



गण्डकी प्रदेश सरकार

मुख्यमन्त्री तथा मन्त्रपरिषद्को कार्यालय

पत्र संख्या : २०७९/०८०

चलानी नं. : १६८२

पोखरा,
नेपाल।

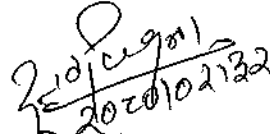
मिति:- २०८०/०२/३२

विषय: वैदेशिक तालिममा मनोनयनका लागि सिफारिस गर्ने सम्बन्धमा।

श्री स्थानीय तह (सबै),

गण्डकी प्रदेश।

सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय, सिंहदरबार, काठमाडौंको च.नं. ६९६ मिति २०८०।०२।३२ को प्राप्त पत्रानुसार जापानमा आयोजना हुने Market-Oriented Agriculture Promotion for Asian Countries तालिममा मनोनयनका लागि तहाँ स्थानीय तहको कृषि शाखामा कार्यरत एक जना उपयुक्त कर्मचारी सिफारिस गरी मिति २०८०।०३।०३ गतेभित्र यस कार्यालयमा आइपुग्ने गरी पठाउनुहुन सो पत्रको छाँयाप्रति यसैसाथ संलग्न राखी पठाइएको व्यहोरा आदेशानुसार अनुरोध छ।


2080/02/32
(सन्दिप हुंगाना)
शाखा अधिकृत



नेपाल सरकार

सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय

सिंहदरबार, काठमाडौं
(जनशक्ति योजना तथा विकास शाखा)

फोन { ४२००५०५
४२००२९९
४२००३०६
फ्याक्स नं.: ४२००३२२

पत्र संख्या:- ०६९१८०

चलानी नं.:- ६९६

विषय:- वैदेशिक अध्ययन/तालिम छात्रवृत्तिमा मनोनयन गर्ने सम्बन्धमा ।

मिति: २०८०/०२/३२

श्री मुख्यमन्त्री तथा मन्त्रिपरिषद्को कार्यालय (सातै प्रदेश) ।

तपसिल अनुसारको अध्ययन/तालिम कार्यक्रममा निजामती सेवा ऐन, २०४९ (संशोधन सहित) को दफा ४०ख को उपदफा (३) बमोजिम गठित समितिको मिति २०८०/०२/३१ मा बसेको ३६७ औं बैठकबाट तपसिल बमोजिमको निर्णय भएको हुँदा उक्त कार्यक्रममा उपयुक्त कर्मचारी मनोनयन गरी मनोनित कर्मचारीको नाम, सम्पर्क नं. र ईमेल ठेगाना आवश्यक कार्यार्थको लागि परराष्ट्र मन्त्रालयको उत्तर पूर्व एशिया महाशाखामा पठाउनुहुन तथा मनोनयन गरिएको कर्मचारीको संकेत नं. समेत उल्लेख गरी सोको जानकारी यस मन्त्रालयमा समेत अनिवार्य रूपमा उपलब्ध गराउने व्यवस्था हुन आवश्यक कार्यार्थ पठाईएको व्यहोरा निर्णयानुसार अनुरोध छ ।

छात्रवृत्ति मनोनयनमा सम्बन्धित सेवा, समूह र श्रेणी भित्रका समावेशी महिला, आदिवासी/जनजाति, मधेसी, दलित, अपाङ्ग, पिछडिएको क्षेत्र तथा हालसम्म अवसर नपाएका र दुर्गममा सबैभन्दा बढी समय काम गरेका आधारमा कर्मचारीहरूलाई समेत प्राथमिकता दिई मनोनयन गर्नुहुन अनुरोध छ ।

तपसिल:

क्र. सं.	अध्ययन/तालिम/अध्ययन भ्रमणको विषय	सिट संख्या	कार्यक्रमको अवधि/फाराम बुझाउने अन्तिम मिति	कार्यक्रम हुने देश / संस्था	आवश्यक योग्यता वा अन्य प्रासंगिक विषय	छात्रवृत्ति वितरण गर्न प्रस्तावित निकाय र निर्णयको व्यहोरा
1.	"Market Oriented Agriculture Promotion for Asian Countries(Planning and Management)" Training	7(5 Main and 2 Alternative)	In Japan: August 28, 2023 to September 8, 2023 and In Kenya Sept. 11 to 15, 2023 June 20, 2023	Japan/JICA	<ul style="list-style-type: none">• Belong to either central government, or agency which has willingness and capacity to implement Action Plan to be developed in the course.• Current Duties: be a mid or surpass level executive officer/ person who has the authority to start an agricultural project, or a manager of existing agricultural project.• Experience: in the relevant field: have more than 3 years experiences in agricultural development and extension.• Educational Background: Must be graduate of University or equivalent.• Language: having sufficient command of English to make an oral presentation and write a report during training period.• Must have good health.	सातै प्रदेशका मुख्यमन्त्री तथा मन्त्रिपरिषद्को कार्यालयले सम्बन्धित प्रदेशको स्थानीय तहबाट कृषि शाखामा काम गर्ने १/१ जना उपयुक्त निजामती कर्मचारी मनोनयन गर्ने ।

2020/02/32

(प्रियंका ओझा)
शाखा अधिकृत



नेपाल सरकार

परराष्ट्र मन्त्रालय

काठमाडौं, नेपाल

(उत्तर पूर्व एसिया महाशाखा)



प.सं. उपए।JPN-०६/२०७९/८०

च.नं. ८३६

मिति: २०८०/०२/२१

०४ जुन २०२३

श्री सङ्घीय मामिला तथा सामान्य प्रशासन मन्त्रालय,
सिंहदरवार।

विषय: मनोनयन सम्बन्धमा ।

उपरोक्त सम्बन्धमा जापानमा आयोजना हुने देहायको तालिम कार्यक्रमका लागि निर्धारित मापदण्ड बमोजिम जम्मा सात जना उम्मेदवारहरू (५ जना मुख्य उम्मेदवार र २ जना वैकल्पिक उम्मेदवार) को मनोनयन गर्न अनुरोध गर्दै Japan International Cooperation Agency (JICA) ले प्रेषित गरेको JICA (NP) २३-१२९, मिति: ०२ जुन २०२३ को पत्र तथा सम्बद्ध कागजातहरू तहाँको जानकारी एवं आवश्यक कार्यार्थ यसैसाथ संलग्न गरी प्रेषित गरिएको व्यहोरा निर्देशानुसार अनुरोध छ ।

सि.नं.	तालिमको नाम	अवधि	कैफियत
१.	"Market-Oriented Agriculture Promotion for Asian Countries (Planning and Management) (A)"	August 28, 2023 to September 15, 2023	मिति २० जुन २०२३ भित्र आवेदन फाराम साथ अन्य कागजातहरू पठाईसक्नु पर्ने । मनोनयनको जानकारी यस महाशाखाको इमेल: nea@mofa.gov.np मा पठाउनुहुन ।

(योजना बम्जन)
शाखा अधिकृत



JICA Nepal Office
National Life Insurance Building
Lazimpat, Kathmandu, Nepal
Tel: 4425636, 4425637, 4425638
Fax: 4425658
Email: np_oso_rep@jica.go.jp
Url: www.jica.go.jp/nepal/english

Mr. Lok Bahadur THAPA
Joint Secretary
North East Asia Division (NEAD)
Ministry of Foreign Affairs
Singhdurbar, Kathmandu

Clup
June 2

Date: June / 02 / 2023
Ref No.: JICA (NP) 23- 129

Re: Nomination for JICA KCCP course on "Market-Oriented Agriculture Promotion for Asian Countries (Planning and Management) (A)"

Dear Mr. THAPA,

We have the honor to bring this note to your kind information that Japan International Cooperation Agency (JICA) Nepal Office has allocated one (1) Knowledge Co-Creation Program in the field of "Market-Oriented Agriculture Promotion for Asian Countries (Planning and Management) (A)" for the JFY 2023. The aforesaid course will be conducted in two countries as follows:

Course in Japan: From August 28, 2023, to September 08, 2023.
Course in Kenya: From September 11 to 15, 2023.

This course is offered to central/provincial/local government in-charge of farming support/extension. As JICA organized same training in the past, it is strongly recommended that participants be selected from the same or related organization. **JICA promotes gender equality in capacity development initiative and women candidates are encouraged for this program as well.** So, please ensure that the nomination is done accordance with above mentioned criteria strictly. The relevant information on the course has been furnished in the General Information (GI) brochure attached herewith for your kind information.

We take further honor to request you to ascertain whether the Government of Nepal will nominate seven (07) suitable candidates (5 main and 2 alternative) to participate in the above mentioned course in accordance with the criteria as stipulated above in enclosed GI. Please note that the final selection will be done by Training Center in Japan. Any of the candidates may be selected based on the requirements of the training course.

We would highly appreciate, if you could kindly forward us one (1) copy of application form duly filled by the nominees not later than June 20, 2023.

Sincerely yours,

飯塚 健一郎

IIZUKA Kenichiro
Senior Representative
JICA Nepal Office



CC:

Mr. Shreekrishna NEPAL, Joint Secretary, IECCD, Ministry of Finance
Mr. Narayan Prasad ARYAL, Joint Secretary, Administrative Reform & HR Planning Division, MoFAGA
Dr. Kiran RUPAKHETEE, Joint Secretary, Social Development Division, Education & HR Section, NPC



Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

Market-Oriented Agriculture Promotion for Asian Countries
(Planning and Management) (A)
課題別研修「アジア地域 市場志向型農業振興(行政官)(A)」

JFY 2023

Course No.202208307J001

Course period in Japan: From August 28, 2023 to September 8, 2023

Course period in Kenya: From September 11, 2023 to September 15, 2023

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

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

The Republic of Kenya, located in East Africa, is one of the countries which is promoting “market-oriented agriculture”. Its horticulture sector has second largest share in their agricultural exports and smallholder farmers account for 80% of total horticultural production. However, they are struggling with low income due to various issues such as weak capacity of farmers’ group, lack of skills for production and quality control, limited market access, unstable prices and unsatisfactory infrastructure in rural areas.

To tackle this difficult situation, JICA launched market-oriented agriculture projects for small-scale farmers in Kenya from 2006 to date, which are called “*SHEP*¹”, “*SHEP UP*²” and “*SHEP PLUS*³”. These projects have made farmers aware of importance of “Grow strategically to Sell” not “Grow and then Sell”, and the farmers practice “*SHEP Approach*⁴”. With their willingness and JICA’s support, the farmers got to strategically think what to do by themselves, and increased their income as a result.

Promotion of the SHEP Approach in other African countries is being planned and it will be adapted to meet the specific conditions in each country. In TICAD V⁵ (Tokyo International Conference on African Development V) held in June 2013, Japan pledged to promote the SHEP Approach in 10 African countries. In TICAD VI held in Nairobi, 2016, JICA organized a side event for the SHEP Approach for its further promotion in Africa. TICAD VII, held in Yokohama in 2019, parties such as representatives of Government, development partners, private companies and relevant organizations declared that extending SHEP approach to one million of small scales farmers all over the world by 2030.

This program is offered for the countries which plan to introduce and expand the SHEP Approach in their countries or regions, by obtaining the fundamental and essential knowledge and information on the implementation of the SHEP Approach.

¹ SHEP (Smallholder Horticulture Empowerment Project):

Implemented in Kenya from 2006 to 2009. It developed and implemented a series of approaches such as farmers’ group development and productivity increase for improving horticultural-related income of small-scale farmers.

² SHEP UP (Smallholder Horticulture Empowerment and Promotion Unit Project):

Implemented in Kenya from 2010 to 2015. Providing support to the SHEP Unit established by the Ministry of Agriculture, Livestock and Fisheries of Kenya to spread the SHEP Approach across the country.

³ SHEP PLUS (Smallholder Horticulture Empowerment and Promotion Project for Local and Up-scaling):

Establishing implementation mechanism to support smallholder horticulture farmers in implementing counties (devolved government in Kenya).

⁴ SHEP Approach (Smallholder Horticulture Empowerment and Promotion Approach)

⁵ Prime Minister Shinzo Abe's TICAD V opening address: <https://www.mofa.go.jp/files/000005500.pdf>

For what?

This program aims to promote “market-oriented agriculture”, which is effective for increasing income of smallholder farmers in Asian Countries. Participants will obtain the clear idea and the meaning of market-oriented agriculture through a series of lectures, observations, discussions and field visits. Through lectures and field visits of agricultural extensions systems and marketing/distribution systems in Japan, participants can figure out the methods of the SHEP approach for small-scale farmers (from "First Grow and then Sell" to "Grow strategically to Sell"), which brought results in Kenya. Finally, participants will formulate an Action Plan based on their learning through the program. After the program, they are expected to implement the Action Plan to attain increased income for smallholder farmers.

For whom?

This program targets the countries which wish to promote the SHEP Approach within their countries. The program is offered to middle level and above executive officers who have the authority to make a decision of implementing agriculture development projects in some extent, or administrative officials and implementers in the target region who wish to take advantage of the SHEP Approach in their agricultural project, including on-going ones.

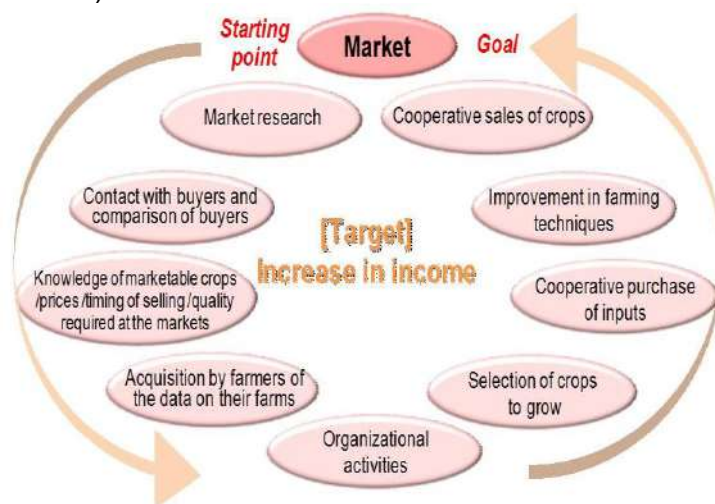
How?

In the program, through lectures and field visits, participants will learn extension systems and marketing/ distribution systems in Japan and figure out the methods of the SHEP Approach for small scale farmers (from "Grow and then Sell" to "Grow strategically to Sell"), which brought positive results in Kenya. Participants will acquire the fundamental concept of the SHEP Approach through participatory workshops and make Action Plan to be implemented after the program.

The SHEP Approach

(1) Farming as a business

The farmers’ activities in SHEP begin with the market research by themselves, then go through the cycle of activities shown below and conclude with cooperative sales of crops (at the market).

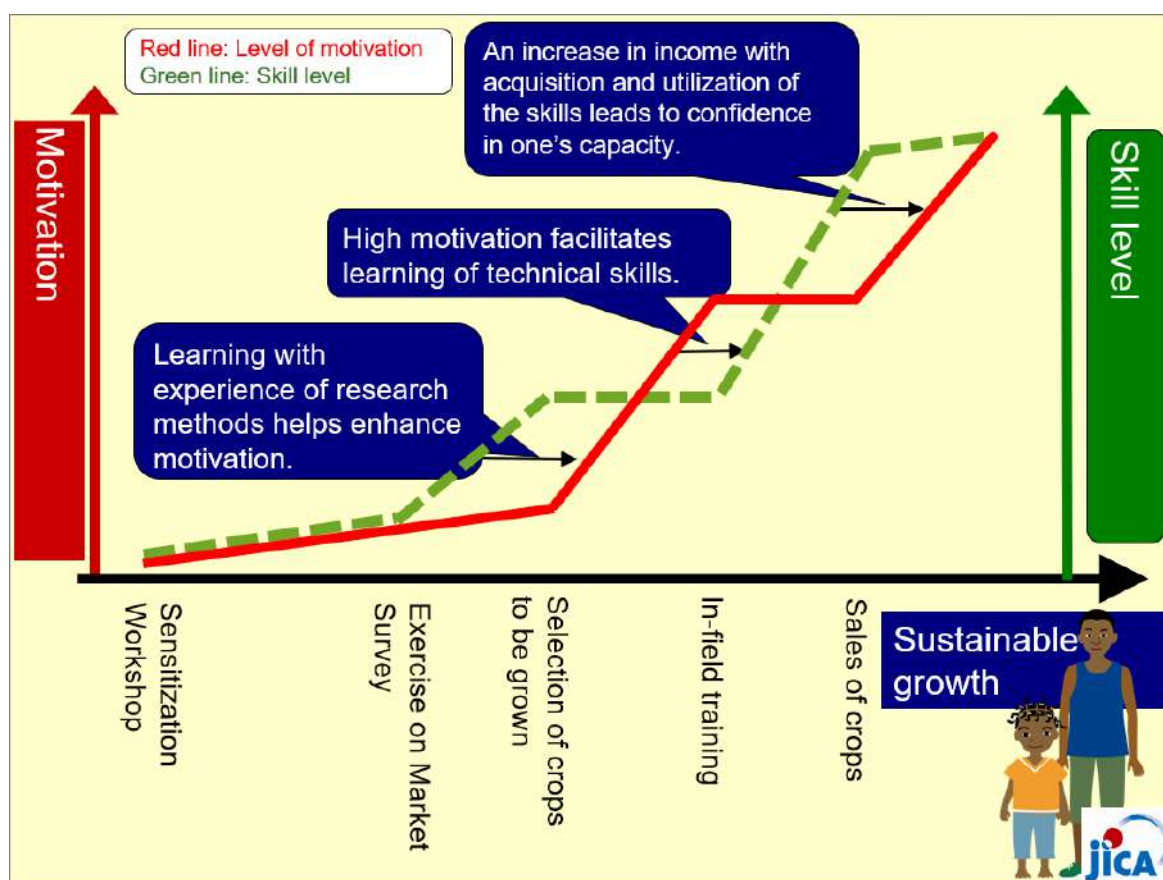


(2) Closely linked activities

Systematic inter-linkage between activities:

SHEP activities are designed to improve the levels of motivation and skills of farmers as the training course progresses.

- Appropriate scheduling of enhancement of motivation and development of skills
- Shortest route to achieve the goal
- Emphasis on learning processes
- Enhancement of motivation and skills at each step of activities for achieving the “grow to sell” paradigm shift



<Follow-up Cooperation by JICA>

In this program, JICA might extend follow-up support to participating organizations that intend to develop the result of the program further. Please note that the support shall be extended selectively based on proposals from the participating organizations.

II. Description

1. **Title (Course No.):** Market-Oriented Agriculture Promotion for Asian Countries (Planning and Management) (A) (202208307J001)

2. **Course Period in Japan**
August 28, 2023 to September 8, 2023

***Program of Follow-up Session in Kenya**
From September 11, 2023 to September 15, 2023

3. **Target Regions or Countries**
Bangladesh, Pakistan, Philippines, Sri Lanka

4. **Eligible / Target Organization**
Central or local government in charge of farming support/extension.
It is strongly recommended that participants be selected from the same/ related organization or same/ related department which the participant(s) of the former course(s) belong to.

They are supposed to draft / improve Action Plan through the course, and implement it after the program. (For details, please consult with JICA overseas office in the country.)

5. **Course Capacity (Upper limit of Participants)**
21 participants

6. **Language to be used in this program**
English

7. **Objective(s)**
Action Plan using the SHEP Approach learned in Japan is implemented after the program.

8. **Overall Goal**
Smallholder farmers at pilot site(s) will increase their income by implementing the Action Plan applying the SHEP Approach.

9. Output and Contents

- (1) Preliminary Phase in participant's home country
Output 1: Horticulture cultivation/ distribution/ marketing system and their extension system in participants' countries are analyzed and visualized.
- (2) Phase in Japan and Kenya: Theories of SHEP Approach and Learnings from Japanese Cases
Output 2: Theory of "Asymmetry of Information" and its practical cases in Japan are comprehended and explained.
Output 3: Project management utilizing the theory of motivation is comprehended and explained.
Output 4: Understanding of the cases of support for small-scale farmers of African countries and discovery of the points applicable in participants' countries.
Output 5: Draft Action Plan for the challenges and issues clarified in output 1 is formulated through output 1 to 4.
- (3) Finalization Phase in Participants' countries
Output 6: The Action Plan is taken concrete shape, approved by participants' organization and executed.

<Course structure>

General idea of the topics (subject to minor changes).

- (1) In Japan
 - Week 1 (from August 28 to September 1)
 - 1) Orientation
 - 2) SHEP Approach Theory (Theory of "Asymmetry of Information" and "Motivation")
 - 3) Cases in Japan (Cultivation systems, distribution, marketing, extension, etc.)
 - 4) Cases in Asian countries
 - 5) Presentation and discussion
 - 6) Field trip
 - 7) Daily report and feedback
 - Week 2 (from September 4 to September 8)
 - 1) SHEP exercise
 - 2) Field trip
 - 3) Presentation and discussion
 - 4) Daily report and feedback
 - 5) Formulation of the Action Plan
- (2) In Kenya (from September 11 to September 15)

The example of Kenya is studied to deepen the understanding of SHEP approach, and the points applicable to participants' countries are identified. Participants present their Action Plans at the end of the program.
- (3) After the program
 - 1) within 2 weeks: Presentation of Action Plan in participant's country
 - 2) within 6 months: Submitting Activity Record to respective JICA overseas office
 - 3) JICA will continue to monitor and advise on its Action Plan.

III. Eligibility and Procedures

1. Expectations to the Applying Organizations

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

2. Nominee Qualifications:

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

(1) Essential Qualifications

- 1) Organization: belong to either central government, local government, or agency which has willingness and capacity to implement Action Plan to be developed in the course. It is preferable to select applicants from the organization which already sent the participants to this course before.
(If necessary, please consult with JICA overseas office in the country.)
- 2) Current Duties: be a mid or surpass level executive officer/ person who has the authority to start an agricultural project, or a manager of existing agricultural project
- 3) Experience in the relevant field: have more than 3-years experiences in agricultural development and extension.
- 4) Educational Background: be a graduate of university or equivalent.
- 5) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to TOEFL iBT 100 or above (This course includes active participation in discussions, which requires high competence in English. Please attach an official certificate for English ability such as TOEFL, TOEIC etc., if possible.)
- 6) Health: must be in good health, both physically and mentally, 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.

(2) Recommendable Qualifications

Gender Equality and Women's Empowerment: Women are encouraged to apply

for the program. JICA makes a commitment to promote gender equality and women's empowerment, providing equal opportunity for all applicants regardless of sexual orientation and gender identity.

3. Required Documents for Application:

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

* If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.

(2) Job Report: to be submitted with the application form. Fill in **VI. Annex** of this General Information.

(3) Photocopy of passport:

You should submit it with the application form if you possess your passport which you will carry when entering Japan. If not, you are requested to submit its photocopy as soon as you obtain it.

* The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex, Passport number and Expire date.

(4) Nominee's English Score Sheet (photocopy): 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 confirm the local deadline with the JICA overseas office (or the Embassy of Japan)**.

(After receiving applications, the JICA overseas office (or the Embassy of Japan) will send them to **the JICA Hokkaido Center (Obihiro) in JAPAN by June 30, 2023**)

(2) Selection:

Primary screening is conducted at the JICA overseas office (or the Embassy of Japan) after receiving official documents from your government. JICA Hokkaido Center (Obihiro) 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 July 14, 2023.**

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

Accepted participants are required to prepare a Preliminary Survey Report before their departure. The report should be type written in English by Microsoft PowerPoint.

Please submit it by August 18, 2023 through email to the following addresses:

<Sakigawa.Masashi@jica.go.jp> and <obic_kccp@jica.go.jp>.

6. Conditions for Participation

The participants of KCCP are required

- (1) to strictly adhere to the program schedule,
- (2) not to share videos, textbooks, materials, etc. used in this training or use them for any other purpose,
- (3) not to record/shoot of Zoom screen due to copyright reasons, participants must follow the “Terms of Use”,
https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/online/online_01.html
- (4) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (5) to understand that leaving Japan and Kenya during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (6) not to bring or invite any family members (except for programs longer than one year),
- (7) 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,
- (8) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (9) not to engage in political activities, or any form of employment for profit,
- (10) to discontinue the program, should the participants violate the Japanese laws or JICA’s regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of “5. Expenses”, “IV. Administrative Arrangements”,
- (11) 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,
- (12) not to drive a car or motorbike, regardless of an international driving license possessed,
- (13) to observe the rules and regulations at the place of the participants’

accommodation, and
(14) 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 Hokkaido Center (Obihiro)

(2) **Program Officer:** Mr. SAKIGAWA Masashi (obic_kccp@jica.go.jp)

2. Implementing Partner

Name: Tokachi International Association

3. Travel to Japan and Kenya:

(1) **Air Ticket:** In principle, JICA will arrange an economy-class ticket between an international airport designated by JICA and Japan (The projected flight route is Participant's country⇒Japan⇒Kenya⇒Participant's country) .

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

4. Accommodation in Japan:

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

JICA Hokkaido Center (Obihiro)

Address: 1-2, Minami 6-chome, Nishi 20-jo, Obihiro-city, Hokkaido, 080-2470, Japan

TEL: +81-155-35-2001 FAX: +81-155-35-1250

(where "81" is the country code for Japan, and "155" is the local area code)

If there is no vacancy at JICA Obihiro, JICA will arrange alternative accommodations for the participants.

5. Expenses:

The following expenses will be provided for the participants by JICA

(1) Allowances for meals, living expenses, outfits, and shipping and stopover.

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

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

(4) Expenses for program implementation, including materials.

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

*Link to JICA HP (English/French/Spanish/Russian):

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

6. Pre-departure Orientation

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

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

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

V. Other Information

1. Certificate

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

2. For Your Health

It is advisable for participants to bring the household medicine. Especially in case you have or have had malaria, you are requested to bring the medicine for malaria with you because it is quite difficult to obtain it in Japan. In addition, accepted participants are kindly requested to provide information the JICA center in advance, if you have the restriction of food for any reasons (illness or religion, etc.)

3. Ceremony

The program may include some ceremonies, for which it is recommended to bring appropriate clothes.

4. Climate

The climate condition in Obihiro is indicated below. Participants are advised to prepare appropriate clothes.

		Winter		Spring		Summer		Autumn		Winter			
		Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Temperature (°C)	Maximum	3.8	6.5	17.9	23.0	26.3	32.4	37.1	35.3	28.0	27.6	16.9	13.3
	Average	-7.7	-4.8	-2.0	7.3	12.1	17.5	21.3	20.1	16.3	10.7	5.3	-1.9
	Minimum	-21.5	-20.1	-16.6	-3.5	1.4	5.7	13.5	11.5	4.9	-1.2	-4.7	-12.1
Humidity (%)		69	66	68	61	74	75	84	84	84	78	78	6
Precipitation (mm)		15.5	23.5	30.0	62.0	17.0	15.0	11.0	88.5	46.0	30.5	49.0	24.5

(Japan Meteorological Agency 2021)

5. Currency Exchange

Participants are advised to exchange local currency to Japanese currency upon your arrival in Narita (Haneda) airport if it is needed, since there is not enough time for currency exchange during the training program.

6. Items to be lent to participants by JICA

JICA provides participants with the following necessary items during the program period; rain jackets & trousers, warm jackets, rubber boots.

7. Electronic Devices

Participants are strongly recommended to bring your own laptop computer, USB flash memory, and suitable conversion plug.

VI. ANNEX

Market-Oriented Agriculture Promotion for Asian Countries (Planning and Management) (A)(JFY 2023)

Job Report

■ Job Report

1. Applicants are requested to prepare a job report and **submit it with their Application Form**.
2. The applicants are strongly recommended to consult with JICA overseas office in the country for finalizing the job report.

● NOTE:

- (1) For countries which have already on-going SHEP related projects, participants are highly expected to consult JICA overseas office in their country when they draft the job report before the course. This report will be utilized for the facilitation of the Action Plan that will be developed during the course.
- (2) Participants are **requested to implement their Action Plan after the course**.
- (3) Participants are supposed to **give their Action Plan presentation after returning to home country**. Please set the date for the presentation before participating in the course.

<Presentation day> _____ / _____ / _____ **(preferably by Sept 29, 2023)**

<Presentation venue> _____

<Main Attendees> _____

● Job Report Template

1. Basic Information

Name	
Country	
Email address ⁶	
Organization	
Job title	
Your role in implementing Action Plan ⁷ .	

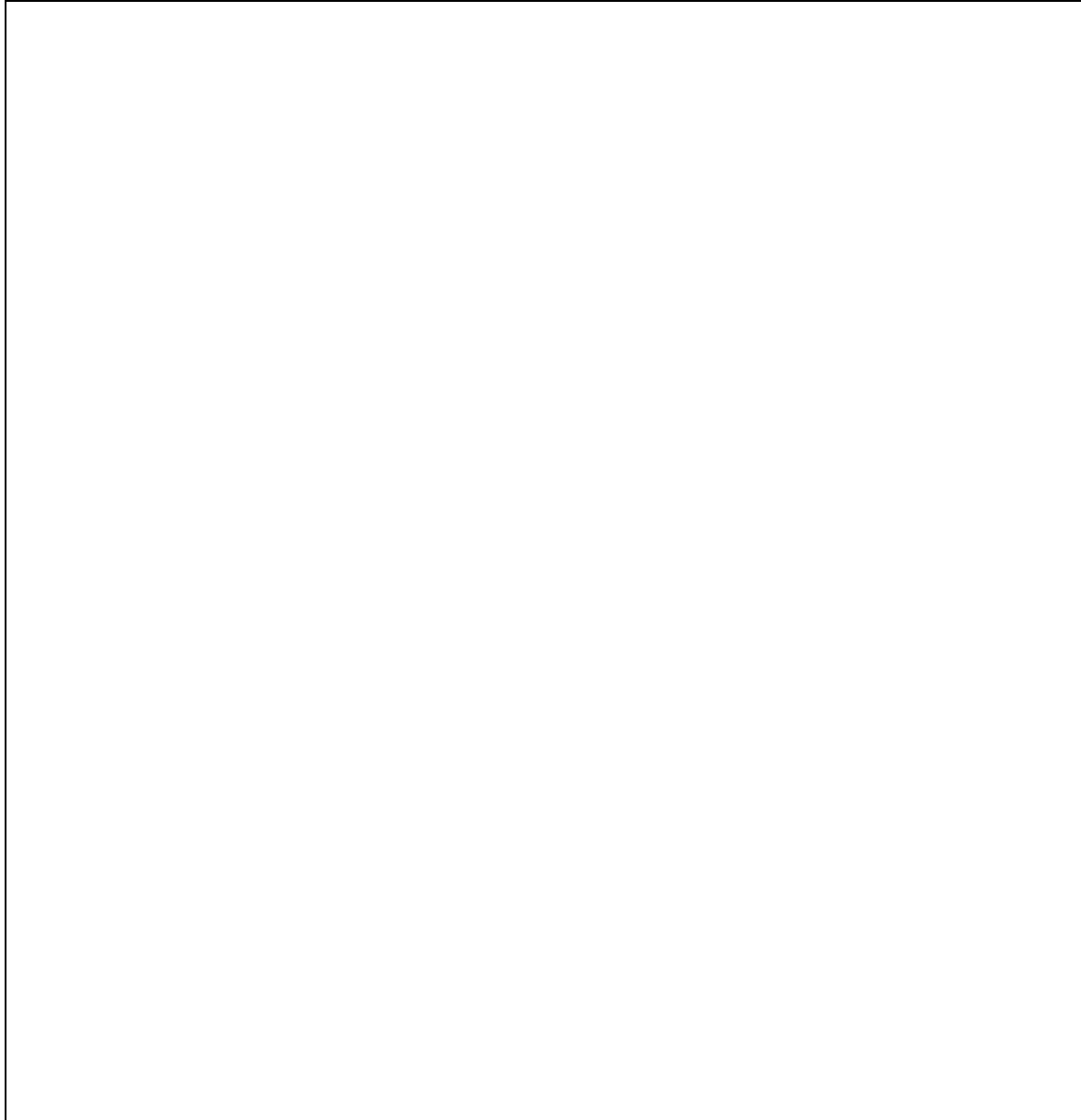
⁶ The email address will be shared with other participants and people concerned in SHEP Approach expansion.

⁷ If you have ex-participant(s) whom you are currently working with, you can elaborate

(prepared by the ex-participant(s))	
-------------------------------------	--

2. Organizational Structure

Please show the organizational structure of your organization. (Please give figure on number of staffs for each section.)



more in 6. (3) in this report. For this column, brief summary of your role in Action Plan implementation is fine.

3. Agricultural Policy/Strategy

Does your organization have policy/strategy related to SHEP Approach, such as “Promoting commercialized farming”, “Transcending subsistence agriculture to market-oriented”, “Agriculture as a business”, etc.? Or, does your organization plan to have policy/strategy related to above topics?

Please give us (1) reference information, and (2) brief summary of the policy/strategy by filling in the table below. If policy/strategy has NOT been formulated yet, please state the situation for introducing SHEP Approach to your country at (3) other remarks.

(1) Reference information (title of the document/section, source, referring pages, issuer, starting year)
e.g. “Promote commercial agriculture”, <i>Mission of the State Department of Agriculture</i> , P150 - P180, XXX Government, 2009. s
(2) Brief summary (approx. 500 words)
(3) Other remarks

4. Major Challenges for increasing income of smallholder farmers

Challenges / Issues	On-going efforts / Possible solutions

*You can add rows in the table as needed.

5. Roles of stakeholders

What does each stakeholder do in the following topics? Please identify the roles;

(1) Agricultural extension system

- national government:

- district government:

- extension office:

- farmers' group:

- private sector:

- (if more, please add.)

(2) Farmers Based Organizations / Farmers' Groups

- national government:

- district government:

- extension office:

- farmers' group:

- private sector:

- (if more, please add.)

(3) Gender issue in agriculture promotion

- national government:

- district government:

- extension office:

- farmers' group:

- private sector:

- (if more, please add.)

6. Progress of Action Plan⁸

(1) About Ex-Participants
name: organization: job title:
(2) Progress of Action Plan: What has been done, so far. (You can describe it by writing, or utilizing Action Plan that ex-participant(s) finalized.)
(3) Plan for Future: Your role in implementing Action Plan from now.

END

⁸ If you don't have ex-participants of this course, or colleagues who are implementing SHEP Approach related project(s) in your country, you may skip this part. For more consultation, please ask for advice to JICA overseas office in your country.

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 Hokkaido Center (Obihiro)

Address: 1-2, Minami 6, Nishi 20, Obihiro-city, Hokkaido, 080-2470, Japan

TEL: +81-155-35-1210 FAX: +81-155-35-1250

E-mail: obic_kccp@jica.go.jp

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