



Knowledge Co-Creation Program (Group & Region Focus)

General Information on

FIRE MANAGEMENT AND DISASTER RISK REDUCTION
課題別研修「消防・防災」
JFY 2022

Course No. 202107991J001

Course Period in Japan: From November 14, 2022 to December 12, 2022

***In the context of the COVID-19, please note that there is still a possibility the course schedule will be changed, shortened, or the course itself will be cancelled**

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 Program (KCCP)' 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

This course was set up in 1988 to allow persons involved in firefighting in developing nations to acquire the firefighting techniques of Japan, one of the world leaders in firefighting methods, and by 2019 it had accepted 283 participants from 84 different countries. Then Since 2014, this course has been changed name as “Fire and Disaster Management”. So that, component of “fire and disaster prevention activities” has been added, in addition to firefighting techniques. This course will offer 1. Comprehensive firefighting techniques, 2. Knowhow for fire and disaster prevention to community in Japan. In particular, the recent urbanization and population increase in developing nations has caused an increase in the number of fires and disaster, as well as their increasing complexity and diversity, and has brought about the need for all the more improvements to firefighting techniques and fire and disaster prevention.

For what?

This program aims to improve and enhance firefighting techniques and fire and disaster prevention.

For whom?

This program is offered to central or local government of firefighting. (Be in charge of A. firefighting service, B. educational activities to communities for fire and disaster prevention.)

How?

Participants shall have opportunities in Japan to learn squad operation methods and firefighting methods and equipment through lecture, practice, discussion, and facility observation. And also have opportunities to learn system and activities for fire and disaster prevention activities as firefighter through the example cases of Fire and Disaster Management Department in Central and Local government of Japan.

Participants will formulate an action plan describing what the participant will do after they go back to home country putting the knowledge and ideas acquired in Japan among others into their on-going activities.

II. Description

1. Title (Course-No.):

Fire Management and Disaster Risk Reduction (202107991J001)

2. Course Period in JAPAN

November 14, 2022 to December 12, 2022

***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 itself will be cancelled.**

3. Target Regions or Countries

Bangladesh, Brazil, Georgia, Kosovo, Papua New Guinea, Palestine, Somalia and Viet Nam

4. Eligible / Target Organization

This program is designed for a central or local government in the field of firefighting. And target department be in charge of A. firefighting service, B. educational activities to communities for fire and disaster prevention.

5. Total Number of Participants

8 participants

6. Language to be used in this project

English

7. Course Objective

Fire Fighting techniques, fire prevention and disaster prevention is implemented based on action plan and system of Fire and Disaster Management on participant's organization is enhanced.

8. Overall Goal

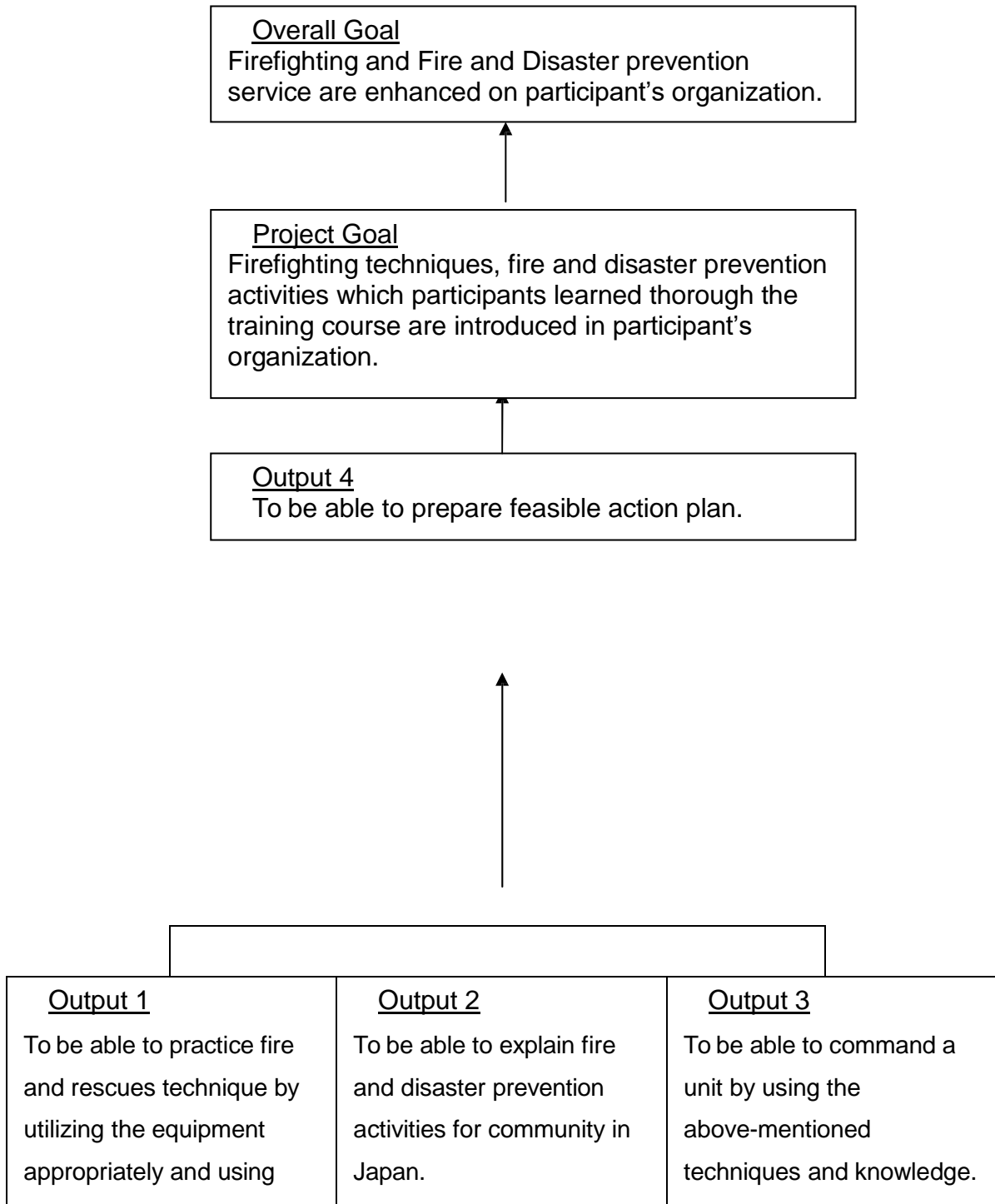
Firefighting and Fire and Disaster prevention service are enhanced on participant's country.

9. Expected Module Output and Contents:

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

Expected	Module Output	Subjects/ Agendas	Methodology
	1) To be able to practice fire and rescues technique by utilizing the equipment appropriately and using various fire extinguishing methods	<ul style="list-style-type: none"> • Basic rules and skill for firefighting (Rules of conduct at fire site and drill, knot) • Methods of utilizing various firefighting equipment, appropriate selection of such equipment, etc. • To explain characteristics and challenges of various 	Lecture Practice in outside
	2) To be able to explain fire and disaster prevention activities for community in Japan	<ul style="list-style-type: none"> • Educational activities about fire and disaster prevention for primary school and local communities by local government and communities itself 	Lecture Inspection Practice
	3) To be able to command a unit by using the above-mentioned techniques and knowledge	<ul style="list-style-type: none"> • Demonstration of result of General training for 1 to lecturer and public citizens. • Practice for demonstration 	Practice
	4) To be able to prepare feasible action plan	<ul style="list-style-type: none"> • Workshop for preparing action plan Preparation of action plan 	Lecture Practice

<Structure of the program>



III. Conditions and Procedures for Application

1. Expectations from 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.

(1) Essential Qualifications

1) Current Duties:

- a) Be engaged in firefighting services and be planned to be firefighting commanders or training instructors.
- b) And also be in charge of educational activities to communities for fire and disaster prevention.

*First priority is meeting a), because contents related to firefighting techniques is majority offered in this training course.

- 2) Experience in the relevant field: have more than 5 years' experience in firefighting service
- 3) Educational background: be a university graduate or have the equivalent academic background
- 4) Language: have a competent command of spoken and written English which is equal to TOEFL iBT 100 or more (This workshop includes active participation in discussions, which requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc., if possible.)
- 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.

- 6) Be able to extend their techniques systematically after returning to their countries
- 7) Be able to make a loud voice to command a unit during the field works and follow Japanese firefighting manners

(2) Recommended Qualifications¹

- 1) Age: be under 40 years of age
- 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 sexual orientation and gender identity

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 QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.

- (2) 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 Expire date.

- (3) Nominee's English Score Sheet:** If available, please attach the official certificate for English ability such as TOEFL, TOEIC, IELTS etc.

(4) Inception report

- (a) Job Report (ANNEX 1):** To be submitted with the Application Form

- Job Report is a report to understand an outline of an organization that an applicant belongs to, his/her jobs and his/her expectations for the training

course.

(b) Questionnaire (ANNEX 2): To be submitted with the Application Form.

4. Procedure for Application and Selection :

(1) Submitting 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 20, 2022.**)

(2) Selection:

Primary screening is conducted at the JICA overseas office (or the embassy of Japan) after receiving official documents from your government. JICA Center 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

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than**

October 5, 2022.

5. Conditions for Attendance:

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:

(1) **Name:** JICA Kyushu

(2) **Program Officer:** Yoji OGATA (kicctp@jica.go.jp)

2. Implementing Partner:

Name: Fire Training Center, Fire and Disaster Management Department,
Kitakyushu City

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:** Term of Insurance: From arrival at Japan to departure from Japan. *the traveling time outside Japan shall not be covered.

4. Accommodation in Japan:

JICA will arrange the following accommodations for the participants in Japan.

[KITAKYUSHU]

JICA Kyushu Center (JICA KYUSHU)

Address: 2-2-1 Hirano, Yahata Higashi-ku, Kitakyushu-shi, Fukuoka, Japan

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

If there is no vacancy at JICA Center, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Kyushu at its URL,

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

➤ <https://www.jica.go.jp/kyushu/english/office/c8h0vm0000a0cdx5-att/kyushu01.pdf>

5. Expenses:

The following expenses will be provided for the participants by JICA:

(1) Allowances for accommodation, 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
- (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 Center” are viewable from the link below.

Image videos of 'Introduction of JICA Center (YouTube)' show the following information of JICA Centers: 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, Neighborhood

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=m7l-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 Centers in Japan	
JICA Kyushu	https://www.jica.go.jp/kyushu/english/office/index.html

V. Other Information

1. Participants who have successfully completed the course will be awarded a certificate by JICA.
2. Dress Code 1: Participants are required to bring (1) formal dress and tie and (2) official uniform of fire fighting for attending opening / closing ceremony and paying a courtesy call when they come to Japan.
3. Dress Code 2: Participants are required to wear temperate clothes when they commute to the training institution (Kitakyushu Fire Training Center).
 - (1) Bring shirt with collar and slacks
 - (2) Inappropriate clothes, such as jeans or miniskirt are not allowed
4. Due to security reasons, beards are not allowed since it will interfere to use Air Breathing Apparatus appropriately.
5. The uniform for the training including helmet and a pair of boots will be provided by JICA as training equipment. So participants do not have to bring your own helmet and a pair of boots. To prepare for the uniforms, participants are required to submit the Clothes Measurement Sheet (ANNEX 3) and Whole-body Photo (Annex 4).
6. Participants are required to use Japanese in some part of training, such as “Code of etiquette” after appropriate lessons.
7. International Exchange Program with Local Communities
 - (1) JICA encourages international exchange between JICA participants and local communities. Participants will have a chance to visit elementary schools or junior high schools or community group. Therefore, participants are recommended to bring their national costumes or crafts and materials such as cassette tapes and photographs that will make the exchange program more fruitful.
 - (2) For the courtesy call to various agencies and department, participants are recommended to bring gifs from countries.
8. This training is designed for the purpose of acquiring the knowledge and the techniques of Japan, NOT for a specific participant’s country. Participants are kindly requested to understand the differences and not to insist on the techniques of their countries.

VI. ANNEX 1:

Fire Management and Disaster Risk Reduction (JFY 2022)

Job Report

Participants are requested to prepare a Job Report and submit it with application form. The report should be typewritten in English preferably on Power Point Presentation (10 pages: one page for one topic, more than 18 fonts). Microsoft Word is acceptable if you do not have Power Point. Participants are required to make a presentation by using this report at the beginning of training for about 10 minutes. Please also bring data of this report when participants come to Japan.

(1) - Name - Country - Organization - Present Post
(2) - Main duties of fire service in your organization
(3) - Organization chart (Please mark your position in the chart)
(4) - Your present duty in your organization
(5) - Situation of firefighting activities - Situation of educational activities to community for fire and disaster prevention

(6) - Current problems and issues you are facing - Countermeasures for these problems
(7) - Pictures of your work sites and organization
(8) - Pictures of Fire Fighting Vehicles which your organization own
(9) - Pictures of Fire Fighting Equipment which your organization own
(10) - Most interesting subjects or topics in the training course - Skills and knowledge you expect to gain

VII. ANNEX 2:

Fire Management and Disaster Risk Reduction (JFY 2022)

Questionnaire

Participants are requested to prepare a Questionnaire and submit it with Application Form.

Name: Country:

Present Place of Employment: Date

of Taking Up post:

1. [Previous/ Present Job] Job History

<u>Dates</u> (Duration: Year, Month)	<u>Name of Organization</u>	<u>Title/ Post</u>	<u>Main Duty</u> (1)Firefighting activity (2) Rescue operation in disaster occurrence, (3) Educational activities to communities for fire and disaster management. (4)Desk work (5)Others () * Please choose your duty from above. * If your duty is more than two, please write each percentage you engage in the whole work.	<u>Data</u> (1)Number of employment (2)Number of subordinates
Ex: 2000y. 4m ~ (5year, 4month)	Ex: Operation unit	Ex: firefi ghte r	Ex: (1),(3) Percentage of each job in the whole. (1) 90% (3)10%	Ex: (1) 50 (2) 5

2. Fire Service Training or Training Courses, certified outside the organization.

Organization	Course	Year	Venue (Country, City)
Ex: JICA	Fire Prevention	2000y. 5~ 3months)	Japan Nagoya

3. Please answer the following questions.

Q1 Can you endure training which is hard physically?

YES/NO

Q2 During the training, participants are required to do push-ups. Can you do push-ups? And how many times ?

YES/NO _____ Times

Q3 During the training, participants are required to run about 1 km, making a line. Can you run?

YES/NO

Q4 During the training, receiving hydration is compulsory for the safety training. Can you agree?

YES/NO

Comment(_____)

Q5 Do you have any experience of firefighting at fire sites?

YES•NO

If you choose 'YES', duration of experience: _____

Choose experienced fire sites:

- () Building fire
- () Hazardous material fire (oil, chemical disaster) (
-) Forest fire
- () Vehicle fire (

-) Ship fire
- () Aircraft fire
- () Others ()

Q6 Do you have any experience of fire fighting vehicle operation(Pump and ladder truck)?

YES/NO

Q7 Do you have experience of fire service as a commander?

YES/NO

Q8 Do you know how to use ropes for rescues?

YES/NO

Q9 Do you have experience of rescue by using ropes?

YES/NO

Q10 Do you know first aid?

YES/NO

Q11 Do you have experience of first aid?

YES/NO

Q12 Do you have experience of first aid?

YES/NO

Important

I certify that the statements made by me in this questionnaire are true and correct.

I also agree to have cooperativeness among participants and carry out instructions and abide by instruction by JICA and training institution (Fire and Disaster Management Department, Kitakyushu-City).

Country: _____

Organization: _____

Name: _____

Signature: _____

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:

JICA Kyushu Center (JICA KYUSHU)

Address: 2-2-1 Hirano, Yahatahigashi-ku, Kitakyushu-shi, Fukuoka, 805-8505, Japan

TEL: +81-93-671-6311 FAX: +81-93-663-1350