

# Public Sector Development Program

April 13 (Thurs.) - April 29 (Sat.), 2017

Seongnam & Gwacheon, Republic of Korea



Korea International Cooperation Agency



National Human Resources Development Institute

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# KOICA & CIAT

## **KOICA**

*The Korea International Cooperation Agency (KOICA) is a development aid agency of the Republic of Korea which was established in 1991. KOICA's mission is to reduce poverty, promote living standards and help realize sustainable, equitable and inclusive development in developing countries. To accomplish its mission, KOICA has been actively involved in enhancing developing countries' socio-economic infrastructure and institutions, empowering and providing the people of the developing world with opportunities for better lives and improving*

## **CIAT (Capacity Improvement & Advancement for Tomorrow) Programs**

Human Resource Development (HRD) has been one of the most important factors in Korea's escape from the vicious cycle of poverty and underdevelopment which had existed for many decades. With scarce natural resources, HRD played a vital role in Korea's development; thus, Korea has emerged as an exemplary showcase of national development powered by HRD. From its own experience Korea came to fully recognize the significance of HRD. With extensive experience and know-how in HRD, Korea contributes greatly to the international community by sharing its unique development experience with other countries.

The CIAT Program provides opportunities to participants to gain first-hand knowledge of Korea's development experience. The programs are designed to enable the participants to apply what they have learned for the development of their home countries. Since 1991, KOICA has offered about 4,200 courses to more than 70,000 participants from 172 countries. There are a wide range of topics in the Program, including public administration, economic development, science and technology, agriculture and health, etc. In order to meet the changing needs of partner countries, KOICA always strives to renovate and improve its HRD programs.

## **Part I**

## **PROGRAM OVERVIEW**

**1. Title: Public Sector Development Program**

**2. Duration: April 13 (Thurs.) - April 29 (Sat.), 2017**

**3. Goal**

To strengthen policy management capacity of Latin American public officials

**4. Objectives**

- a) To increase efficiency, effectiveness, transparency, and accountability in the participants' countries;
- b) To pursue common prosperity for each participating country and Korea through the sharing of development experiences;
- c) To enhance policy making and management capabilities of the participants so that their countries can establish a strong foundation for development;
- d) To foster cooperative relation and exchange activities between participating countries and Korea

**5. Number of Participants:**

20 participants from 9 countries:

Bolivia (1), Colombia (1), Costa Rica (1), Dominican Republic (3), El Salvador (1), Guatemala (3), Honduras (3), Paraguay (4), Peru (3)

**6. Language of Instruction:** Spanish

**7. Venue:** Seongnam & Gwacheon, Republic of Korea

**8. Implementing Agency:** National Human Resources Development Institute  
(<http://www.nhi.go.kr>)

**9. Accommodations:** KOICA ICC

**10. Qualifications of Applicants:**

- This is the first-year course to support the capacity building of policy management for Latin American government officials. It is aimed at **middle managerial level officials with 5-10 years in government with at least 2 years' experience in the area of government innovation/reform.**

<b>Mandatory</b>	<ul style="list-style-type: none"> <li>a) Be nominated by his/her government;</li> <li>b) Be in good health both physically and mentally, to undergo the course;</li> <li>c) Has not participated in the same KOICA fellowship program in the past 3 years - unless otherwise specified;</li> <li>d) Show a high level of participation and commitment throughout the course and promote capacity building in his/her organization after the completion of the program;</li> <li>e) Be a government employee in a middle managerial position</li> <li>f) Be above middle-level officials, currently working in the process of administrative reform - or government employees or officials who are in charge of administrative reform policy</li> <li>g) Sufficient proficiency in written and spoken Spanish to actively participate in seminars and write an Action Plan</li> <li>h) Show a high level of participation and commitment throughout the course and promote capacity building in his/her organization after the completion of the program;</li> </ul>
<b>Preferable</b>	<ul style="list-style-type: none"> <li>a) Working knowledge of computers and PowerPoint software</li> </ul>

**11. Closing Date for Application: March 22, 2017**

## 12. 3-year Program Overview (tentative)

Phase	Year 1	Year 2	Year 3	To-be Planned
Overall Goal	To strengthen policy management capacity of government officials from Latin American countries			<ul style="list-style-type: none"> <li>- Developing blueprint to implement government innovation at the regional level</li> <li>- Developing government innovation programmes</li> </ul>
Major Target Beneficiary	Government officials in the middle managerial position, who are working in the area of government reform/innovation	Director general level government officials, who are working in the area of government reform/innovation	Ministers or vice ministers, who are in charge of government reform /innovation	
Main Activities	Training in Korea (17 days)	Training in Korea (17 days)	<ul style="list-style-type: none"> <li>- Training in Korea (10 days);</li> <li>- Workshop in target countries (7 days)</li> </ul>	
Phase Objective	To develop capacity to implement and manage government innovation policies and systems	To develop leadership skills to lead government organizational changes and innovation	To form a consensus for the cooperation among Latin American countries on government innovation	
Phase Outcome	Action plan	Revised action plan & mid-outcome	Revised action plan & final outcome	

## Part II

## PROGRAM CONTENTS

### 1. PROGRAM MODULE

Module	Main Lectures & Discussions	Study Visit
<b>Module 1.</b> Action Plan  <b>Module 2.</b> National Development in Korea  <b>Module 3.</b> Administrative Reform in Korea	<ul style="list-style-type: none"> <li>▷ Introduction to Action Plan</li> <li>▷ Action plan: Presentation &amp; Discussion</li> <li>▷ Korea's economic development to date and its future development</li> <li>▷ Good governance to strengthen the capacity of government</li> <li>▷ Good governance to strengthen local governments</li> <li>▷ Public personnel reform to develop the capacity of public officials</li> <li>▷ Anti-corruption: How to ensure a transparent system of governance</li> <li>▷ e-Government: Increasing the quality of public services and making improvements in transparency</li> <li>▷ Reform of public enterprises to increase the capacity of the public sector</li> </ul>	<ul style="list-style-type: none"> <li>- Gangnam Resource Recovery Center</li> <li>- Seoul Museum of History (<a href="http://www.museum.seoul.kr">www.museum.seoul.kr</a>)</li> <li>Ministry of the Interior(<a href="http://www.moi.go.kr">www.moi.go.kr</a>)</li> <li>Anti-corruption &amp; Civil Rights Commission (<a href="http://www.acrc.go.kr">www.acrc.go.kr</a>)</li> </ul>
<b>Module 4.</b> Experiencing Korea	<ul style="list-style-type: none"> <li>▷ Extra-curricular Activities (Cultural Program)</li> <li>▷ National Museum of Korean Contemporary History (<a href="http://www.much.go.kr">www.much.go.kr</a>)</li> <li>▷ Multifunctional Administrative City Construction Agency (<a href="http://www.happycity.go.kre/english.do">www.happycity.go.kre/english.do</a>)</li> </ul>	

**1. GUIDELINES FOR THE PREPARATION OF THE COUNTRY REPORT**

Program participants are requested to prepare and submit their country report individually or as a group to the NHI (the National Human Resources Development Institute under the Ministry of Personnel Management) Program Official via e-mail at **ykw314@korea.kr** upon your arrival in Korea.

Note. The Public Sector Development Program includes a 'Country Report' session where participants have an opportunity to analyze each country's current status and circumstances in the program subject and share it with other participants and Korean experts. It aims to provide appropriate solutions and insights to the identified problems and issues of their countries.

The following are general guidelines for writing and presenting the country report:

- Please make sure that your country report is based on your work experience. You will be given 15 minutes for your presentation (10 minutes for presentation and 5 minutes for Q & A).
- Please point out key issues. Do not explain all the details. Yet your case report should address the following: Background of the government reform initiative; goals and content of the reform initiative (what has been done?); key issues, resistance, or overcome the obstacles and resistance; evaluation of the reform efforts (reasons for success and failure)
- If necessary, use some, not many, graphs or pictures for better illustration. For example, when explaining the formal structure of your organization, please show a one-page organizational chart. Visual aid is very helpful for others' understanding.
- Please write your case report in Spanish using MS PowerPoint (software). It should be 10 to 15 pages-long with a font size of 20-24. You can use your report for your presentation without making another presentation document.



## **2. TOPICS TO BE COVERED IN THE COUNTRY REPORT**

Subjects to cover in your country report and preparation guidelines are as follows:

- Describe current government reform/innovation including budget and strategies
- Describe factors which influence government reform policies
- Describe major problems by implementing those government reform policies and strategies
- Describe the current government reform policies and strategies
- Describe factors which influence government reform policies
- Describe major problems in implementing those government reform policies and strategies
- Brief on government structure and systems in your country including a diagram
- List general statistics related to government (number of government employees, etc.)

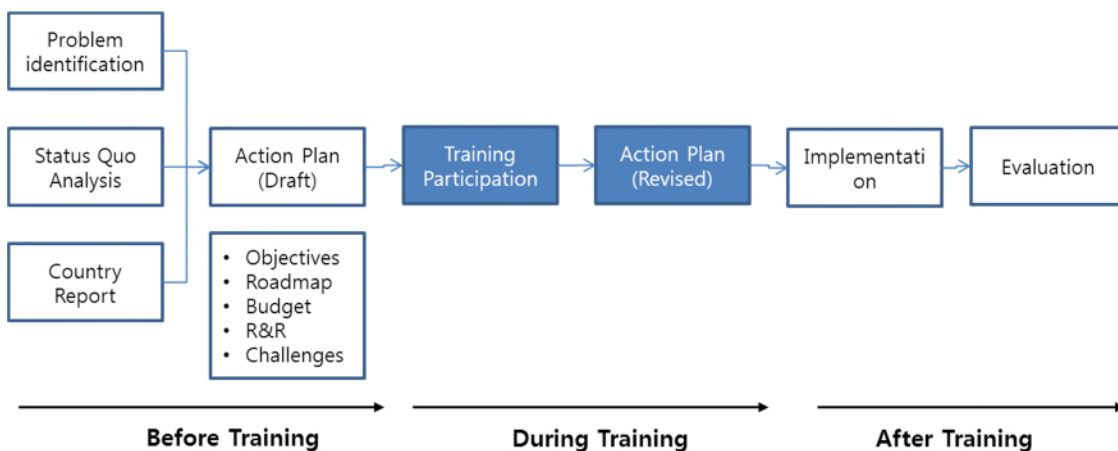
## 1. GUIDELINES FOR PREPARATION OF THE ACTION PLAN

All participants are requested to prepare a presentation on your action plan as a group at the end of the course.

The participants are encouraged to make the most of their weekends and leisure time to further their knowledge acquired from the training course and better prepare their presentation for the action plan.

Please choose a subject related to your job or role from the subject list below, and then gather information and materials in advance of your visit to Korea. At NHI you will use your first draft action plan as an important instructional resource. In addition, action plans related to other participating governments' current issues will also give you new insights and targets of comparative analysis

The action plan is one of many stages in the longer-term action planning process (see diagram below). To prepare your action plan, you need to identify problems and analyze the status quo. Your country report will also be used as a resource. The first draft of your action plan should include an action roadmap and an implementation timeline. The Action Planning session in the training at NHI will help you improve your first-draft action plans. After training, the revised action plan will serve you in the process of planning government reform .



The diagram shows that your action plan should include the following components: title, subject, problem identification, current situation, objectives, strategies, stakeholders, budget, time period, and specific tasks.

## **2. TOPICS TO BE COVERED IN THE ACTION PLAN**

**Title (Program objective):**  
**Seeking National Development through Administrative Reform**

Subjects are categorized into the following four areas:

- **(Subject 1)** Anti-Corruption Measures
- **(Subject 2)** Restructuring of Government Organizations
- **(Subject 3)** Cooperation between Government Agencies
- **(Subject 4)** Improving Public Service Delivery

## **1. IMPLEMENTING AGENCY**

**National Human Resources Development Institute (<http://www.nhi.go.kr>)**

The National Human Resources Development Institute (NHI), formerly the Central Officials Training Institute (COTI), is a Korean government agency for HRD for government officials under the Ministry of Personnel Management (MPM). Since its inception in 1949, the institute has been developed and extended its functions. In January 2016, NHI was re-launched. With NHI's inauguration, Korea's public officials' education paradigm was changed to an HRD integrated self-development concept.

In addition, NHI also endeavored to strengthen and promote international cooperation and understanding through capacity building programs and exchange activities. To develop closer ties and foster technological cooperation, NHI has conducted many training programs for foreign government officials since its initial program in 1984. The aim of these programs is to provide a forum through which participants can exchange ideas and opinions and share experiences on matters of mutual interest in the area of national development.

To date, NHI has conducted more than 260 international training programs, being host to a total of about 4,815 participants from 133 countries over the last 30 years. As such, NHI enjoys international recognition as an HRD center for government officials.

The global village is witnessing the evolution of “universal globalism” in which competition and cooperation exist simultaneously as the paradigm of the new age. Recognizing this as the wave of the future, NHI will continue to play a pivotal role in strengthening cooperative relations and establishing a cooperative network among participating countries.

## 2. REGULATIONS

- Participants should participate in the program to the best of their abilities
- Participants should refrain from engaging in political activity or any form of employment for profit or gain
- Participants must return to their home country upon completion of the program and resume work in their country
- Participants should not extend the length of the program or stay for personal convenience
- Participants are not permitted to change the flight schedule arranged by KOICA for personal convenience
- Participants should not be accompanied by any member of their family
- Participants are to assume responsibility for any personal expenses incurred regardless of implementation of the course
- Participants are required to strictly observe the course schedule and abide by the rules and regulations stipulated by the Korean government in respect to the program
- Participants should cooperate in preventing any sexual harassment and attend a short training session regarding '**Sexual Harassment Prevention**' on the first day of KOICA orientation.

### 3. CONTACT INFORMATION

- **Korea International Cooperation Agency (KOICA)**

- **Program Manager: Ms. Minjeong LEE**

- Phone: +82-31-740-0582
  - Fax: +82-31-740-0595
  - E-mail: [nicemj@koica.go.kr](mailto:nicemj@koica.go.kr)
  - Websites: <http://www.koica.go.kr>  
<http://training.koica.go.kr>  
<http://www.facebook.com/koica.icc>

- **Program Coordinator: Ms. Jingyeong JANG**

- Phone: +82-31-8017-2663
  - Fax: +82-31-8017-2680
  - E-mail: [jenn@global-inepa.org](mailto:jenn@global-inepa.org)

- **National Human Resources Development Institute**

- **Program Manager: Ms. Kowoon YI**

- Phone: +82-2-500-8527
  - Fax: +82-2-500-8515
  - E-mail: [ykw0314@korea.kr](mailto:ykw0314@korea.kr)
  - Home page: <http://www.nhi.go.kr>

## Appendix 1.

### **Brand Name of the KOICA Fellowship Program**

KOICA has launched a brand-new name for the KOICA Fellowship Program in order to more effectively raise awareness about the program among the public and its partner countries.

In English, CIAT stands for Capacity Improvement and Advancement for Tomorrow and in Korean it means “seed (씨앗)” with hopes to contributing in the capacity development of individual fellows as well as the organizations and countries to which they belong.



## Appendix 2.

### [facebook.com/koica.icc](https://facebook.com/koica.icc)

The Fellows' Facebook is a place for fellows to ask questions and write comments on KOICA fellowship programs. So, if you have questions regarding our program, please feel free to join our Facebook community.





Appendix 3.

Map of Korea



## Appendix 4

### **HOW TO GET TO THE KOICA ICC**

- **Route:** Incheon International Airport→ KOICA International Cooperation Center (ICC)
- **Arrival at Incheon International Airport** (<http://www.airport.kr>)

#### **Flow:**

- ▶ Fill out Arrival Card (or Immigration Card), Customs Declaration Form, Quarantine Questionnaire (on board)
- ▶ Quarantine including animals and plants (on 2nd Floor)
- ▶ Present your Arrival Card, Passport and other necessary document to Passport Control
- ▶ Claim baggage on 1st Floor
- ▶ Customs Clearance
- ▶ Pass an Arrival Gate
- ▶ Go to the KOICA Counter, which is located between Exit 1~2

• **KOICA Counter at Incheon International Airport**



Location : Next to Exit 1 on the 1st  
floor (No.9-10)  
Tel. : 82-32-743-5904  
Mobile : 82-(0)10-9925-5901  
Contact : **Ms. Jin-Young YOON**

- After passing through Customs Declaration, please go to the KOICA Counter (located between exit 1~2) at Incheon International Airport. At the KOICA Counter, you can get detailed information about how to get to KOICA International Cooperation Center (ICC)
- All the KOICA staff at the Incheon International Airport wears nametags or has signs for indication. Also, please be aware that there may be illegal taxis at the airport. Even if they approach you first, please do not take illegal taxis and check to see if they are KOICA staff.

**"Please remember to read the Fellows' Guidebook.** It is available from the Korean Embassy or KOICA Overseas Office in your country and provides valuable information regarding KOICA programs, allowances, expenses, regulations, preparations for departure and etc."