



# Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

PROMOTION OF MAINSTREAMING DISASTER RISK  
REDUCTION

課題別研修「防災主流化の促進」

*JFY 2016*

NO. J16-04412 / ID. 1684489

Course Period in Japan: From November 6<sup>th</sup>, 2016 to November 19<sup>th</sup>, 2016

This information pertains to one of the JICA Knowledge Co-Creation Program (Group & Region Focus) 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.

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

In the Development Cooperation Charter which is released from the Japanese Cabinet in 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 as a center of mutual learning process.

# ***I. Concept***

## **Background**

Disaster risk and vulnerability seem to be increasing due to population expansion, urbanization and global climate change, etc. Developing countries suffer severe damage from various types of disaster, affecting poor population in particular.

The 3<sup>rd</sup> UN World Conference on Disaster Risk Reduction (DRR) was held in Sendai, Japan in March 2015, which concluded with "Sendai Framework for Disaster Risk Reduction 2015-2030" replacing Hyogo Framework for Action. According to the Sendai Framework, there are four Priorities for Action:

1. Understanding disaster risks;
2. Strengthening disaster risk governance to manage disaster risks;
3. Investing in disaster risk reduction for resilience;
4. Enhancing disaster preparedness for effective response and to "Build Back Better" in recovery, rehabilitation and reconstruction.

At the conference, the importance of the 'mainstreaming of DRR' was emphasized and included in the Sendai Framework. Mainstreaming DRR, which lays an important foundation of a disaster-resilient country, consists of: a) prioritization of DRR in a country's policies; b) incorporation of DRR into plans and programs for development in all sectors or fields; and c) increased prior investment in DRR.

Disasters, while causing human and material losses, tend to bring investments to naught and severely hinder economic and social development of the affected countries. Mainstreaming DRR, with consideration of DRR in all sectors and adequate allocation of budget to implement necessary actions, has been a key factor for the Japan's economic and social development in the past. Mainstreaming DRR is essential for building resilient society and attaining sustainable development of disaster-prone countries.

This program has an objective of promoting mainstreaming DRR in participants' countries by sharing experiences, lessons and good practices in Japan, as well as participating countries.

## **For what?**

This program is designed to learn concept of mainstreaming DRR, incorporate DRR in development policies and formulate proposal/recommendation for promoting mainstreaming DRR in participants' countries, based on good practices of Japan and other countries.

**For whom?**

This program is offered to the officials of director level or equivalent at department/organization involved in policy making and/or decision making in disaster risk reduction in national or local government.

**How?**

This program offers participants lectures and site visit for understanding importance of mainstreaming DRR, incorporation of DRR in development policies and plans as well as its application methods with practical examples. The program also provides opportunities of information sharing and discussion on mainstreaming DRR in each of the participants' countries, which helps identify further challenges and actions to be taken for implementing of the Sendai Framework in each country. At the end of the program, each participant is expected to develop proposal/recommendation for promoting mainstreaming DRR in its own country.

## II. Description

1. **Title (J-No.): Promotion of Mainstreaming Disaster Risk Reduction (J16-04412)**

2. **Course Period in JAPAN: November 6<sup>th</sup>, 2016 to November 19<sup>th</sup>, 2016**

3. **Target Regions or Countries:**

Bangladesh, Bhutan, Brazil, Chile, Fiji, India, Indonesia, Iran, Malaysia, Mongolia, Myanmar, Nepal, Philippines, Sri Lanka, Timor-Leste, Turkey

4. **Eligible / Target Organization:**

Departments/organizations in national or local government involved in policy making in disaster risk reduction.

5. **Course Capacity (Upper limit of Participants):** 20 participants

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

7. **Course Objective:**

The objective of this program is to learn concept of mainstreaming DRR, incorporation of DRR in development policies, methods of promoting mainstreaming of DRR at policy levels and various experiences of Japan, as well as to formulate proposal/recommendation for promoting mainstreaming of DRR in participants' countries.

8. **Overall Goal:**

Mainstreaming DRR is promoted in participants' countries.

9. **Expected Module Output and Contents:**

This program consists of the following components. Details on each component are given below.

<b>&lt; 1 &gt; Preliminary Phase in participant's home country</b>	
<b>Expected Module Output</b>	<b>Activities</b>
Preparation of Country Report and Presentation	- To prepare Country Report and submit it with Application form. - To prepare a presentation material based on the Country Report ( See "VI. ANNEX" below )

<b>&lt; 2 &gt; Core Phase in Japan</b>		
<b>Expected Module Output</b>	<b>Subjects/Agendas</b>	<b>Methodology</b>
<p>To understand incorporation of DRR in development policies, importance of mainstreaming of DRR and concrete methods and examples of promoting mainstreaming of DRR in Japan</p>	<ul style="list-style-type: none"> <li>- Roles of state government, municipal governments in DRR</li> <li>- Collection of scientific data and evidence-based DRR policy planning</li> <li>- DRR plans, budgeting and prioritization of policies at the national, prefectural and municipal levels.</li> <li>- DRR policies and actions in ministries</li> <li>- Importance of prior investment in DRR (including disaster-resilient infrastructure and lifelines)</li> <li>- Seismic construction regulations and application in public facilities</li> <li>- Disaster warning and information systems</li> <li>- Private sectors' effort on DRR (collaboration with Government, Business Continuity Plan (BCP), etc.)</li> <li>- Preparation of response to disaster</li> <li>- National Disaster Statistics</li> </ul>	<p>Lecture Site visit</p>
<p>To mutually understand the experiences of mainstreaming DRR in participants' countries and examine lessons and challenges for each country</p>	<ul style="list-style-type: none"> <li>- Policies, plans and actions of DRR in participants' countries</li> <li>- Lessons and gaps in DRR in participants' countries and actions to be taken</li> </ul>	<p>Workshop Exercise</p>
<p>To develop proposal/recommendation for promoting mainstreaming DRR based on the experiences of Japan and other countries.</p>	<ul style="list-style-type: none"> <li>- Good practices, lessons and challenges of mainstreaming DRR in Japan and participant countries</li> <li>- Presentation of proposal/recommendation</li> </ul>	<p>Lecture Workshop Site visit Exercise</p>

**< 3 > Finalization phase in a participant's home county**

JICA considers organizing follow up seminar on promoting mainstreaming DRR in some participating countries in order to assist implementation of drafted proposal/recommendation in this program. The detail will be discussed during and after the program.

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

#### **1. Expectations for 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 utilize the program 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 program to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) 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) Current Duties:**

- Officials working in a department/organization in charge of policy making for disaster risk reduction in national or local government.
- Current position should be **director level or equivalent level**.

###### **2) Working Experience:**

More than 8 year working experience in charge of DRR (prevention, mitigation, preparedness, response, recovery / reconstruction)

###### **3) Educational Background:** be a graduate of university or equivalent

###### **4) Language:** have a competent command of English. This program requires active participation in discussion.

###### **5) 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.

##### **(2) Recommendable Qualifications**

**Age:** under fifty five (55) years old

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

##### **(1) Application Form**

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

## **(2) Country Report**

See “1. Country Report in VI. ANNEX” below.

Please submit it together with the application form.

\* Applicants who received an acceptance notification letter from JICA office shall be required to prepare a presentation material and submit it at the beginning of the program. Please prepare it before leaving for Japan.

See “2. Presentation Material in VI. ANNEX” below.

## **(3) 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 followings:

Name, Date of birth, Nationality, Sex, Passport number and Expiry date.

## **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 September 23rd, 2016**)

### **(2) 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 and/or who are enlisted in the military will be examined by the Government of Japan 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 October 7th, 2016.**

## **5. 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 said laws and ordinances, participants may be required to return part or all of the program expenditure depending on the severity of said violation.
- (8)** To observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.

## IV. Administrative Arrangements

### 1. Organizer:

(1) Disaster Risk Reduction Team 2, Global Environment Department, JICA

**Contact Person:** Ms. Makiko OHASHI (Ohashi.Makiko.2@jica.go.jp)

(2) Program Division 2/Disaster Reduction Learning Center(DRLC), Kansai International Center (KSIC), JICA

**Contact Person:** Mr. Wataru ONO ([Ono.Wataru@jica.go.jp](mailto:Ono.Wataru@jica.go.jp) and [jicaksic-unit@jica.go.jp](mailto:jicaksic-unit@jica.go.jp))

### 2. Implementing Partner:

SEEDS Asia

### 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 Kansai

Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan

TEL: 81-78-261-0386 FAX: 81-78-261-0465

(where “81” is the country code for Japan, and “78” is the local area code)

If there is no vacancy at JICA Kansai, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Kansai at its URL, <http://www.jica.go.jp/english/about/organization/domestic/index.html>

### 5. Expenses:

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 “KENSHU-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 participants in the program, and other matters.

## ***V. Other Information***

1. Participants who have successfully completed the program will be awarded a certificate by JICA.
2. For the promotion of mutual friendship, JICA Kansai encourages international exchange between JICA participants and local communities, including school and university students as a part of development education program. JICA participants are expected to contribute by attending such activities and will possibly be asked to make presentations on the society, economy and culture of their home country.
3. Participants are recommended to bring laptop computers for your convenience, if possible. During the program, participants are required to work on the computers, including preparation of Action Plan(AP), etc. Most of the accommodations have internet access. Also, there is a computer room in JICA Kansai where 14 desk-top computers are available with internet access.
4. Allowances, such as for accommodation, living, clothing, and shipping, will be deposited to your temporary bank account (opened by JICA) 2 to 5 days after your arrival in Japan. It is highly advised to bring some cash / traveler's check in order to cover necessary expense for this period.
5. It is very important that your currency must be exchanged to Japanese Yen at any transit airport or Kansai International Airport (KIX) in Osaka, Japan soon after your arrival. It is quite difficult to exchange money after that, due to limited availability of facility or time during the program.

## VI. ANNEX:

### 1. Country Report

#### <Purpose of Country Report>

A country report is basic and essential information for the Japanese lecturers as well as the other participants of this program. A country report will also be used for screening.

#### <Preparation>

Please prepare a country report covering the items shown in the outline below as much as possible. The report should be typewritten in English on A4 size paper in single spacing, 5 – 6 pages, including charts, figures, and photographs.

\* Please submit your country report **with an application form by the due date.**

#### <Outline of Country Report>

<u>Country Report</u>	
Name: Organization / Position: Country:	} <div style="border: 1px solid black; padding: 5px; display: inline-block;">* Please make sure to write your name and country when you submit the report.</div>
1. Mission, budget of your organization/department / division	
(1) Mission	
(2) Annual budget	
(3) Annual plan	
- Please attach the organization chart	
2. Your duties	
3. National (regional) plan/strategy for mainstreaming DRR.	
(1) Outline(background, objective, stakeholder/related organization, time line) of plan/strategy	
(2) Budget allocation for mainstreaming DRR	
(3) Other relevant issue	
4. Current situation of promoting of mainstreaming DRR	
(1) Remarkable achievement	
(2) Past and on-going activities/interventions	
(3) Challenges/obstacles	
(4) Other relevant issues	
(5) Good practice/lesson on mainstreaming DRR at the national and local levels, as well as in cross-sectoral approach	

5. Any particular sector which your organization has interest in promoting mainstreaming DRR. (Please describe the reasons behind as well)

6. Any priority area (prefecture or city level) for DRR in your country. (Please describe the reasons behind as well)

**\* Please bring any materials on good practice for mainstreaming DRR in your country**

## 2. Presentation Material

All selected participants, who received an acceptance notice from JICA office, shall be required to prepare a presentation material mainly based on Item 3 and 4 of the country report (see '1. Country Report' above).

The time for each presentation is **maximum 10 minutes (excluding 5 minutes Q&A)** , and it is recommended to prepare by using Microsoft Power Point with 10 slides maximum.

Please prepare it before leaving Japan so that a data file of presentation can be available at the beginning of the program.

## 3. Information Reference

- Disaster Management in Japan (issued by Cabinet Office, Government of Japan)  
[http://www.bousai.go.jp/1info/pdf/saigaipamphlet\\_je.pdf](http://www.bousai.go.jp/1info/pdf/saigaipamphlet_je.pdf)
- White Paper on Disaster Management 2015 Summary (issued by Cabinet Office, Government of Japan)  
[http://www.bousai.go.jp/kaigirep/hakusho/pdf/WPDM2015\\_Summary.pdf](http://www.bousai.go.jp/kaigirep/hakusho/pdf/WPDM2015_Summary.pdf)
- JICA Disaster Reduction Learning Center  
[http://www.jica.go.jp/english/our\\_work/thematic\\_issues/water/disaster.html](http://www.jica.go.jp/english/our_work/thematic_issues/water/disaster.html)

## ***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, Knowledge Co-Creation programs (until 2015, so called “training”), JOCV programs, etc.

Within this wide range of programs, Knowledge Co-Creation 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 Kansai International Center (JICA KANSAI)**

**Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan**

**TEL: 81-78-261-0386 FAX: 81-78-261-0465**