



Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

**Special Economic Zone (SEZ) and Industrial Zone (IZ)
Development for Promoting Foreign Direct Investment (A)
課題別研修「投資促進のための経済特区開発・工業団地開発 (A)」
JFY 2016**

NO. J1604401 / ID. 1684845

Course Period in Japan: From July 3, 2016 to July 16, 2016

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

Under the rapid penetration of global economy in the every corner of the World, many developing countries have adopted the policies to encourage the inflow of Foreign Direct Investment (FDI) as one of the primary development policies among others, with an attempt to achieve economic growth by acquiring the development funds, necessary technologies and supply chain which are not available at their home country.

However, every country should now adopt uniquely designed and attractive FDI promotion policy within the backdrop that many developing countries have applied the similar FDI promotion policy and it has invited stiff competition among themselves in promotion of FDI from the developed countries. The Development of SEZ/IZ is one of the most essential strategies to achieve the goals set under the FDI promotion policy, but the strategy shall cover wider range of activities from planning, development, operation and management to after-care, based on the viewpoints of investor, not simply develop the SEZ/IZ as an infrastructure.

This program has therefore been designed to provide an opportunity to learn and understand the key points of the theories and practices to the participants in Japan and Viet Nam, and the participants will enhance the capability to draw his or her own action plan from the viewpoints of investor for the development of SEZ/IZ at his or her home country.

For what?

This Program is for participants to understand views of foreign investors toward FDI and acquire methodology for developing SEZ and IZ for promoting FDI.

For whom?

This Program is offered for those who are responsible for administering the developing policy and implementation processes, and who are directly involved in the planning, developing, operating and maintaining the SEZ and IZ in the central and local governments.

How?

Participants shall have the following opportunities in Japan and Viet Nam to achieve the objectives.

1. Lectures on theory for SEZ/IZ in Japan
2. Lectures and site visit for understanding the policy and practice on SEZ/IZ development in Japan and Viet Nam
3. Discussions with Japanese experts and other participants

4. Development and presentation of the outcomes from group works

Participants will also formulate action plans, with utilizing the knowledge and ideas acquired and discussed in Japan and Viet Nam, which describe what the participants will implement for their on-going activities after going back to home countries.

II. Description

1. **Title (J-No.):**
Special Economic Zone (SEZ) and Industrial Zone (IZ) Development for Promoting Foreign Direct Investment (A) (J1604401)
2. **Course Period in JAPAN**
July 3, 2016 to July 16, 2016 (Core phase in Japan)
July 17, 2016 to July 23, 2016 (Third Country Phase in Viet Nam)
3. **Target Regions or Countries**
Albania, Algeria, Bhutan, Brazil, Cuba, Egypt, Ethiopia, Ghana, Jordan, Kazakhstan, Kosovo, Lebanon, Mauritius, Palestinian Authority, Peru, South Africa, Timor-Leste, Zambia and Zimbabwe
4. **Eligible / Target Organization**
This Program is designed for Governmental Organizations being involved in the development of SEZ and IZ.
5. **Course Capacity (Upper limit of Participants)**
20 participants
6. **Language to be used in this program:**
English
7. **Course Objective:**
Creating sustainable strategies for developing SEZ and IZ for promotion of FDI
8. **Overall Goal**
Enhancing Industrialization Program and promoting regional economy by developing SEZ and IZ for FDI.
9. **Expected Module Output and Contents:**
This program consists of the following components. Details on each component are given below:

(1) Preliminary Phase in a Participant's home country
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(July, 2016)

Participating organizations make required preparation for the Program in the respective countries.
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To prepare a Country Report as given in ANNEX-1 for Presentation	Participants are requested to prepare a Country Report for Presentation along with the subjects given in ANNEX-1, and send them by e-mail to JICA Tokyo (tictip@jica.go.jp) by June 20, 2016 .
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(2) Core Phase in Japan

(July 3 to 16, 2016)

Participants dispatched by the organizations attend the Program implemented in Japan.

Expected Module Output	Subject/Agenda	Methodology
To be able to explain various elements to be considered for a sound development and administration of SEZ and IZ	<ol style="list-style-type: none"> 1. To understand the key elements on SEZ/IZ development. 2. To understand the viewpoints of investors when they select the location for their FDI (the level of understanding will be deepened through the workshop on finding investment potentials). 3. To understand policies, laws and regulations related to the SEZ/IZ 4. To understand how to operate SEZ/IZ. 5. To understand the promotional activities related to SEZ/IZ. 6. To understand the infrastructure development related to SEZ/IZ. 7. To prepare an Action Plan considering the investment potential of the home country. 	Lecture Field visit and Exercise

(3) Third Country Phase in Viet Nam

(July 17 to 23, 2016)

The core phase is combined with the third country phase in Viet Nam

Expected Modules Output	Activities
To be able to explain strategies and practices of central / local government to plan, implement and monitor the development	<ol style="list-style-type: none"> (1) Strategy planning, Implementation processes, and Administration systems being adopted by the Government of Viet Nam for the development of SEZ and IZ in Viet Nam (2) Observation to certain SEZ(s) and IZ(s) which are identified as successful and failed cases in Viet Nam. (3) Revision and presentation of Action Plans based on the knowledge acquired through the program in Viet Nam.

program on the SEZ and IZ in Viet Nam	
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(4) Finalization Phase in a participant's home country Participating organizations are expected to produce outputs by making use of results brought back by participants	
Expected Modules Output	Activities
To share training results and discuss within participant's organization for further improvement based on Action Plans by participants	(1) Sharing knowledge acquired through the program with their supervisors and colleagues (2) Discussion how to make use of results to their activities

<For your Reference> the Training Schedule of JFY2016

- Program is subject to change.
- Program in Viet Nam may be cancelled depending on security conditions in Viet Nam.

1. Preliminary Phase (Activities in the participant's home country):

Please refer to the above 9 (1)

2. Core Phase (Activities in Japan):

1st Week

- Briefing and orientation
- Presentation and discussion: Country Report
- Lectures: Development of SEZ and IZ for the promotion of FDI
- Field Visit: Observation tour to certain IZ(s) and tenancy firms at the IZ(s)

2nd Week

- Lecture: Development of SEZ and IZ for the promotion of FDI
- Group Works: Discussion and Presentation by Group based on a case given

3. Third Country Phase in Viet Nam:

- Lecture: Development of SEZ and IZ for the promotion of FDI
- Field Visit: Certain SEZ(s) and IZ(s) in Viet Nam and tenancy firms located.
- Preparation of Action Plans and Presentation

4. Finalization Phase (Activities in the participant's home country):

Please refer to the above 9(4)

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 operation. Participating organizations are expected to use 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 and Viet Nam.

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 qualifications.

(1) Essential Qualifications

- 1) Current Duties: be an official/manager who is responsible for the administration, planning and implementation, development and administration of SEZ and IZ at least for 3 years in central or local government (preferably director-general/deputy director-general level)
- 2) Educational Background: be a graduate of university or with equivalent knowledge and experience
- 3) Language: have a competent command of spoken and written English
- 4) Have basic computer skills, including ability to use Microsoft office software (Word, Excel, Power Point)
*During the course, participants will be required to prepare presentation slides using Power Point, and reports using Word,
- 5) Must be in good health, both physically and mentally, to participate in the program in Japan and Viet Nam
- 6) Must not be serving any form of military service.

(2) Recommendable Qualifications

Age: between the ages of 30 and 55 years

3. Required Documents for Application

- (1) **Application Form:** The Application Form is available at the JICA office (or the Embassy of Japan).
Please ask JICA Staff for the details.
- (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) **Nominee's English Score Sheet:** to be submitted with the application form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

4. Procedures for Application and Selection:

(1) Submission of the Application Documents:

- Applicants are required to submit memos, which contain 1) brief analysis on potential industries for FDI attraction to applicants' home countries by comparing with other developing countries, and 2) brief explanation on policies, laws and regulations related to SEZ/IZ in applicants' countries.
- 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 May 10, 2016**)

(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.*

(3) Notice of Acceptance

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than May 31, 2016**.

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

Accepted candidates are requested to send the following documents by e-mail to JICA Tokyo (tictip@jica.go.jp) by **June 20, 2016**.

(1) Country report for Presentation (ANNEX-1):

Participants are requested to make presentation using power point slides, on the points of (1) Recent records on the amount of FDI at the home country (2) Investment Potential at the home country, (3) policies, laws and regulations related to SEZ/IZ in the home country, and (4) Challenges faced by the organizations concerned.

(2) Photo copy of Entry Visa for Viet Nam:

Participants are requested to obtain "Entry Visa" (Visa category) to enter Viet

Nam. If you can obtain the entry visa in your country, please send us (tictip@jica.go.jp) the copy before your arrival in Japan. Please be noted that VISA category may differ depending on each country office of Embassy of Viet Nam, so please make sure VISA category at Embassy of Viet Nam in your home country.

For the latest information on VISA requirements, please refer the homepage below;

<https://visa.mofa.gov.vn/Homepage.aspx>

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 Tokyo International Center (JICA TOKYO)

(2) **Contact:** Daisuke Komatsu (Mr.)

Industrial Development and Public Policy Division

JICA Tokyo International Center (tictip@jica.go.jp)

(3) **URL:** <http://www.jica.go.jp/english/contact/domestic/>

2. Implementing Partner:

Implementing partner will be selected prior to start of training program in Japan

3. Travel to Japan:

(1) **Air Ticket:** The following cost of the air ticket will be borne by JICA.

- * Between an international airport in respective country designated by JICA and Japan,

- * Between Japan and Viet Nam

- * Between Viet Nam and an international airport in respective countries designated by JICA,

(2) **Travel Insurance:** Coverage is from time of arrival up to departure **from Viet Nam**. 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 Tokyo International Center (JICA TOKYO)

Address: 2-49-5 Nishihara, Shibuya-ku, Tokyo 151-0066, Japan

TEL: 81-3-3485-7051 FAX: 81-3-3485-7904

(where "81" is the country code for Japan, and "3" is the local area code)

If there is no vacancy at JICA TOKYO, JICA will arrange alternative accommodations for the participants. Please refer to facility guide of TIC at its URL,

http://www.jica.go.jp/english/about/organization/domestic/c8h0vm0000023sgf-att/tokyo_facilities.pdf

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. References:

Before coming to Japan, it is recommendable to read through the following reports that "Industrial Zone" and "Economic Zone", search it on JICA HP.

- (1) "Industrial Zone":

<http://www.jica.go.jp/english/searchResults/index.html?q=Industrial%20Zone>

- (2) "Economical Zone":

<http://www.jica.go.jp/english/searchResults/index.html?q=economic%20zone>

- (3) Brochure of "Tokyo's Special Economic Zones" is also available:

http://www.seisakukikaku.metro.tokyo.jp/invest_tokyo/english/resources/pdf/pamphleta_en.pdf

2. Preparations-what to bring

Short trip is scheduled in the program, so please bring the small bag for the trip. And if you have a folding umbrella, we recommend that you bring it.

VI. ANNEX:

For only accepted candidates

ANNEX-1 Country Report for Presentation

Development of Special Economic Zone and Industrial Zone for The Promotion of Foreign Direct Investment (A) (J1604401 / ID 1684845)

In the beginning of the program, participants are requested to make a presentation on the analysis and issues identified in the home country in relation to the program in front of all the other participants and course staff.

- The purpose of the presentation is to share issues in participant's country and prepare for further discussions planned in this program,
- Each participant has 20 minutes for presentation and 10 minutes for discussion.

Please include the following topics in the country report;

- 1) Your name/country/organization/current works,
- 2) Recent records on the amount of FDI,
- 3) Investment potential in your country,
- 4) Brief explanation on SEZ/IZ in your country,
- 5) Main reasons why your country/organization needs SEZ/IZ,
- 6) Priority industry your country would like to develop in the future,
- 7) Resources your country has and how these resources can be used for the development of SEZ/IZ,
- 8) Any specific region/location where your country gives preference for the development of SEZ/IZ,
- 9) Challenges and constraints faced by your country in the development of SEZ/IZ,
- 10) Existing policy actions by your country to develop SEZ/IZ, if any.
- 11) Expectation to the program.

NOTE: Please be reminded that the presentation should focus more on the objectives and challenges related to the development of SEZ/IZ in your Country rather than the general information or statistics of the Country.

[Instruction for Country Report Presentation]

(1) Data Format:

It should be prepared by Power Point (15 slides at a maximum) or Word (5 pages at a maximum).

(2) Submission of the Report:

The Report should be sent to JICA Tokyo (tictip@jica.go.jp) by e-mail by **June 20, 2016**. Please include the **Course Title 'Special Economic Zone (SEZ) and Industrial Zone (IZ) Development for Promoting Foreign Direct Investment (A)'** and **Course Number (J1604401)** in the e-mail title.

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs cover a wide range of professional fields, ranging from education, health, infrastructure, energy, trade and finance, to agriculture, rural development, gender mainstreaming, and environmental protection. A variety of programs and are being customized to address the specific needs of different target organizations, such as policy-making organizations, service provision organizations, as well as research and academic institutions. Some programs are organized to target a certain group of countries with similar developmental challenges.

Japanese Development Experience

Japan was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

From engineering technology to production management methods, most of the know-how that has enabled Japan to become what it is today has emanated from this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan's developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

JICA, therefore, would like to invite as many leaders of partner countries as

possible to come and visit us, to mingle with the Japanese people, and witness the advantages as well as the disadvantages of Japanese systems, so that integration of their findings might help them reach their developmental objectives.



CORRESPONDENCE

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

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