**Annex1: BIM, Job Report**

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**NECESSARY CONTENTS OF**

**BASIC INFORMATION MATRIX & JOB REPORT**

**(Only for accepted participants)**

**Accepted participants are required to submit <A> and <B> by June 9, 2023 to Ogawa.Kazumasa@jica.go.jp (Mr. OGAWA Kazumasa)**

**< A > Basic Information Matrix**

The Basic Information Matrix aims to sum up basic information about disasters and share them with other participants and instructors. The Basic Information Matrix is divided into three parts. The first section is asking some data on disaster for Infrastructure. The second section is the information related to assistance by Development Partners. The third section is asking the information on the budget of disaster prevention. It would be desirable that each participant fills out this part in cooperation with respective country’s JICA office. (Please use the format on next page)

**< B > Job Report**

**1. Style**

1. Job report should be prepared by MicrosoftⓇ Power Point.
2. Job report should cover the following five elements
3. The missions of participants’ organization and his/her own duty.
4. Natural disasters which typically occur in participant’s country, and　that have occurred in recent years
5. Experience(s) of natural disaster management in participant’s duties
6. Problems and issues at participant’s organization that need to be solved or improved from a perspective of “disaster risk reduction on infrastructures (river, road and port). Please describe them along the following angles.

* Disaster mitigation
* Restoration from natural disasters
* Maintenance and management
* Disaster risk reduction measures
* Others

1. Objectives to participate in this program

Note: Please use some tables, figures and pictures for better understanding of other participants and lecturers (e.g. pictures taken before and after disasters).

1. The report should be about 10 slides (Power Point). On each slide, please indicate only main points (NOT long-winded sentences).
2. **Language：** English
3. **Job Report Presentation:**
   1. Job report presentation is planned to be held at the beginning of the program.
   2. Each participant has 15-20 minutes to make a presentation and 5 minutes for Q&A.

**Basic Information Matrix**

|  |  |  |
| --- | --- | --- |
| **【１】 Information on Disaster for Public Works** | | |
| 1-1-1  Geographic & Geological conditions | |  |
| 1-1-2  Climatic Division, Annual Rainfall, Peak Rainfall per 1 hour | Climatic Division |  |
| Annual Rainfall |  |
| Peak Rainfall per 1 hour |  |
| 1-1-3-(a)  Existence of Hydrological Observation Statistical Data  (Please select "✓" if the observation is carried out, or "X" if not.) | Rainfall |  |
| Water Level |  |
| Tide Level |  |
| 1-1-3-(b)  Existence of sharing information system from the hydrological observation to the organization in charge of infrastructure  （Please select "✓" if such system exists, or "X" if not) | |  |
| 1-1-3-(c)  Existence of disaster related information sharing system from the hydrological observation to citizens.(Disaster related information : Weather warning information and information regards to natural disasters such as earthquake, tidal wave, tsunami, landslide, flood, volcanic activity, etc.) (Please select "✓"if the system is existed, or "X" if not) | Weather warning information |  |
| Disaster related information |  |
| Earthquake |  |
| Tidal wave |  |
| Tsunami |  |
| Landslide |  |
| Flood |  |
| Volcanic Activity |  |
| Others |  |
| 1-1-4-(a)  Please indicate most typical disasters in your country and the situation in the past. | |  |
| 1-1-4-(b)  Existence of record/statistical data of the past natural disasters. (Please select "✓" if such record/data exists, or "X" if not) | |  |

|  |  |  |
| --- | --- | --- |
| 1-1-5  Disasters which your organization and government try to tackle with high priority. (Please choose disasters within the above answers (1-1-4-(a)) | |  |
| 1-1-6  Please indicate some countermeasures plan such as long-term plan, maintenance plan, etc., and some hard/soft countermeasures which currently your organization are implementing against the natural disasters which are mentioned in the above question 1-1-5. | |  |
| 1-1-7  Please indicate challenges and policies/technologies which are required to implement 1-1-6. | |  |
| 1-2-1  Existence of Law(s) and/or System(s) about Disaster Restoration related to 1-1-4 and 1-1-5. （Please select "✓" if such law(s) and/or system(s) exist for the following infrastructure, or "X"if not) | Road |  |
| River |  |
| Port |  |
| others |  |
| 1-2-2 Design basis and standards that prescribes post-disaster construction methods （Please describe outline of them on the each box if such design basis exists) | Road |  |
| River |  |
| Port |  |
| others |  |
| 1-3-1  "intangible" system(s) against disasters(e.g. a hazard map to show prediction of damages by disasters, water level gauge and early warning system etc.) | |  |
| 1-3-2  Maintenance manual which is based on the lesson learned from the past disasters in your organization. （Please describe outline of them if such maintenance manual exists) | |  |
| 1-4  Technologies and countermeasures (hard/soft) which you want to learn in Japan. | |  |

|  |  |
| --- | --- |
| **【２】 Assistance by Development Partners(donors)** | |
| 2-1  Past, Present and Future Projects related to this course supported by Japan |  |
| 2-2  Project or Assistance by other donors/countries |  |
| **【３】 Budget for Disaster Prevention** | |
| 3-１  How the organization budgets for disaster preparedness projects |  |
| 3-2  Percentage of the national budget (or the budget of the local  government to which you belong) that is spent on advance disaster management |  |
| 3-3  Percentage of the national budget (or the budget of the local government to which it belongs) allocated to disaster response including rescue and relief operations. |  |