



Knowledge Co-Creation Program (Group & Region Focus)

General information on

**Operation, Management and Maintenance of Irrigation
Facilities and Agricultural Land Infrastructure
Development (A)**

課題別研修

**「施設の運営・維持管理の向上を通じた農業生産基盤の整備（A）」
JFY 2025**

Course No.: 202411631J001

Course Period in Japan: From June 22 to August 1, 2025

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 June 2023, 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

In developing countries, agricultural infrastructure and irrigation facilities have been constructed but many facilities are not used properly due to ageing, inappropriate operation, and lack of maintenance. From the perspective of food security, it's important to improve the capabilities of operation, management and maintenance of the irrigation facilities and development of the agricultural infrastructures.

This program aims to improve the participant's capacities of utilizing irrigation facilities through the acquisition knowledge and necessary skills regarding the legal framework of irrigation scheme, agricultural infrastructure development and improvement of irrigation facilities operation, management and maintenance.

For what?

The implementation capacity of agricultural and rural development officials for appropriate operation, management and maintenance of irrigation facilities will be improved to make effective use of limited resources in a sustainable manner.

For whom?

This program is offered to administrative and technical officials in charge of operation, management and maintenance of agricultural irrigation facilities in central and local government organizations that are responsible for policy formation and institution building related to irrigation projects, as well as operation, management and maintenance of irrigation facilities.

How?

Through lectures, practices, and observations offered by Japanese government officials and private sector personnel, participants will learn about the operation, management and maintenance methods of agricultural irrigation facilities and acquire advanced technologies to improve agricultural productivity.

The participants will develop an action plan summarizing the knowledge acquired through this program in Japan, which will be shared with their home institutions upon their return from Japan.

II. Description

1. Title (Course No.)

Operation, Management and Maintenance of Irrigation Facilities and Agricultural Land Infrastructure Development (A) (202411631J001)

2. Course Duration in Japan

From June 22 to August 1, 2025

3. Target Regions or Countries

Cuba, Dominican Republic, Egypt, Ghana, Indonesia, Laos, Malawi, Mexico, Nigeria, Philippines, Rwanda, Viet Nam

4. Eligible / Target Organization

Central/Local governmental organizations responsible for operation, management and maintenance of irrigation facilities related to policy formulation of irrigation projects

5. Capacity

12 participants

6. Language

English

7. Objective

Skills of officials/engineers who are involved in operation, management and maintenance of irrigation facilities are improved.

8. Overall Goal

Irrigation facilities are properly operated, managed and maintained, contributing to a stable supply of agricultural products and improve livelihoods for farmers.

9. Output and Contents

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

(1) Preliminary Phase (in a participant's home country)	
Modules	Activities
Compilation of Inception Report	<u>Preparation of Inception Report (Please see VI. Annex)</u> Grasp the situation of operation, management and maintenance of agricultural irrigation facilities in own country, determine the issues faced by agricultural sector, and examine the framework of essentials to be implemented by the government

(2) Core Phase in Japan

Expected Module Output	Subjects/Agendas	Methodology
<p>Module output 1:</p> <p>To understand the outline of Japan's legal systems for agricultural development projects</p>	<p>Outline of Land Improvement District (LID)</p> <p>Outline of Drainage Improvement</p> <p>Field Improvement and Agricultural Land Management</p> <p>Overview of Agriculture in Tokachi</p> <p>Application Cases of knowledge in Japan to Developing Countries</p> <p>Examples of the application of SHEP (Smallholder Horticultural Empowerment and Promotion) approach to the field of farm management in irrigation projects</p>	Lecture
<p>Module output 2:</p> <p>To understand the methods from planning to management and maintenance of irrigation and drainage projects</p>	<p>Management of Paddy Field Irrigation</p> <p>Management of Upland field Irrigation Facilities</p> <p>Upland Field Facilities Management</p> <p>Water Management System (paddy and upland fields)</p> <p>Theory and Practice of Functional Diagnosis (Stock Management)</p> <p>Agricultural Cooperatives</p> <p>Discussion with Farmers</p>	<p>Lecture</p> <p>Practice</p> <p>Field visit</p>
<p>Module output 3:</p> <p>To understand the efficient operation and management methods of irrigation facilities by beneficiaries' participation</p>	<p>Outline of Agricultural Infrastructure Improvement Projects</p> <p>Agricultural and Rural Improvement Projects</p> <p>Environmental Survey and Conservation</p> <p>River Discharge Observation</p> <p>Upland Field Irrigation Facility (Dams, etc.)</p> <p>Water reservoir</p>	<p>Lecture</p> <p>Practice</p> <p>Field visit</p>
<p>Module output 4:</p> <p>To develop an action plan to solve the issues that participant's organization is facing in maintenance of irrigation facilities</p> <p>To develop an action plan to improve operation, management and maintenance of irrigation facilities</p>	<p>Consider how to adapt the knowledge acquired from the program to participants' countries /</p> <p>Group discussion /</p> <p>Presentation</p>	<p>Practice</p> <p>Discussion</p> <p>Presentation</p>

III. 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 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: be administrative or engineering officers engaged in operation, management and maintenance of agricultural irrigation facilities in the related department/ministries.
- 2) Experience in the relevant field: have five (5) or more years' of professional experiences in the relevant field.
- 3) Educational Background: be a graduate of university or equivalent.
- 4) Language Proficiency: have a competent command of spoken and written English proficiency equivalent to TOEFL iBT 72 or above (This course includes active participation in discussions, which requires high competence in English. Please attach an official certificate for English ability such as TOEFL, TOEIC etc., if available)
- 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.

(2) Recommended Qualifications

- 1) Age: between the ages of thirty (30) and forty-five (45) years, in principle.
- 2) Gender Equality and Women's Empowerment: JICA seeks more female applicants due to the past records of fewer applications from women. JICA is committed to promoting gender equality and women's empowerment, and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.
- 3) It is preferable that nominee is related to JICA projects.

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

*It is recommended that your passport be valid for more than 6 months after the last day of the program.

(3) English Score Sheet: to be submitted with the application form, if the nominees have any official English examination scores. (e.g., TOEFL, TOEIC, IELTS) If you do not have any official documentation of English ability, you must have an interview with JICA overseas office (or the Embassy of Japan).

(4) Inception Report: to be submitted with the application form (detailed information is provided in VI. Annex "Inception Report"), which describes overview of the systems of applicants' countries in terms of the theme of this program and the current issues/problems that applicants and their organizations are currently facing. The report is also used for screening of the applicants.

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 Center in Japan** **by April 18, 2025**)

(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

(3) Notice of Acceptance

The JICA overseas office (or the Embassy of Japan) will notify the results **not later than May 12, 2025.**

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 Center in Japan)

- (1) **Center:** JICA Hokkaido Center (Obihiro)
- (2) **Program Officer:** UDA Ayaka (Ms) (obic_kccp@jica.go.jp)

2. Implementing Partner

- (1) **Name:** Hokkaido Regional Development Bureau,
Ministry of Land, Infrastructure, Transport and Tourism
- (2) **URL:** <https://www.hkd.mlit.go.jp/ky/ki/keikaku/ud49q70000002apz.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 Hokkaido Center (Obihiro) (JICA Obihiro)
Address: 1-2, Minami 6, Nishi 20, Obihiro-city, Hokkaido, 080-2470, Japan
TEL: +81-155-35-2001 FAX: +81-155-35-1250
(where “81” is the country code for Japan, and “155” is the local area code)

If there is no vacancy at JICA Obihiro, or when conducting program outside Obihiro region, JICA will arrange alternative accommodations for the participants.

5. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses, 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 GUIDEBOOK,” which is available from JICA Website.

*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 JICA overseas office (or the Embassy of Japan) in respective country, 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 video of 'Introduction of JICA Center (YouTube)' shows the following information of JICA Center: Location, Building, Entrance, Reception (Front desk), Lobby, Office, Accommodation (Room), Bathroom (Shower and Toilet), Toiletries, Restaurant, Laundry Room (Washing machine, Iron), Clinic, Cash dispenser, Gym, and 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 Hokkaido (Obihiro)	https://www.jica.go.jp/english/domestic/obihiro/index.html

V. Other Information

1. Certificate

Participants who have successfully completed the program will be awarded a certificate by JICA.

2. For Your Health

It is advisable for participants to bring the household medicine. Especially in case you have or have had malaria, you are requested to bring the medicine for malaria with you because it is quite difficult to obtain it in Japan.

3. Climate

The climate condition in Obihiro and Tokyo are given below. Participants are advised to prepare appropriate clothes.

		Climate Data for Various Months															
		Winter		/		Spring		/		Summer		/		Autumn		/	
		Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec				
Temperature (°C)	Maximum	4.7	11.4	17.7	21.1	28.8	30.1	35.6	35.5	32.8	23.6	20.2	8.2				
	Average	-7.9	-6.1	2.8	8.8	13.4	18.0	22.8	23.7	20.1	11.6	5.6	-3.3				
	Minimum	-22.3	-19.8	-10.0	-2.7	0.1	6.0	14.0	16.3	10.2	1.1	-7.4	-15.5				
Humidity (%)		69	71	70	60	66	76	79	85	84	78	70	69				
Precipitation (mm)		7.0	10.5	20.5	29.5	9.0	34.0	27.5	31.0	39.5	29.5	46.0	8.0				

(Japan Meteorological Agency 2023)

4. Currency Exchange

Participants are advised to exchange local currency to Japanese currency on your arrival at Narita (or Haneda) Airport, if necessary, since there is not enough time for currency exchange during the program.

5. Ceremony

This program includes some ceremonies, for which it is recommended to bring appropriate clothes.

6. Electronic Devices

Participants are strongly recommended to bring your own laptop computer, USB flash memory, and suitable conversion plug for Japanese one. During the program, participants are required to work on the computers to create reports, action plan, and so on. Most of accommodations have internet access.

7. Items to be Lent to Participants by JICA

JICA provides participants with the following necessary items during the course period;

- 1) work jackets & trousers
- 2) rain jackets & trousers

3) rubber boots 4) helmet

*Therefore, participants do not need to bring own items above.

8. School Visit

In order to promote international cultural exchange, all participants are invited to visit a Japanese local school and interact with the students during the program. To introduce your country, it is advisable for participants to bring items such as

(1) musical instruments, popular music CDs, traditional costume,

(2) small art crafts,

(3) digital photo data (e.g. foods, traditional dresses, houses, animals, tourist spot, and so on).

VI. Annex

Inception Report

Applicants are required to submit an Inception Report on the following contents. The Report will be used for the screening of successful applicants as well as for the selection of the most suitable course subject for the participants. Applicants should submit it to JICA overseas office (or the Embassy of Japan) in respective country with the Application Form **by April 18, 2025**.

1. Purpose

- (1) Identify the issues of your country, your organization and you are currently facing and clarify the purpose of participation in this program. (This is directly related to how you will formulate a Final Report proposing solutions to the issues)
- (2) To share your issues and backgrounds with program implementers and other participants.

2. Contents

Must be typewritten in English, 3-4 pages (12 point font, double spaced, A4 size paper). * Please use the WORD format attached

- (1) Your name and affiliation
- (2) Overview of your country
 - 1) Climate situation in your country (maximum/minimum temperature, annual precipitation, natural disasters, etc.)
 - 2) Main crops, staple foods, and irrigated crops in your country
 - 3) Overview of the irrigation facilities of your country
 - 4) Explanation of the current maintenance and operation of irrigation facilities in your country (please also briefly describe natural resources, social, human, technical, physical, financial resources, etc.)
- (3) Overview of your organization and the applicant (yourself)
 - 1) Overview of your organization
 - ① Role of your organization
 - ② Issues/problems that your organization is currently facing and ideas for solving them
 - ③ Information on irrigation projects that have received development support from other countries so far
 - 2) Overview of the applicant
 - ① Your own role in your organization
 - ② Issues/problems you are currently facing at work and ideas for solving them
 - ③ Information on specific irrigation projects that you are involved in in your area of responsibility (please list one or more projects that

require problem solving)

- ④ What you particularly want to learn in this program and why
- ⑤ Specific expectations and comments from your organization and superiors

3. Presentation

The accepted participants will be requested to make a presentation at the beginning of the Core Phase. Therefore, a presentation file (e.g. MS PowerPoint) should be additionally created based on this report. The presentation would be 10 minutes each.

*Details will be provided upon notice of acceptance.

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:

JICA Hokkaido Center (Obihiro)

Address: 1-2, Minami 6, Nishi 20, Obihiro-City, Hokkaido, 080-2470, Japan

TEL: +81-155-35-1210 FAX: +81-155-35-1250

E-mail: obic_kccp@jica.go.jp

<https://www.jica.go.jp/english/domestic/obihiro/index.html>