TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

FOREIGN TRADE DEVELOPMENT
集団研修「貿易促進」
JFY 2010
<Type: Solution Creation / 類型：課題解決促進型>
NO. J10-00679 / ID. 1080849
From April to October 2010
Phase in Japan: From May 16th to July 3rd, 2010

This information pertains to one of the Training and Dialogue Programs 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.

I. Concept

Background

In our increasingly globalized world economy and further trade liberalization, it is inevitable for developing countries to integrate with the world economy. The importance of foreign trade promotion is increasing as it leads to economic development and employment generation.

The main player of international trade is the private sector but the general improvement of economic environment by the government is indispensable for trade promotion particularly in developing countries.

Japan is currently facing many problems but it had achieved rapid economic development. It may be possible to learn from the approaches and experiences of Japan and utilize them for the external trade policy in developing countries. This course is conducted in Japan so that participants can learn about such approaches and experiences most effectively and efficiently.

This course aims at export promotion of agricultural products and light industry products without depending too heavily on the export of natural resources.

For what?

This program aims at foreign trade promotion in the developing countries by providing the organizations in charge with the training for policy making and implementation.

For whom?

This program is offered to the organizations in charge of foreign trade development. (Ministry, agency, trade organization, trade supporting institutions, etc.) The same organizations have to send the appropriate participants for this course every year for 3 years to accumulate the knowledge and have a strong commitment to realize the action plan proposed by the participants.

How?

Participants shall have opportunities in Japan to learn approaches and strategies to promote the foreign trade. Participants will formulate an action plan describing what the participants will do after they go back to home country and share the knowledge and ideas acquired in Japan with their colleagues for effective activities.

II. Description

1. Title (J-No.): FOREIGN TRADE DEVELOPMENT (J-10-00679)

2. Period of program

Duration of whole program:	April to December 2010
Preliminary Phase: (in a participant's home country)	April to May 2010
Core Phase in Japan:	May 16 to July 3, 2010
Finalization Phase: (in a participant's home country)	July to October 2010

3. Target Regions or Countries

Argentina, Bangladesh, Dominican Republic, Egypt, Laos, Mongolia and Pakistan (7 countries)

4. Eligible / Target Organization

This program is designed for the organizations in charge of foreign trade development (Ministry, agency, trade organization, trade supporting institutions, etc.).

5. Total Number of Participants

7 participants

6. Language to be used in this program: English

7. Program Objective

The organizations in charge of foreign trade development (Ministry, agency, trade organization, trade supporting institutions, etc.) clarify the fundamental direction of the concrete measures of foreign trade development.

8. Overall Goal

The organizations in charge of foreign trade development will execute the effective measures of foreign trade development.
And the implementation system of foreign trade development will be enhanced.

9. Expected Module 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
(April to May 2010)
Participating organizations make required preparation for the Program in the respective country.

Expected Module Output	Activities
1. To clarify the present situation and the future potential of international competitiveness of your country's trade and industries	Formulation and submission of Inception Report. Before coming to Japan, participants clarify the present situation and the future potential of international competitiveness of their own country's trade and industries and they also consider how to disseminate and utilize the result of this training program after the core phase in Japan. Information on economy and trade especially statistics is necessary for the discussion in the core phase. Prepare and bring them to Japan.

(2) Core Phase in Japan
(May 16 to July 3, 2010)
Participants dispatched by the organizations attend the Program implemented in Japan.

Expected Module Output	Subjects/Agendas	Methodology
2. To clarify the issues regarding the international trend and private sector's activities.	・Japanese experience of economic Development and trade ・Trade and finance ・Global distribution system ・Japanese distribution system ・Actual activities for trade promotion and development of Japanese firms ・Characteristics of Japanese market ・Trade trend of Japanese enterprises ・Characteristics of Japanese Enterprises	Lecture Observation
3. To clarify the issues regarding the measures and policies for supporting the private sector by public organizations	・Trade promotion measures and policies ・Export and import control ・Support for the private sector	Lecture Observation

4. To formulate an action plan (draft plan on concrete measures) on enhancement of the supports for private sectors in the field of foreign trade development	・Action Plan formulation workshop ・Action Plan Guidance ・Presentation of Action Plan	Workshop Discussion Presentation

(4)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.

Expected Module Output	Activities
Based on submitted action plan, concrete measures on enhancement of the supports for private sectors will be studied.	Action plan will be submitted and studied for its feasibility in a participating organization. The progress of the action plan should be reported in the inception report submitted by the subsequent year participants.

<Structure of the program>

This structure of the program is subject to change.

Ⅰ	Preliminary Phase in a participant's home country			
	To clarify the present situation and the future potential of international competitiveness of your country's trade and industries			
		Formulation and Submission of Inception Report		
		Preparation for Presentation of Inception Report		
Ⅱ	Core Phase in Japan			
	1	**Introductory lectures**		
		a	About Japanese Society	
			L	Japanese Culture and Society
			L	Political and Administrative System in Japan
		b	About Kobe City	
			L	Industrial Promotion Policy and Trade in Kobe City
	2	**To clarify the issues regarding the international trade and private sector's activities**		
		a	Japanese Experience of Economic Development and Trade	
			L	Trade and Development (Japan's Experience - historical retrospect)
			L	How Has Japan Expanded Its Exports? - From Experiences of JETRO
		b	Trade and Finance	
			L	Recent World Economy : Exchange Rates and International Finance
			L	Trade Finance
		c	Global Distribution System	
			L	Global Logistics
			O	Distribution Center
			O	Port Facility in Kobe City
		d	Japanese Distribution System	
			L	Japanese Distribution System
			L/O	Wholesale Market
			L/O	About Co-op and Commodity Inspection
			L/O	Trading Company: Fruits & Fish
			O	Trading Company: Grocery
		e	Actual Activities for Trade Promotion and Development of Japanese Firms	
			L/O	Role of Industry Association and Situation of Textile Trade in Japan
			L/O	Industrial Park and its Cooperative Association
			L/O	Industrial Union
		f	Characteristics of Japanese Market	
			L	Japanese-Style Management
			L	Marketing
			L	Venture Business
			L	Dietary Habits of the Japanese and Agricultural Products Imports
		g	Trade Trend of Japanese Enterprises	

			L	Japanese Enterprises' Direct Investment into China
			L	Japan- Latin America Trade
		h	Characteristics of Japanese Enterprises	
			L	Large Trading Company "*Sogo Shosha*" : It's Operation
			L/O	Trading Company: Lighting Fixture
			L/O	Japanese Traditional Brush Manufacturer
			L/O	Sake Brewing
			L/O	Footwear
			O	Steel Industry
			O	Home Electric Appliances, Ironmongery, etc.
			O	Food Products
	3	**To clarify the issues regarding the measures and policies for supporting the private sector by public organizations**		
		a	Trade Promotion Measures and Policies	
			L	The Measure for the Promotion of Trade and Investment in Kinki Area (METI Kansai)
			L	Yen Loan and International Financial Operations by JBIC (Japan Bank for International Cooperation)
			L	Introduction to JICA Scheme for Trade Promotion
			L	Japanese Industrial Standard (JIS) and Certification Criterion
			L	Japanese Agricultural Standards (JAS)
			L/O	Japan External Trade Organization (JETRO)
		b	Export and Import Control	
			L/O	Kobe Customs
			L/O	Plant Protection Station
		c	Support for the Private Sector	
			L	Public Policy for Small and Medium-sized Enterprises (SMEs)
			L	Public Organization for Supporting SMEs
			L/O	Chamber of Commerce and Industry
			L/O	Support for Small and Medium-sized Manufacturers in Higashi-Osaka City
	4	**To formulate an action plan (a draft plan on concrete measures) on enhancement of the supports for private sectors in the field of foreign trade development**		
			Presentation of Inception Report	
			Action Plan Formulation Workshop: Analysis of Problems and Objectives through 1 day workshop	
			Action Plan Guidance	
			Formulation of Action Plan	
			Presentation of Action Plan	
Ⅲ	Finalization Phase in a participant's home country			
	Studying the contents of Action Plan in the Participant's country			
		Describing the progress of action plant in the next year's participant's inception report		

※L: lecture, O: observation, L/O: lecture and observation

10. Follow-up Cooperation by JICA:

In this program, JICA might extend follow-up support to participating organizations that intend to develop the result of the program further. Please note that the support shall be extended selectively based on proposals from the participating organizations.

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

(1) This program is designed primarily for organizations that intend to address specific issues identified in their operation. Participating organizations are expected to make use of 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.

(3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section Ⅱ-9 .

(4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section Ⅱ-9.

2. Nominee Qualifications:

Applying Organizations are expected to select nominees who meet the following qualifications. Applying Organizations must select the appropriate nominees for this course for 3 years and implement the action plan that will be proposed by the participants.

(1) Essential Qualifications

1) Current Duties: mid-level officers who are currently in charge of foreign trade development in the organizations in this field. (Ministry, agency, trade organization, trade supporting institutions, etc.). Especially those who are interested in the trade promotion to Japan, and those in charge of supporting the private sector in this field. We accept applicants nominated by the organizations that participated in this program in fiscal year 2009.

2) Experience in the relevant field: have more than **5 years' experience** in the field of foreign trade

3) Educational Background: be a graduate of university or have equivalent academic ability

4) Language: have a competent command of spoken and written English which is equal to TOEFL CBT 250 or more (This workshop includes active participation in discussions, action plan (interim report) development, thus requires high competence of English ability. Please attach an official certificate for English ability such as TOEFL, TOEIC, etc.)

5) Health: must be in good health, both physically and mentally, to participate in

the Program in Japan. As the schedule of this course includes a lot of visits using public transportations, that would be too demanding for pregnant women.

6) Must not be serving any form of military service.

※Pregnancy :

There is higher risk for pregnant women and people with chronic diseases to cause serious medical consequences when infected with the new Influenza A (H1N1) virus according to the past cases.

Under the pandemic situations of the new Influenza, pregnant applicants shall not be accepted for the time being.

And applicants who suffer from chronic diseases, such as respiratory illness, cardiac disease, metabolic disease (diabetes, etc), renal dysfunction and immune insufficiency (systemic steroid administration, etc), shall not be accepted in principle. However, for those applicants with the chronic diseases, if they and their organizations express strong interest in participating in training programs, JICA shall accept them as an exceptional case after receiving a letter of consent from themselves and their organizations.

Please ask national staffs in JICA office for the details.

7) The priority is given to the counterpart of JICA related project and the persons who are engaged in the activities of JICA related project in this field.

8) Those who submit the inception report together with application form. Application form without the inception report will not be accepted.

9) Must be nominated by the same organization which can select the appropriate participants for this course for 3 years.

(2) Recommendable Qualifications

1) Expectations for the Participants: participants are expected to work in cooperation with 2nd and 3rd year's participants in order to implement the action plan.

2) Age: be between the ages of **twenty-eight (28) and forty (40) years**

3. Required Documents for Application

(1) Application Form: The Application Form is available at the respective country's JICA office or the Embassy of Japan.

(2) 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), please attach it (or a copy) to the application form.

(3) Inception Report: to be submitted with the application form. The detailed information is provided in the ANNEX "Inception Report".

4. Procedure for Application and Selection:

(1) Submitting the Application Documents:

Closing date for application to the JICA Center in JAPAN: **April 5, 2010**

Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.

(2) Selection:

After receiving the document(s) through due administrative procedures in the respective government, the respective country's JICA office (or Japanese Embassy) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this project. Selection shall be made by the JICA Center in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

(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 April 16, 2010.**

5. Conditions for Attendance:

(1) to observe the schedule of the program,

(2) not to change the program subjects or extend the period of stay in Japan,

(3) not to bring any members of their family,

(4) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,

(5) to refrain from engaging in political activities, or any form of employment for profit or gain,

(6) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and

(7) to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section Ⅱ-9 and section Ⅲ-4.

IV. Administrative Arrangements

1. Organizer:

(1) Name: JICA Hyogo

(2) Contact: Program Division, JICA Hyogo (jicahic@jica.go.jp)

2. 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 to departure in Japan. The traveling time outside Japan shall not be covered.

3. Accommodation in Japan:

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

JICA Hyogo International Center (JICA HYOGO)
Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan
TEL: 81-78-261-0341 FAX: 81-78-261-0342
(where “81” is the country code for Japan, and “78” is the local area code)

If there is no vacancy at JICA HYOGO, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA Hyogo at its URL, http://www.jica.go.jp/english/contact/domestic/.

4. 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

For more details, please see p. 9-16 of the brochure for participants titled “KENSHU-IN GUIDE BOOK,” which will be given to the selected participants before (or at the time of) the pre-departure orientation.

5. Pre-departure Orientation:

A pre-departure orientation will be held at the respective country’s JICA office (or Japanese Embassy), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

V. Other Information

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

2. Internet Access

There are computer rooms in JICA Hyogo. Besides each guest room has the internet access by LAN cable. It is advisable to bring a laptop computer in order to avoid congestions.

3. Dress Code

This training program consists of many official visits to companies where the participants should dress properly. Mules or flip-flops are not accepted.

4. School Visit

For the promotion of mutual friendship, JICA Hyogo encourages international exchange between JICA participants and local communities, including school and university students as a part of development education program. JICA participants are expected to contribute by attending such activities and will possibly be asked to make presentations on the society, economy and culture of their home country.

VI. ANNEX:

Foreign Trade Development

(JFY 2010)

Inception Report

Participants are requested to prepare an inception report on the following issues and submit it to JICA together with application form. The report should be typewritten in English on A4 size paper (21 cm x 29.5 cm) in single spacing at maximum of 12 pages.

NOTE: Presentations of the inception report is planned in the beginning of the course for comparative studies among participants.
It is advisable to use audio visual aids such as power-point for the effective presentation.

(1) Analyze the present situation and the future potential of foreign trade of your country.

(2) Brief Introduction of your organization, your position and duty, and the organization chart to which you belong.

(3) Describe the progress (process and results taken in the past eight months) of the action plan formulated by your predecessor who attended this course.

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 Hyogo International Center (JICA HYOGO)

Address: 1-5-2, Wakinohama-kaigandori, Chuo-ku, Kobe, Hyogo 651-0073, Japan

TEL: +81-78-261-0341 FAX: +81-78-261-0342