



【Online】

Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

**MANAGEMENT OF COMPOSTING PROJECT
課題別研修「コンポスト事業運営」
JFY 2021**

Course No. 20203240J001

Course period: From January 17, 2022 to February 10, 2022

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

I. Concept

Background

A growth in urban populations and economies has resulted in a corresponding accumulation in the amount of solid waste and local governments find this difficult to handle. Existing dumpsites are filling up; finding new dumpsites is becoming increasingly difficult in developing countries where organic materials usually comprise over half of the total waste.

“Composting” is one of the effective countermeasures for this problem. In this training course, the topics which need to be considered when one tries to establish composting project into a community will be covered, such as quality control of compost, participation of community, establishment of circulation system, etc.

For what?

This program intends to promote the introduction and effective management of a composting system in a community. **By focusing on composting approaches** that are applied on the ground, participants are able to enhance practical knowledge and techniques. Please note that general information of solid waste management in Japan will not be covered sufficiently in the curriculum.

For whom?

This program is offered to the staffs in charge of solid waste management in local or central government that **has started or is going to start a composting system into a community.** A nominee should have an enough background in solid waste management.

How?

Participants will learn techniques and know-how in the field through online lectures, discussions and virtual tour.

II. Description

1. Title (Course No.): Management of Composting Project (202003240J001)

2. Course Period

From January 17, 2022 to February 10, 2022

3. Target Regions or Countries

ANTIGUA AND BARBUDA, BRAZIL, MARSHALL ISLANDS, PAPUA NEW GUINEA,

4. Eligible / Target Organization

This program is designed for the departments in charge of waste management in the local or central government that has started or is going to start composting projects for the community.

5. Course Capacity (Upper limit of Participants)

4 participants

6. Language to be used in this program

English

7. Course Objective

Participants will be able to understand overview of technical information of composting, application of compost for effective management of composting project through case studies and learning about national/local policies and systems on waste management in Japan.

8. Expected Module Output and Contents

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

Expected Module Output	Subject No.	Methodology
1) Being able to explain about overview of national/local policies and systems on waste management in Japan	1 Promotion of Composting in Solid Waste Management in Kitakyushu City 2 Composting in Municipal Solid Waste Management	Lecture and discussion
2) Being able to explain about overview of technical information of composting	3 Composting Technology for Domestic Garbage 4 Community Development through the Windrow Composting Project 5 The “Takakura” Composting Method	Lecture, discussion and virtual tour
3) Being able to understand the application of compost and management of composting project through case studies.	6 Application of Compost in Organic Farming and Agricultural Business 7 Practical experience and lessons learned from community composting in Indonesia 8 Environmental Education and Public Awareness in Kitakyushu City 9 Application of Composting in CDM Project	Lecture, discussion and virtual tour

*Please refer to the attached schedule (Annex-3). The schedule is subject to changes.

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 use the project for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.

2. Nominee Qualifications

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

Essential Qualifications

- (1) Current Duties: Staffs in charge of waste management in local or central government
- (2) Experience in the relevant field: have more than 3 years of experience in the related area with an enough background in solid waste management
- (3) Educational Background: be a graduate of university
- (4) Language: have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more (Please attach an official certificate for English ability such as TOEFL, TOEIC, etc., if possible).

Remote training implementation requirements:

- **Stable network environment**
- **To be able to access to 2-3GB of data every day.**
* Please consider daily consumption under the same internet environment
- To be able to attend a Zoom Meeting at a designated time.
- Preparation of PC with camera and earphone with microphone
- **Please refer to the following for PC specifications.**
8 GB memory; 250 GB External Storage, Microsoft Office (Excel, Word, PowerPoint)

Recommended Qualifications

- (1) Be preferably in relation with past or on-going JICA projects focusing on environment such as waste management.
- (2) The organizations the participants belong to has started composting projects.
- (3) Be familiar with PC operation, as there will be many chances for report writing and presentation.
- (4) Gender Consideration:
JICA is promoting Gender equality. Women are encouraged to apply for the program.

3. Required Documents for Application

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

* If you have any difficulties/disabilities, which require assistance, please specify necessary assistances in the Medical History (1-(d)) of the application forms. It may allow us (people concerned in this course) to prepare better logistics or alternatives.

(2) **Job Report and Questionnaire:** Fill in Annex-1, Annex-2, and Annex-3 of this General Information, and submit them along with the Application Form. Job Report and Questionnaire are necessary documents for screening of an applicant.

(3) **Photocopy of passport or ID Card:** to be submitted with the application form

*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex

4. Procedure 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 **November 17, 2021**.)

(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 utilize the opportunity of this program will be highly valued in the selection.* 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**

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than December 17, 2021**.

5. Conditions for Attendance

(1) to strictly adhere to the program schedule.

(2) to prepare the terminals used (computer, webcam, microphone and earphone) and the Internet environment to participate online program, and

(3) to work assignments and submit them.

6. Online Program

(1) This course will be conducted as a set of programs for online. The platform for online program will be conducted by “YouTube” and “Zoom”. The URL to attend the online class will be shared later.

(2) We will provide teaching material (online textbook) to each Participant. Details will be announced at the time of notification of selection result.

(3) The length of the online program (On-demand basis) is set relatively long for the number of lectures. Please watch the lecture videos via YouTube and submit your assignment by the specified date. After watching lecture videos, Participants are supposed to take online classes (Live broadcast) via Zoom 3 times.

(4) Please note that participant who does not watch lecture videos or submit the assignment will not be allowed to attend the online classes (Live broadcast).

IV. Administrative Arrangements

1. Organizer

- (1) Name: JICA KYUSHU (Training Program Division)
- (2) Contact: kictp@jica.go.jp
Person in charge: Hisanobu Saito
- (3) URL : (a) Introduction of JICA Kyushu
<https://www.jica.go.jp/kyushu/english/office/index.html>
(b) Introduction of Knowledge Co-Creation Program
<https://www.youtube.com/watch?v=SLurfKugrEw>

2. Implementing Partner

- (1) Name: Kitakyushu International Techno-cooperative Association (KITA)
- (2) URL: http://www.kita.or.jp/english/e_index.html

V. Other Information

1. Report

Job Report & Questionnaire

Each applicant is required to submit his/her own Job Report & Questionnaire at the time of application.

2. Remarks

Participants must understand the following **data teaching materials handling** and sign a pledge before starting online program.

- Respect for copyright, protection
- Sharing without permission on SNS,
- Prohibition of unauthorized upload and modification, redistribution
- Approval required for recording

VI. Annex

1. Job Report
2. Questionnaire
3. Tentative Schedule

Annex-1

**Management of Composting Project
(JFY 2021)
Job Report**

Name: _____ Country: _____
Organization and present post: _____
E-mail: _____ FAX: _____

Remarks 1: The Report should be typewritten in English (12-point font, appropriately spaced, A4 size paper) and total pages of the report should be **limited to 3 pages** (not including organization chart).

Remarks 2: Remarks 4: Please itemize your answer and make them specific

1. Organization and main tasks

- (1) Brief description on the main tasks of the organization
- (2) Organization chart

Please draw a chart of your organization including the department (section) names with the number of staffs in it and mark where you are positioned (The chart should be attached and not be counted in this page limit.)

- (3) Description on your job assignments

2. Existing challenges of composting in your workplace

- (1) Outline of your composting project(s) including method and capacity
- (2) Challenges you are facing in your workplace (Please describe concrete details)
- (3) Targets as a desirable situation that you would like to realize

3. Expectations for the training course

- (1) Most interesting subjects or topics in this training course and reasons why you pick up the subjects
- (2) How do you expect to apply skills and knowledge according the listed items in the curriculum after the online training?

Annex-2

**Management of Composting Project
(JFY 2021)
Questionnaire**

Name: _____ Country: _____

Remarks 1: The Questionnaire should be typewritten in English (12-point font, appropriately spaced, A4 size paper), and total pages of the report should be limited to 2 pages.

Remarks 2: Please itemize your answers and make them specific.

1. Have you ever studied the following subjects? Please check either Yes or No. If your answer is “Yes,” please fill in “Years” parentheses with your years of experience on the respective items.

	YES	NO	Years
(1) Environmental science and engineering.....	()	()	()
(2) Sanitary engineering.....	()	()	()
(3) Environmental ducation.....	()	()	()
(4) Household refuse treatment practice.....	()	()	()
(5) Solid waste management administration.....	()	()	()

2. Explain the situation in the jurisdiction of your organization.

- (1) Population in the area which your organization is in charge of
- (2) The annual budget (U.S. dollar) for solid waste management
- (3) Solid waste management

a. Breakdown by weight of the annual solid waste materials and percentage

	Weight (tons)	Percentage
- food	(t)	(%)
- paper	(t)	(%)
- plastic	(t)	(%)
- metals	(t)	(%)
- others	(t)	(%)

b. Breakdown of annual municipal solid waste budget and their percentage

	Budget (USD)	Percentage
- collection	(USD)	(%)
- construction of treatment/disposal facilities	(USD)	(%)
- disposal operation and management	(USD)	(%)
- others	(USD)	(%)

- (4) Compost plant
 - Method and capacity
- (5) Environmental education
 - Method and target persons

Annex-3

Tentative Schedule (This schedule is subject to changes)

We will let you know the lecture time of Live broadcast (Jan. 17, 28 and Feb.10) to the accepted Participants

Date	Lecture title
2022/1/17(Mon)	Program Orientation) (the first Live broadcast via Zoom)
1/18(Tue) On demand method ↓	Waste management law and establishing recycling society in Japan
	Waste management and composting activities in Kitakyushu City
	Practical experiences and lessons learned from community composting in Indonesia
	Application of composting in CDM project
	Study Takakura method (Theory)
	Study Takakura method (practice)
	Study Household waste composting
1/28(Fri)	Question and Answer Session 1 (The second Live broadcast via Zoom)
On demand method ↓	Environment Education
	Making lettuce compost using a composting machine(Virtual Tour)
	Takakura method(Virtual Tour)
2/9(Wed)	Summary of face to face training conducted in the past
2/10(Thu)	Question and Answer Session 2/ Closing (The last Live broadcast via Zoom)

For Your Reference

JICA and Capacity Development

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

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

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

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

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



CORRESPONDENCE

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

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