



TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

Small and Medium Enterprise Development Policies (A)

集團研修「中小企業振興政策(A)」 JFY 2010

<Type: Solution Creation / 類型: 課題解決促進型>
NO. J10-00819 / ID. 1080070

From August 2010 to April 2011
Phases in Japan: September 20 to October 16, 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

The promotion of Small and Medium Enterprise (SME) is regarded as an important issue in many countries, including Japan, because SME perform multiple functions for the society and economy of a country. Firstly, SME represent a large weight of the economic activity of a country. SME in many countries account for an overwhelming number of business establishments and employees and are a major player in economic activity. Secondly, the SME labor market performs a stabilizing function in society. SME provide many people, including unskilled labor, with employment opportunities, thereby distributing income from a macroeconomic perspective. Moreover, SME are key players in the regional economy. Small and medium-scale local manufacturing is an indispensable industry offering nonagricultural employment opportunities in such areas. Toward stable growth of SME, it is important to improve or support the business environment by the government through formulation of policies, regulations and measures for SME promotion, strengthen the implementation system of public institutions.

For what?

This program aims at providing general theory and practice on the SME policies and promotion measures comprehensively and contributing to the participants' organizational capacity enhancement through basic recognition of importance of SME promotion measures and their roles.

For whom?

This program is offered to officials working on government or implementing organizations for SME promotion, being expectable to get wide range of basic ideas and knowledge about SME policies and promotion measures as a generalist.

The same organization of previous year's participant will be prioritized to the previous year's target regions/countries: Mexico, Argentina, Chile, Uruguay, Montenegro, Oman, South Africa, Turkey, and Mauritius.

The candidate from these countries, please contact to previous year's participants so that you may able to get previous year's idea and some report. About the information of previous year's participants, please contact to the respective country's JICA office. If your country doesn't have JICA office, please e-mail to Kruoda-Shihoko@jica.go.jp, cc with jicaosicp-kensyu2@jica.go.jp

How?

This program will provide theory and practice of SME policies and promotion measures based on Japanese experience and lessons in cooperation with Japanese government, public implementing organizations, SME and academic recourses. Participants will be expected to clarify own country's situation and organizational business issues on SME policies and promotion measures through comparative discussion with Japan and participating countries' approaches.

II. Description

1. Title (J-No.): Small and Medium Enterprise Development Policies (A) (J10-00819)

2. Period of program

Duration of whole program:	August 2010 to April 2011
Preliminary Phase: (in a participant's home country)	August 2010
Core Phase in Japan:	September 20 to October 16, 2010
Finalization Phase: (in a participant's home country)	October 2010 to April 2011

3. Target Regions or Countries

2 participants from Mauritius, and Montenegro
1 participant from Mexico, Argentina, Chile, Uruguay, Panama, Turkey, South Africa, Tunisia

4. Eligible / Target Organization

Fix the target organization for three years (2008-2010) preferably

Governmental departments and public implementing organizations for SME promotion

Note: This program is offered to officials working on government or implementing organizations for SME promotion, being expectable to get wide range of ideas and knowledge about SME policies and promotion measures as a generalist.

5. Total Number of Participants

12 participants

6. Language to be used in this program: English

7. Program Objective:

[Goal for three(3) years]

Final report will be formulated to manage the policies and measures on SME promotion by participant's organizations and their knowledge will be shared in each own organization.

8. Overall Goal

Management capacity for the policies and measures for SME promotion will be enhanced on the parent organization of participants

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 (August 2010) <i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Participants will be able to explain current problem about SME by Inception Report and Pre-study Report.	<p>1) Inception Report(with Application Form) Formulation and submission of report. The theme of report is as follows: 1) Definition of SME in your country 2) Current situation and problem about SME in your country 3) SME policies and promotion measures currently implemented in your country. 4) Problem regarding SME promotion approach of your organization. 5) Your expectation to this course</p> <p>*Please discuss with your manager regarding 4) and 5).</p> <p>2) Pre-study Report(for final participants only) Applicants who are selected as participants are required to submit pre-study report mentioned below. 1) Any comment/questionnaire on Japan's SME policies and promotion measures by accessing the following website. 2) Transferring information from previous year's participant (For appropriate participants only)</p> <p>Any issue/subject with your interest to be followed-up from the guidance by the previous year's participants about their progress of Action Plan and contents of seminar previous year.</p> <p>*This site is about general picture of Japan's SME policies and their practical exercises *Home page of Small and Medium Enterprises Agency URL http://www.chusho.meti.go.jp/sme_english/bestpractice/bestpractice.htm</p>

(2) Core Phase in Japan
 (September 20 - October 16, 2010)
Participants dispatched by the organizations attend the Program implemented in Japan.

Expected Module Output	Subjects/Agendas	Methodology
1)Participants will be able to explain the role of policies and measures and promotional measures for SME development based on Japanese cases	1) The actual situation about SME in Japan 2) Outline of SME policies 3) SME development policies and its measures	1)Lectures 2)Discussion
2)Participants will be able to point out the role and function of SME policies implementing agency and Japanese current status or issues	Visit to respective implementing organizations to understand following particulars. 1) Management assistance 2) Financial assistance 3) Technical assistance 4) Human resource development 5) Globalization assistance	1)Lectures 2)Exchange of opinion with working-level officials 3)Discussion
3)Participants will be able to assess own country's status on business environment development through comparative discussion with Japan and participating countries' approach	1) Comparative discussion about each country's SME policies. 2) Discussion among participants 3) Preparation of Action Plan	Discussion with other participants on certain topic

(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.

Expected Module Output	Activities
SME policies and promotion measures will be planned, managed in own countries	Application and implementation of the Action plan back in the participant's country. 1) Submission of its final report by April, 2011 to respective country's JICA office or Embassy of Japan of your country 2) Submission of follow-up questionnaire which will be sent to each counterpart.

<Structure of the program>

1. Preliminary phase (activities in your home country):
 - 1) Submission of inception report
 - 2) Submission of pre-study

2. Core Phase (activities in Japan/ Indonesia):

Topic outline (subject to minor changes)

Unit 1

- 1) The Actual Situation about SME in Japan
- 2) Outline of SME policies
- 3) SME Development Policies and its Measures.

Unit 2

- 1) Management assistance
- 2) Financial assistance
- 3) Technical assistance
- 4) Human resource development
- 5) Globalization assistance

Unit3

- 1) Comparative discussion about each country's SME policies and promotion measures
- 2) Discussion among participants
- 3) Preparation of Action Plan

3. Final Phase (activities in home country)

Participants are expected to implement the action plan (interim report) and report on progress to respective country's JICA office or Embassy of Japan of your country within six (6) months after the end of the phases in Japan.

Reference Information: Training Program Schedule

Training Programme						
Course (Group) : Small and Medium Enterprise Development Policies (A)						
Training period : October 4 - October 31, 2009						
Date	Time	Type	Subject	Lecturer or Organization		Place to visit
				Name	Position & Organization Phone	
10/4	SUN		Arrival in Japan			
10/5	MON		Briefing		Briefing Unit, JICE	JICA Osaka
10/6	TUE	10:00-12:00	Program Orientation	K. Takai	Training Officer, Training Program Division II, JICA	JICA Osaka Seminar Room 3
		13:30-14:30	Meeting	T. Takei K. Kitamura	Pacific Resource Exchange Center (PREX)	
10/7	WED	9:45-12:00	L Japanese People & Society			JICA Osaka Briefing Room
		13:30-15:00	L Characteristics of the Japanese Language			
		15:15-17:15	L Japanese History and Culture			
		17:45-18:45	Flight Meeting (Bring your Passport)	Otsu	KSA	
10/8	THU		Development Education Program (Exchange with school students)			
10/9	FRI	9:45-11:45	L Japanese Education			JICA Osaka
		13:15-15:15	L Japanese Economy			
		15:30-17:00	L Japanese Government & Politics			
10/10	SAT	N	(No Official Programme)			
10/11	SUN					
10/12	MON	N	National Holiday (No Official Programme)			
10/13	TUE	10:00-12:00	L PREX Course Orientation	T. Takei K. Kitamura	Pacific Resource Exchange Center (PREX)	JICA Osaka Seminar Room 16
		14:00-17:00	OWL Observation of Manufacturing Site in Japan	M. Yamada	Yamada Manufacturing Co., Ltd	Yamada Manufacturing Co., Ltd (Daito City, Osaka Pref.)
10/14	WED	9:30-12:30	L Overview of Small and Medium Enterprise Promotion Policies in Japan	T. Hirai	Associate Prof., Dept. of Intercultural Studies, Faculty of Intercultural Studies, Poole Gakuen Univ.	JICA Osaka Seminar Room 16
		15:00-17:00	OWL Japanese-style Management	K. Nambu	NABEL Co., Ltd	NABEL Co., Ltd (Manami-ku, Kyoto City)
10/15	THU	10:00-12:00	L SME Management Consultant System	N. Fukuda	SME Management Consultant Japan SME Management Consultant Association (J-SMECA)	PREX (FiahPO306, Osaka Port, Osaka City)
		14:00-16:00	OWL Case of SME Management Consultant Support	Y. Nakano	Nakano Manufacturing Co., Ltd	Nakano Manufacturing Co., Ltd (Higashi-Osaka City, Osaka Pref.)
10/16	FRI	10:00-16:00	D Job Report Presentation (15 min. presentation per person)	T. Hirai	Associate Prof., Dept. of Intercultural Studies, Faculty of Intercultural Studies, Poole Gakuen Univ.	JICA Osaka Seminar Room 8
		16:00-17:00	Tea Party			
10/17	SAT	N	(No Official Programme)			
10/18	SUN	PM	T Move to Tokyo			Barasol Kyoto-Tokyo
10/19	MON	AM	T TBD			
		14:30-16:30	OWL Human Resource Development for SME		Tokyo Small & Medium Enterprises University	Tokyo SME University (Higashi-Yamato City, Tokyo)
10/20	TUE	10:00-12:00	L Role of SME Development Implementation Organization (National Level)		Organization for Small and Medium Enterprises and Regional Innovation, Japan (SMRJ)	Organization for Small and Medium Enterprises and Regional Innovation, Japan (Toranomon, Tokyo)
		14:00-15:00	OWL Marketing Support		Rin (Test Marketing Shop operated by SMRJ)	Rin (Kita-Aoyama, Tokyo)
10/21	WED	9:30-11:30	L SME Financing		Japan Finance Corporation	Japan Finance Corporation (Cheracha, Tokyo)
		PM	T Move to Osaka			Tokyo-Kyoto-Ibaraki
10/22	THU	10:00-12:00	OWL Support for Business Start-up		Business Innovation Center Osaka	Business Innovation Center Osaka (Chuo-ku, Osaka City)
		14:00-16:00	OWL Support for Business Start-up	S. Mienta	Terrace Co., Ltd	PREX (FiahPO306, Osaka Port, Osaka City)
10/23	FRI	10:00-12:00	D Mid-term Guidance/ Group Discussion & Presentation	T. Hirai	Associate Prof., Dept. of Intercultural Studies, Faculty of Intercultural Studies, Poole Gakuen Univ.	JICA Osaka Seminar Room 14
10/24	SAT		JICA Festival			
10/25	SUN	N	(No Official Programme)			
10/26	MON	10:00-12:00	OWL Credit Guarantee System		Credit Guarantee Corporation of Osaka-Fu	Credit Guarantee Corporation of Osaka-Fu (Chuo-ku, Osaka City)
		14:30-16:30	OWL Technical Assistance by Public Organization	Y. Fukuchi	Hyogo Prefectural Institute of Technology (HITec)	Hyogo Prefectural Institute of Technology (Kobe City, Hyogo Pref.)
10/27	TUE	10:00-12:00	OWL Support for Marketing and Export Promotion		Osaka International Business Promotion Center (IBPC)	Osaka International Business Promotion Center (IBPC) (WTC Bldg., Osaka City)
		14:30-16:30	D Management in Japanese Company		Pacific Resource Exchange Center (PREX)	PREX (FiahPO306, Osaka Port, Osaka City)
10/28	WED		Submission of Questionnaire C by 9:30 am			
10/29	THU	9:30-15:00	D/P Preparation for Action Plan Presentation (Individual Consultation with Prof. C. Hirai)	T. Hirai	Associate Prof., Dept. of Intercultural Studies, Faculty of Intercultural Studies, Poole Gakuen Univ.	JICA Osaka Seminar Room 14/ Computer Room
		10:00-16:00	OWL Regional Economic Development and SMEs		Omihachiman Tourism Association	Omihachiman Tourism Association (Omihachiman city, Saga Pref.)
10/30	FRI	9:00-15:00	P/D Presentation of Action Plan	T. Hirai	Associate Prof., Dept. of Intercultural Studies, Faculty of Intercultural Studies, Poole Gakuen Univ.	JICA Osaka Meeting Room 2
		15:30-18:00	Evaluation Meeting/ Closing Ceremony/ Farewell Party		JICA, PREX, JICE	
10/31	SAT		Departure from Japan			

9. 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 project further. Please note that the support shall be extended selectively based on proposals from the participating organizations.

Further Information: URL <http://www.jica.go.jp/english/schemes/foll.html>

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 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.
- (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.

(1) Essential Qualifications

- 1) This program is offered to officials working on government or implementing organizations for SME promotion, being expectable to get wide range of basic ideas and knowledge about SME policies and promotion measures as a generalist.
- 2) have at least two (2) years experience working for SME promotion,
- 3) be nominated by their government in accordance with the procedures mentioned in "4. Procedure for Application and Selection" below
- 4) **Be able to discuss and make reports in English. English listening, speaking and reporting skills are essential for the "open discussion" centered curriculum.**
- 5) be in good health, both physically and mentally, to undergo the training, and.
- 6) not be serving in the military.

(2) Recommendable Qualifications

Applicants meeting the following conditions are preferred.

- 1) Age: to be under age of forty (40)

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. Fill in ANNEX this General Information, and submit it along with the Nomination Form.

4. Procedure for Application and Selection:

(1) Submitting the Application Documents:

Closing date for application to the JICA OSAKA International Center in JAPAN:

August 6, 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 August 20, 2010.**

5. Document(s) to be submitted by accepted participants:

Before coming to Japan, only accepted participants are required to prepare a **Pre-study Report** (detailed information is provided in the ANNEX.)

The Report should be sent to JICA Osaka International Center by **September 10, 2010**, preferably by e-mail to Kuroda-Shihoko@jica.go.jp, cc with jicaosicp-kensyu2@jica.go.jp.

6. 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.

※ Pregnant participants are strictly requested to complete the required procedures before departure in order to minimize the risk for their health. The procedures include ① letter of the participant's consent to bear economic and physical risks ② letter of consent from the participant's supervisor ③ letter of consent from your Embassy in Japan, ④ medical certificate. Please ask National Staffs in JICA office for the details.

IV. Administrative Arrangements

1. Organizer:

(1) **Name:** JICA OSAKA International Center (JICA OSAKA)

(2) **Contact:** Ms. Shihoko Kuroda (Kuroda-Shihoko@jica.go.jp)

2. Implementing Partner:

(1) **Name:** Pacific Resource Exchange Center

(2) **Contact:** International Department

(3) **URL:** http://www.prex-hrd.or.jp/index_e.html

(4) **Remark:** The Pacific Resource Exchange Center (visit PREX at: http://www.prex-hrd.or.jp/index_e.html) was established in April 1990 in response to a proposal adopted at the general assembly of the Pacific Economic Cooperation Council (visit PECC at: <http://www.pecc.org/>). Since its inception, PREX has been contributing to human resources development of government officials and corporate executives mainly in the Pacific region.

3. Travel to Japan:

(1) **Air Ticket:** The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) **Travel Insurance:** Term of Insurance: From arrival 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 OSAKA International Center (JICA OSAKA)

Address: 25-1 Nishi-Toyokawa-cho, Ibaraki-shi, Osaka 567-0058, Japan

TEL: 81-72-641-6900 FAX: 81-72-641-6910

(where "81" is the country code for Japan, and "72" is the local area code)

If there is no vacancy at JICA OSAKA, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of JICA OSAKA 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 "KENSU-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) The short trip out of JICA OSAKA will be prepared in this course. It would be convenient if you bring small bag for this
- 2) Participants mainly use public transportation system for traveling. Ex subway, public bus etc. It is recommended to bring walkable shoes for traveling.

Example of schedule

Leave JICA OSAKA 8:00AM

Take shuttle bus to train station

Take train to venue (to have morning lecture there)

1(one) hour move to next venue (to have afternoon observation)

1(one) hour move back to JICA OSAKA by train and shuttle bus

(Since industry area is rather broad, average traveling time is 30 min. to 1 hour from place to another place)

Purpose of traveling by public transportation is:

- 1) To observe and understand Japanese society
- 2) To not to waste cost since this project is public project using tax
- 3) You can utilize internet at JICA OSAKA PC room. And also wireless LAN access is available in room if you bring PC.

All reports should be prepared by typing in the course.

VI. ANNEX:

Inception Report with Application Form

Each applicant is required to submit some short reports on undermentioned topics with the fixed form.

- 1) Definition of SME in your country
- 2) Current situation and problem about SME in your country
- 3) SME policies and promotion measures currently implemented in your country.
- 4) Problem regarding SME promotion approach of your organization.
- 5) Your expectation to this course

*Please discuss with your manager regarding 4) and 5).

This report must be type written in English in less than 5 pages (12-point font, double-spaced, A4 size paper)

Pre-study Report (for final participants only)

Applicants who are selected as participants are required to submit pre-study report mentioned below.

- 1) Any comment/questionnaire on Japan's SME policies and promotion measures by accessing the following website.
- 2) Transferring information from previous year's participant (For appropriate participants only).

Any issue/subject with your interest to be followed-up from the guidance by the previous year's participants about their progress of Action Plan and contents of seminar previous year.

*This site is about general picture of Japan's SME policies and their practical exercises

*Home page of Small and Medium Enterprises Agency

URL: http://www.chusho.meti.go.jp/sme_english/bestpractice/bestpractice.htm

This report must be type written in English in less than 3 pages (12-point font, double-spaced, A4 size paper).

Pre-study report should be sent to JICA Osaka International Center by **September 3, 2010**, preferably by e-mail to *Kuroda-Shihoko@jica.go.jp*, cc with *jicaosicp-kensyu2@jica.go.jp*.

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 and 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.



Welcome to JICA Osaka

Osaka International Center of Japan International Cooperation Agency (JICA Osaka) extends a hearty welcome to all JICA participants.

1. Location of the center in the Kansai region

JICA Osaka is located in Ibaraki City, Osaka prefecture, in the heart of the Kansai region. Ibaraki lies close to the ancient cultural centers of Kyoto and Nara, and to the commercial, industrial and economic center of Osaka, and the city of Kobe.

2. Orientation Program & Japanese Language Course

(1) The four days after arrival at JICA Osaka are dedicated to an orientation program, during which participants are introduced to JICA Osaka and its facilities, attend lectures on Japan's economy, society and culture, and participate in an international exchange program with local communities.

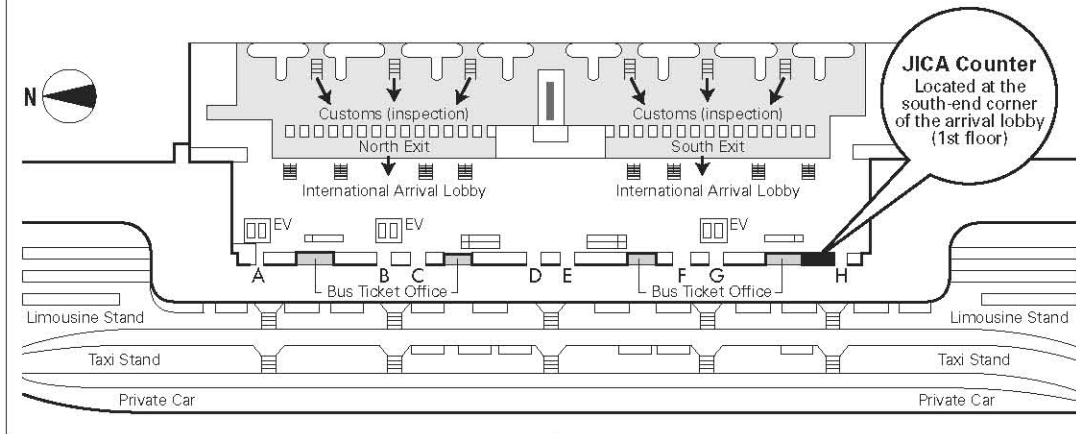
(2) It is desirable that participants acquire basic Japanese daily conversation for use in communication with training institution personnel and in other situations outside the scope of their technical training. JICA Osaka therefore offers:

- ① an intensive Japanese language course as an integral part of the training program in designated courses
- ② an optional Japanese language course held in the evenings

3. Recreational Program

Occasionally, JICA Osaka, in concert with community groups, organizes a program of recreational activities and exchange events, including introductions to flower arrangement, tea ceremony and visits to Japanese homes.

Map of JICA Counter in Kansai International Airport (KIX)



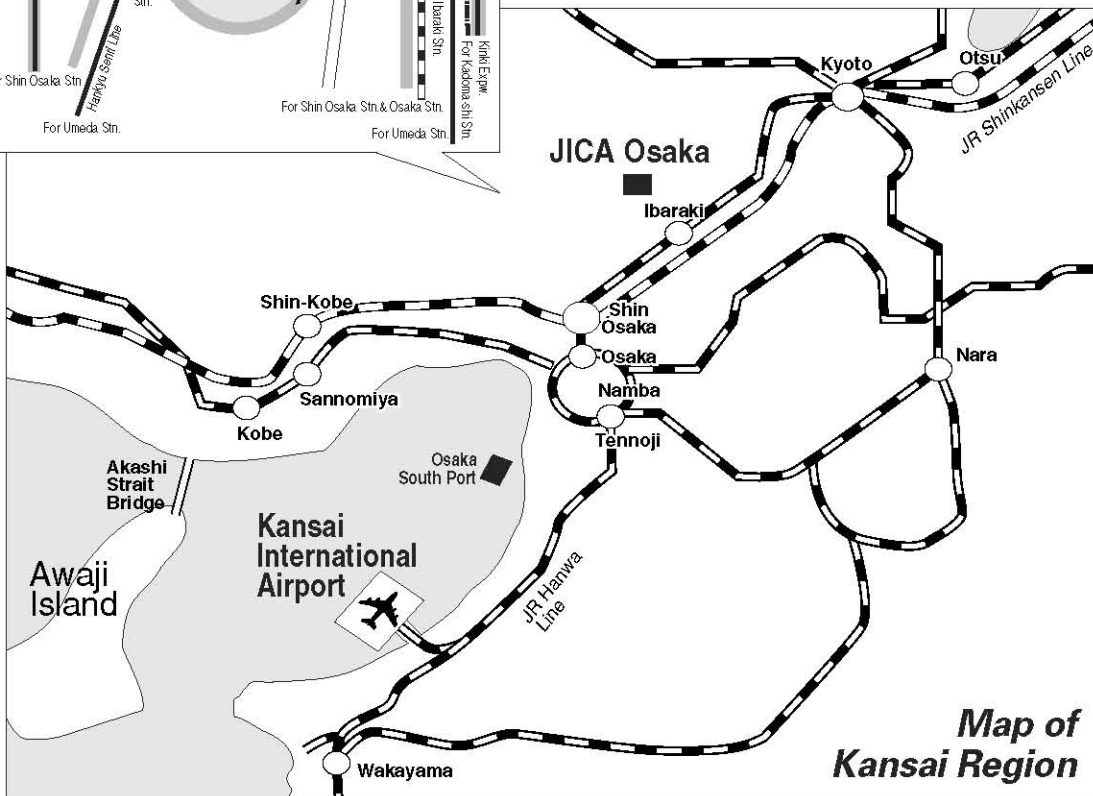
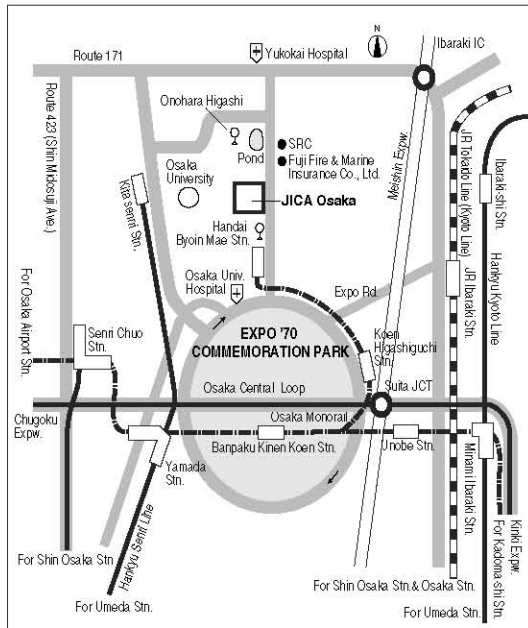
Upon arrival, participants should follow the procedure below:

1. Ride on Wing Shuttle (red elevated tram).
2. Pass through Immigration.
3. Collect baggage and pass through Customs Inspection.
4. Go to the JICA Counter located at the south-end corner of the arrival lobby (1st floor).

The staff at the JICA Counter will provide participants with a limousine bus ticket to Osaka Station (alight at Hotel New Hankyu).

At Osaka Station, a representative of the travel agency designated by JICA will meet the participant. The participant will be taken to JICA Osaka by taxi (with a taxi ticket), which takes approximately 30 minutes.

Map of the JICA Osaka Vicinity



Map of Kansai Region



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

**Program TeamIII, Osaka International Centre (JICA Osaka)
Japan International Cooperation Agency (JICA)**

Address: 25-1 Nishi-Toyokawa-cho, Ibaraki-shi, Osaka 567-0058, Japan

URL: <http://www.jica.go.jp/branch/osic/english>

Tel. : 81 (*) -72 (**) -641-6900 Fax. : 81 (*) -72 (**) -641-6910

(*): country code for Japan (**) : area code for Ibaraki