints in general model as following. You may provide multiple models for each problem if necessary. Structure of the models may be different depending upon your problems/constraints and social background around your fisheries.



### 2) Topics you would like to pick up for Action Plan

※ The choice of topics can be tentative, but this is to remind you of the importance and seriousness of proposing "Action Plan". Please consult with your organization about the topic, as it necessary.

### 3) Applicant's interests in this training

#### (1) Topics to learn

Describe what topics the applicant would like to study most and the reasons.

#### (2) Facilities to visit

Describe what facilities the applicant would like to observe and the reasons.

## 2. Country Report Presentation

In addition, participants are requested to prepare contents of your "Country Report" before coming to Japan. Your country report is planned to be organized and printed as a poster presentation in Japan. You will learn how to effectively present your idea and to communicate a variety of stakeholders in a variety of background.

So, additionally prepare and bring following photos, picture/figures and references as the source of information to effectively express your contents of country report poster to Japan. For example:

- People, especially to related stakeholders' livelihoods and cultural activities
- Typical fish species for catch
- Typical fishing port, facilities and fishing boat
- Typical fishery market which shows sanitary conditions
- Typical processed sea foods and its food processing factories
- Special topics that you want to raise

Also, tribias, folklore, stories and/or interview contents are welcome if they are with necessary source information, such as books, name of storytellers, name of interviewee and dates you were shared.

## *For Your Reference*

### **JICA and Capacity Development**

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that "capacity development" is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs 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 are being customized to address the specific needs of different target organizations, 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 was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the "*adopt and adapt*" concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

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 this "*adoption and adaptation*" process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan's developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of "tacit knowledge," a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

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.



**CORRESPONDENCE**

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

**JICA Hokkaido Center (JICA Hokkaido, Sapporo)**  
Address: Minami 4-25, Hondori 16 chome, Shiroishi-ku  
Sapporo, Hokkaido 003-8668 Japan  
TEL: +81-11-866-8393 FAX: +81-11-866-8382

## Guidelines of Application Form for the JICA Knowledge Co-Creation Program

The attached form is to be used to apply for the Knowledge Co-Creation program (KCCP) 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 KCCP you are applying for.

##### >Application for KCCP (Group and Region Focus)

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

##### >>Application for KCCP (Country Focus) including KCCP for Counterpart and KCCP related to ODA Loan

Official Application and Part B including Medical History will be submitted. Part A needs 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**

This part is to be completed by the person who is nominated by the organization applying. The applicants for KCCP (Group and Region Focus) are required to fill in every item. As for the applications for KCCP (Country Focus) including KCCP for Counterpart and some specified 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 KCCP 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 KCCP 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**

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#### **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**

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Participants of KCCP 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 KCCP

- (1) The copyright on a work that a participant prepares for KCCP shall belong to the participant. 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 KCCP, participants shall comply with the purposes and scopes approved by each copyright holder.
- (3) The details of Term of Use for the Online KCCP are shown in the JICA Website:  
[https://www.jica.go.jp/english/our\\_work/types\\_of\\_assistance/tech/acceptance/training/index.html](https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html)