



Knowledge Co-Creation Program (Group & Region Focus)

General information on

**Enhancement of Training Management
in Vocational Training Institutions (C)**

課題別研修「職業訓練の運営・管理と質的強化(C)」

JFY 2023

Course No.: 202210129J001

Course Period in Japan: From September 24, 2023 to October 28, 2023

* 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 will be conducted "Online" instead of the program in Japan.

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

Human Resources Development (HRD) is one of the most important policies to lead economic growth and realization of a better life for the citizens in each country. Many countries have promoted Technical and Vocational Education and Training (TVET) as one of the main factors to contribute for HRD in order to increase income and reduce poverty.

In the recent industrial development, these countries are facing the necessity to improve TVET responding to the change in the labour market, and to improve management that can operate TVET Institutions more efficiently, sustainably and systematically, at the same time, enhancing the capacity of trainers/instructors who can develop appropriate curriculum in accordance with the industry's needs.

For What?

The aim of this program is to introduce how to manage TVET Institutions in Japan with keeping good partnership with industries through lectures as well as discussions about the current situation and problems, and to provide participants with an opportunity for making a comparative study among Japan and other participating countries.

For Whom?

This program is offered to head masters or directors who presently hold responsibilities of managing TVET Institutions and to trainers/instructors who are engaged in developing curriculum or training program as the head of department.

How?

Participants shall acquire knowledge and experiences on the present situation of HRD in Japan through lectures and discussions. Participants will also formulate action plans describing what they will do afterwards in their home countries, at the same time, disseminating the knowledge and ideas acquired and discussed among others into their on-going activities.

II. Description

1. **Title (Course No.):** Enhancement of Training Management in Vocational Training Institutions (C) (202210129J001)
2. **Course Duration in Japan:**
From September 24, 2023 to October 28, 2023
** 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 will be conducted "Online" instead of the program in Japan.*
3. **Target Regions or Countries:**
Brazil, Guatemala, Guinea-Bissau, Mexico, Nicaragua, Paraguay
4. **Eligible / Target Organization:**
Public vocational training institutions
5. **Capacity (Upper Limit of Participants):**
6 participants
6. **Language:**
Spanish
7. **Objective(s)**
The participants are expected to understand current situation and challenges of vocational training in Japan and formulate Action Plans which solve challenges and improve situation in participants' organizations.
8. **Overall Goal**
Participants are expected to manage vocational training institutions with full utilization of resources for continuous and sustainable improvement in order to respond effectively to changes in the labour market.

9. Output and Contents

This program consists of the following components. Details of each component are as follows:

Curriculum (program in Japan)

Expected outputs	Outline	Subjects	Methodology
(Output I) To understand the response of professional training institutions to economic and social changes, and to learn about their management and administration systems.	<ol style="list-style-type: none"> 1. Japanese policies emphasizing professional training 2. Changes in the vocational training system 3. Industry collaboration in vocational training 4. framework of vocational training 5. Case examples of international cooperation 6. Polytechnic institutes (polytechnic universities) 7. Prefectural institutions for the professional development of people with disabilities. 	<ul style="list-style-type: none"> - Emphasis and highlights of the Japanese vocational training system - Keeping pace with social, economic, and environmental changes. - Needs of the industrial field included - Basic structure of vocational training - Kaizen case example - Training of high-level technicians (understanding of society's needs) - Development of specific skills for people with disabilities (understanding of society's needs) 	Lecture Field visit
(Output II) To understand the activities and the form that the comprehensive management and administration of vocational training institutions should take.	<ol style="list-style-type: none"> 8. Management and administration of public vocational training institutions (organization, staff, facilities, students, etc.). 9. Education and training of instructors for vocational training. 10. Prefectural technical institutes "long-term care" 	<p>Fundamental forms of factors necessary to manage institutions.</p> <ul style="list-style-type: none"> - Contents of the training of trainers for the trainings - Administration of an organization in the face of new needs of the society. (Cooperation with the degree system. Tuning) 	Lecture
(Output III) Acquire training Course management and Administration techniques through the use of the PDCA cycle for administration.	<ol style="list-style-type: none"> 11. Improving the quality of vocational training courses. 12. General notions on QA (Quality Assurance) 13. Organizational management 14. What is the Action Plan? KITA course management 15. Japanese SMEs; PDCA 16. Tobata Turret; TOTO; Nakashima Turret 	<ul style="list-style-type: none"> - PDCA for professional training courses - Compliance with required quality, continuous improvement and reforms. - Organizational continuous improvement activities, PDCA - Reality of priorities, problem solving and course management - Reality and considerations of PDCA 	Lecture Field visit

		- Reality of continuous improvement (kaizen), TPM (total productive maintenance) and 5S	
(Output IV) To understand how public-private collaboration is carried out in public vocational training institutions.	17. Industrial schools 18. Vocational training centres (polytechnic centres) 19. Local Vocational Training Centres (Mytec Kitakyushu Centre) 20. Foundation for the Advancement of Industry, Science and Technology (FAIS) 21. Companies that hire people with disabilities (Sun-Aqua, TOTO)	- Dual Approach, Local Collaboration - Advanced activities in collaboration between the university and the community - Support for unemployed and technical support for employees - Support in safety education - Promotion of science within the structural reforms of local industry - Human resource training with people with disabilities, 5S, improvement activities (kaizen) - New product development through industry-academia-government collaboration	Field visit
(Output V) Develop an Action Plan for "Identifying problems and challenges through analysis of the current situation" and "solving problems and achieving objectives" for the institution itself.	22. Orientation on the course 23. Session of presentations of the Work Reports 24. Reflection group discussion 25. Orientation on the Action Plan 26. Activities to be carried out in the country of origin after the training course. 27. Training evaluation meeting 28. Action Plan presentation session	- Summary explanation of the curriculum - Questions, deliberations and problem identification of the work report - Order and development of useful training information - Orientation: logic, certainty, reality, possibility -Preparation of activities in the home country after the training course - Evaluation and reflection on the training - Presentation session of the Action Plans	Lecture Presentation

///. 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 its 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.

2. Nominee Qualifications

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

(1) Essential Qualifications

- 1) Current Duties: Hold a position as (i) A headship and presently engaged in management of a TVET institution, and be expected to work in the same field in future, or (ii) An instructor in engineering who is head of department or equivalent
- 2) Experience in the relevant field: - (i) Have more than 15 years' working experience in public TVET Institutions and more than 3 years' experience as a director at public TVET Institutions, or - (ii) Have more than 8 years' experience as a trainer/instructor in public TVET Institutions
- 3) Educational Background: Be a graduate of university in the relevant fields or equivalent
- 4) PC skills: Have basic PC skills to use Word, Excel, PowerPoint (This course includes activities using PC to make presentation of Job Reports, to make an Action Plan, etc.).
- 5) Health: Must be in good health to participate in the program in Japan. To reduce the risk of worsening symptoms associated with respiratory tract infection, please be honest to declare in the Medical History (QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.

(2) Recommended Qualifications

- 1) Age:(i) not older than fifty (50) for the directors of TVET Institutions, or (ii) between the ages of thirty (30) and forty five (45) years for the instructors
- 2) 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 their 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) Photocopy of Passport:

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

*The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex, Passport Number and Expiry Date

(3) Job Report : Annex II

Complete in English and send it together with the application form.

4. Procedures for Application and Selection

(1) Submission of the Application Documents

Closing date for applications: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

(All required material must arrive at **JICA Centre in Japan by July 24, 2023.**

*** Please note that documents submitted after the deadline will not be accepted.**

(2) Selection

Primary screening is conducted at the JICA overseas office (or the embassy of Japan) after receiving official documents from your government. JICA Centre 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 August 18, 2023.**

5. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3) to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4) not to bring or invite any family members (except for programs longer than one year),
- (5) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
- (6) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
- (7) not to engage in political activities, or any form of employment for profit,
- (8) to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "5. Expenses", "IV. Administrative Arrangements",

- (9)** to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
- (10)** not to drive a car or motorbike, regardless of an international driving license possessed,
- (11)** to observe the rules and regulations at the place of the participants' accommodation, and
- (12)** to refund allowances or other benefits paid by JICA in the case of a change in schedule.

IV. Administrative Arrangements

1. Organizer (JICA Centre in Japan)

(1) **Centre:** JICA Kyushu Centre (JICA KYUSHU)

(2) **Program Officer:** Ms. KATO Mieko (kictp@jica.go.jp)

2. Implementing partner

(1) **Name:** Kitakyushu International Techno-Cooperative Association (KITA)

(2) **URL:** <http://www.kita.or.jp/english/index.html>

3. Travel to Japan

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

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

4. Accommodation in Japan

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

JICA Kyushu Centre (JICA KYUSHU)

Address: 2-2-1, Hirano, Yahata-Higashiku, Kitakyushu-shi, Fukuoka,
805-8505, Japan

TEL : +81-93-671-6311 Fax: +81-93-671-0979

(where "81" is the country code for Japan, and "93" is the local area code)

*If there is no vacancy at JICA Kyushu, JICA will arrange alternative accommodation(s) for the participants.

*Please refer to JICA KYUSHU's facilities/services guide at its URL,

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

5. Expenses

The following expenses in Japan will be provided by JICA

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

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

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

(4) Expenses for program implementation, including materials.

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

*Link to JICA HP (English/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 office (or the Japanese Embassy), to provide Participants with details on travel to Japan, conditions of the course, and other matters.

*YouTube of "Knowledge Co-Creation Program and Life in Japan" and "Introduction of JICA Centre" are viewable from the link below.
Image videos of 'Introduction of JICA Centre (YouTube)' show the following information of JICA Centres: Location, Building, Entrance, Reception(Front desk), Lobby, Office, Accommodation(Room), Amenities(Hand dryer), Bathroom(Shower and Toilet), Toiletries, Restaurant, Laundry Room(Washing machine, Iron), ICT Room(Computer for participants), Clinic, Cash dispenser, Gym, Neighbourhood

Part I: Knowledge Co-Creation Program and Life in Japan	
English ver.	https://www.youtube.com/watch?v=SLurfKugrEw
French ver.	https://www.youtube.com/watch?v=v2yU9ISYcTY
Spanish ver.	https://www.youtube.com/watch?v=m7I-WIQSDjl
Russian ver.	https://www.youtube.com/watch?v=P7_ujz37AQc
Arabic ver.	https://www.youtube.com/watch?v=1iBQqdpXQb4
Part II: Introduction of JICA Centres in Japan	
JICA KYUSHU	https://www.jica.go.jp/kyushu/english/office/index.html

V. ANNEX

- I. Report and Presentation
- II. Job Report
- III. FY2019 Program (For your reference)

ANNEX I: Report and Presentation

(1) Job Report

Each applicant is required to submit his/her own Job Report following the instruction.

Participants will have a presentation of his/her Job Report up to 10 minutes at the earlier stage of the training in order to share knowledge and background with other participants as well as instructors. Visual materials such as Power Point and pictures may be helpful for your presentation if you bring them with you.

(2) Action Plan

Participants are required to make an Action Plan at the end of the training to express your idea and plan which you carry out after your return, reflecting the knowledge and method you acquire in the training. Each person will have 10 minutes for presentation.

ANNEX II: Job Report

Enhancement of Training Management in Vocational Training Institutes (C) (JFY2023)

Name of Participant	
Participant's Organization and Present Post	
Name of Country	

(Notes)

- A participant is required to make a 10-minute presentation based on Job Report early in a training program. The presentation aims at not only making participants understand their own circumstances and problems, but also making the training more efficient and fruitful.
- The Job Report is required to be written in English, as it will be read by the involved people for the selection, but it shall be acceptable to present in Spanish when the presentation is made.

1. Vocational training provided in your institution

- (1) Basic data of your institution and course. * If there are some courses, please describe each one.

Name of each training course offered at your institution	
Number of training instructors for each course	
Number of students in each course	
Study years or period for each course	
Training hours a day for each course	

- (2) Name of ministry that governs your institution (Education Ministry, Labor Ministry, etc.)

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- (3) Educational Policy of your institution

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- (4) Whether the educational policy stated in question (3) is carried out or not. If it is not, state the reasons and difficulties briefly. (Up to three)

1.
2.
3.

(5) A course which your institution focuses most as a field for Vocational training, and type of business for which the course is targeted.

Name of course which your institution focuses most	
Target type of business	

(6) Current problems of the curriculum for each course. If your institution has many courses, please select three courses and describe them.

1.
2.
3.

(7) It is necessary to improve and update the curriculum for Vocational Trainings so that they can cope with the needs of the industrial sector. In order to meet the necessity, what is your institution doing? List three important measures.

* A specific answer will be appreciated such as a "questionnaire to companies".

1.
2.
3.

(8) Specific activities for employment support in your institution. List three important bullet points.

1.
2.
3.

(9) Employment rate of graduates of your institution. Does the training provided in your institution contribute to the actual work? By which way is it confirmed?

Employment rate: %

(10) Whether or not the vocational trainings provided by your institution are useful in the company after the graduates find a job. If not, please mention the reason.

Yes or No *If you answer "No", please state the reason.

2. About you, your duty and an organization you belong to

(1) Final academic background, the field you studied, the year of graduation and age

Final academic background			
The field you studied			
The year of graduation		Your age	

(2) Business background (after graduation)

Working period		Name of organization	Position or Title and Department/Division	Brief Job Description
From Month/Year	To Month/Year			

(3) Major duties of the organization you belong to. *List three important bullet points. (Attach an organization chart which indicates your position)

1.
2.
3.

(4) Your duty * List three important bullet points.

1.
2.
3.

(5) Problems of your organization to be solved. * List three important bullet points.

1.
2.
3.

3. Expectations for this KCCP course

(1) Purpose of your joining in this program. * List three important bullet points.

1.
2.
3.

(2) Curriculum in which you are most interested in this program

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(3) Problems which you want to solve by joining this program * List only one important item in bullet points.

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ANNEX III: Schedule in 2019

*For your reference

FECHA	HORARIO		CONTENIDOS	PROFESORES Y SU PERTENENCIA	ALQJAMIEN TO
				EMPRESA, INSTITUCIONES, ETC.	
27 de oct, D			Llegada al Japón		JICA Kyushu
28 de oct, L	09:30	12:30	Sesión Explicativa		JICA Kyushu
	14:00	16:30	Orientación del Programa + Préstamo de abrigos de invierno		
29 de oct, M	09:40	11:45	Orientación General (Educación)		JICA Kyushu
	13:15	15:15	Orientación General (Política y estructura administrativa)		
	18:00	19:45	Clase de la Lengua Japonesa		
30 de oct, X	10:00	12:00	Programa del Intercambio Cultural	Guardería de Mitsuba	JICA Kyushu
	13:30	14:30	Orientación del Curso	KITA	
	14:30	16:30	Método para Solucionar Problema Mediante el Uso de la IAS	KITA	
	18:00	19:45	Clase de la Lengua Japonesa		
31 de oct, J	09:30	12:30	Extracción del Task a Base de la IAS	KITA	JICA Kyushu
	13:30	16:30	Conferencia sobre Plan de Acción	KITA	
1 de nov, V	09:30	12:30	Presentación de Informe de Trabajo	①KITA ②Vice presidente de KITA y director del Dep de cursos de capacitación ③Individual	JICA Kyushu
	14:00	16:30	Estrategía de la Administración - Recepción de los becarios	Jefe de los grupos del Dep. Administración y Control de la Planta de la Sede de Tobata Turret, S.A.	
	16:35	17:10	Salida de Tobata Turret, S.A. Al JICA Kyushu		
2 de nov, S			Día de descanso		JICA Kyushu
3 de nov, D			Día de descanso		JICA Kyushu
4 de nov, L	09:30	12:30	Base del Control de Calidad	Representante de la Oficina de Tecnología de Yamamoto	JICA Kyushu
	13:30	16:30	Base del Control de Calidad	Representante de la Oficina de Tecnología de Yamamoto	
5 de nov, M	09:00	12:00	Control de la Estrategía del Crecimiento de PyMes	Individual	JICA Kyushu
	14:00	16:00	Colegio Universitario del Desarrollo de la Capacidad Profesional de Kyushu (Colegio Politécnico de Kyushu)	Director del Colegio Universitario del Desarrollo de la Capacidad Profesional de Kyushu (Colegio Politécnico de Kyushu)	
	18:00	19:45	Clase de la Lengua Japonesa		
6 de nov, M	09:30	12:30	Administración y Control de la Instalación del Entrenamiento Profesional (Organización · Estructura · Actividades)	Consejero principal de NPO Agencia Japonesa del Apoyo a la Empleabilidad	JICA Kyushu
	13:30	16:30	Administración y Control de la Instalación del Entrenamiento Profesional (Organización · Estructura · Actividades)	Consejero principal de NPO Agencia Japonesa del Apoyo a la Empleabilidad	
	18:00	19:45	Clase de la Lengua Japonesa		
7 de nov, J	09:30	12:30	Administración y Control de la Instalación del Entrenamiento Profesional (Plan -Estudios - Aprobación - Evaluación)	Consejero principal de NPO Agencia Japonesa del Apoyo a la Empleabilidad	JICA Kyushu
	13:30	16:30	Papel y formación del Instructor del Entrenamiento Profesional	Consejero principal de NPO Agencia Japonesa del Apoyo a la Empleabilidad	
	16:30	17:00	Repaso	KITA	
8 de nov, V	10:00	12:00	Hello Work Yahata	Instructor de la promoción de la obtención de un empleo de la Oficina de la Estación de Kurosaki de Hello Work Yahata	JICA Kyushu
	14:00	16:30	Centro Politécnico de Fukuoka (Apoyo al empleo de los ancianos, discapacitados y la gente que busca el trabajo)	Jefe de la Sección No. 2 del Entrenamiento del Centro Politécnico de Fukuoka	
9 de nov, S	08:30	13:15	Tour de Bienvenida en Autocar Contratado	Coordinadoras	JICA Kyushu
10 de nov, D			Día de Descanso		JICA Kyushu
11 de nov, L	09:30	12:00	Instituto Tecnológico de Kyushu (Vínculo con la industria, academia y región)	Profesor asociado del Dep Ingeniería del Campus de Tobata del Instituto Tecnológico de Kyushu	JICA Kyushu
	13:30	15:30	Sun Acua TOTO, S.A. (Empleo de los discapacitados)	Jefe de la Sec de Asuntos Generales de Sun Acua TOTO, S.A.	
	16:00	16:30	Clase de la Lengua Japonesa		
12 de nov, M	09:30	11:30	Escuela Secundaria Senior Industrial de Tobata (Método Dual del estilo de la Escuela Secundaria Senior Industrial de Tobata)	Vicepresidente de la Escuela Secundaria Senior Industrial de Tobata de la Prefectura de Fukuoka	JICA Kyushu
	14:00	17:00	Escuela Superior de la Especialización Tecnológica de Tobata (Asistencia a los mayores, etc.)	Vicepresidente de la Escuela Superior de la Especialización Tecnológica de Tobata de la Prefectura de Fukuoka	
13 de nov, X	09:00	12:00	Educación de la Seguridad	Asociación del entrenamiento profesional de la zona de Kitakyushu de la Sociedad de Entrenamiento Profesional	JICA Kyushu
	14:00	16:00	Fundación de Kitakyushu para la Avance de la Industria, Ciencia y Tecnología (FAIS)	Jefe de a Sec de Planificación y Relaciones Públicas del Centro de Vínculo entre la Industria y la Academia de la FAIS	
14 de nov, J	09:30	12:00	Escuela del Desarrollo de la Capacidad Profesional de los Discapacitados de Fukuoka	Jefa de la Sec Número 2 de entrenamiento de la Escuela del Desarrollo de la Capacidad Profesional de los Discapacitados de Fukuoka	JICA Kyushu
	13:30	16:30	Instrucción para Elaborar Plan de Acción	KITA	

FECHA	HORARIO		CONTENIDOS	PROFESORES Y SU PERTENENCIA	ALOJAMIENTO
				EMPRESA, INSTITUCIONES, ETC.	
15 de nov, V	09:30	12:30	Marco General de QA	Individual	JICA Kyushu
	13:30	16:30	Marco General de QA	Individual	
	16:30	17:00	Repaso	KITA	
16 de nov, S			Día de descanso		JICA Kyushu
17 de nov, D			Día de descanso		JICA Kyushu
18 de nov, L	09:30	12:30	Calidad y Gestión	Individual	Hotel in Tokyo
19 de nov, M	09:30	12:30	Marco General del Sistema Japonés para Desarrollar la Capacidad Profesional	Oficer de la colaboración internacional de la Sec de la coraboración internacional del MHLW	Hotel in Tokyo
	13:30	16:30	Cambio Socioeconómico y el Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	
20 de nov, X	09:30	12:30	Vínculo con la Industria para el Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	Hotel in Tokyo
	13:30	16:30	Vínculo con la Industria para el Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	
21 de nov, J	09:30	12:30	Marco General del Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	Hotel in Tokyo
	13:30	16:30	Marco General del Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	
22 de nov, V	09:30	12:30	Ejemplos de la Colaboración Tecnológica en el Extranjero sobre el Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	Hotel in Tokyo
	13:30	16:30	Ejemplos de la Colaboración Tecnológica en el Extranjero sobre el Entrenamiento Profesional	Asesor técnico del Dep de proyectos de la Asociación del Entrenamiento Profesional en Extranjero	
23 de nov, S	9:00	12:00	Tour matinal de Tokio en autocar		JICA Kyushu
24 de nov, D			Día de descanso		JICA Kyushu
25 de nov, L	09:00	12:00	Conservación y Suseción de la Propia Tecnología Almuerzo en la empresa	CEO de Kuwahara Denko, S.A.	JICA Kyushu
	14:00	17:00	5S/ Formación Personal	CEO de Nakashima Turret, S.A.	
26 de nov, M	09:30	12:30	Instrucción sobre la Elaboración de Plan de Acción	KITA	JICA Kyushu
	14:00	17:00	Murakami, S.A.	Director de la planta de Murakami, S.A.	
27 de nov, X	09:30	12:30	Evaluación de la Información adquirida y debate	KITA	JICA Kyushu
	13:30	16:30	Evaluación de la Información adquirida y debate	KITA	
28 de nov, J	09:30	12:30	Mejora de la Competitividad de PyMES	Individual	JICA Kyushu
	13:30	16:30	Instrucción sobre la Presentación de Plan de Acción	KITA	
29 de nov, V	09:30	12:30	Presentación de Plan de Acción	①KITA ②KITA Vice presidente y director del Dep cursos de capacitación ③Individual	JICA Kyushu
	14:00	16:00	Seseón de Evaluación del Curso	JICA Kyushu	
	17:00	17:30	Ceremonia de Clausura		
	17:30	18:00	Sesión del Intercambio de Opiniones		
30 de nov, S			Vuelta al país de origen		Avión

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:

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