

F.No.12040/20/2019-FTC/IR  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
[Training Division]

\*\*\*\*\*

Block-4, Old JNU Campus, New Delhi-110067

Dated: 16.10.2019

**TRAINING CIRCULAR**

**Subject: Knowledge Co-Creation Program on “Global Seismological Observation” to be held in Japan from 13.01.2020 to 07.03.2020 under the Technical Cooperation Program of the Government of Japan (Submission Deadline-02.11.2019).**

The undersigned is directed to state that the Japan International Cooperation Agency (JICA) has invited applications for Knowledge Co-Creation Program on “Global Seismological Observation” to be held in Japan from 13.01.2020 to 07.03.2020 under the Technical Cooperation Program of the Government of Japan.

2. The program aims to promote making resilient society by sharing experiences and good practices in Japan and participating countries. The program also seeks to contribute to achievement of the Global Targets of the Sendai Framework by providing insights/methods for practical implementation of local DRR (Disaster Risk Reduction) strategies/plans.

3. The applying organizations are expected to nominate officers currently engaged in DRR and (will be) involved in the formulation/implementation of disaster risk reduction plans for natural disasters at local or central government level with more than 3 years of the occupational experience in the relevant field. The officer should be a university graduate or equivalent; have competent command over spoken and written English; must be in good health (both physically and mentally). More information may be seen in the general information brochure.

4. In addition, the following information in respect of the nominated officers may please be mentioned while furnishing the nomination:-

- a) Whether attended any foreign training program in the past? If so, the duration/details thereof;
- b) Whether cleared from vigilance angle;
- c) Age;
- d) Whether working in North East State/J&K;
- e) A brief in 50-100 words justifying the nomination.

5. The course covers the cost of a round-trip air ticket between international airport designated by JICA and Japan; travel insurance from the time of arrival in Japan to departure from Japan; allowances for (accommodation, living expenses, outfit and shipping); expenses for JICA study tours and free medical care for participants who may fall ill after reaching Japan (costs relating to pre-existing illness, pregnancy, or dental treatment are not included).

...2/-

(2)

6. It is, therefore, requested that the nomination of suitable candidates may please be forwarded (**in two copies**) to this Department in JICA's prescribed format duly authenticated by the HOD of the concerned Ministry/Department in accordance with the eligibility criteria.

7. The applications should reach this Department through the Administrative Ministry/Department not later than **02.11.2019**. Nominations received after the prescribed date may not be considered. An advance copy from the applying organization for nomination(s) and the application form(s) can be sent to the JICA India Office via courier or email at [bapalahema.id@jica.go.jp](mailto:bapalahema.id@jica.go.jp) or [ShekarD.ID@jica.go.jp](mailto:ShekarD.ID@jica.go.jp). The details of the program (General Information Brochure) and application form may be drawn from the website of DoPT at link <http://persmin.gov.in/otraining/index.aspx>.

8. This issues subject to the approval of the competent authority.



(Manoj Gupta)

Under Secretary to the Government of India

Tele no: 26165682

To

- a) Secretary, Ministry of Earth Sciences, Mahasagar Bhavan, Block - 12, C.G.O Complex, Lodhi Road, New Delhi - 110003.
- b) Secretary, Department of Atomic Energy, Anushakti Bhavan, Chatrapathi Shivaji Maharaj Marg, Mumbai - 400001.
- c) Secretary, D/o Science & Technology, Technology Bhavan, New Mehrauli Road, New Delhi - 110016.
- d) Director General, India Meteorological Department, Mausam Bhawan, Lodhi Road, New Delhi-110003.
- e) Chief Secretaries to State Governments/Union Territories (with request to circulate the same amongst related Departments/Organizations under them).
- f) Senior Representative, Japan International Cooperation Agency, 16<sup>th</sup> Floor, Hindustan Times House, 18-20 Kasturba Gandhi Marg, New Delhi -110001.
- g) NIC with request to post the circular along with the JICA's circular on this Department's website.



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

GENERAL INFORMATION ON

GLOBAL SEISMOLOGICAL OBSERVATION

課題別研修「グローバル地震観測」

*JFY 2019*

NO. 201902862J001

Course Period in Japan: From January 13, 2019 to March 7, 2020

This information pertains to one of the JICA Knowledge Co-Creation Program (Group & Region Focus) of the Japan International Cooperation Agency (JICA), which shall be implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.

'JICA Knowledge Co-Creation Program (KCCP)' as a New Start

In the Development Cooperation Charter which was released from the Japanese Cabinet on February 2015, it is clearly pointed out that *"In its development cooperation, Japan has maintained the spirit of jointly creating things that suit partner countries while respecting ownership, intentions and intrinsic characteristics of the country concerned based on a field-oriented approach through dialogue and collaboration. It has also maintained the approach of building reciprocal relationships with developing countries in which both sides learn from each other and grow and develop together."* We believe that this 'Knowledge Co-Creation Program' will serve as a center of mutual learning process.

# ***I. Concept***

## **Background**

In September 1996, after difficult and exhaustive discussions/negotiations over a period of two and a half years, the Comprehensive Nuclear-Test-Ban Treaty (CTBT) was adopted with the support of an overwhelming majority of the international community.

CTBT stipulates that International Monitoring System (IMS) which include seismological monitoring is to be established in order to verify the compliance of the Treaty for monitoring nuclear tests. The data obtained at 321 stations under the IMS all over the world are sent to the International Data Center in Vienna to be processed.

Towards an entry into force of the treaty, the Government of Japan decided to initiate an international cooperation in 2004 with the group training course called "Global Seismological Observation," which deals with seismological observation and its application for nuclear test monitoring technology ("Global Seismological Observation" and "Global Seismological Observation II" were held during 1995-1998 and 1999-2003, respectively).

This course is designed to introduce up-to-date technologies and knowledge in the field of global seismological observation to participants who are expected to play an important role in the global monitoring network for nuclear tests.

## **Aim**

This program aims to provide participants training opportunities to acquire knowledge and advanced techniques of global seismological observation and to enable them to play an important role in the monitoring system for nuclear tests.

## **For whom?**

This program is offered to administrative officers who are expected to play an important role in the monitoring system for nuclear tests.

## **How?**

Participants will have opportunities in Japan to acquire knowledge and advanced techniques of global seismological observation. Participants will also make an Action Plan on future activities at their institution in their home countries putting the knowledge and ideas acquired and discussed throughout the course.

## ***II. Description***

- 1. Title (J-No.):** Global Seismological Observation (201902862J001)
- 2. Course Period in JAPAN**  
January 13 to March 7, 2020
- 3. Target Regions or Countries**  
Algeria, Bhutan, Comoros, Cuba, Egypt, Equatorial Guinea, Gambia, India, Iran, Mauritius, Namibia, Nepal, Pakistan, Sao Tome and Principe, Somalia, South Sudan, Sri Lanka, Zimbabwe
- 4. Eligible / Target Organization**  
This program is designed for governmental organizations that are expected to play an important role in the global monitoring network on nuclear tests.  
  
\*Please refer to the **ANNEX- III**,  
"Relevant organization list in the field of CTBT" (**page.23**)
- 5. Course Capacity (Upper limit of Participants)**  
18 participants
- 6. Language to be used in this program:** English
- 7. Course Objective:**  
The program objective is to acquire knowledge and advanced techniques of global seismological observation for playing an important role in the monitoring system of nuclear tests under the CTBT
- 8. Overall Goal**  
The overall goal is to understand global seismological observation technologies for monitoring nuclear tests and earthquakes, and to strengthen the capacities of National Data Center (NDC) in the field of seismology and/or International Monitoring System (IMS) for contributing to the promotion for taking effect of Comprehensive Nuclear Test Ban Treaty (CTBT) in each country.

## 9. Expected Module Output and Contents:

Participants are expected to achieve the following outputs;

- (1) To acquire knowledge of the CTBT regime and the role of seismology in the International Monitoring System (IMS).
- (2) To understand global seismological observation technologies for monitoring nuclear tests and earthquakes.
- (3) To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes.
- (4) To make an Action Plan that they will implement in their countries.

## 10. Expected Module Contents:

This program consists of the following components.

Details on each component are given below;

<b>(1) Preliminary Phase in a participant's home country;</b> <i>(December 2019 to January 2020)</i> <i>Participating organizations make required preparation for the Program in the respective country.</i>	
	Activities
	Formulation and submission of an Inception Report.
	Preparation for some lectures

<b>(2) Phase in Japan;</b> <i>(January 13 to March 7, 2020)</i> <i>Participants dispatched by organizations attend the Program implemented in Japan.</i>				
Output	Subject	Lecture/ Exercise	Contents	Methodology
To acquire knowledge of the CTBT regime and the role of seismology in the International Monitoring System (IMS)	CTBT & IMS	Introduction of CTBT Regime concerning seismology	Review of verification of nuclear tests and seismology. Explanation of present status and future plan of CTBT concerning seismology. Japan's Perspective on Nuclear Disarmament and Non-Proliferation and its political initiative towards early entry into force of the CTBT.	Lecture

		Overview on CTBT and International Monitoring System (IMS)	Overview on the CTBT and four different technologies form the basis used by the IMS to verify compliance with the CTBT.	Lecture
		Overview on International Data Center (IDC)	Collection of data, analytical methods, output flow, roles of National Data Center (NDC) and coordination with NDC.	
To understand global seismological observation technologies for monitoring nuclear tests and earthquakes	Seismological Observation	Seismometer	Basic theory of electro-magnetic seismometer and specific explanation for some broad band seismographs.	Lecture and Practice
		Seismic Network	Data acquisition and telemetry systems.	Lecture
		Design of Seismic Network I & II	General guidelines for designing seismic network (on the first day). Making a plan to upgrade the seismic network of their countries during the training course to make a presentation (on the last day).	Lecture and Presentation
		Noise survey and site selection I & II	Practice in measurement of ground tremor with short-period sensors and a broadband sensor.	Lecture and Practice
	National Data Center	National Data Center (NDC)	System and operation in National Data Center (NDC).	Lecture

	Seismological Observatory	Observation of Matsushiro Seismological Observatory	Introduction of Matsushiro Seismological Observatory.	Practice
To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes	Data Processing	Retrieval of Digital Seismic Data and Disposal of Format	Practice of data retrieval and plotting seismograms. Basic theory and practice of data processing used frequently in the field of global seismology. Practice using broad and short-period seismograms of nuclear explosions and earthquakes.	Lecture and Practice
		Spectral Analysis		
		Digital Filter		
		Introduction to UNIX	The essentials and basic commands of UNIX.	Lecture and Practice
	Data Analysis	Analysis of Teleseismic waves	Explanation of principles underlying the interpretation of seismograms reading practice.	Lecture and Practice
		Hypocenter Location	A method for determining a hypocenter of a teleseismic event as well as that of a local one. Practice of the hypocenter determination using PC.	Lecture and Practice
Source Mechanism		Basic knowledge for determination of focal mechanism by seismic wave analysis. A manual P-wave first	Lecture and Practice	



			motion method and moment tensor inversion.	
		Seismic Array Data Analysis	Objectives and history of seismic arrays, signal and noise in space and time, arrival time analysis, beamforming in time domain, frequency-wavenumber power spectrum, spatial sampling, design of an array station.	Lecture
To acquire data analytical techniques to discriminate nuclear tests from natural earthquakes	The nuclear test identifying method	FDSN Web Service	International Federation of Digital Seismograph Networks (FDSN) web service for the exchange of seismological data, such as waveform data, and event parameters.	Lecture and Practice
		Seismicity and Tectonics	The characteristics and tectonic background of the seismicity in the world are introduced and practice on analyzing seismicity is given by using personal computer.	Lecture and Practice
		Discrimination by mb-Ms	General introduction on magnitudes, practice of determination of mb and Ms, and discrimination by mb-Ms.	Lecture and Practice
		Discrimination by short-period seismograms	Explanation of short period discriminants, practice of discrimination by short period discriminants.	Lecture and Practice

		General discrimination technique	Practice of the screening procedure along the stream line by using all knowledge in this lecture course.	Practice
To Make an Action Plan (Project Proposal) which they should implement in their countries after returning home	Action Plan	Making Action Plan	Making Action Plan.	Practice
		Presentation	Making the Presentation of the Action Plan.	Presentation and Discussion

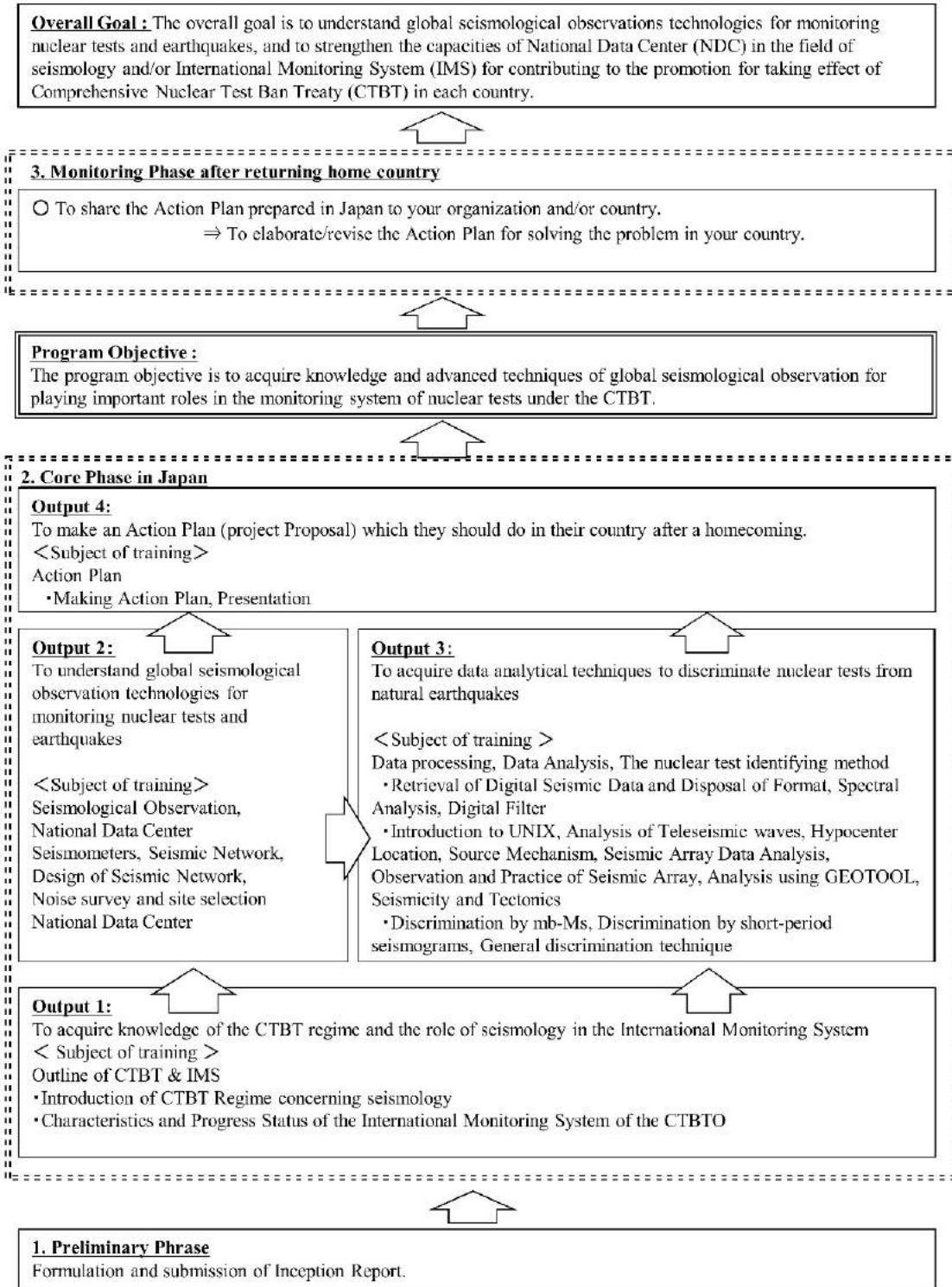
**(3) Monitoring Phase after returning home country;**

*(March to April, 2020)*

*Participants will voluntarily report their progress about their Action Plan to JICA after they are back to the respective countries.*

Activities
<ul style="list-style-type: none"> <li>* Participants will share the Action Plan prepared in Japan, and the acquired knowledge and techniques in this training course to their organizations and/or countries.</li> <li>* Participants will elaborate/revise the Action Plan for solving the problem in their countries through the results of above-mentioned presentation in their organizations and/or countries.</li> </ul>

**【Structure of the Program】**



### **III. Conditions and Procedures for Application**

#### **1. Expectations from the Participating Organizations:**

(1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operations. Applying organizations are expected to use the Program for those specific purposes.

(2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.

(3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.

#### **2. Nominee Qualifications:**

Applying Organizations are expected to select nominees who meet the following qualifications.

##### **(1) Essential Qualifications**

Applicants should:

- be nominated by their governments.
- be university graduates or equivalent, with professional experience of more than three (3) years in the field of seismology.
- be well versed in basic mathematics such as differentiation and integration.
- have good knowledge of computer.
- be under forty-five (45) years of age.
- have a competent command of spoken and written English which is equal to TOEFL iBT61 or its equivalent. This training program includes active participation in discussions and development of the action plan, thus requires high competence of English ability both in conversation and composition. (An official certificate is not necessary to attach. Instead, English ability of applicants will be examined through interviews at JICA office in each countries.)
- be in good health, both physically and mentally, to participate in the Program in Japan. Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.
- Gender Consideration: JICA is promoting Gender equality. Women are encouraged to apply for the program.

#### **3. Required Documents for Application**

**(1) Application Form:** The Application Form is available at **the JICA office (or the Embassy of Japan)**.

**(2) Photocopy of passport:** to be submitted with the application form, if you possess your passport which you will carry when entering Japan for this program.

If not, you are requested to submit its photocopy as soon as you obtain it.

\*Photocopy should include the followings:

Name, Date of birth, Nationality, Sex, Passport number and Expire date.

**(3) Inception Report:**

Each applicant should prepare a report on the present situation of the following subject in his/her own country in accordance with ANNEX I. This Inception Report should be typewritten and submitted to JICA Office (or the Embassy of Japan) together with the application form.

**4. Procedures for Application and Selection :**

**(1) Submission of the Application Documents:**

Closing date for applications: **Please inquire to the JICA office (or the Embassy of Japan).**

(After receiving applications, the JICA office (or the Embassy of Japan) will send them to **the JICA Center in JAPAN by November 18, 2019**)

**(2) Selection:**

After receiving the documents through proper channels from your government, the JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to the JICA Center in Japan. Selection will be made by the JICA Center in consultation with concerned organizations in Japan. *The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.* Qualifications of applicants who belong to the military or other military-related organizations and/or who are enlisted in the military will be examined by the Government of Japan on a case-by-case basis, consistent with the Development Cooperation Charter of Japan, taking into consideration their duties, positions in the organization, and other relevant information in a comprehensive manner.

**(3) Notice of Acceptance**

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than December 9, 2019.**

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

Before coming to Japan, only accepted participants are required to prepare the following materials;

**(1) Presentation material on Inception Report:**

Participants will be requested to make a presentation (about 15 minutes) and discuss on their Inception Report in a group discussion session at the beginning of the training program.

**6. Conditions for Attendance:**

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) not to extend the period of stay in Japan.
- (4) not to be accompanied by family members during the program.
- (5) to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6) to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of said violation.
- (8) to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.

## IV. Administrative Arrangements

### 1. Organizer:

(1) **Name:** JICA Tsukuba

(2) **Contact:** [tbicttp@jica.go.jp](mailto:tbicttp@jica.go.jp)

### 2. Implementing Partner:

#### (1) Name:

International Institute of Seismology and Earthquake Engineering (IISEE) at  
Building Research Institute (BRI)

(2) **Address:** 1 Tachihara, Tsukuba-Shi, Ibaraki-ken, 305-0802 Japan

(3) **TEL:** +81-29-879-0679, **FAX:** +81-29-864-6777

(4) **E-mail:** [iisee@kenken.go.jp](mailto:iisee@kenken.go.jp)

(5) **URL:** <http://www.kenken.go.jp/english/index.html>

#### (6) Remark:

IISEE is an organization that trains participants from earthquake-prone developing countries on seismology, earthquake engineering and tsunami disaster mitigation. The Global Seismological Observation Training Course is conducted in cooperation with the Ministry of Foreign Affairs of Japan (MOFA), JICA, Japan Meteorological Agency (JMA) and IISEE. The lecturers are from the Comprehensive Nuclear-Test-Ban Treaty Organization (CTBTO), JMA, Japan Weather Association (JWA), and other institutions/universities.

### 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:** Coverage is from time of arrival up to departure in Japan. Thus traveling time outside Japan will not be covered.

### 4. Accommodation in Japan:

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

JICA Tsukuba Center (JICA TSUKUBA)

Address: 3-6 Koyadai, Tsukuba, Ibaraki 305-0074, Japan

TEL: +81-29-838-1111, FAX: +81-29-838-1119

(where "81" is the country code for Japan, and "29" is the local area code)

Please refer to facility information of JICA Tsukuba at its URL:

<http://www.jica.go.jp/english/contact/domestic/information.pdf>

If there is no vacancy at JICA TSUKUBA, JICA will arrange alternative accommodations for the participants.

## **5. Expenses:**

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

- (1) Allowances for accommodation, meals, 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 “III. ALLOWANCES” of the brochure for participants titled “KENSU-IN GUIDE BOOK,” which will be given before departure for Japan.

## **6. 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. Computer:

The participants are recommended to bring their own laptop/notebook computers and a conversion adapter to prepare the Action Plan, presentation slides and to communicate by e-mail. The electrical current in Japan is 100 volts, 50 cycles, and the plug shape is A type.

### 2. Data for global seismological observation in your country:

The participants are recommended to bring the relevant data concerning global seismological observation of their countries in laptop/notebook computers for preparing the Action Plan and presentation slides.

You can check our location, facility and services on our website and social media.

- ✧ JICA Tsukuba website [<https://www.jica.go.jp/tsukuba/english/office/index.html>]
- ✧ JICA Tsukuba Facebook [<https://www.facebook.com/jicatsukuba>]
- ✧ BRI-IISEE website [<https://iisee.kenken.go.jp/>]
- ✧ BRI-IISEE Facebook [<https://www.facebook.com/IISEE.Japan/>]

You can find posts about on-going KCCPs and stories of ex-participants on our Facebook page.



END

***ANNEX-I: Instruction for the Preparation of Inception Report***

***ANNEX-II: (For your information) Tentative Schedule of the program in Japan (JFY2019)***

***ANNEX-III : (For your information) Relevant organization list in the field of CTBT***

## **VI. ANNEX- I:**

### **Instructions for the Preparation on Inception Report**

#### **Knowledge Co-Creation Program on Global Seismological Observation**

The Inception Report should be type-written including items listed below.

**(1) Name of Applicant**

**(2) Name of Organization** to which Applicant belongs

**(\*1)-(2) are to be written on cover sheet as following sample shows.)**

**(3) Title and Author's Name**

**(4) Summary**

The summary should be informative and include the principal findings and conclusions. References to formulas or figures are not necessary. It should not consist of more than 200 words.

**(5) Affiliation of the Author**

Affiliation should appear as a footnote on the first page as following sample shows.

**(6) Topic**

Sections to be included;

- (1) Introduction
- (2) Seismicity
- (3) Organization
- (4) Observational Network and Instruments
- (5) Data analyses performed in your organization
- (6) Relation between your country/your organization and CTBT/IMS
- (7) Current problems relevant to CTBT, IMS, and NDC that your organization is facing with, and Future Plans corresponding to them.

\* You might add **Acknowledgements** and **Appendix** after the topic if necessary.

**(7) References**

References should have numbers in brackets in the order of their citation.

**(8) Attached Document**

Applicants are requested to submit attached documents including 3 items,

- Information about the structure of Organization, for example, Organization Chart,
- Research activity of Organization related to Seismology, Earthquake Engineering, or Seismic Hazard/Risk Analysis, and a list of governmental or private organizations related to Seismology or Earthquake Engineering in the country of Applicant.
- Program for CTBT (Comprehensive Nuclear-Test-Ban Treaty) in your country

**(9) Download**

The template file that may make your editing task easier from, see “Sample file of Country Report (MS Word file) Country Report”

<https://iisee.kenken.go.jp/?p=public>

\* The participants will be requested to make action plans in which they describe how they utilize their achievements (e.g., knowledge, techniques, etc.) that they have obtained in the training course after returning to their countries. In order to make good action plans through the training course, each applicant should describe current problems relevant to CTBT, IMS, and NDC that their organizations are facing with in their inception reports.

**Note;**

1. The manuscript must be carefully prepared and should be submitted with the application form. The total pages of the Inception Report should not exceed 15 pages including tables and figures.
2. **Page format:** Use A4 white paper sheets (21 cm x 29.7 cm). Leave 2.5 cm margins at the top, right and left sides of the text and 3.5 cm margin at the bottom. Special attention has to be paid in preparing papers using US letter-size paper. It should be appropriately arranged so that it conforms to the above requirements in appearance, namely the manuscript should occupy 16 cm x 23.7 cm in each page. All main text should be single spaced, Times New-Roman types. Use 18pt in capital letters and boldface for **TITLE**, 12pt for authors, and 11pt for the rest, including affiliations, abstract, main text, headings, sub-headings, sub-subheadings, acknowledgements, appendix, references, and captions for figures, photos and tables.
3. **Organization of the papers:** Write the **TITLE** of your paper, centered and in 18pt capital letters and boldface types at the top of the first page. After two more line spaces, write your names in 12pt. Surnames should be in capital. Affiliations should be cited by superscripts. Leave two lines, and then write abstract in 11pt. "**ABSTRACT**" should be in capital letters and boldface and be followed by the text of Abstract. After three lines, start main body of your paper in 11pt. The ordinary pages, starting from the second page, contain the main text from the top line. Avoid footnotes and remarks. Explain in the main text, or in Appendices, if necessary. Affiliation itself should be put at the bottom of the first page, cities, countries and e-mail addresses of all authors, as indicated above.
4. **Headings:** Use at most three levels of headings, i.e., headings, subheadings and sub-subheadings. Headings shall be written in capital letters, boldface types, and centered of your text. Leave two lines space before headings and one after them. Do not indent the first line after headings, subheadings and sub-subheadings. First lines of the other text paragraphs should be indented as indicated here. Do not leave blank lines between paragraphs. **Subheadings:** Subheadings shall be written in lower-case letters and boldface types, right against the left side of your text, as indicated here. Leave one line space before and after subheadings. Use the above mentioned rules for indentation. **Sub-subheadings:** The only difference with respect to subheadings is that sub-subheadings shall be in Italic and no lines space shall be left after sub-subheadings. Don't put numbering to heading of any level.
5. **Equations and symbols:** Use high quality fonts for both mathematical equations and symbols. Papers with hand-written mathematical equations and symbols are not accepted. Equations should be centered and numbered. Leave one line above and below equations. The equation number, enclosed in parentheses, is placed flush right. Equations should be cited in the text as Eq. (1).

6. **Figures, tables and photos:** Figures and tables shall be legible and well reproducible, and photos shall be clear. Colored figures, tables and photo will be printed in Black and White. Captions shall be written directly beneath figures and photos and above tables, and shall be numbered and cited as Figure 1, Table 1 or Photo 1. They should be written in 11pt, and centered. Long captions shall be indented. Do not use capital letter or boldface types for captions. Figures, tables and photos shall be set possibly close to the positions where they are cited. Do not place figures, tables and photos altogether at the end of manuscripts. Figures, tables and photos should occupy the whole width of a page, and do not place any text besides figures, tables and photos. Leave one line spacing above and bottom of figures, tables and photos. Do not use small characters in figures and tables. Their typing size should be at least 9pt or larger.
7. **Unit:** Use SI unit in the entire text, figures, and tables. If other units are used, provide it in parentheses after the SI unit as 2MPa (19.6 kg/cm<sup>2</sup>).
8. **CONCLUSIONS:** Write a **CONCLUSIONS** section at the end of your paper, followed by ACKNOWLEDGEMENTS, APPENDICES and REFERENCES.
9. **ACKNOWLEDGMENTS:** Acknowledgments should follow CONCLUSIONS.
10. **APPENDIX:** Appendixes should be placed between Acknowledgments and References, if any.
11. **REFERENCE:** All references should be listed in alphabetical order of the first author's family name. They are referred in the main text like (Gibson 1995a). Write the reference list as;  
Gutenberg, B., and Richter, C. F., 1954, Seismicity of the Earth and Associated Phenomena, 2nd ed. Princeton Univ. Press, Princeton, NJ.  
Richter, C. F., 1935, an instrument earthquake magnitude scale, *Bull.Seis. Soc.Am.*25, 1-32.
12. **Date of acceptance:** This will be assigned after accepted for publication and added to the end of manuscript by Editorial Board. They should be written in parentheses in 9pt in boldface types.

<Sample for Inception Report>

**【Sample for the cover sheet】**

<p>Knowledge Co-Creation Program on Global Seismological Observation</p> <p>2018 (COURSE ID: J18-04441)</p> <p>INCEPTION REPORT ON</p> <ol style="list-style-type: none"><li>1. Name of Participant</li><li>2. Name of Organization</li></ol>
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**【Sample for the first page】**

<p><b>TITLE OF THE INCEPTION REPORT</b></p> <p>by AUTHOR*</p> <p><b>ABSTRACT</b></p> <hr/> <hr/>
<p><b>INTRODUCTION</b></p> <hr/> <hr/>
<p>* The Author's organization and occupation are to be written here.</p>

## VI. ANNEX- II:

### (For your information) Tentative Schedule of the program in Japan (JFY2019) Global Seismological Observation Course

FY2019 Global Seismological Observation Course Schedule  
Jan. 13th – Mar. 7th 2020

As of September19, 2019

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
1/13 Arrival in Japan	1/14 9:45-12:20 Orientation by JICA  14:10-14:40 Move to BRI  14:50-15:00 Group Photo Shooting  15:00-15:30 Opening Ceremony  15:40-16:10 Overview of the Curriculum  16:10-17:00 IISEE Orientation	1/15 9:00-10:30 Interview  10:30-11:00 Introduction of Computer (Y. Fujii)  11:00-17:00 Introduction to Unix (1/1)  (Y. Fujii)	1/16 9:00-9:40 BRI tour Move to the classroom (distribution of locker keys)  10:20-16:30 Instrumentation and Observation (1/8) (Seismometer)  (T. Yokoi)	1/17 10:00-11:00 Earthquake Monitoring and Tsunami Warning Services in JMA  11:15-11:45 Tour of operational center for the monitoring of earthquakes and volcanos  (JMA Lecturer)  14:00-16:00 Lecture at Ministry for Foreign Affairs (MOFA)	1/18	1/19
1/20 Data Processing (1/3) (Retrieval of Digital Seismic Data and Disposal of Format)  (T. Hara)	1/21 Data Processing (2/3) (Spectral Analysis)  (B. Shibasaki)	1/22 Data Processing (3/3) (Digital Filter)  (B. Shibasaki)  Preparation for Presentation of Inception Report	1/23 Hypocenter Location (1/3)  (S. Kita)  Preparation for Presentation of Inception Report	1/24 Presentation of Inception Report	1/25	1/26
1/27 Hypocenter Location (2/3)  (S. Kita)	1/28 Hypocenter Location (3/3)  (S. Kita)	1/29 Source Mechanism (1/3)  (T. Hara)	1/30 Analysis of Teleseismic Waves  (Y. Nishimae)	1/31 Source Mechanism (2/3)  (T. Hara, Y.Yagi)	2/1	2/2
2/3 Source Mechanism (3/3)  (Y. Yagi)	2/4 Seismicity and Tectonics  (Y. Ishikawa)	2/5 09:00-09:30 Briefing session on Field Trip (JICA)  Discrimination by mb-Ms  (A. Katsumata)	2/6 10:00-12:00 Instrumentation and Observation (2/8)  (Introduction of CTBT Regime Concerning Seismology in Japan and NDC)  (T. Sakamoto)  Field Trip to Hiroshima Move to Hiroshima (Stay in Hiroshima)	2/7 09:00-13:00 Miyajima Island 13:30-14:30 A-Bomb Dome 14:30-15:30 Lecture by A-Bomb Legacy Successor 15:30-17:00 Hiroshima Peace Memorial Museum  (Stay in Hiroshima)	2/8 Move to Kobe  -Nojima Fault -Disaster Reduction and Human Renovation Institution  (Stay in Kyoto)	2/9 Kyoto
<b>Study Trip to Kansai Region (Feb.6 ~ 9)</b>						

JICA: Japan International Cooperation Agency

BRI: Building Research Institute / IISEE: International Institute of Seismology and Earthquake Engineering

JMA: Japan Meteorological Agency

FY2019 Global Seismological Observation Course Schedule  
Jan. 13th – Mar. 7th 2020

As of September 19, 2019

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.
2/10	2/11	2/12	2/13	2/14	2/15	2/16
Seismic Array Data Analysis (A. Katsumata)	National Holiday (National Foundation Day)	Instrumentation and Observation (3/8) (Noise Survey I) (T. Hayashida)	Instrumentation and Observation (4/8) (Noise Survey II) (T. Hayashida)  10:00-15:00 Practice at Mt. Tsukuba	Instrumentation and Observation (5/8) (Seismic Network) (H. Inoue)		
2/17	2/18	2/19	2/20	2/21	2/22	2/23
Introduction of IDC I  Overview of the IDC, IDC: Collection of Data, Analytical Methods and Output Flow (CTBTO Lecturer)	Introduction of IDC II  Roles of NDC and Coordination with NDC Q&A, Discussion (CTBTO Lecturer)	Instrumentation and Observation (6/8) (Design of Seismic Network I) (H. Inoue)  15:45-16:45 Supplementary Class of Noise Survey (T. Hayashida)	Geotool (1/2) (T. Fujii, M. Motohashi)	Geotool (2/2) (T. Fujii, M. Motohashi)		National Holiday (Emperor's Birthday)
2/24	2/25	2/26	2/27	2/28	2/29	3/1
Holiday  Move to Nagano	Observation of Matushiro Seismological Observatory (JMA Lecturer)	Discrimination by Short-Period Seismograms (Y. Yoshida, T. Otsu)	Instrumentation and Observation (7/8) (FDSN Web Service) (S. Tsuboi)	Instrumentation and Observation (8/8) (Design of Seismic Network I) (H. Inoue)		
3/2	3/3	3/4	3/5	3/6	3/7	3/8
General Discrimination Technique (1/3) (Y. Yoshida, T. Otsu, Y. Fujii)	General Discrimination Technique (2/3) (Y. Yoshida, T. Otsu, T. Hayashida)	General Discrimination Technique (3/3) (Y. Yoshida, T. Otsu, B. Shibasaki)	Presentation of Action Plan (MOFA, JICA, B. Shibasaki)	10:30-11:30 General Meeting at JICA  11:30-12:00 Closing Ceremony at JICA	Leave Japan	

<Lecture hours>

09:30-12:00, 13:00-15:30 exclusive of the lectures:

"Analysis of Teleseismic Waves" starting from 10:20 and finishing at 16:30

"General Discrimination Technique" and "Geotool" starting from 09:30 and finishing at 16:00

MOFA: Ministry of Foreign Affairs of Japan



## **VI. ANNEX- III:**

### **(For your information) Relevant organization list**

The list below shows relevant organizations, which have experience to send their members to this training program. It is not compulsory to select applicants only from these organizations. Each country can consider and decide which organizations are relevant and appropriate to this program.

Algeria	<ul style="list-style-type: none"><li>• Centre de Recherche en Astronomie Astrophysique et Géophysique (CRAAG)</li><li>• National Earthquake Engineering Center of Algeria</li></ul>
Bhutan	<ul style="list-style-type: none"><li>• Department of Geology and Mines, Ministry of Economic Affairs, Royal Government of Bhutan (DGM)</li></ul>
Comoros	—
Cuba	<ul style="list-style-type: none"><li>• Centro Nacional de Investigaciones Sismológicas (CENAIIS)</li></ul>
Egypt	<ul style="list-style-type: none"><li>• National Research Institute of Astronomy and Geophysics</li></ul>
Equatorial Guinea	—
Gambia	—
India	<ul style="list-style-type: none"><li>• National Centre for Seismology (NCS), Ministry of Earth Sciences</li><li>• Seismological Observatory, National Geophysical Research Institute</li></ul>
Iran	<ul style="list-style-type: none"><li>• International Institute of Earthquake Engineering and Seismology</li></ul>
Mauritius	<ul style="list-style-type: none"><li>• Mauritius Meteorological Services</li></ul>
Namibia	<ul style="list-style-type: none"><li>• Geological Survey of Namibia</li></ul>

Nepal	<ul style="list-style-type: none"> <li>• National Seismological Center, Department of Mines and Geology</li> </ul>
Pakistan	<ul style="list-style-type: none"> <li>• Micro Seismic Studies Program</li> <li>• Pakistan Meteorological Department</li> </ul>
Sao Tome and Principe	—
Somalia	—
South Sudan	—
Sri Lanka	<ul style="list-style-type: none"> <li>• Geological Survey and Mines Bureau(GSMB)</li> </ul>
Zimbabwe	<ul style="list-style-type: none"> <li>• Goetz Observatory</li> </ul>

## *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 Tsukuba Center (JICA TSUKUBA)**

**Address: 3-6 Koyadai, Tsukuba, Ibaraki 305-0074, Japan**

**TEL: +81-29-838-1744 FAX: +81-29-838-1776**

## Guidelines of Application Form for the JICA Training and Dialogue Program

The attached form is to be used to apply for the training and dialogue programs of the Japan International Cooperation Agency (JICA), which are implemented as part of the Official Development Assistance Program of the Government of Japan. Please complete the application form while referring to the following and consult with the respective country's JICA Office - or the Embassy of Japan if the former is not available - in your country for further information.

### 1. Parts of Application Form to be completed

#### 1) Which part of the form should be submitted?

It depends on the type of training and dialogue program you are applying for.

##### >Application for Group and Region Focused Training Program

Official application and Parts A and B including Medical History and Examination must be submitted.

##### >>Application for Country Focused Training Program including Counterpart Training Program

Part B including Medical History and Examination will be submitted. Official application and Part A need not to be submitted

#### 2) How many parts does the Application Form consist of?

The Application Form consists of three parts as follows;

##### **Official Application**

This part is to be confirmed and signed by the head of the relevant department/division of the organization which is applying.

##### **Part A. Information on the Applying Organization**

This part is to be confirmed by the head of the relevant department/division of the organization which is applying.

##### **Part B. Information About the Nominee including Medical History and Examination**

This part is to be completed by the person who is nominated by the organization applying. The applicants for Group and Region Focused Training Program are required to fill in **every item**. As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated "**required**" items as is shown on the Form.

Please refer to the General Information to find out which type the training and dialogue program that your organization applies for belongs to.

### 2. How to complete the Application Form

In completing the application form, please be advised to:

- (a) carefully read the General Information (GI) for which you intend to apply, and confirm if the objectives and contents are relevant to yours,
- (b) be sure to write in the title name of the course/seminar/workshop/project accurately

- according to the GI, which you intend to apply,
- (c) use a typewriter/personal computer in completing the form or write in **block letters**,
  - (d) fill in the form in **English**,
  - (e) use  or  to fill in the ( ) check boxes,
  - (f) attach a picture of the Nominee,
  - (g) attach additional page(s) if there is insufficient space on the form,
  - (h) prepare the necessary document(s) described in the General Information (GI), and attach it (them) to the form,
  - (i) confirm the application procedure stipulated by your government, and
  - (j) submit the original application form with the necessary document(s) to the responsible organization of your government according to the application procedure.

Any information that is acquired through the activities of the Japan International Cooperation Agency (JICA), such as the nominee's name, educational record, and medical history, shall be properly handled in view of the importance of safeguarding personal information.

### **3. Privacy Policy**

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#### **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 that can be used to identify individuals to any third party, with the following three exceptions:

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

#### **3) Security Notice**

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

### **4. Copyright policy**

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Participants of the JICA Training and Dialogue program are requested to comply with the following copyright policy;

Article 1. Compliance matters with participants' drafting of documents (various reports, action plans, etc.) and presentations (report meetings, lectures, speeches, etc.)

1. Any contents of the documents and presentations shall be created by themselves in principle.

2. Comply with the following matters, if you, over the limit of quotation, have to use a third person's work (reproduction, photograph, illustration, map, figure, etc.) that is protected under laws or regulations in your country or copyright-related multinational agreements or the like:

- (1) Obtain license to use the work on your own responsibility. In this case, the scope of the license shall meet the provisions of Article 2.
- (2) Secure evidential material that proves the grants of the license and specifies the scope of the license.
- (3) Consult with the third party and perform the payment procedure on your own responsibility regarding negotiations with a third person about the consideration for granting the license and the procedure for paying the consideration,.

#### Article 2. Details of use of works used for training

- (1) The copyright on a work that a participant prepares for a training course shall belong to the trainee. The copyright on the parts where a third party's work is used shall belong to the third party.
- (2) When using texts, supplementary educational materials and other materials distributed for the JICA training courses, participants shall comply with the purposes and scopes approved by each copyright holder.



Training Programs under Technical Cooperation with the Government of Japan

## Application Form for the JICA Training and Dialogue Program

### OFFICIAL APPLICATION

(to be confirmed and signed by the head of the relevant department / division of the applying organization)

**1. Title:** (Please write down as shown in the General Information)

**2. Number:** (Please write down as shown in the General Information)

J	0		-					
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**3. Country Name:**

**4. Name of Applying Organization:**

**5. Name of the Nominee(s):**

1)	3)
2)	4)

Our organization hereby applies for the training and dialogue program of the Japan International Cooperation Agency and proposes to dispatch qualified nominees to participate in the programs.

Date:		Signature:	
Name:			
Designation / Position		Official Stamp	
Department / Division			
Office Address and Contact Information	Address:		
	Telephone:	Fax:	E-mail:

-----  
**Confirmation by the organization in charge (if necessary)**

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:		Signature:	
Name:			
Designation / Position		Official Stamp	
Department / Division			





**Part A: Information on the Applying Organization**

(to be confirmed by the head of the department / division)

**1. Profile of Organization**

1) Name of Organization:

2) The mission of the Organization and the Department / Division:

**2. Purpose of Application**

1) Current Issues: Describe the reasons for your organization claiming the need to participate in the training and dialogue program, with reference to issues or problems to be addressed.

2) Objective: Describe what your organization intends to achieve by participating in the training and dialogue program.



**3) Future Plan of Actions: Describe how your organization shall make use of the expected achievements, in addressing the said issues or problems.**

**4) Selection of the Nominee: Describe the reason(s) the nominee has been selected for the said purpose, referring to the following view points; 1) Course requirement, 2) Capacity /Position, 3) Plans for the candidate after the training and dialogue program, 4) Plan of organization and 5) Others.**

**Part B: Information about the Nominee**

(to be completed by the Nominee)

NOTE>>>The applicants for Group and Region Focused Training Program are required to fill in every item. As for the applications for Country Focused Training Program including Counterpart Training Program and some specified International Dialogue Programs, it is required to fill in the designated "required" items as is shown below.

**1. Title:** (Please write down as shown in the General Information) **(required)**

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**2. Number:** (Please write down as shown in the General Information) **(required)**

J	0	-							
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Attach the nominee's photograph (taken within the last three months) here  
Size: 4x6  
(Attach to the documents to be submitted.)

**3. Information about the Nominee(nos. 1-9 are all required)****1) Name of Nominee (as in the passport)****Family Name**

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**First Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Middle Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

<b>2) Nationality</b> (as shown in the passport)			<b>5) Date of Birth</b> (please write out the month in English as in "April")			
<b>3) Sex</b>	( ) Male	( ) Female	<b>Date</b>	<b>Month</b>	<b>Year</b>	<b>Age</b>
<b>4) Religion</b>						

**6) Present Position and Current Duties**

Organization							
Department / Division							
Present Position							
Date of employment by the present organization	Date	Month	Year	Date of assignment to the present position	Date	Month	Year

**7) Type of Organization**

( ) National Governmental	( ) Local Governmental	( ) Public Enterprise
( ) Private (profit)	( ) NGO/Private (Non-profit)	( ) University
( ) Other ( )		

**8) Outline of duties: Describe your current duties**

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**9) Contact Information**

Office	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Home	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:
Contact person in emergency	Name:	
	Relationship to you:	
	Address:	
	TEL:	Mobile (Cell Phone):
	FAX:	E-mail:

**10) Others (if necessary)**

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**4. Career Record****1) Job Record (After graduation)**

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

**2) Educational Record (Higher Education)(required)**

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



**3) Training or Study in Foreign Countries; please write your past visits to Japan specifically as much as possible, if any.**

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

**5. Language Proficiency (required)**

1) Language to be used in the program (as in GI)					
Listening	( ) Excellent	( ) Good	( ) Fair	( ) Poor	
Speaking	( ) Excellent	( ) Good	( ) Fair	( ) Poor	
Reading	( ) Excellent	( ) Good	( ) Fair	( ) Poor	
Writing	( ) Excellent	( ) Good	( ) Fair	( ) Poor	
Certificate (Examples: TOEFL, TOEIC)					
2) Mother Tongue					
3) Other languages (                    )		( ) Excellent	( ) Good	( ) Fair	( ) Poor

<sup>1</sup> 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.

<sup>1</sup> Good: Conversational accuracy & fluency in a wide range of situations: discussions, short presentations & interviews. Compound complex sentences. Extended essay formation.

<sup>1</sup> Fair: Broader range of language related to expressing opinions, giving advice, making suggestions. Limited compound and complex sentences & expanded paragraph formation.

<sup>1</sup> Poor: Simple conversation level, such as self-introduction, brief question & answer using the present and past tenses.



**6. Expectation on the applied training and dialogue program**

**1) Personal Goal: Describe what you intend to achieve in the applied training and dialogue program in relation to the organizational purpose described in Part A-2.**

**2) Relevant Experience: Describe your previous vocational experiences which are highly relevant in the themes of the applied training and dialogue program. (required)**

**3) Area of Interest: Describe your subject of particular interest with reference to the contents of the applied training and dialogue program. (required)**

**\*7. Declaration (to be signed by the Nominee) (required)**

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

If accepted for the program, I agree:

- (a) not to bring or invite any member of my family (except for the program whose period is one year or more),
- (b) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating government and the Japanese Government regarding the program,
- (c) to follow the program, and abide by the rules of the institution or establishment that implements the program,
- (d) to refrain from engaging in political activity or any form of employment for profit or gain,
- (e) to return to my home country at the end of the activities in Japan on the designated flight schedule arranged by JICA,
- (f) to discontinue the program if JICA and the applying organization agree on any reason for such discontinuation and not to claim any cost or damage due to the said discontinuation.
- (g) to consent to waive exercise of my copyright holder's rights for documents or products that are produced during the course of the project, against duplication and/or translation by JICA, as long as they are used for the purposes of the program.
- (h) to approve the privacy policy and the copyright policy mentioned in the Guidelines of Application.

JICA's Information Security Policy in relation to Personal Information Protection

JICA will properly and safely manage personal information collected through this application form in accordance with JICA's privacy policy and the relevant laws of Japan concerning protection of personal information and take protection measures to prevent divulgence, loss or damages of such personal information.

Unless otherwise obtained approval from an applicant itself or there are valid reasons such as disclosure under laws and ordinances, etc., and except for the following 1.-3., JICA will neither



provide nor disclose personal information to any third party. JICA will use personal information provided only for the purposes in the following 1.-3 and will not use for any purpose other than the following 1.-3 without prior approval of an applicant itself.

1. To provide technical training to technical training participants from developing countries.
2. To provide technical training to technical training trainees from developing countries under the CitizensCooperation Activities..
3. In addition to 1. and 2. above, if the government of Japan or JICA determines necessary in the course of technical cooperation.

Date:	Signature:
	Print Name:

**MEDICAL HISTORY AND EXAMINATION****1. Present Status**

(a) Do you currently use any drugs for the treatment of a medical condition? (Give name &amp; dosage.)

<input type="checkbox"/> No	<input type="checkbox"/> Yes >> Name of Medication ( _____ ), Quantity ( _____ )
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(b) Are you pregnant?

<input type="checkbox"/> No	<input type="checkbox"/> Yes ( _____ months )
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(c) Are you allergic to any medication or food?

<input type="checkbox"/> No	<input type="checkbox"/> Yes >>>	<input type="checkbox"/> Medication	<input type="checkbox"/> Food	<input type="checkbox"/> Other:
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(d) Please indicate any needs arising from disabilities that might necessitate additional support or facilities.

( _____ )
<i>Note: Disability does not lead to exclusion of persons with disability from the program. However, upon the situation, you may be directly inquired by the JICA official in charge for a more detailed account of your condition.</i>

**2. Medical History**

(a) Have you had any significant or serious illness? (If hospitalized, give place &amp; dates.)

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes>>Name of illness ( _____ ), Place & dates ( _____ )
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes>>Present Condition ( _____ )

(b) Have you ever been a patient in a mental hospital or been treated by a psychiatrist?

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes>>Name of illness ( _____ ), Place & dates ( _____ )
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes>>Present Condition ( _____ )

(c) High blood pressure

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes>>Present Condition ( _____ ) mm/Hg to ( _____ ) mm/Hg

(d) Diabetes (sugar in the urine)

Past:	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Present:	<input type="checkbox"/> No	<input type="checkbox"/> Yes>>Present Condition ( _____ )
		Are you taking any medicine or insulin? <input type="checkbox"/> No <input type="checkbox"/> Yes

(e) Past History: What illness(es) have you had previously?

<input type="checkbox"/> Stomach and Intestinal Disorder	<input type="checkbox"/> Liver Disease	<input type="checkbox"/> Heart Disease	<input type="checkbox"/> Kidney Disease
<input type="checkbox"/> Tuberculosis	<input type="checkbox"/> Asthma	<input type="checkbox"/> Thyroid Problem	
<input type="checkbox"/> Infectious Disease >>> Specify name of illness ( _____ )			
<input type="checkbox"/> Other >>> Specify ( _____ )			

(e) Has this disease been cured?

<input type="checkbox"/> Yes	<input type="checkbox"/> No (Specify name of illness)
	Present Condition: ( _____ )

**3. Other: Any restrictions on food and behavior due to health or religious reasons?**

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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.

Date:	Signature:
	Print Name: