for Applicants

Course Guide
for
Leadership Training Course on Fisheries Resource Management
(LTCFRM)
2019

Overseas Fishery Cooperation Foundation of Japan
(OFCF)

INDEX

1. **Course Information** · 2

1.1 **Introduction** · 2

Objectives

Language to be used in the course

1.2 **Participation Guideline** · · · · · · · · · · · · · · · · · 3

Qualification of Participants

Application and Selection Procedure

1.3 **Facilities Provided** · 5

Expenses

Accommodations

Identification

Insurance

Information about Japan

2. **Course Schedule in 2019 (tentative)** · · · · · · · · · · · · · · 7

1. Course Information

1.1 Introduction

♦ Objectives

Overseas Fishery Cooperation Foundation of Japan (OFCF) has conducted "Leadership Training Course on Fisheries Resource Management (LTCFRM) 2019" to contribute to the management of international fisheries resources in related coastal countries, and to foster amicable relations between the countries and Japan in the fisheries field.

In response to the urgent needs of the related coastal countries to train qualified human resources for developing the fisheries sector, OFCF has been effectively helping to develop qualified personnel by providing various training courses to meet the needs and by accepting overseas trainees in Japan.

LTCFRM is designed to train qualified persons in the fisheries fields by providing expert training programs, thus enabling participants to acquire deeper knowledge and skills on fisheries resources management. Specific training is therefore held at Fisheries Research and Education Agency in Japan, some of fisheries cooperative associations and fisheries related facilities of local areas in Japan.

♦ Language to be used in the course

English

1.2 Participation Guideline

♦ Qualification of Participants

Participants must satisfy the following requirements.
The participants for LTCFRM 2019:

1) must be less than **45** years old;
2) should have an academic education equals to or above that of a college graduate;
3) should be an administrator or researcher working within the statistics and/or resources management section of a government or government-owned organization;
4) should have a general knowledge and skills in their present working field and be expected to play a leading role in the fisheries field in their country;
5) should be proficient in English language, with a TOEFL iBT score of more than 80, or equivalent command of English language;
6) should be of sound mind and body, with a certificate of good health through a medical doctor; and
7) cannot apply if they have previously participated in the course.

♦ Application and Selection Procedure

Nomination of candidate applicants from respective countries:
1) Applicants must have recommendation from their respective governments
2) **Only one** applicant from each participating country

Applicants are requested to forward the following documents prepared in English to OFCF. The address of OFCF's Tokyo Headquarters is shown on the next page. The submitted documents will not be returned to the applicants even after the procedure is completed.

1) Recommendation Letter of the Government of Applicant (Attached Form 1)
2) Background Information of Applicant (Attached Form 2)
3) Medical Certificate of Applicant's Health Status (Attached Form 3)
4) Certificate of Present Occupation for Applicant, signed by Government Officer: It also should include a statement guaranteeing his/her re-employment after returning to his/her country (Attached Form 4).
5) Diploma of Applicant (Attached Form 5 or Copy of Graduate Certificate: Photocopies acceptable)
6) Overview of the organization which the applicant belongs (Attached Form 6)
   * Sample form is attached.
7) Copy of Applicant's valid Passport or Copy of ID card or other papers, with giving proof of name, date of birth, and address, etc.
8) Photographs of Applicant (4 photos, 4 x 3 cm, upper half of body)

9) Curriculum Vitae (Free formation)
10) Job report and your motivation to apply for the course (maximum of 300 to 400 words in length)

The length of the selection process varies depending on the internal procedure, normally between two and three weeks. The result will be informed by email or post/ overseas courier services to the applicants.

Should you have any questions please feel free to contact us.

♦ Contact Address

Please send your application to the following address:

(Postal address)
International Exchange Promotion Division
Technical Cooperation Department
Overseas Fishery Cooperation Foundation of Japan (OFCF)
Toranomon 30 Mori Bldg.,2-2, Toranomon 3, Minato-ku, Tokyo, 105-0001, JAPAN
Phone: +81-3-6895-5383 / Fax: +81-3-6895-5388

(Email)
Satoko Ono (Ms.)
Course manager
International Exchange Promotion Division
Technical Cooperation Department
E-mail: ono@ofcf.or.jp

Takanori Ichino (Mr.)
Director
International Exchange Promotion Division
Technical Cooperation Department
E-mail: ichino@ofcf.or.jp

Naoki Nishimura (Mr.)
Senior Staff
International Exchange Promotion Division
Technical Cooperation Department
E-mail: nishimura@ofcf.or.jp

1.3 Facilities Provided

♦ Expenses

OFCF will bear the following expenses for participants in LTCFRM. Other expenses than those described below shall be borne by each participant in principle.

1) Air fare

   OFCF will procure a round-trip economy-class air ticket between Narita or Haneda International Airport and the international airport, which is nearest to the city where the participant is working in his/her country and will send e-ticket to each participant via Email.

2) Preparatory stipend (Initial allowance)

   On arrival in Japan, OFCF will pay ¥20,000 only once, for preparing for the trip to Japan.

3) Accommodations

   OFCF will pay the hotel charges only, directly to the designated hotels, excluding other costs such as meal costs, laundry services, phone charges, etc.

4) Meal expenses (Board)

   OFCF will pay meal costs directly to the hotels that arrange meals. On some cases, ¥2,800 per day will be given to each participant in cash.

5) Miscellaneous expenses (Personal allowance)

   OFCF will give ¥2,100 per day to each participant. The amount is for miscellaneous expenses such as laundry service, barber charge, private transportation, etc., for private use.

6) Tours & Excursion

   OFCF will bear the expenses for tours and excursions such as hotel charges, transportation, etc., throughout the Course period.

7) Stationeries, etc.

   OFCF will provide each participant with writing materials, a back-pack for field research activities, in kind.

Note: You are requested to bring your computer to work with during the lectures.

♦ Accommodations

Participants will be based in at the following accommodation in Tokyo or its suburb. The accommodation below is subject to change. Other accommodations (hotel) will be notified to each participant prior to each study tour with an itinerary.

Now arranging...

Makuhari International Training Centre (MIT)
Hibino 1-chome 1, Mihama-ku, Chiba City, 261-0021, Japan
Phone: 043-304-5851
http://mit-c.jp/english/

♦ Insurance

OFCF will bear the insurance premiums for personal accident and sickness for the participants as shown below, in accordance with the regulations of OFCF. However, the insurance does not cover claims for dental treatment, intentional accident, a participant's past illness, etc., according to the insurance terms and conditions:

Insurance coverage:	Injury	Death & Physical impediment	Up to ¥5,000,000
		Medical expenses	Up to ¥3,000,000
	Sickness	Death	¥5,000,000
		Medical expenses	Up to ¥3,000,000
	Accompanying baggage		Up to ¥150,000
	Rescue expenses		Up to ¥3,000,000
	Personal liability		Up to ¥10,000,000
Coverage period:	From departure of participant from home country to return to home country		

♦ Information about Japan

JAPAN: the Official Guide (Japan National Tourism Organization) provides every kind of information about Japan via Internet (http://www.jnto.go.jp/eng/) for foreign people living both inside and outside Japan. It is a highly recommendable website in preparing the trip to Japan. It is also recommended that, if a participant sticks to his/her country food, the participant bring such food with him/her.

2. Course Schedule (tentative) in 2019

The Course schedule in 2019 is as per attached. The fixed schedule and more detailed information will be notified.

Tentative Schedule

Date		Contents			
		AM (09:30 - 12:30)		PM (13:30 - 16:30)	
		Lecture	Lecturer	Lecture	Lecturer
5 Nov	tue	Arrival in Japan (Narita/Haneda AP)			
General Training					
6 Nov	wed	Orientation	OFCF	Opening Ceremony@OFCF headquaters	OFCF
7 Nov	thu	Basic Japanese		Japanese ODA in fisheries field	OFCF
8 Nov	fri	Fishery policy in Japan	JFA	Introduction to Japan's Fisheries	OFCF
9 Nov	sat	Basic Japanese		Basic Japanese	
10 Nov	sun	Day off		Day off	
11 Nov	mon	Basic Japanese		Basic Japanese	OFCF
12 Nov	tue	Forecasting of fishing & oceanographic conditions in Japan	JAFIC	Fisheries Resources management in Japan	OFCF
13 Nov	wed	Responsible Tuna Fisheries	OPRT	Fishers cooperative in Japan	JF
14 Nov	thu	Basic Japanese		Data collection and statistics	OFCF
15 Nov	fri	One-day Study tour to fisheries facilities in Kanagawa pref.			
16 Nov	sat	Basic Japanese		Basic Japanese	
17 Nov	sun	Day off		Day off	
18 Nov	mon	Basic Japanese		Statistics for Fish population	
19 Nov	tue	Basic Japanese		Basic Japanese	
20 Nov	wed	Biology of Fisheries Resources		Fishing methods and Gears	
21 Nov	thu	Marine Ecology		Biology of Fisheries Resouces	
22 Nov	fri	One day Study tour to Toyosu Fish Market		Basic Japanese	OFCF
23 Nov	sat	Basic Japanese (comprehension check)		Preparation for moving to Shizuoka	
Technical Training					
24 Nov	sun	Move to National Research Institute of Far Seas Fisheries (Shizuoka)			
25 Nov	mon	Introduction of the institute	NRIFSF	Lecture / Practice on marine resource management	NRIFSF
26 Nov	tue	Lecture / Practice on marine resource management		Lecture / Practice on marine resource management	
27 Nov	wed	Lecture / Practice on marine resource management		Lecture / Practice on marine resource management	
28 Nov	thu	Lecture / Practice on marine resource management		Lecture / Practice on marine resource management	
29 Nov	fri	Preparation for study presentation		Discussion with the researchers	
30 Nov	sat	Move to National Research Institute of Fisheries Science (Kanagawa)			
1 Dec	sun	Day off		Day off	
2 Dec	mon	Introductionof the NRIFS	NRIFS	Lecture / Practice on marine resource management	NRIFS
3 Dec	tue	Lecture / Practice on marine resource management		Lecture / Practice on marine resource management	
4 Dec	wed	Lecture / Practice on marine resource management		Lecture / Practice on marine resource management	
5 Dec	thu	Preparation for presentation	OFCF	Preparation for presentation (self study)	
6 Dec	fri	Preparation for presentation	OFCF	Preparation for presentation (self study)	
Preparation for return to home country					
7 Dec	sat	Move to Kyoto		Historical and cultual study trip to Kyoto	
8 Dec	sun	Historical and cultual study trip to Kyoto		Move back to Tokyo	
9 Dec	mon	Preparetion for presentation		Presentation / Closing ceremony@OFCF headquaters	OFCF
10 Dec	tue	Depature from Japan (Narita/Haneda AP)			