



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

**GENERAL INFORMATION ON  
POLICY PLANNING SKILLS FOR IMPLEMENTATION OF  
REDD+(FOR GOVERNMENT EXECUTIVES)  
課題別研修「REDD+実施に向けた政策立案（行政幹部職員向け）」  
JFY 2017  
NO. J1704133/ ID. 1784747  
Course period in Japan: From 28<sup>th</sup> May 2017 to 6<sup>th</sup> June 2017**

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**

Recently, the role of forests in terms of climate change has been highlighted worldwide. The forestry sector including deforestation accounts for 17.4 percent of total CO<sub>2</sub> emissions, which is more than the share of total emissions from the transport sector. Based on the FAO statistics, there was a 129 million hectares forest net loss between 1990 and 2015, and to tackle this global deforestation issue, international communities have been concentrating every effort. Reducing Emissions from Deforestation and Forest Degradation-puls (REDD+) is one of such efforts. For instance, the twenty-first session of the Conference of the Parties (COP 21) to UNFCCC embraced the Paris Agreement referring to promotion of REDD+, and many countries submitted Intended Nationally Determined Contributions (INDCs) which include the forest and land sector as one of key components for the emission reduction.

In accordance with the increase of the global concern about REDD+, both developing countries and international donors strengthen their efforts for REDD+, and the situations surrounding REDD+ are rapidly changing. It becomes significantly important for developing countries to understand the progress of readiness and implementation of REDD+ in their own countries to grasp the gap between its situation and requirements of international frameworks, and make effective strategies for REDD+.

## **For what?**

For promoting REDD+ in participants' countries, this program aims to build the capacities of participants such as;

- To understand the effective strategy for promoting the implementation of REDD+ based on the situation of their countries, with considering the international frameworks and requirements of UNFCCC and REDD+ related funds.
- To formulate and implement REDD+ related policies based on their countries' situations.
- To gain REDD+ related funds to implement the national REDD+ strategy.

## **For whom?**

Executive officers of national government who are engaged in policy making, institutional arrangement and implementation of REDD+

## **How?**

Programs of this course are divided into 3 modules. Participants will learn how they can promote REDD+ implementation in their countries through various lectures, workshops and a site visit.

### **【Module Output 1】 Understanding the international frameworks, trends and requirements regarding REDD+**

Through the variety of lectures, participants will learn international frameworks and trends such as UNFCCC including Paris Agreement. Participants will also study how to promote REDD+ implementation in an effective manner under the international frameworks.

The international frameworks require various conditions for preparation and implementation of REDD+. Among such requirements, this course will focus on Measurement, Reporting and Verification (MRV) and Safeguard (SG). Participants will learn the outline of MRV including National Forest Monitoring System (NFMS), Forest Inventory, Forest Reference Level (FREL), and study issues and measures that their countries face.

### **【Module Output 2】 Understanding mechanisms of international funds**

Since several international donors such as UNDP and WB formulate international funding mechanisms for boosting the implementation of REDD+, developing countries have opportunities to get funds for preparation and/or implementation of REDD+ if they understand and satisfy the requirements. In this course, participants will learn trends of international funds as well as Japanese Bi-lateral fund, and their requirements. Through these lectures, participants will understand how to utilize these funding mechanisms for REDD+ implementation in their countries.

### **【Module Output 3】 Analyzing the current situation of participants' countries**

By using the knowledge obtained through lectures and workshops, participants are required to analyze in detail about the current situation of REDD+ in their countries and formulate a short and mid-term REDD+ Action Plan (RAP) (for 5 years). RAP should include the current forest situation, issues and countermeasures for preparation and implementation of REDD+ of their countries.

Participants are also required to give a presentation of RAP in the end of this course.

In addition, to understand the sub-national policy and field level activities of forestry in Japan, participants will make a field trip to a national forest.

## ***II. Description***

**1. Title (J-No.):**

**POLICY PLANNING SKILLS FOR IMPLEMENTATION OF REDD+(FOR GOVERNMENT EXECUTIVES) (J-1704133)**

**2. Period of program**

**Duration of whole program:**

April 2017 to June 2017

**Preliminary Phase:**

April 2017 to May 2017

(in participants' home countries)

**Core Phase in Japan:**

28<sup>th</sup> May 2017 to 6<sup>th</sup> June 2017

**3. Target Countries:** Ethiopia, Cambodia, Zambia, Papua New Guinea, Peru, Botswana, Myanmar, Laos, Democratic Republic of the Congo

**4. Objective:**

For promoting REDD+ in participants' countries, this program aims to build the capacities of participants such as;

- To understand the effective strategy for promoting the implementation of REDD+ based on the situation of their countries, with considering the international frameworks and requirements of UNFCCC and REDD+ related funds.
- To formulate and implement REDD+ related policies based on their countries' situations.
- To gain REDD+ related funds to implement the national REDD+ strategy.

**5. Eligible / Target Organization:**

National level government related to policy making and implementation of REDD+

**6. Course capacity (Upper limit of Participants):** 15

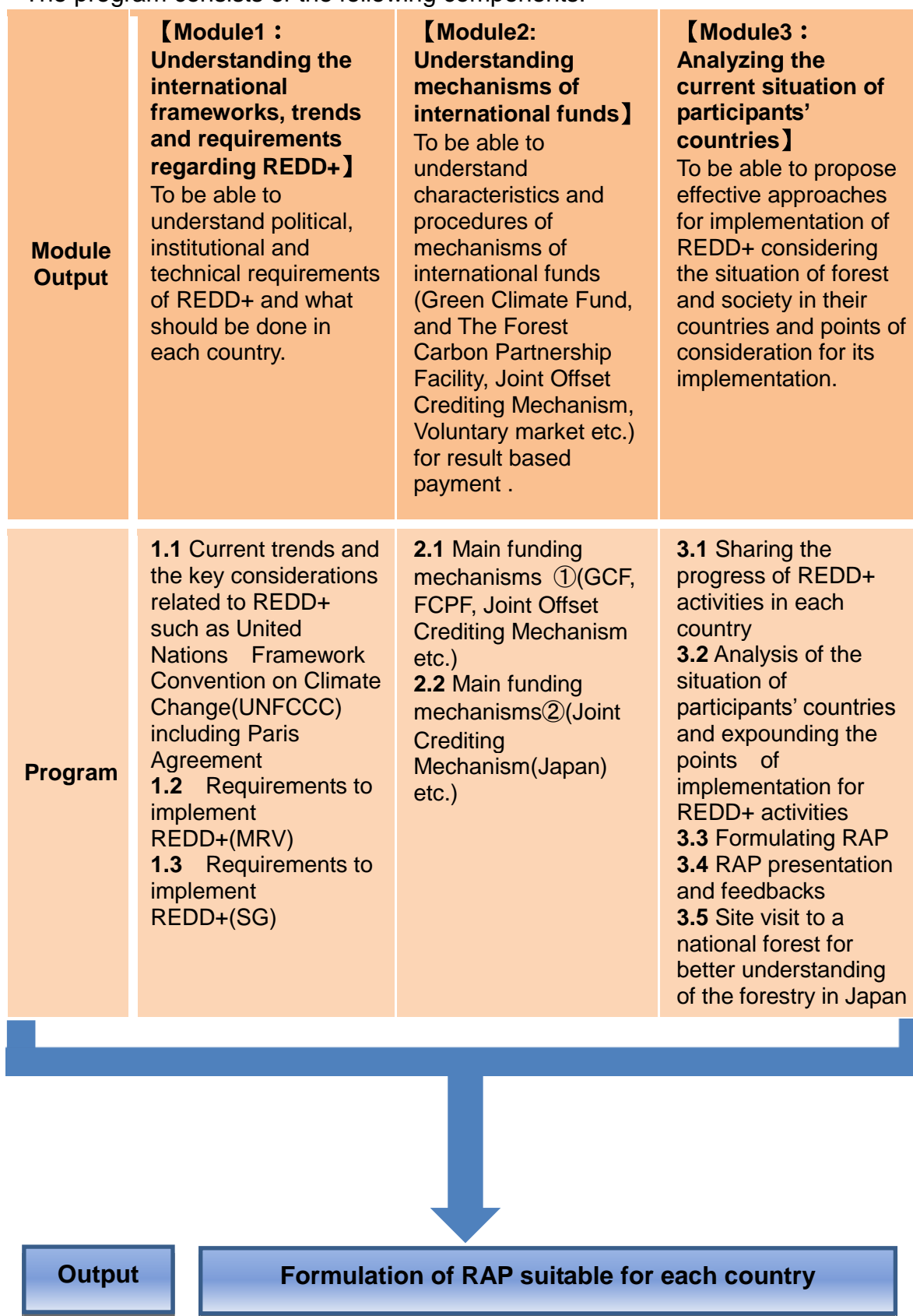
**7. Language to be used in this project:** English

**8. Overall Goal:**

The government of participant's country implements REDD+ based on each country's situation by utilizing external funds if necessary.

## 9. Expected Module Output and Contents

The program consists of the following components:



<b>Preliminary Phase in a participants' home countries</b> ( April 2017 to May 2017) <i>Participants are required to prepare for the Program in the respective countries.</i>	
Module	Activities
*Country Report (ANNEX) for all applicants	Formulation and submission of Country Report with application form, preparation of Country Report Presentation

\*Each participant is requested to present the Country Report in English at the beginning of the Program. (10-15 minutes per each)

<b>Core Phase in Japan</b> (28 <sup>th</sup> May 2017 to 6 <sup>th</sup> June 2017) <i>Participants attend the Program in Japan.</i>			
<b>Structure of the program</b> (The program is subject to minor changes.)			
Module Output	Program	Point	Style
3.1.	Sharing the progress of REDD+ activities in each country	( ・ Prepare Country Report before the course starts) ・ Share and understand the progress and challenges related to REDD+ in each country ・ Understand the steps and key considerations for preparation and implementation of REDD+ in each country by comparing with the cases of other countries.	Workshop
1.1.	Current trends and the key considerations related to REDD+ such as United Nations Framework Convention on Climate Change (UNFCCC) including Paris Agreement	・ Understand international issues regarding REDD+ and comprehend the points to be considered as the government of developing countries.	Lecture

1.2.	Requirements to implement REDD+(MRV)	<ul style="list-style-type: none"> <li>Understand specific considerations about MRV including National Forest Monitoring System(NFMS), Forest Inventory and Forest Reference Level(FREL) which are necessary for REDD+ implementation in each country.</li> <li>Understand the challenges regarding MRV in each country.</li> </ul>	Lecture
1.3.	Requirements to implement REDD+(SG)	<ul style="list-style-type: none"> <li>Understand the concept of SG and consideration for REDD+ implementation</li> <li>Recognize the requirements of SG including Safeguard Information System(SIS) , which is one of the standards for screening of external funds for REDD+.</li> </ul>	Lecture/ Workshop
2.1.	Main funding mechanisms①(GCF, FCPF, Joint Offset Crediting Mechanism etc.)	<ul style="list-style-type: none"> <li>Understand mechanisms, trends and requirements of international funds including GCF, FCPF etc.</li> <li>Understand trends and requirements in Joint Offset Crediting Mechanism and Voluntary market.</li> </ul>	Lecture
2.2.	Main funding mechanisms②(Joint Crediting Mechanism (Japan) etc.)	<ul style="list-style-type: none"> <li>Understand Joint Crediting Mechanism which has been promoted by Japanese government and how to use it.</li> </ul>	Lecture
3.2.	Analysis of the situation of participants' countries and expounding the points of implementation for REDD+ activities	<ul style="list-style-type: none"> <li>Analyze the situation of participants' countries objectively, and consider the issues to be tackled with. Also, plan the appropriate approach to implement REDD+ in each country.</li> </ul>	Workshop
3.3.	Formulating RAP	<ul style="list-style-type: none"> <li>Organize direction and steps to promote REDD+ in each country and formulate RAP.</li> </ul>	Workshop
3.4.	RAP presentation and feedbacks	<ul style="list-style-type: none"> <li>Present RAPs.</li> <li>Reflect the feedbacks from fellow participants and audiences including tutors, lectures etc.</li> </ul>	Workshop

3.5.	Site visit to a national forest for better understanding of the forestry in Japan	<ul style="list-style-type: none"> <li>Understand national forest management in Japan</li> </ul>	Site visit
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**Draft schedule (Note: Activities in Japan might be slightly changed.)**

Date	Lecture/ Visit etc.	Topic	Module No.
5/28 (Sun)		Arrival	
5/29 (Mon)		<ul style="list-style-type: none"> <li>Briefing for registration</li> <li>Program orientation</li> </ul>	
	Presentation	<ul style="list-style-type: none"> <li>Country Report presentation</li> </ul>	3.1
5/30 (Tue)	Lecture	<ul style="list-style-type: none"> <li>Current trends and the key considerations related to REDD+ such as UNFCCC including Paris Agreement</li> </ul>	1.1
	Lecture	<ul style="list-style-type: none"> <li>System of JCM (Possibilities of utilizing JCM in developing countries)</li> </ul>	2.2
	Lecture	<ul style="list-style-type: none"> <li>Safeguard (including role-play)</li> </ul>	1.3
5/31 (Wed)	Lecture	<ul style="list-style-type: none"> <li>Terms and conditions to implement REDD+ (outline of MRV, NFMS, forest inventory, FREL etc)</li> </ul>	1.2
	Lecture	<ul style="list-style-type: none"> <li>Effective application and utilization of main funding mechanisms</li> </ul>	2.1
6/1 (Thu)	Lecture	<ul style="list-style-type: none"> <li>Analysis of each country and expound the key points of REDD+ activities</li> </ul>	3.2
	Workshop	<ul style="list-style-type: none"> <li>RAP formulation</li> </ul>	3.3
6/2 (Fri)	Workshop	<ul style="list-style-type: none"> <li>RAP formulation</li> </ul>	3.3
6/3 (Sat)	Site visit	<ul style="list-style-type: none"> <li>Site visit to a national forest management site</li> </ul>	3.5
6/4 (Sun)	Holiday		
6/5 (Mon)	Presentation	<ul style="list-style-type: none"> <li>RAP presentation and discussion</li> </ul>	3.4
		<ul style="list-style-type: none"> <li>Evaluation Meeting</li> </ul>	
6/6 (Tue)		Departure	



### ***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 project 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 project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II -9 .
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II -9.

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

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

##### **(1) Essential Qualifications:** Applicants should

1. To achieve the output previously described, especially the criteria following is important: **be a central government official who are currently playing a major role in REDD+ policy making and implementation.**
2. be nominated by their government in accordance with the procedures mentioned in 4. "Procedure for Application and Selection" below,
3. Preferably over 35 years and under 59 years of age.
4. **have sufficient command of English.**  
(During the course program, participants are requested to give presentations and actively participate in discussions. Communication and presentation Skills in English are essentially important.)
5. 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.
6. **be proficient in MS Word, Excel and Power Point.**

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

#### **(1) Application Form**

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

Note: All the information should be clearly stated including your current email address

#### **(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) Country Report (Annex)**

to be submitted with application form

Note: Country Report will be assessed for the applicants' screening. -----

### **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 Friday, 24<sup>th</sup> March 2017.)

#### **(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 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.

### **(1) Notice of Acceptance**

Notification of results will be made by the JICA office (or the Embassy of Japan) **not later than Monday, 24<sup>th</sup> April 2017.**

### **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 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)

Economic Infrastructure Development and Environment Division

#### **(2) Contact:** (Ms) Satoko TSUNODA ([ticttee@jica.go.jp](mailto:ticttee@jica.go.jp))

\*Please include the course title and number (J1704133) in the e-mail title.

### **2. Implementing Partner:** Under Planning

### **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 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/contact/domestic/pdf/welcome.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 program, and other matters.

## **7. What to bring:**

- (1) Suitable shoes, cap, and clothes for practical training conducted in forests area.
- (2) A notebook computer (if you have one)

## ***V. Annex***

### **Country Report**

Please make the report in **A4 size paper** covering the following items as much as possible, including tables and charts if necessary. Please send the Country Report by **Friday, 24<sup>th</sup> March 2017** with application form.

### **Outline of Country Report**

**Name of applicant**

**Name of organization and country**

1. Introduction: Brief explanation of your country
  - (1) Geographical location of your country
  - (2) Climate & Topography
  - (3) Economy (main industry. etc.)
2. Brief Explanation of Organizational Framework and scope of your job
  - (1) Name of the Organization
  - (2) Missions of the Organization
  - (3) Organization chart
  - (4) Outline of the duties of your department/division
  - (5) Description of your job (responsibilities, main assignments, etc.)
  - (6) Past experiences
3. INDC in your country
4. Green House Gas Inventory in your country
5. General description of the forest (Definition, Area, Volume, Ratio of forest, Forest types, Ratio of deforestation, Cause of deforestation etc.)
6. National policy and strategy regarding REDD+ in your country
7. Implementing system and budget of REDD+
8. Status of REDD+ process
  - (1) NFMS,
  - (2) Safeguard,
  - (3) FREL)
9. Information regarding donors and sources of fund supporting REDD+ activities.
10. Other information and plan regarding REDD+ promotion

### **Country Report Presentation**

At the beginning of the core phase in Japan, each participant is requested to make an approximately **10-15minites** presentation based on the Country Report. Purpose of the presentation is sharing each country's situation of forest and NFMS/NFI among participants, implementing partner (underplanning) and JICA, which is one of the important elements of this course. Therefore, presentation should be well

prepared in advance and effectively conducted to share the essential information.

**Presentation style– Microsoft PowerPoint recommended**

It is recommended to use PowerPoint (if possible) to present your Country Report. Upon formulating the presentation material, please make slides simple, limiting text as much as possible and utilize graphics (photos, maps, tables or charts) instead. Too much information (especially text) in one slide might give weaker impression to the audience, and interrupt better understanding of the presentation.

## ***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 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**