

ส่วนอำนวยการ  
เลขรับ ๒๓๕  
วันที่ ๖ มิ.ย. ๖๕  
เวลา



สำนักงานป่าไม้ต่างประเทศ  
เลขรับ ๑๑๐๗  
วันที่ ๗ มิ.ย. ๒๕๖๕  
เวลา

กรมป่าไม้  
รับที่ 19582  
วันที่ ๖ มิ.ย. ๒๕๖๕  
เวลา 10.07

ที่ กต ๑๖๐๒.๓/๑๕๓๔

กรมความร่วมมือระหว่างประเทศ  
ศูนย์ราชการเฉลิมพระเกียรติ ๘๐ พรรษา  
อาคารรัฐประศาสนภักดี ชั้น ๘ ทิศใต้  
ถนนแจ้งวัฒนะ กทม. ๑๐๒๑๐

๑ มิถุนายน ๒๕๖๕

เรื่อง ทูลเกล้าทูลกระหม่อมออนไลน์หลักสูตร Remote Sensing of Forest Resources ของรัฐบาลญี่ปุ่น

เรียน อธิบดีกรมป่าไม้

- สิ่งที่ส่งมาด้วย
๑. สำเนาหนังสือองค์การความร่วมมือระหว่างประเทศแห่งญี่ปุ่น (JICA) ประจำประเทศไทย ที่ ๒๐๒๒๐๕๓๐๐๐๐๑ ลงวันที่ ๓๐ พฤษภาคม ค.ศ. ๒๐๒๒ พร้อมรายละเอียดหลักสูตร
  ๒. รายละเอียดเกี่ยวกับการสมัครขอรับทุน
  ๓. รายละเอียดเกี่ยวกับผู้สมัครรับทุน
  ๔. ใบสมัครรับทุน

ด้วยรัฐบาลญี่ปุ่นเสนอให้ทุนแก่รัฐบาลไทย เพื่อส่งเจ้าหน้าที่เข้ารับการฝึกอบรมออนไลน์ หลักสูตร Remote Sensing of Forest Resources ระหว่างวันที่ ๑๑ กรกฎาคม - ๘ กันยายน ๒๕๖๕ ดังมีรายละเอียดตามสิ่งที่ส่งมาด้วย ๑

กรมความร่วมมือระหว่างประเทศพิจารณาแล้วเห็นว่า หลักสูตรอบรมดังกล่าวเป็นประโยชน์ต่อบุคลากรในหน่วยงานของท่าน ในกรณีนี้ จึงขอความร่วมมือพิจารณาเสนอชื่อผู้สมัครที่เป็นข้าราชการ หรือนักวิจัยเทียบเท่าข้าราชการระดับชำนาญการขึ้นไป มีประสบการณ์การทำงาน ๓ ปีขึ้นไป ด้านการลดการปล่อยก๊าซเรือนกระจกจากการทำลายป่า และความเสื่อมโทรมของป่า และมีทักษะภาษาอังกฤษดี โดยมีผลการทดสอบภาษาอังกฤษ DIFA TES TOEFL TOEIC หรือ IELTS (หากมี เพื่อประกอบการพิจารณา) จำนวน ๑ ราย สมัครรับทุนดังกล่าว โดยขอให้ผู้ที่ได้รับการเสนอชื่อจัดทำรายละเอียดเกี่ยวกับผู้สมัครรับทุน ตามสิ่งที่ส่งมาด้วย ๒ - ๔ และส่งคืนให้กรมความร่วมมือระหว่างประเทศพร้อมใบสมัครรับทุนรัฐบาลญี่ปุ่น ภายในวันที่ ๒๐ มิถุนายน ๒๕๖๕ เพื่อจะได้ดำเนินการต่อไป

ส่ง สปต.  
จึงเรียนมาเพื่อโปรดพิจารณา

(นายบรรณรักษ์ เสริมทอง)  
ผู้อำนวยการสำนักบริหารกลาง  
๐๖ มิ.ย. ๒๕๖๕  
กองความร่วมมือด้านทุน  
โทร. ๐ ๒๒๐๓ ๕๐๐๐ ต่อ ๔๓๑๐๗ (สุพิชฌาย์)  
โทรสาร ๐ ๒๑๔๓ ๙๓๒๕  
ไปรษณีย์อิเล็กทรอนิกส์ saraban1600@mfa.go.th

ขอแสดงความนับถือ

(นายชินันท์ ณ ถลาง)  
รองอธิบดี ปฏิบัติราชการแทน  
อธิบดีกรมความร่วมมือระหว่างประเทศ

๑๖ มิ.ย. ๒๕๖๕  
นายสมภท บัญเสริมสุข  
ผู้อำนวยการสำนักการป่าไม้ต่างประเทศ



Leading the world with trust

**Japan International Cooperation Agency**

Thailand Office

31<sup>st</sup> Floor, Exchange Tower, 388 Sukhumvit Road, Klongtoey Bangkok 10110  
TEL: (+66) 2-261-5250 FAX: (+66) 2-261-5262 URL: <http://www.jica.go.jp>

No. 90220530 0001

The Japan International Cooperation Agency presents its compliments to the Ministry of Foreign Affairs and has the honour to inform the latter that the Government of Japan is preparing to grant a fellowship for Knowledge Co-Creation Program (Group & Region Focus) to be held online in accordance with the attached details (General Information).

If the Government of Thailand is interested in sending a participant(s) in this programme, it is requested that the Application Forms be sent to the Japan International Cooperation Agency before the date mentioned in the attached details.

The Japan International Cooperation Agency avails itself of this opportunity to renew to the Ministry of Foreign Affairs the assurances of its highest consideration.



May 30, 2022

Thailand International Cooperation Agency  
Ministry of Foreign Affairs  
The Government Complex, Bangkok



1. Title of Training Course granted by the Government of Japan

Knowledge Co-Creation Program (Group & Region Focus) on Remote Sensing of Forest Resources, JFY2022

2. Number of Participants (alternative number of participants could be consider by JICA center)

One (1)

3. Date of Course: 11 July -- 8 September 2022 (ON-LINE)

4. Latest date by which the Applications should be received by the Japan International Cooperation Agency 24 June 2022

#### **Required Document**

- 1) JICA's Application Form (online)
- 2) Copy of Passport/official identification
- 3) English Score Sheet (e.g., TOEFL, TOEIC, IELTS)
- 4) Inception Report (Annex of the General Information)

#### **Observers**

Allowed       Not Allowed

Remarks: The target organizations for this course is the Department of National Parks, Wildlife and Plant Conservation, and the Royal Forest Department, under the Ministry of Natural Resources and Environment.



【Online】

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

GENERAL INFORMATION ON

**REMOTE SENSING OF FOREST RESOURCES**

**課題別研修「森林リモートセンシング」**

**JFY 2022**

Course No. 202107963-J001

Online Program Period : From July 11th, 2022 to September 8th, 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.

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 February 2015, 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

Stopping deforestation and forest degradation may play a significant role in climate change mitigation. CO<sub>2</sub> emissions from deforestation and forest degradation in developing countries might amount for about 20% of the total emission of the world. Thus, it is a key challenge not only for developing countries but also for the whole world to address reducing emissions from deforestation and forest degradation in developing countries (REDD+), which could slow increase in atmospheric CO<sub>2</sub> concentrations.

However, there are not sufficient systems or personnel for forest monitoring in many developing countries so that they can investigate the forest resources, which is basic information for REDD+. This constitutes a matter of immediate concern for the international community.

Remote sensing provides extensive information of forest resources in an efficient and effective manner. This program will provide basic theory and skills of remote sensing of forest resources to improve forest management in developing countries, which also support the REDD+ related activities for the participants and is expected to contribute to the climate change mitigation.

## For what?

Participants are expected to acquire the skills and knowledge for using remote sensing of forest resources in their own countries based on international discussions on REDD+.

## For whom?

This program is offered to administrative officials or researchers engaged in forestry management.

## How?

Participants shall have opportunities through online program to enhance the participants' knowledge and skills of remote sensing of forest resource management in order to understand REDD+ as a significant role in climate change mitigation. Participants are expected to have presentation on the best of the knowledge and ideas acquired and discussed through the course.

## II. Description

1. Title (Course-No.): Remote Sensing of Forest Resources (202107963-J001)

2. Course Period: July 11th, 2022 to September 8th, 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 Countries: Brazil, India, Laos, Kosovo, Moldova and Thailand

4. Eligible / Target Organization:

Administrative officials or researchers engaged in remote sensing of forest resources, forestry management and climate change mitigation.

5. Course Capacity (Upper limit of Participants): 6 persons

6. Language to be used in this program: English

7. Course Objective:

Participants are expected to acquire the basic skills and knowledge for using remote sensing with the aim of understanding forest resources in their own countries based on international discussion of REDD+.

Overall Goal:

Each participant's belonging organizations take actions based on the action plans, in order to build the system for monitoring of forest resources using remote sensing in the countries concerned.

8. Expected Module Output and Contents

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

Expected Modules Output	Activities
To overview the present situation and issues of forestry management in participants' respective countries	Preparation and submission of Inception Report

Online Course(July 11th, 2022 to September 8th, 2022)		
<i>Participants dispatched by the organizations attend the Program implemented through Online.</i>		
Expected Modules Output	Contents	Activities



1. To acquire the current knowledge about the climate change including REDD+ and remote sensing, GIS applications	<ul style="list-style-type: none"> <li>• Introduction of REDD+</li> </ul>	Lecture
2. To learn about the basic theory and skills of remote sensing	<ul style="list-style-type: none"> <li>• Basic theory of remote sensing</li> <li>• Basic knowledge of remote sensing data characteristics (Optical, Rader, and LiDAR)</li> </ul>	Lecture and practice
3. To acquire the knowledge and technique for the practical use of remote sensing of forest resources	<ul style="list-style-type: none"> <li>• Data acquisition(Satellite imagery)</li> <li>• Preprocessing overview,</li> <li>• vegetation indices</li> <li>• Classification and change detection of land cover</li> </ul> <p><u>*QGIS and GEE will be used for the module. In the course, we are going to enhance the module.</u></p>	Lecture and Practice
4. To acquire the knowledge and technique for the practical use of GIS/GPS of forest resources	<ul style="list-style-type: none"> <li>• Basic of special analysis.</li> <li>• Field data collection (Open Data Kit)</li> </ul> <p><u>*QGIS will be used for the module.</u></p>	Lecture and Practice
5. To formulate the practical Action Plan for solving their own issues	<ul style="list-style-type: none"> <li>• Presentation how to utilize what you learned.</li> </ul>	Preparation for the presentation

NOTE: (1)

Each participant must submit Inception Report before the program. Participants are requested to make Inception Report Presentation at the beginning of the training course, in order to share the respective countries information in the field of forestry management and using remote sensing technologies. Participants must prepare for Inception Report presentation before the program. Inception Report must be written in English and fifteen (15) minutes will be allocated to each participant for the presentation. Presentation by using Microsoft Power Point is highly recommended.

(3)Finalization Phase in a participant's home country  
*Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.*

Modules	Activities
Implementation of the Action Plan	Application and implementation of the Action Plan back in respective home country

**NOTE: (2)**

“Action Plan” of this course is the guide to solve your issues for development of Remote Sensing of Forest Resources.

Each participant must submit the Action Plan (presentation) at the end of the course. Contents to be included at least:

- What you learned in the KCCP course.
- How to apply acquired technique your work.
- Ex. having an educative program, making one’s work more efficient, creating base maps etc.

Followings must be well considered in Action Plan:

- The plan must be feasible.
- Obtained knowledge through the program must be fully utilized.
- Clarify the role of yourself in the plan

**<Structure of the program>**

The online program will be held 3days per week. The lecture of one day will be for one hour half(Less than 2 hours). Then you try to do some homework related to lectures. You can access to a web-based platform for the KCCP course 24/7 and leave questions and comments to the lecture. The lectures answer your questions.

One of the unique points of the course is the consultation and practice time during the course. You can try your work related to the KCCP course with the help of lectures. If you want to learn more than the contents of the course, you can discuss it during the consultation and practice time.

**<Hardware requirements>**

The course includes hands on training. So, please prepare your computer.

Minimum requirements:

**OS:** Windows 7 or Windows10 (preferable)

**CPU:** at least 2.2 GHz multicore CPU

**RAM:** 4Gb, but 8Gb or more preferable

**Storage:** 100Gb or more, (SSD preferable)

**Graphic cards:** Onboard but dedicate is preferable.

**Display (Optional):** if you can prepare a second screen, it is easy to see the lecture with GIS or remote sensing work.

Android phone for ODK (Open data kit)



Tentative schedule of the program in 2022  
 Lectures will be held by Zoom or Google Meets. You can see the videos for your review of the lectures.

2022 Tentative schedule and contents of Forest remote sensing online course

■ The schedule and contents may be modified.

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
2022/7/11	2022/7/12	2022/7/13	2022/7/14	2022/7/15	2022/7/16	2022/7/17
Connection test	Connection test	Orientation and Self introduction	Watch videos and share questions RS01. Remote sensing basics	Basics of Remote sensing		
2022/7/18	2022/7/19	2022/7/20	2022/7/21	2022/7/22	2022/7/23	2022/7/24
Watch videos and share questions RS02. Remote sensing data	Remote sensing data		Watch videos and share questions RS03. Preprocessing (for understanding of concept)	Preprocessing		
2022/7/25	2022/7/26	2022/7/27	2022/7/28	2022/7/29	2022/7/30	2022/7/31
Watch videos and share questions RS04. Classification workflow RS05. Classification based on indices	Classification based on indices		Watch videos and share questions RS06. Supervised classification	Supervised classification		
2022/8/1	2022/8/2	2022/8/3	2022/8/4	2022/8/5	2022/8/6	2022/8/7
Watch videos and share questions RS07. Advanced supervised classification	Advanced supervised classification		Watch videos and share questions RS08. Change detection part 1 RS09. Change detection part 2	Change detection		
2022/8/8	2022/8/9	2022/8/10	2022/8/11	2022/8/12	2022/8/13	2022/8/14
Watch videos and share questions RS11. Accuracy assessment part 1 RS12. Accuracy assessment part 2	Accuracy assessment	Optional program: Experience traditional Japanese culture! (By JICA Hokkaido)	Watch videos and share questions GIS01. Basics of GIS	Basics of GIS		
2022/8/15	2022/8/16	2022/8/17	2022/8/18	2022/8/19	2022/8/20	2022/8/21
Watch videos and share questions GEE01. Introduction (GEE: Google Earth Engine) GEE02. Programming (GEE) GEE03. Basics (GEE)	GEE Overview and programming		Watch videos and share questions GEE06. Cloud free image (GEE) GEE07. Clip and export (GEE) GEE08. Advanced export (if you wish to watch)	Generating cloud-free images (GEE)		
2022/8/22	2022/8/23	2022/8/24	2022/8/25	2022/8/26	2022/8/27	2022/8/28
Watch videos and share questions GEE04. Supervised classification (GEE)	Image classification		Watch videos and share questions GEE05. Change detection (GEE)	Change detection		
2022/8/29	2022/8/30	2022/8/31	2022/9/1	2022/9/2	2022/9/3	2022/9/4
Consultation and individual practice	Biomass estimation		Consultation and individual practice	Biomass estimation		
Watch videos and share questions GIS02. Analysis: Biomass estimation based on plot study			Watch videos and share questions GIS03. Analysis: Biomass estimation with mapping approach			
2022/9/5	2022/9/6	2022/9/7	2022/9/8	2022/9/9	2022/9/10	2022/9/11
Consultation and individual practice	Consultation and individual practice	Consultation and individual practice	Evaluation meeting and Closing ceremony			

### **III. Eligibility and Procedures**

#### **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:** preferably to be an administrative official or researcher currently to be engaged in forestry management or REDD+. In some countries, forestry management or REDD+ are covered in the field of wildlife management, nature conservation and climate change mitigation. This course will accept the participant from such area. This course offers lots of online practice. Participants must be using GIS/Remote Sensing software in their current duties.
- 2) **Experience in the relevant field:** should have more than 3 years of practical experience or research in forestry management or REDD+.
- 3) **Educational Background:** should be a university graduate or have an equivalent qualification.
- 4) **Language:** have good command of spoken and written English which is equivalent to TOEFL CBT 200 or more, (This program includes active participation in discussions, an action plan development. Thus requires good competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC etc., if possible).
- 5) **IT Literacy:** must be needed. Nominees must know how to use Windows or Windows Office.

##### **(2) Recommended Qualifications**

**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 overseas office.**

\* 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(Or ID): 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) Inception Report: to be submitted with the application form. Fill in the form (ANNEX) of this General Information, and submit it along with the Application Form.

(4) Nominee's English Score Sheet: to be submitted with the application form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

### 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.**

(All required material must arrive at **JICA Center in Japan** by June 27th, 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 will be made by the JICA office not later than 4th July 2022.

5. Conditions for Attendance:

- (1) to enable you to deepen your understanding on the course, you are recommended to familiarize with the background of Hokkaido development by the video, using the link: <https://www.youtube.com/watch?v=ZTw5Dtcu8o4>
- (2) to strictly adhere to the program schedule.
- (3) not to change the program topics.
- (4) not to record online lessons or use contents providing during the program without JICA's permission since all the copy right belong to JICA. Arrangement will be made for streaming the program in case of network problem.

## **IV. Administrative Arrangements**

1. Organizer:

- (1) Name: JICA Hokkaido (Sapporo)
- (2) Contact : [Shigeyoshi.Rintaro@jica.go.jp](mailto:Shigeyoshi.Rintaro@jica.go.jp) / [Huang-Midori@jica.go.jp](mailto:Huang-Midori@jica.go.jp)

2. Implementing Partner:

- (1) Name: Rakuno Gakuen University
- (2) URL: <http://en.rakuno.ac.jp>

## **V. ANNEX:**

202107963-J001  
Remote Sensing of Forest Resources  
(JFY 2022)

### *Inception Report*

Each Participant is requested to prepare the Inception Report on the following issues and submit it to JICA Hokkaido along with the application form by 27th June 2021. The report should be typewritten in English on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 10 pages.

This Report shall be used for selection of participants.

NOTE: Participants are requested to give a 15 minutes presentation and discuss about the situation of forestry management in respective country at beginning of the program by country. It is recommended to use Microsoft Power Point for the presentation.

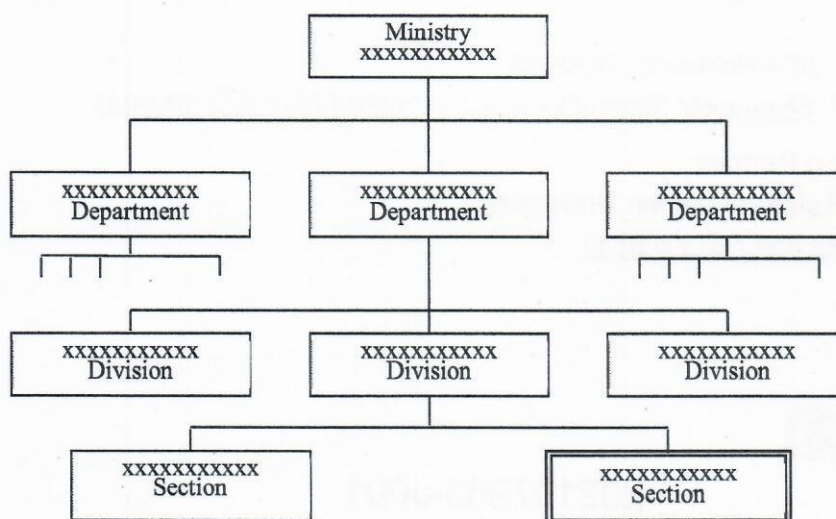


### 1. Basic information

Name	
Country	
Organization	
Position	
Period	From _____ to _____
Outline of duties	

### 2. Outline of the participant's Organization

(Example :)



### 3. Describe present condition and/or historical trend of forests and forest management with specific figures in the applicant's country, in accordance with the following indicators respectively;

(Choose more than 2 indicators from among the following for the description)

- ① Area and percent of forest by forest ecosystem types
- ② Area and percent of forest specifically for conservation
- ③ Area, percent and growing stock of plantations by species
- ④ Value and volume of production of wood, wood products and non-wood products
- ⑤ Status of legal and institutional framework on forest planning, policy development and coordination with relevant sectors
- ⑥ Status of forest inventory, assessment and monitoring

If there is no national data on the indicators, you can use provincial data or data at the project level as well.

### 4. Current development of remote sensing of Forest Resources in the applicant's country

### 5. Problems/constraints on the development of remote sensing in the applicant's country (Itemize 3 main issues which the applicant directly faces on and describe them)

6. On-going efforts to specifically cope with the problems mentioned in 5. above (If any)
7. The applicant's role in development and application of remote sensing in the country
8. What is your personal challenge that you want to solve through this training program?
9. The applicant's experiences about remote sensing and GIS software specifically

	QGIS	ArcGIS	ERDAS IMAGINE	Ecognition	ENVI	Google Earth Engine	GPS	Others
Version:								
Experience: (How often are you using this in your current duties?)								
Purpose: (What do you use this for?)								
Satellite data: (Describe specific data which you have analyzed)								

10. The applicant's knowledge and interest about remote sensing, GIS and GPS

Items	Detail	Example	Please scale your knowledge by 1 ~ 4 1: I don't know it 2: I know it a little 3: I know it 4: I know it very well	Please check <input type="checkbox"/> the boxes which you are interested. <i>*You could check more than one</i>
*Example	○○○○	○○○○	1	<input type="checkbox"/>
	○○○○	○○○○	3	
Measuring	Aerial photos using a drone			
	Collecting field data using mobile device	GPS, smartphone, tablet etc.		
Storing	Downloading satellite imagery and GIS data.			
	Create GIS data	Georeferencing paper maps and tracing them		
	Drone data processing	Ortho rectified mosaic photo and making 3D model		
	Pre/post processing optical satellite images	clipping /mosaicking / reprojecting/ layer stacking satellite imagery		
Calibration (calculating Reflectance value, atmospheric/topographic correction)				

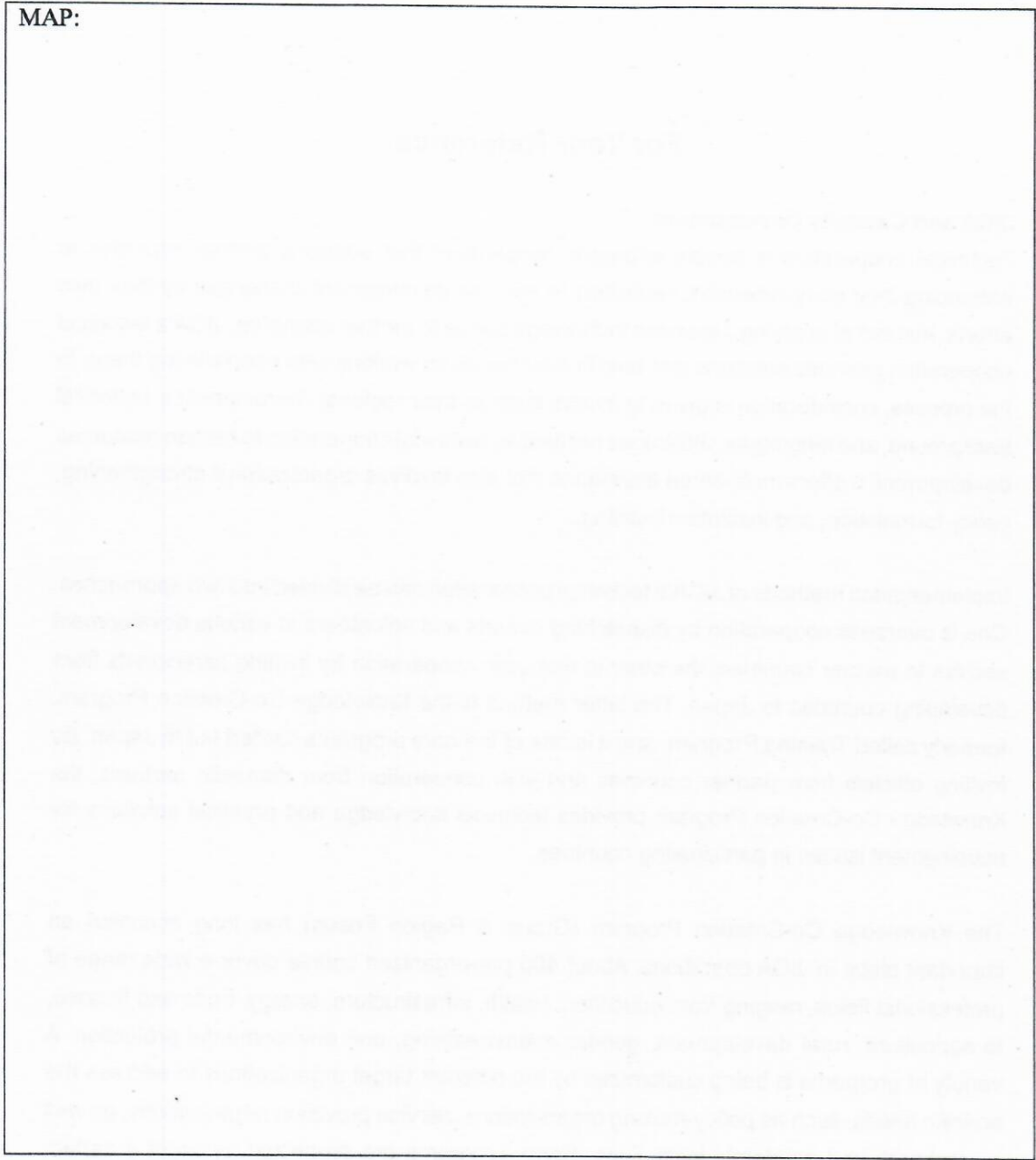


	Pre/post processing microwave satellite images	Calibration (calculating db value (sigma, beta, gamma naught))		
Analyzing	Calculating index	NDVI, NDSI, NDWI		
	Classification ( Unsupervised, Supervised classification)	Pixel based classification		
		Object based classification		
	Change detection			
Spatial data analysis with GIS	Carbon stock mapping			
	Mapping with statistical models			
Programming based remote sensing or GIS	Google Earth Engine			
	Other programming language	R, Python, etc.		

11. Knowledge or skills which the applicant intends to acquire from this KCCP program. (example: knowledge of technical issues about REDD+, skills of using remote sensing software for change detection of land use in your site)
12. In the applicant's country, what kind of effort/action for REDD+ can be made? (example: law, policy, finance and aid)
13. Plans/projects, which you are likely to be involved in your country after completing the KCCP, if any.
14. Describe the target area, which you want to deal with in your action plan in concrete terms. \*Please attach the Map below

Area Name:
Longitude and Latitude:

MAP:





## **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.





**CORRESPONDENCE**

For enquiries and further information, please contact the JICA office.

Further, address correspondence to:

JICA Hokkaido Center (JICA Hokkaido, Sapporo)  
Address: Minami 4-25, Hondori 16-chome, Shiroishi-ku, Sapporo,  
Hokkaido, 003-0026, Japan  
TEL: +81-11-866-8393 / FAX: +81-11-866-8382

รายละเอียดเกี่ยวกับการสมัครขอรับทุน

ชื่อหลักสูตร **Remote Sensing of Forest Resources**

วิธีการเสนอชื่อผู้สมัครขอรับทุน คุณสมบัติของผู้สมัครขอรับทุน หลักเกณฑ์การคัดเลือกผู้สมัครขอรับทุน ผู้สมัครขอรับทุน และผลการพิจารณาให้ทุน จะต้องปฏิบัติตามหลักเกณฑ์และวิธีการ ดังนี้

๑. วิธีการเสนอชื่อผู้สมัครขอรับทุน

- ๑.๑ หน่วยงานที่ได้รับการจัดสรรจะต้องมีหนังสือเสนอชื่อผู้สมัครขอรับทุน พร้อมทั้งส่งแบบพิมพ์รายละเอียดเกี่ยวกับผู้สมัครรับทุน (แบบพิมพ์ทุน ๑) ที่ตีรูปถ่ายขนาด ๑ นิ้ว หรือ ๒ นิ้ว จำนวน ๑ รูป ไปยังกรมความร่วมมือระหว่างประเทศ ภายในวันที่ ๒๐ มิถุนายน ๒๕๖๕

ในกรณีที่จำเป็นให้แจ้งรายชื่อและรายละเอียดของผู้สมัครขอรับทุนได้ทางโทรศัพท์ และ / หรือโทรสาร เป็นการล่วงหน้า

- ๑.๒ จำนวนผู้สมัครขอรับทุนที่ได้รับการเสนอชื่อจะต้องไม่เกิน ๑ ราย ในกรณีที่หน่วยงานเสนอชื่อผู้สมัครขอรับทุนมากกว่าจำนวนที่ได้กำหนดไว้ข้างต้น กรมความร่วมมือฯ จะพิจารณาคัดเลือกบุคคลที่ได้รับการเสนอชื่อเรียงตามลำดับ ที่ปรากฏในหนังสือเสนอชื่อจากหน่วยงานตามจำนวนที่กำหนดไว้ข้างต้นเท่านั้น บุคคลที่ปรากฏชื่ออยู่ในลำดับหลังซึ่งเกินจำนวนที่กำหนดไว้ กรมความร่วมมือฯ ไม่อาจพิจารณาให้เป็นผู้สมัครขอรับทุนได้

๒. คุณสมบัติของผู้สมัครขอรับทุน

๒.๑ ก. สำหรับผู้ที่เป็นข้าราชการ

- ผู้สมัครขอรับทุนจะต้องเป็นข้าราชการพลเรือนตั้งแต่ระดับปฏิบัติการขึ้นไปหรือเทียบเท่า หรือมีคุณสมบัติอื่น ๆ ตามที่กำหนดไว้ในระเบียบว่าด้วยการให้ข้าราชการไปศึกษา ฝึกอบรม และดูงาน ณ ต่างประเทศ (กขต.)
- จะต้องได้รับการบรรจุเป็นข้าราชการหรือโอนมาปฏิบัติงานในหน่วยงานที่เสนอชื่อสมัครรับทุนแล้วไม่น้อยกว่า ๑ ปี นับถึงวันปิดรับสมัครของกรมความร่วมมือฯ

ข. สำหรับพนักงานรัฐวิสาหกิจ องค์กรมหาชน และหน่วยงานเอกชน

- จะต้องปฏิบัติงานหรือโอนมาปฏิบัติงานในหน่วยงานที่เสนอชื่อสมัครรับทุนแล้วไม่น้อยกว่า ๑ ปี นับถึงวันปิดรับสมัครของกรมความร่วมมือฯ

๒.๒ ไม่อยู่ในระหว่างการสมัครขอรับทุนอื่นที่อยู่ในความดูแลของกรมความร่วมมือฯ {ทุนประเภท ๑ (ข)}

๒.๓ ผู้สมัครขอรับทุนจะต้องมีอายุไม่เกิน ๕๐ ปี หรือตามที่หลักสูตรกำหนด

๒.๔ กรณีเคยได้รับทุนประเภท ๑ (ข) ไปศึกษา ณ ต่างประเทศ จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๒ ปี

(ยกเว้นอาจารย์ ในมหาวิทยาลัย หรือสถาบันการศึกษาที่เทียบเท่ามหาวิทยาลัย ต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๑ ปี) และในกรณีที่เคยได้รับทุนไปฝึกอบรม จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๑ ปี และในกรณีที่เคยได้รับ ทุนสัมมนา / ดูงาน ที่มี ระยะเวลาเกินกว่า ๑ เดือน จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า ๑ ปี นับถึงวันปิดรับสมัครของกรมความร่วมมือฯ



๒.๕ กรณีเคยสละสิทธิ์การสมัครรับทุนที่ดำเนินการผ่านกรมความร่วมมือฯ จะต้องสละสิทธิ์มาแล้วไม่ต่ำกว่า ๑ ปี นับแต่วันที่ที่ยินยอมให้สละสิทธิ์ถึงวันปิดรับสมัครของกรมความร่วมมือฯ

๒.๖ กรณีที่เคยได้รับทุนและได้ยุติการรับทุนก่อนที่จะสำเร็จหลักสูตร โดยไม่มีเหตุผลอันสมควรและไม่ได้รับอนุญาตจาก กรมความร่วมมือฯและส่วนราชการที่เกี่ยวข้อง จะไม่มีสิทธิ์สมัครรับทุนใด ๆ เป็นเวลา ๒ ปี นับแต่วันที่ผู้รับทุนได้ยุติการรับทุน ถึงวันปิดรับสมัครของกรมความร่วมมือฯ และในกรณีที่แหล่งทุนแจ้งยุติการให้ทุนศึกษา ฝึกอบรม ดูงาน/สัมมนา หรือปฏิบัติการวิจัย จะไม่มีสิทธิ์สมัครรับทุนใด ๆ เป็นเวลา ๕ ปี นับจากวันที่กรมความร่วมมือฯแจ้งหน่วยงาน ที่ผู้รับทุนสังกัด

๒.๗ ต้องมีคุณสมบัติตามที่รัฐบาลและสถาบันของต่างประเทศกำหนดไว้ในสิ่งที่ส่งมาด้วย ๑

๒.๘ กรณีที่แหล่งผู้ให้ทุนกำหนดระดับของผู้สมัครรับทุนไว้ ให้ถือเกณฑ์เปรียบเทียบระดับ ดังนี้

- ระดับต้น (Junior Level)	เทียบเท่าข้าราชการระดับปฏิบัติการ
- ระดับกลาง (Middle Level)	เทียบเท่าข้าราชการระดับชำนาญการ
- ระดับอาวุโส (Senior Level)	เทียบเท่าข้าราชการระดับชำนาญการพิเศษ
- ระดับบริหาร (Executive Level)	เทียบเท่าข้าราชการระดับเชี่ยวชาญ

### ๓. หลักเกณฑ์การคัดเลือกผู้สมัครขอรับทุน

๓.๑ จำนวนผู้สมัครที่จะได้รับการเสนอชื่อให้แหล่งทุนพิจารณาในขั้นสุดท้ายสำหรับหลักสูตรนี้ มีจำนวน

ไม่เกิน ๒๒ ราย

### ๔. ผลการพิจารณาให้ทุน

เมื่อกรมความร่วมมือฯได้เสนอชื่อและใบสมัครของผู้ที่ได้รับการคัดเลือกไปยังแหล่งผู้ให้ทุนแล้ว ผลการพิจารณาคัดเลือกผู้สมัครเข้ารับทุนในขั้นสุดท้ายขึ้นอยู่กับดุลยพินิจของแหล่งผู้ให้ทุน

แบบพิมพ์ทุน ๑  
กรมความร่วมมือระหว่างประเทศ

ติดรูปถ่าย

รายละเอียดเกี่ยวกับผู้สมัครรับทุน  
(โปรดกรอกรายละเอียดให้ละเอียดและตัวบรรจง)

ส่วนที่ ๑: แหล่งผู้ให้ทุน/หลักสูตร (นำส่งเพียงคนละ ๑ ชุด)

แหล่งผู้ให้ทุน.....  
ชื่อหลักสูตร/สาขาวิชา/ระยะเวลา.....  
.....  
.....  
ณ ประเทศ.....

สำหรับเจ้าหน้าที่กรมความร่วมมือ  
ระหว่างประเทศ  
ได้ตรวจสอบคุณสมบัติขั้นต้นแล้ว  
 มีคุณสมบัติถูกต้องตามที่กรมฯ  
และแหล่งทุนกำหนด

ส่วนที่ ๒: สังกัดของผู้สมัครรับทุน

ชื่อหน่วยงาน (ภาษาไทย).....  
(ภาษาอังกฤษ).....  
ที่อยู่ติดต่อได้.....  
แผนก/ฝ่าย/กอง.....  
โทรศัพท์..... โทรสาร..... โทรศัพท์(บ้าน).....  
โทรศัพท์มือถือ..... E-mail Address:.....  
บุคคลที่ผู้สมัครประสงค์จะให้ติดต่อในกรณีเร่งด่วน : ชื่อ..... โทรศัพท์.....

ส่วนที่ ๓: ประวัติส่วนบุคคลและการศึกษา

ชื่อ (นาย/นาง/นางสาว)..... นามสกุล.....  
Name (Mr./Mrs./Miss)..... Surname.....  
ชื่อ/นามสกุลเดิม (ในกรณีที่มีการเปลี่ยนชื่อ/นามสกุล)  
นาย/นาง/นางสาว..... นามสกุล.....  
Name (Mr./Mrs./Miss)..... Surname.....  
อายุ..... ปี..... เดือน (เกิดวันที่..... เดือน..... พ.ศ.....)  
สถานภาพสมรส:  โสด  สมรส  อื่นๆ.....  
วุฒิการศึกษา/สาขา.....  
.....  
สถาบัน/ประเทศ.....  
.....  
คะแนนรวมซึ่งได้รับจากการศึกษาระดับปริญญาตรี (เฉพาะผู้ขอรับทุนการศึกษา).....



ส่วนที่ ๔: ประวัติการรับทุน

เคยได้รับทุนที่ดำเนินการผ่านกรมความร่วมมือระหว่างประเทศ (เฉพาะ ๒ ครั้งสุดท้าย) คือ

๑. แหล่งผู้ให้ทุน.....เพื่อไป  ศึกษา  ฝึกอบรม  สัมมนา  ทำงาน  ประชุม  
สาขาวิชา/หลักสูตร.....  
ระหว่างวันที่.....ณ ประเทศ.....

๒. แหล่งผู้ให้ทุน.....เพื่อไป  ศึกษา  ฝึกอบรม  สัมมนา  ทำงาน  ประชุม  
สาขาวิชา/หลักสูตร.....  
ระหว่างวันที่.....ณ ประเทศ.....

นอกเหนือจากการสมัครรับทุนครั้งนี้ อยู่ในระหว่างการสมัครรับทุนจากองค์การ/รัฐบาลอื่นหรือไม่

ไม่อยู่ระหว่างการสมัครรับทุนอื่น

อยู่ระหว่างการสมัครรับทุน.....

ส่วนที่ ๕: ประวัติการทำงาน (อดีตและปัจจุบัน)

ตำแหน่ง	ระยะเวลา (วัน/เดือน/ปี)	หน่วยงาน	หน้าที่ความรับผิดชอบ

ข้าพเจ้าขอรับรองว่า ข้าพเจ้าเป็นผู้มีคุณสมบัติตรงตามคุณสมบัติของผู้สมัครรับทุนที่กรมความร่วมมือระหว่างประเทศ ได้แจ้งเวียนให้ทราบ และข้อความที่แจ้งไว้ในแบบพิมพ์นี้ถูกต้องและเป็นความจริงทุกประการ หากปรากฏภายหลังว่าไม่เป็นไปตามที่ข้าพเจ้ารับรองไว้ ให้ถือว่าข้าพเจ้าเป็นผู้ขาดคุณสมบัติในการสมัครรับทุนครั้งนี้

(ลงชื่อผู้สมัครรับทุน).....  
(.....)  
...../...../.....

This guideline explains how to apply for the Knowledge Co-Creation program (KCCP) of the Japan International Cooperation Agency (JICA) under the Official Development Assistance Program of the Government of Japan.

Please complete the Application Forms according to the guideline. For additional information, please consult the JICA Office, or in its absence, the Embassy of Japan in your country.

Form	Filled by
<b>Form1. Official Application Form</b>	<ul style="list-style-type: none"> <li>• To be filled by you and your supervisor*</li> <li>• To be signed by your supervisor</li> <li>• Official stamp of your organization is needed.</li> </ul>
<b>Form2. Nomination from the Organization</b>	You and your supervisor *
<b>Form3. Individual Application Form</b>	You
<b>Form4. Questionnaire on Medical Status and Restrictions</b>	You
<b>Form5. Terms and Conditions, and Declaration</b>	You

\*Supervisor: the head of the department/division of your organization

**Please be advised:**

- (a) To carefully read the General Information (GI) of the KCCP,
- (b) To fill only in typewritten except for signature,
- (c) To fill in the form in **English**,
- (d) To use “√” or “x” to mark the ( ) options,
- (e) To attach your photographs,
- (f) To prepare document(s) described in the GI and/or confer with the JICA Expert or JICA overseas office, and attach these documents to the completed Application Forms,

**In submitting the Application Forms and attached documents, please make sure:**

- (g) To prepare a copy of your passport,
- (h) To confirm the application procedure stipulated by your government,
- (i) To submit the original Application Forms with all necessary document(s) to the responsible organization of your government according to its application procedure, and
- (j) That your participation may be denied, if you fail to provide all required information and documents completely and on time.





**CHECK LIST before submission:**

Items	Form No.	Check
1. Fill in all items in typewritten	All the forms	
2. Your signature	Form 3, 4, 5	
3. Signature of your supervisor*	Form 1, 2	
4. Official stamp of your organization	Form 1	
5. Your photo	Form 3	
6. Attach a copy of passport (Machine Readable Zone) *Applicants from Latin American and the Caribbean Countries, please refer to the note below.	-	
7. Attach the required document(s) as instructed in the GI	-	

\*Supervisor: the head of the department/division of your organization

**Note for Applicants from Latin American and the Caribbean Countries:**

- (1) If you are from any of the countries listed below and have a passport with a valid U.S. visa, please attach herewith a copy of Identification Pages on the inside cover of your passport (i.e. the two pages that include your photograph and detailed passport information), and the page of U.S. visa:

Antigua and Barbuda, Argentina (only Japanese descendants), Barbados, Bolivia, Brazil, Chile, Colombia, Dominica, Ecuador, Grenada, Guatemala, Guyana, Haiti, Mexico, Peru, Rep. of Dominica, St. Christopher and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, or Venezuela.

- (2) If you are from any of countries listed below and have a passport without a valid U.S. visa, please attach herewith a copy of Identification Pages on the inside cover of your passport (i.e. the two pages that include your photograph and your detailed passport information).

Belize, Costa Rica, El Salvador, Honduras, Jamaica, Marshall, Micronesia, Nicaragua, Palau, Panama, Paraguay, Trinidad and Tobago, and Uruguay.



Application form for the JICA Knowledge Co-Creation Program:

**\*To be signed by your supervisor (the head of the relevant department / division of your organization).**

**1. Course Title** (as shown in the GI)

**2. Course Number** (the number as "xxxxxxxx.Jxxx" shown in the GI)

**3. Course Duration**

From  to  (DD/MM/YYYY)

**4. Country**

**5. Organization**

**6. Name of the Nominee(s)**

1)	3)
2)	4)

**7. Confirmation by the organization in charge**

Our organization hereby applies for the Knowledge Co-Creation Program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date:	<input type="text"/>	Signature:	<input type="text"/>
Name:	<input type="text"/>		
Title / Position	<input type="text"/>	Official Stamp	
Department / Division	<input type="text"/>		
Office Address and Contact Information	Address:		<input type="text"/>
	Tel:	E-mail:	Fax:

**(If necessary) Confirmation by the organization in charge**

I have examined the documents in this form and found them true. Accordingly, I agree to nominate this person(s) on behalf of our government.

Date:	<input type="text"/>	Signature:	<input type="text"/>
Name:	<input type="text"/>		
Title / Position	<input type="text"/>	Official Stamp	
Department / Division	<input type="text"/>		

Application form for the JICA Knowledge Co-Creation Program

**\*To be signed by your supervisor (the head of the relevant department / division of your organization).**

**1. Reason for nominating the Applicant**





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Please describe the reason(s) why the Applicant was selected, referring to the following points; 1) Program requirement, 2) Capacity/Position, 3) Future plan to be done by the Applicant after the KCCP, 4) Future plan of your organization and 5) Others.

**2. Expectation and Future Plan of Actions**

Please describe how your organization shall make use of the expected achievement of the Applicant after the program, in addressing the said issues or problems.

By nominator (head of relevant department/division)

Date

Name and Title/Position

Signature

Application form for the JICA Knowledge Co-Creation Program:

\*To be filled by Applicant.

**1. Course Title:** (as shown in the GI)

**2. Course Number:** (the number as "xxxxxxxxJxxx" shown in the GI)

**3. Personal Information on Applicant**

**1) Name of Applicant (as shown in the passport)**

**Attach here your photo**

**(taken within the last six months)**

**Size: 4.5x3.5cm**







**6) Contact Information**

Private	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:
Office	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:
Emergency Contact	Name:	
	Relationship to you:	
	Address:	
	TEL*:	Mobile*:
	FAX*:	E-mail:

\*Please fill it out from country code for telephone, mobile, and fax number.

**7) Present Position**

Organization		
Year that entered the organization		
Department / Division		
Title		
No. of years of service in the present position	Years	From (Month/Year)
Type of Organization	<input type="checkbox"/> National Government <input type="checkbox"/> Local Government <input type="checkbox"/> Public Enterprise <input type="checkbox"/> Private (profit) <input type="checkbox"/> NGO/Private (Non-profit) <input type="checkbox"/> University <input type="checkbox"/> Other _____	
Number of employees		
Home Page Address		

**Questionnaire on Relationship with the Military**

**\*If your organization and/or your status is related to the Military, please mark with ✓ or X below in the ( ) which best describes the relationship.**

<input type="checkbox"/> the Military, an active military personnel or a military personnel listed in the muster roll/military register <input type="checkbox"/> an organization affiliated with the Military, or a personnel who does not belong to the military at present but is listed in the muster roll/military register <input type="checkbox"/> the Department or the Ministry of Defense, an organization affiliated with the Ministry of Defense, or staff of the Ministry of Defense <input type="checkbox"/> an civilian organization but with military personnel or a military division within the organization <input type="checkbox"/> an organization which will be affiliated with or under the control of the Military in times of emergency as specified clearly in its organic law/law of establishment
--

**4. Experience and Eligibility**

**1) Career Background (After graduation and before taking the present position)**

\*Only Applicants for KCCP (Group and Region Focused) are requested to fill in this part.

Organization	City/ Country	Period		Position or Title and Department/Division	Brief Job Description
		From Month/Year	To Month/Year		

**2) Academic Background (University, College or Higher Education)**

Institution	City/ Country	Period		Degree	Major
		From Month/Year	To Month/Year		

**3) Experience of Training or Study in Foreign Countries (including all the training experience in JICA's programs)**

\*Only Applicants for KCCP (Group and Region Focused) are required to fill in this part.

Institution	City/ Country	Period		Field of Study / Program Title
		From Month/Year	To Month/Year	

**4 Language Proficiency (Self-Assessment)**

1) Language to be used in the course (as shown in GI)				
Listening	( ) Excellent	( ) Good	( ) Fair	( ) Poor
Speaking	( ) Excellent	( ) Good	( ) Fair	( ) Poor
Reading	( ) Excellent	( ) Good	( ) Fair	( ) Poor
Writing	( ) Excellent	( ) Good	( ) Fair	( ) Poor
Language Test Scores if any (ex. TOEFL, TOEIC, etc.)				
2) Mother Tongue				
3) Other languages ( )	( ) Excellent	( ) Good	( ) Fair	( ) Poor





Excellent	Refined fluency skills and topic-controlled discussions, debates & presentations. Formulates strategies to deal with various essay types, including narrative, comparison, cause-effect & argumentative essays.
Good	Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.
Fair	Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.
Poor	Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.

**5. Background and Purpose of Application**

- 1) **Current challenges in the organization in relation to the theme of the KCCP you are applying:**  
Describe the issues that your organization/department intends to tackle by participating in this program.

- 2) **Main duties of Applicant:** Describe your main duties and responsibilities in relation to this program.

- 3) **Relevant Experience of Applicant:** Describe previous occupational experiences that is highly relevant in this program.

- 4) **Your individual Goal:** Elaborate on your plans to apply the lessons learned from this program to your organization.

- 5) **Area of Interest and/or your expectation:** Specify your particular interest with reference to the contents of this program.



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Date

Name and  
Title/Position

Signature





**3. Other Medical Issues/Conditions**

If you have any medical issues/conditions that are not described above, please indicate below.

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\* Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes: Weeks of pregnancy (      weeks)
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I certify that I have read the above instructions and answered all questions truthfully and completely to the best of my knowledge.

I understand and accept that medical conditions resulting from an undisclosed pre-existing condition may not be financially compensated by JICA and may result in termination of the program.

I understand and accept that this questionnaire will be checked for my health care by the people who are engaged in the program during my stay in Japan.

By Applicant

Date
Name and Title/Position
Signature

**※Please notify JICA staff upon any changes in your health condition after submission of the form.**

**1. General Rules**

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The participants are requested:

- (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),





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- (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) not to quit the program, should the participants violate 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,
- (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.

## **2. Privacy Policy**

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The participants are requested to understand Privacy Policy of JICA as follows.

### (1) Scope of Use

Any information used for identifying individuals that is acquired by JICA will be stored, used, or analyzed only within the scope of JICA activities. JICA reserves the right to use such identifying information and other materials in accordance with the provisions of this Privacy Policy.

### (2) Limitations on Use and Provision

JICA shall never intentionally provide information to a third party that can be used to identify individuals, with the following three exceptions:

- (a) legally mandated disclosure requests;
- (b) the information provider grants permission for information disclosure to a third party;
- (c) JICA commissions a party to process information collected, in which case the information provided will be within the scope of the commissioned tasks.

### (3) Security Notice

JICA takes any measures required to prevent leakage, loss, or destruction of acquired information, and to otherwise properly manage such information.



**\*Information Security Policy of JICA in relation to Personal Information Protection**

- JICA will properly and safely manage personal information collected through Application Forms in accordance with JICA's Privacy Policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulcation, loss or damages of such personal information.
- Unless otherwise obtained approval from the Applicant him/herself or there are valid reasons such as disclosure under the laws and ordinances, etc. and except for the reasons 1-3 below, JICA will neither provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in 1-3 below and will not use the information for any purposes other than those described in 1-3 below without prior approval of the Applicant him/herself.
  1. To provide the KCCP to Participants.
  2. To provide the KCCP to Participants under the Citizens' Cooperation Activities.
  3. In addition to 1 and 2 above, if the government of Japan or JICA determines it necessary in technical cooperation.

※JICA's policy for the transfer of personal data from the European Economic Area (EEA) to outside the EEA (to Japan and third countries);

JICA has revised "Bylaws for the Implementation of Personal Information Protection" which was published based on Japan's legislation by adding new provisions regarding how to deal with personal data within the EEA in order to meet General Data Protection Regulations (GDPR's) requirements for data protection. Based on the new bylaws, JICA entered into the EU Standard Contractual Clauses (SCCs) which allows us to transfer personal data from offices within the EEA to offices outside the EEA (in Japan and third countries).

**3. Copyright Policy**

The participants are requested to comply with the following;

1. The participants shall use all the documents provided for the KCCP (including texts, materials, etc.), within the scope approved by each copyright holder.  
If the participants apply to online KCCP, the participants shall also comply with terms of use of copyrighted works for the online KCCP that are shown on the JICA website.  
([https://www.jica.go.jp/english/our\\_work/types\\_of\\_assistance/tech/acceptance/training/index.html](https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html))
2. All the documents for the KCCP (including reports, action plans, presentations, etc.) shall be prepared by the participants themselves in principle. If the participants use a third party's work (reproduction, photograph, illustration, map, figures, etc.), which is protected under the laws and regulations in the participants' country or copyright-related multinational agreements, the participants shall obtain a license to use the work within the scope approved by the copyright holder.
3. The participants shall agree that JICA may use the documents prepared by the participants (including but not limited to reproduction, public transmission, distribution and modification) for other programs conducted by JICA (for example, as reference for other KCCP courses and project formulation).

**4. Portrait Right Policy**

During the implementation period of KCCP, JICA (including hired photographer and





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program implementing partners) will shoot photographs and video footage mainly for the following purposes:

- Use on the website or in SNS administrated/operated by JICA,
- Use in JICA publications (public relations magazines, annual reports, journals, etc.) in printed or electronic form,

\*Photos and images taken will not be used for commercial purposes and the participants' personal information will not be disclosed to any third party without the consent of the participants.

JICA would appreciate it if the participants of KCCP grant the participants themselves portrait right license to JICA for photos and images taken described above.

It is, however, not a requirement of KCCP. The participants do not agree to grant the participants themselves portrait right license to JICA, has absolutely no problem in participating KCCP. JICA respects the intention of each Participant.

**DECLARATION** (to be signed by the Applicant)

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• I understand and fully agree to the following terms and conditions set forth above.

1. General Rule
2. Privacy Policy
3. Copyright Policy

I will be subject to any penalties imposed as a consequence of my failure to abide by the above terms and conditions.

I understand the intention of JICA on "4.Portrait Right Policy" mentioned above, and my intention for usage/publication of photographs and videos including the portrait of myself by JICA for the purpose above is as follows:

- Agree     Disagree

I certify that the statements I made in this form are true, complete and correct to the best of my knowledge and belief.

By Applicant

Date

Name and  
Title/Position

Signature