

কৃষি সম্বিতি



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
কৃষি মন্ত্রণালয়  
প্রশাসন-৩ অধিশাখা  
[www.moa.gov.bd](http://www.moa.gov.bd)

স্মারক: ১২.০০.০০০০.০২।.২৫.০০।.১৫- ৫২।৬

তারিখ: ০৮ চৈত্র ১৪২৬  
২২ মার্চ ২০২০

বিষয় : জাপানে অনুষ্ঠিত প্রশিক্ষণ কোর্সে কর্মকর্তা মনোনয়ন।

সূত্র : ইআরডি'র পত্র নং-০৯.০০.০০০০.০৩।.২৫.০০।.২০.৬৮, তারিখ-০৩ মার্চ ২০২০

উপর্যুক্ত বিষয় ও সূত্রের পরিপ্রেক্ষিতে নিম্নোক্ত ছকে বর্ণিত কোর্সের বিপরীতে সংশ্লিষ্ট নির্ধারিত সংখ্যক (২২ কলাম) কর্মকর্তার মনোনয়ন আগামী ২৫ মার্চ ২০২০ তারিখের মধ্যে আবশ্যিকভাবে প্রশাসন-৩ অধিশাখায় প্রেরণের জন্য নির্দেশক্রমে অনুরোধ করা হলো:

ক্র	প্রশিক্ষণ কোর্সের নাম ও মেয়াদ	মনোনয়ন প্রেরণের শেষ তারিখ	সুযোগ সংখ্যা	অর্থায়নকা রী সংস্থা	প্রত্যাবিত দণ্ড/সংস্থা ও মনোনয়ন সংখ্যা	শর্ত
১	২	৩	৪	৫	৬	৭
১	Issue-focusd Training Course on 'Regional agribusiness promotion by the value chain building in Asian region-for high value-added local food supply' (201902241JOO1) Japan Duration: 15 June to 17 July 2020	০১ এপ্রিল ২০২০	০১টি	JICA জাপান	কৃষি বিগণন অধিদপ্তর	শর্তানুযায়ী মনোনয়ন প্রেরণ করা না হলে তা বিচেচনাযোগ্য বলে গণ্য হবে না।

০২। উল্লিখিত শর্তানুযায়ী উপর্যুক্ত কর্মকর্তাগণকে মনোনয়ন প্রদানপূর্বক মনোনীত কর্মকর্তাগণের নির্ধারিত ফরমে পূরণকৃত আবেদন পত্রের ০৩ সেট এবং ২ নং বাছাই কমিটির পূরণকৃত (নির্ধারিত ছকে পরিপূর্ণভাবে) ফরমের ০১ সেট, এনআইডি, পিআরএল, বেতন গ্রেড ও নিজ জেলা সুস্পষ্টভাবে উল্লেখসহ বিগত ০১ বছরের বিদেশ ভ্রমণ বিবরণী, তাঁদের বিবুক্তে বিভাগীয় ও দুর্নীতির মামলা আছে কিনা কিংবা বিভাগীয় ব্যবস্থা প্রক্রিয়ায় আছে কিনা সে সংক্রান্ত তথ্য/প্রত্যয়ন মনোনয়ন প্রস্তাবের সাথে প্রেরণ করতে হবে।

০৩। কোর্স সম্পর্কিত তথ্য [www.moa.gov.bd](http://www.moa.gov.bd)-তে পাওয়া যাবে।

১৩/২০২০

(মীনাক্ষী বর্মন)

উপসচিব

৯৫৪০৮৮৫

E-mail: dsadmn32014@gmail.com

মহাপরিচালক  
কৃষি বিগণন অধিদপ্তর  
খামারবাড়ি, ঢাকা

অনুলিপি:

- সহকারী প্রোগ্রামার, কৃষি মন্ত্রণালয় (ওয়েব সাইটে প্রকাশের অনুরোধসহ)
- অতিরিক্ত সচিব (প্রশাসন ও উপকরণ/গবেষণা) মহোদয়ের ব্যক্তিগত কর্মকর্তা, কৃষি মন্ত্রণালয়



February 26, 2020

JICA (TR) - 020/20

Deputy Secretary  
Japan Branch-3  
Economic Relations Division (ERD)  
Ministry of Finance  
Sher-e-Bangla Nagar  
Dhaka-1207

Subject: Issue-focused Training Course on "Regional agribusiness promotion by the value chain building in Asian region-For high value-added local food supply-  
"(201902241J001)

Dear Sir,

### 1. Announcement of Issue-focused Training Course

We are pleased to inform you about the above mentioned course scheduled to be held in Japan from June 15, 2020 to July 17, 2020. We are enclosing the General Information Booklet (G.I.) on this course for your information and further necessary action.

### 2. Recommendation of JICA Bangladesh Office

This training course is designed for the officials of private organization who are serving as Chief of Corporate Policy or equivalent position under Stallholder Horticulture and Empowerment Project (SHEP) project in A R Malik Seeds (Pvt.) Ltd. The participant is expected to serve the same/similar position for a significant period of time after completion of training.

### 3. Application

1 (One) seat may be allocated for Bangladesh for this training. We request you to send 2 (Two) applications (one principal and one alternative) by April 10, 2020 in accordance with the selection criteria/qualification described in the chapter III, section 2 of G.I. as attached. Please pass the above information to concerned Departments of your Government and request them to send Application Form for each applicant (through ERD) to JICA Bangladesh Office.

#### Documents to be submitted

##### 1) Application Form:

Application Form is attached for your reference. Please download it from the following link and type in as handwriting is not permitted.

[http://www.jica.go.jp/bangladesh/english/activities/pdf/appform\\_general.doc](http://www.jica.go.jp/bangladesh/english/activities/pdf/appform_general.doc)

##### (Important Notice)

The name of the applicant in the Application Form must be same with the one that appears in his/her passport. JICA will issue air tickets based on the writings of the Application Form. If there are discrepancies between the air tickets and the passport, airlines may not allow him/her to embark.

##### 2) Photocopy of the Passport:

If the applicant already has a passport please submit us the copy of identification page.



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

## GENERAL INFORMATION ON

Regional agribusiness promotion by the value chain building in  
Asian region-For high value-added local food supply-

課題別研修「バリューチェーン構築による地域アグリビジネス振興(アジア地域)  
～高付加価値な地場食品供給に向けて～」

JFY 2020

NO. 201902241J001 / ID. 201902241

Course Period in Japan: From June 15, 2020 to July 17, 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 (KCC) Program' as a New Start

In the Development Cooperation Charter which was released from the Japanese Cabinet in 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 ASEAN countries and many other Asian countries, consumer needs for delicious, safer and high-functional agricultural products and foods are increasing with economic growth and income increase.

On the other hand, these countries have a problem that consumers cannot obtain products which meet their needs, and farmer cannot receive proper profits due to inadequate transportation infrastructure, intervention by middleman, lack of proper processing system or planning of production based on market needs. In addition, private companies can't obtain high quality agricultural products in adequate time and necessary amount. And private companies as well as local government don't increase products/foods values by their own geographical specialties.

Value chain construction from production to processing - distribution - sales /consumption can be one of effective solution for these problems.

## For what?

This course intends to strengthen the ability to plan, promote and coordinate the supply of competitive food based on the concept of the value chain in the organizations involved in the promotion, production, distribution or sales of agricultural products.

## For whom?

Person who should be able to plan, promote and coordinate the production, processing, distribution and sale of agricultural products.

## How?

In this course, participants learn practical know-how on agricultural production based on market needs, high added value through processing of local agricultural products or rationalization of distribution, safe food development, branding, sales strategy etc.

The training program is consisting of lectures, field visits and discussions. The main case study will be a case of Tokachi Hokkaido which is one of Japan's leading agricultural areas.

## **II. Description**

1. **Title (No.):** Regional agribusiness promotion by the value chain building in Asian region-For high value-added local food supply-(201902241J001)
2. **Course Period in JAPAN**  
June 15, 2020 to July 17, 2020
3. **Target Regions or Countries**  
Malaysia, Thailand, Timor-Leste, Viet Nam, Myanmar, Mongolia, Bangladesh
4. **Eligible / Target Organization**  
Private companies, public sector, producer organizations or exemplary farmers involved in the production, processing or distribution of local agricultural products.  
※Participation from private organizations is recommended.
5. **Course Capacity (Upper limit of Participants)**  
10 participants
6. **Language to be used in this program**  
English
7. **Course Objective**  
The ability to plan, promote and coordinate the supply of competitive food based on the concept of the value chain will be strengthened for the organizations involved in the promotion, production, distribution or sales of agricultural products
8. **Overall Goal**  
Supply situation of delicious, safer and high functional agricultural products required by consumers is improved. Through the improvement, incomes of farmers will increase.
10. **Expected Module Output and Contents**  
This program consists of the following components. Details on each component are given below:

	Expected Module Output	Subjects/Agendas	Methodology
1	To be able to explain the effectiveness of the value chain for competitive food supply (safety, high quality, taste).	<ul style="list-style-type: none"><li>• Outline of value chain</li><li>• Outline of Agriculture in Tokachi</li><li>• Organization and role of agricultural cooperatives</li><li>• Quality supervision standard</li><li>• Roles of administrative agency</li></ul>	<ul style="list-style-type: none"><li>• Lecture</li><li>• Site visit</li><li>• Group discussion</li></ul>

2	<p>To be able to explain the planning of production of agricultural products that meets the needs of the consumer.</p>	<ul style="list-style-type: none"> <li>• Agricultural management guidance by agricultural cooperatives</li> <li>• Activities of agricultural production associations</li> <li>• Sixth Industrialization (Farmers engages from farming to processing and sales )</li> <li>• Agriculture as an economic activity</li> </ul>	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Site visit</li> <li>• Group discussion</li> </ul>
3	<p>To be able to analyze and arrange the viewpoints which can lead to high value-added agricultural products by processing and distributing of raw materials and products that meet the needs of consumer.</p>	<ul style="list-style-type: none"> <li>• Obihiro Wholesale Market</li> <li>• Agriculture done by enterprise</li> <li>• Processing by regional companies</li> <li>• Direct sales of agricultural products</li> <li>• Efforts of good farmers</li> </ul>	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Site visit</li> <li>• Group discussion</li> </ul>
4	<p>To be able to analyze and arrange the viewpoints which can lead to high value-added agricultural products by sales strategy such as pricing or branding of products based on the marketing analysis.</p>	<ul style="list-style-type: none"> <li>• Consideration of processed goods</li> <li>• Strategy of agricultural cooperatives on processing and shipment</li> <li>• Road station</li> <li>• Antenna Shop</li> <li>• Business development</li> <li>• Branding</li> <li>• Agricultural events</li> <li>• Market analysis method</li> </ul>	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Site visit</li> <li>• Group discussion</li> </ul>
5	<p>To be able to analyze own situation and make a plan for the improvement based on the learned knowledge in the training.</p>	<ul style="list-style-type: none"> <li>• Problem Analysis Method</li> <li>• Program review</li> <li>• Reporting</li> <li>• Report presentation</li> </ul>	<ul style="list-style-type: none"> <li>• Lecture</li> <li>• Group discussion</li> <li>• Practices</li> </ul>

### **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 utilize the program 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 program to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.

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

Applying Organizations are expected to select nominees who meet the following (1)

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

- ① Current Duties: Senior officers, lecturers or higher level staff in private companies, public sector, producer organizations or exemplary farmers involved in the production, processing or distribution of local agricultural products.
- ② Experience in the relevant field: Person who have experience for these technology development or planning more than 3 years.
- ③ Person who shall be able to plan production, processing, distribution and sale of agricultural products projects or make suggestions for them.
- ④ Applicants shall be nominated by their governments in accordance with the due procedures,
- ⑤ Educational background: a university graduates or equivalent,
- ⑥ Language: competent command of spoken and written English, which is equal to TOEFL iBT\* 72 (CBT\*\* 200/PBT\*\*\* 533) or more (The program is conducted wholly in the medium of English, therefore participants are requested to have sufficient English ability),

\*iBT: Internet-Based Testing/ \*\*CBT: Computer-Based Testing/

\*\*\*PBT: Paper-Based Testing,

- ⑦ Health: must 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.
- ⑧ Attitude toward participation: Nominees who shall be regarded that they understand the contents of this program fully and have high motivation for learning through their Application form, Questionnaire and Inception report.

##### **(2) Recommendable Qualification**

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 Expiry date.
- (3) **Nominee's English Score Sheet (copy):** to be submitted with the Application Form, if you have any official documentation of English ability (e.g., TOEFL, TOEIC, IELTS).
- (4) **Inception Report:** to be submitted with the Application Form. Fill in ANNEX of this General Information.

In case there are any missing documents or missing part, the nominee may be excluded from the selection.

### **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 April 20, 2020)

#### **(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 May 15, 2020.

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### 5. 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 program expenditure depending on the severity of said violation, and
- (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 Hokkaido (Obihiro)
- (2) Contact: Mr.KONDO Tadasu ([jicaobic@jica.go.jp](mailto:jicaobic@jica.go.jp))

### 2. Implementing Partner: Tokachi International Association

### 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:

#### Hokkaido Center (Obihiro)

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

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

(where "81" is the country code for Japan, and "155" is the local area code)

If there is no vacancy at Hokkaido Center (Obihiro), JICA will arrange alternative accommodations for the participants.

The YouTube channel of "Hokkaido Center (Obihiro)"

<https://www.youtube.com/watch?v=tbAJwtMhu3Q&feature=youtu.be>

### 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 "KENSHU-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 Embassy of Japan), to provide participants with details on travel to Japan, conditions of the participation in the program, and other matters.

## V. Other Information

### 1. Certificate

The participants who have successfully completed the training program will be awarded a certificate by JICA.

### 2. Ceremony

The program includes some ceremonies such as closing ceremony etc, so it is recommended to bring appropriate clothes.

### 3. Laptop computer

Participants are recommended to bring laptop computers for your convenience, if possible. During the program, participants are required to work on the computers, including preparation of Action Plan(AP), etc. Most of the accommodations have internet access. Also, there is a computer room in Hokkaido Center (Obihiro) where 12 desk-top computers are available with internet access.

### 4. School visit

For the purpose of the promotion of international cultural exchange, this training program includes a school visit to Japanese local elementary or junior high schools.

All the participants are requested to take part in this exchange program. To introduce your country, it is advisable for participants to bring some

(1) musical instruments, and/or popular music CDs,

(2) art crafts,

(3) photos of foods, clothes, housings, and families of participants (digital data are preferable) and so on.

There are also some cases to introduce their country's dances and games.

### 5. Medical history

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

### 6. Climate

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

		Winter			Spring			Summer			Autumn			/ Winter	
Temperature (°C)		Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec		
		Maximum	-1.9	-0.6	4.0	11.9	17.6	20.8	23.5	25.2	21.5	15.6	8.0	1.1	
		Average	-7.5	-6.2	-1.0	5.8	11.1	14.8	18.3	20.2	16.3	10.0	3.2	-3.7	
Minimum		-13.7	-12.6	-6.0	0.6	5.7	10.3	14.5	16.4	12.1	4.8	-1.5	-8.9		
Humidity (%)		70	68	66	66	69	79	83	82	79	73	68	68		
Precipitation (mm)		42.8	24.9	42.4	58.9	81.0	75.5	106.4	139.1	138.1	75.0	57.6	46.1		

(Japan Meteorological Agency 1981-2010 in average)

### 7. Currency Exchange

Participants are advised to exchange local currency to Japanese currency on your arrival in Narita (Haneda) airport in Tokyo if it is needed, since it is quite difficult to exchange money after that, due to limited availability of facility or time during the program.

## **8. Items to be lent to participants by JICA**

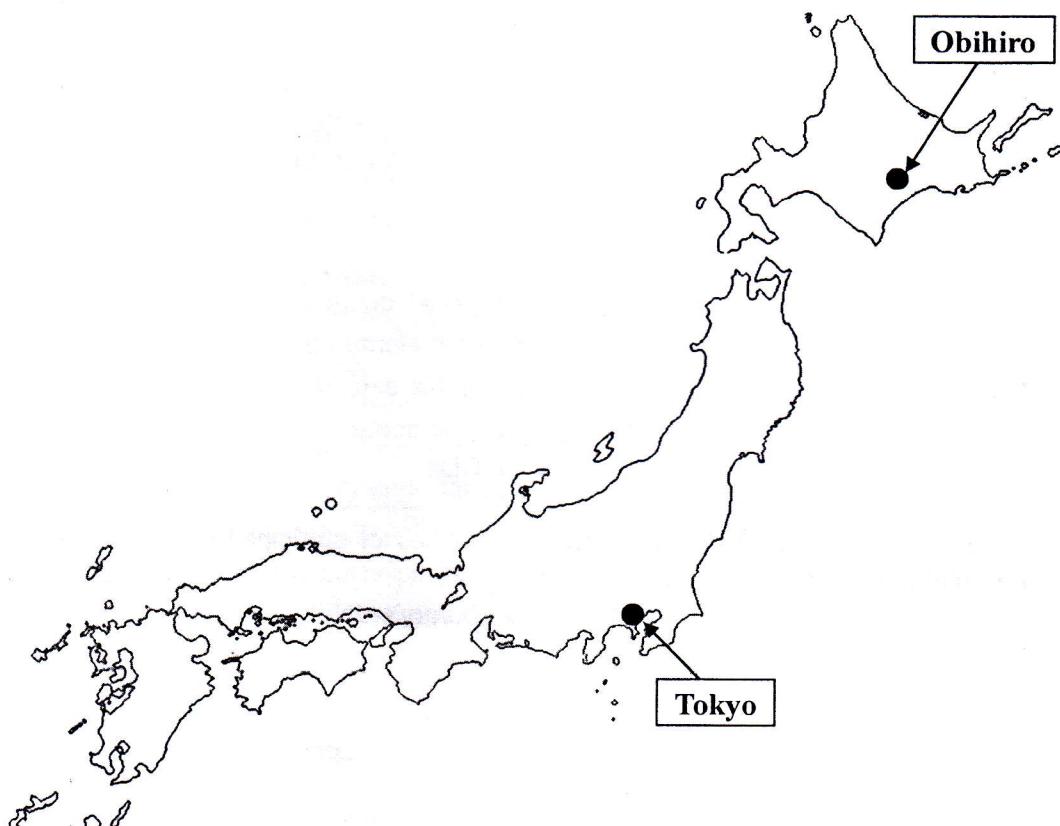
JICA provides participants with the following necessary items during the training period;

- 1) rain jackets & trousers    2) work jackets & trousers
- 3) rubber boots                 4) warm jackets

\*Therefore, participants don't need to take own items above.

## **9. Study Trip**

Short study trips are included in the training program.



## **10. Information about Obihiro City and its surrounding region**

Information of Obihiro is available at following URLs :

a. Homepage of Obihiro city.

<http://www.city.obihiro.hokkaido.jp/>

b. Homepage of Tokachi Prefecture.

(Obihiro city is belong to Tokachi prefecture.)

<http://visit-tokachi.jp/en>

c. Homepage of JICA Obihiro

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

d. The YouTube channel of "Tokachi, A Kingdom of Agriculture"

<https://www.youtube.com/watch?v=rIVNvV4HEf8>

## VI. ANNEX

### Inception Report

(Please submit with the Application Form)

Applicants are requested to prepare an Inception Report on the following issues and submit it to the respective country's JICA Office with Application Form.

#### a. Purposes

- (1) To clarify problems and challenges presently faced in their work in order to acquire knowledge and ideas leading to solutions during the training program.
- (2) To provide advance information regarding issues and problems faced by participants to lecturers and organizations concerned with the program as a point of reference in finding solutions.
- (3) To consider the possibility of future business development through sharing the information on agricultural products and processed foods that participants believe they can promote with the stakeholders.

#### Contents

- (1) Name of applicant
- (2) Name of organization
- (3) Roles of the organization and the department to which the applicant belongs
- (4) Agricultural condition of your area (temperature, precipitation, soil type, main crop, Typical farming system in rural areas)
- (5) Introduction of your job responsibility and the work of which the applicant has been in charge for the last one year
- (6) Subjects in which the applicant is particularly interested in this program and the reasons.
- (7) Crops that the applicant want to add value by creating the value chain.
- (8) Current value chain status of the crop.  
(Please describe their strengths and weaknesses as well)
- (9) Issues and Problems of the crops for cultivation, processing and sales. And Current approaches for the solutions

Subject	problems and challenges	Current approaches for solutions
Obtaining materials such as seeds and fertilizers		
Selection of variety		
Marketing		
Processing		
Farmers' group related to agriculture		
Quality control		

*✓*

(10) Organization chart

c. Layout

Typewritten in English, 3-4 pages (12-point font, double spaced, A4 size paper)

d. Presentation

The Inception Report is to be presented by each participant using MS PowerPoint at the beginning of the program.

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## *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, Knowledge Co-Creation programs (until 2015, so called "training"), JOCV programs, etc.

Within this wide range of programs, Knowledge Co-Creation 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**

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**Address: 1-2, Minami 6, Nishi 20, Obihiro-city, Hokkaido, 080-2470, Japan**  
**TEL: +81-155-35-1210 FAX: +81-155-35-1250**

## VI. ANNEX

### Inception Report

(Please submit with the Application Form)

Applicants are requested to prepare an Inception Report on the following issues and submit it to the respective country's JICA Office with Application Form.

#### a. Purposes

- (1) To clarify problems and challenges presently faced in their work in order to acquire knowledge and ideas leading to solutions during the training program.
- (2) To provide advance information regarding issues and problems faced by participants to lecturers and organizations concerned with the program as a point of reference in finding solutions.
- (3) To consider the possibility of future business development through sharing the information on agricultural products and processed foods that participants believe they can promote with the stakeholders.

#### Contents

- (1) Name of applicant
- (2) Name of organization
- (3) Roles of the organization and the department to which the applicant belongs
- (4) Agricultural condition of your area (temperature, precipitation, soil type, main crop, Typical farming system in rural areas)
- (5) Introduction of your job responsibility and the work of which the applicant has been in charge for the last one year
- (6) Subjects in which the applicant is particularly interested in this program and the reasons.
- (7) Crops that the applicant want to add value by creating the value chain.
- (8) Current value chain status of the crop.  
(Please describe their strengths and weaknesses as well)
- (9) Issues and Problems of the crops for cultivation, processing and sales. And Current approaches for the solutions

Subject	problems and challenges	Current approaches for solutions
Obtaining materials such as seeds and fertilizers		
Selection of variety		
Marketing		
Processing		
Farmers' group related to agriculture		
Quality control		

*22*  
**(10)Organization chart**

**c. Layout**

Typewritten in English, 3-4 pages (12-point font, double spaced, A4 size paper)

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625

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