

Capacity Development for Public Administration (Republic of Peru)

April 8 (Sun.) ~ April 28 (Sat.), 2018

Seongnam & Wanju, Korea



Korea International Cooperation Agency



Ministry of the Interior and Safety
Local Government Officials
Development Institute

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1. PROGRAM: Capacity Development for Public Administration (for the Republic of Peru)

2. PERIOD: April 8 (Sun.) ~ April 28 (Sat.), 2018 (21days)

3. GOAL

Reinforcing the Administrative Capacity of Government Officials

4. OBJECTIVES

- a) To strengthen capacity for better coordination among central and local authorities for the efficient implementation of decentralization
- b) To assist Peru in building capacity of government officials for the national development of Peru, through a customized training program that satisfies the specific training needs of the program participants
- c) To promote mutual understanding and friendly relationship between Korea and Peru

5. NUMBER OF PARTICIPANTS: 15 participants

6. LANGUAGE OF INSTRUCTION: Spanish (via Interpretation)

7. VENUE: Seongnam & Wanju, Republic of Korea

8. TRAINING INSTITUTE: Local Government Officials Development Institute (LOGODI), Ministry of the Interior and Safety (MOIS), Republic of Korea (<http://logodi.go.kr/en>)

9. ACCOMMODATIONS: KOICA ICC & LOGODI Mokmin Dormitory

10. QUALIFICATIONS OF APPLICANTS:

This year is the third stage of the program designed to support the capacity development of local government officials in Peru. It targets senior or manager-level officials in central and local governments who are responsible for the planning and implementation of policies for the intra-governmental cooperation and the administrative capacity building.

Mandatory	<ul style="list-style-type: none">a) Have obtained authorization from the relevant public authorities in Peru to take part in this training program;b) Have no physical or mental impairments that would impede participation in the program;c) Have not taken part in the same or a similar program funded by KOICA for the past three (3) years;d) Be an official from the central or local government or related organization; ande) Be prepared to demonstrate active participation and commitment throughout the course and promote capacity building in his or her government or organization after completion of the program.
Preferable	<ul style="list-style-type: none">a) Be in a managerial position in his/her government;b) Have proficiency in spoken English; andc) Have working knowledge of computers and MS Word and MS PowerPoint.

11. CLOSING DATE FOR APPLICATION: March. 12, 2018

12. 3-YEAR PROGRAM OVERVIEW

	Year 1	Year 2	Year 3
Goal	Sharing of Korea's Development Experiences and Capacity Building of Local Government Officials		
Objectives	<ul style="list-style-type: none"> - To share Korean local administration and local autonomy systems - To present directions for better governance and administrative accountability in Peru 	<ul style="list-style-type: none"> - To carry out more practical training programs with a focus on the areas of interest, such as decentralization - To give shape to the action plan presented in the previous year's training program in Korea 	<ul style="list-style-type: none"> - To share a great wealth of applied cases of cooperation between central and local governments - To establish finalized action plans that correspond to major tasks previously selected
Target Group & Beneficiary	Senior-level local government officials or policymakers (15)	Senior-level local government officials or policymakers (15)	Senior-level local government officials or policymakers (15)
Main Activities	Training in Korea (3 weeks)	Training in Korea (3 weeks)	Training in Korea (3 weeks)
Output	Case report and action plan	Revised action plan & mid-outcome	Revised action plan & final outcome

PART II**COURSE MODULES**

MODULE	MAIN LECTURES & DISCUSSIONS	STUDY VISIT
Module 1 Experience Sharing in Administrative Development	<ul style="list-style-type: none">▷ Modernization and Economic Growth in Korea▷ Regional Development Strategy and Peru▷ HRD in the Public Sector▷ E-Government and Anti-Corruption	<ul style="list-style-type: none">- Ministry of the Interior and Safety (MOIS)- Ministry of Personnel Management (MPM)
Module 2 Central-Local Intergovernmental Cooperation	<ul style="list-style-type: none">▷ Local Autonomy and Administration in Korea▷ Transparent and Efficient Local Finance Management▷ Central-Local Intergovernmental Cooperation for Effective Policy Delivery▷ Cases of Successful Cooperation among Central and Local Governments▷ Conflict Management Strategy	<ul style="list-style-type: none">- Sudokwon Landfill Management Site Corporation- National Agency for Administrative City Construction- Dangjin City Government
Module 3 Public Safety and Disaster Management	<ul style="list-style-type: none">▷ Local Government System for Public Safety▷ Disaster Management by Local Governments in Korea	<ul style="list-style-type: none">- Busan Metropolitan City Government- National Disaster Management Research Institute
EXTRACURRICULAR ACTIVITIES	<ul style="list-style-type: none">▷ Seoul City Tour▷ Jeonju Cultural Excursion	

1. GUIDELINES FOR THE PREPARATION FOR THE CASE REPORT

A case report is an in-depth report that contains an analysis of the current development issues facing participants' countries in their fields of expertise. KOICA's Fellowship Program includes a case report presentation session where participants have an opportunity to share these issues with other participants and Korean experts. Throughout the course, participants will engage in debates and discussions to resolve them.

The case report is directly aligned with an action plan. Based on what participants have presented and discussed throughout the course, participants are requested to present an action plan towards the end of the program with an aim of developing practical measures to apply the knowledge, technology, and experience learned to their workplace.

Program participants are requested to prepare and submit their case reports individually to the LOGODI's Program Director via e-mail at suzy3442@korea.kr no later than **March 30, 2018**.

The case report must be typed in English and double-spaced in MS PowerPoint (.ppt) format, and its length should not exceed 15 slides. Along with the report, a two-page, double-spaced summary of the case report in MS Word (.doc) format should also be submitted.

All participants are supposed to make a 15-minute presentation on their case report individually on the second day of the program. For more effective presentations, a projector, slide projector, overhead projector, and multimedia TV will be available for use.

2. TOPICS TO BE COVERED IN THE CASE REPORT

A. Main Topic

Case reports in this program will be in the context of participants' experiences on the basis of the following theme:

“Case of Intergovernmental Management:

Conflict and Cooperation Affecting Policy Implementation”

B. Details of Case Report Preparation

While there is flexibility in the structuring of case reports according to their content, every case report is required to include the elements below:

- 1) Subject, Presenter, Title, and Affiliation
- 2) Introduction to the Policy (Incl. Objectives, Budget, and Target Area/Population)
- 3) Key Stakeholders and Authorities
- 4) Conflicts in the Development of the Policy or Related Project/Program
- 5) Conflicts in the Implementation of the Policy or Related Project/Program
- 6) Strategies for Conflict Management and Cooperation
- 7) Results (Incl. Critical Success Factors [CSFs], Impact, and Implications)
- 8) Lessons

In the early stage of the program, participants are required to make a presentation on their case studies in a special session in order to share their experiences with other participants and with experts in Korea.

10-15 minutes with Q&A will be reserved for each presentation, and projectors and screens will be available for use.

At the end of the session, a closing discussion will take place to exchange thoughts and ideas toward the development of participants' action plans on their respective policy issues.

The case report must be typed in English and double-spaced in MS PowerPoint (.PPT) format, and its length should not exceed 15 slides. Along with the report, a two-page, double-spaced summary of the case report in MS Word (.DOC) format should also be submitted

The case report and its summary must be submitted to the LOGODI's Program Director via e-mail at suzy3442@korea.kr no later than March 30, 2018.

1. GUIDELINES FOR BUILDING AN ACTION PLAN

An action plan is a specific plan created by participants on how they can apply their learning to their work performance. Action planning is a process which will help them identify their objectives and explore what steps they need to take to achieve their goals. Establishing and implementing the action plan will contribute not only to their development professionally and individually but also to desirable organizational change.

A good action plan contains detailed information like what can be done, who will do it, and how and when. Please keep in mind that meeting the financing requirement including budget and timeline is crucial to make their action plan feasible and applicable to their workplaces.

Action plans will be prepared after the start of the program under the guidance of professors, and—as with case reports—will be shared among participants and with Korean experts for their insight toward further improvement.

All participants are requested to make a presentation on their action plan individually or as a group at the end of the course. You are encouraged to make the most of your weekends and free time to further their knowledge acquired from the course and better build their action plan.

Participants will receive feedback from Korean experts who can share their insight and help improve the action plan. Even after participants return to their home countries, KOICA will continue to follow up with participants on the progress being made through the implementation of their action plan. KOICA looks forward to all participants achieving their desired outcomes.

2. TOPICS TO BE COVERED IN THE ACTION PLAN

Action plans are expected to include the elements below:

- a) Outstanding Issues Connected to the Policy or Project/Program in the Case Report
- b) Causes for their Persistence

- c) Proposals for their Resolution (Incl. Reference to Experiences Shared in this Program)
- d) Outlying Factors to be Considered
- e) Possible Methods for Application to Own Work
- f) Expected Results, Impact, and Implications

Further instructions on the action plan preparation will be provided after the start of the program.

1. TRAINING INSTITUTE

Local Government Officials Development Institute (LOGODI)

(<http://logodi.go.kr/en>)

LOGODI is a training institute under the Ministry of the Interior and Safety (MOIS) in the Republic of Korea. It was established in 1965 by the former Ministry of Home Affairs as the Local Administration Training Institute (LATI), for the purpose of training senior officials from local governments and institutions. In 1999, it was renamed as the National Institute of Professional Administration (NIPA), and was subsequently reorganized as LOGODI in 2005. LOGODI has since its inception brought together managerial and senior officials from 243 local governments in Korea and imparted to them the practical knowledge and skills required in their roles.

The purpose of LOGODI's training programs is to strengthen the capacity of officials, particularly in the areas of leadership, public administration, local governance, management, and innovation, through access to expert guest speakers and professors, customized courses, and an optimum environment for effective learning.

LOGODI offers its programs to not only government officials of Korea, but also those of other countries. Since 2000, its international programs have so far expanded to accommodate 4,694 policy makers and senior officials from 88 countries through 161 programs. International participants join these programs to gain insight into the driving forces behind Korea's miraculous economic growth, which was accomplished in an extremely short span of time. Through their attendance, participants also benefit from the experience and know-how accumulated through the processes of local governance and national development in Korea.

To meet increasing demand from a diversity of countries for capacity development programs, LOGODI will continue to expand its scope of activities while continuously striving to reinforce its global recognition and respect as a leading training institute.

2. CONTACT INFORMATION

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- **Local Government Officials Development Institute (LOGODI)**

- | | |
|--------------------------|---|
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Appendix 1.

INTRODUCTION to KOICA



is a development cooperation agency of the Republic of Korea 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, providing people in the developing world with opportunities for better lives and improving their well-being.

KOICA Fellowship Program

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 lasted for many decades. With scarce natural resources, HRD has played a vital role in the process of the economic development of Korea, enabling the nation to emerge as an exemplary case of rapid economic growth powered by HRD. From its own experience, Korea fully recognizes the significance of HRD. With its extensive experience and know-how in HRD, Korea has greatly contributed to the international community by sharing its unique development experience with many other countries around the world.

The KOICA Fellowship Program is one of KOICA's main projects to help partner countries secure human resources for their development. Its primary objective is to share important technical skills and knowledge with partner countries as well as to help them build capacity for sustainable socio-economic development. The program deals with a wide range of topics, from public administration, economic development and science and technology to agriculture, health, and more. In order to meet the changing needs of partner countries, KOICA always strives to renovate and improve its Fellowship Programs.

Appendix 2.

KOICA FELLOWSHIP PROGRAM (CIAT)

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.

The CIAT Program provides participants with opportunities to gain first-hand knowledge of Korea’s development experience. The programs are designed to enable participants to apply what they have learned for the development of their home countries. Since 1991, KOICA has offered about 4,255 courses to more than 69,981 participants from 172 countries.

Appendix 3.

KOICA FELLOWSHIP COMMUNITY

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.



facebook.com/koica.icc

Appendix 4.

MAP AND VENUE INFORMATION



Appendix 5.

INFORMATION ON DIRECTION TO KOICA ICC


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

Flow:

- ▶ Fill out Arrival Card (or Immigration Card), Customs Declaration Form, and Quarantine Questionnaire (on board)
- ▶ Present the Quarantine Questionnaire to the quarantine counter (on the second floor)
- ▶ Present your Arrival Card, Passport and other necessary documents to an officer at the immigration desk
- ▶ Claim your baggage on the first floor
- ▶ Hand in Customs Declaration Form at Customs
- ▶ Pass through the Arrival Gate
- ▶ Go to the KOICA Counter

Incheon International Airport opens *Second Passenger Terminal 2 (T2)*



on January 18, 2018

The new terminal is serviced by Korean Air (), KLM Royal Dutch

Airlines (), Air France () and Delta Airlines ()

Accordingly, KOICA sets up an additional KOICA Counter in Terminal 2 as well.

Please check its location in advance by referring to the followings information.

KOICA Counter at Incheon International Airport Terminal 1 (IIAT1)		
IIAT 1 (T1)		<p>Location : Next to Gate 1 on the 1st floor (No.9-10)</p> <p>Contact Information Tel. : 82-32-743-5904 Contact : Ms. Jin-Young YOON</p>
KOICA Counter at Incheon International Airport Terminal 2 (IIAT2)		
IIAT 2 (T2)		<p>Location : Tourist Information Center (Close to Arrival Gate B)</p> <p>Contact Information Tel. : 82-32-743-5904 Contact : Ms. Jin-Young YOON</p> <p><small>*Contact information at T2 is subject to change.</small></p>

- After passing through Customs, please go to the KOICA Counter. At the KOICA Counter, you can get detailed information about how to get to the KOICA International Cooperation Center (ICC).
- All the KOICA staff at the Incheon International Airport wear a name tag or has a sign for indication. Also, please note that there can be illegal taxis at the airport. Even if they approach you to offer rides, do not take the 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."