

2020 Course Information

The Instruction in the System Management and Investigative Techniques for Digital Forensics



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People, Peace, Prosperity + PLANET

KOICA 

Korea International
Cooperation Agency



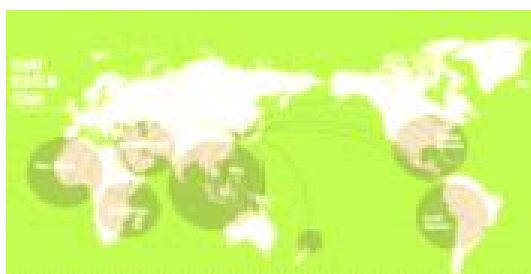
Korea International Cooperation Agency

Korea International Cooperation Agency (KOICA) was established as a government agency dedicated to grant aid programs in April 1991. To achieve the 2030 Agenda for Sustainable Development Goals(SDGs), KOICA has set 4Ps -- People, Prosperity, Peace, and Planet -- as its core values, promoting mutual development cooperation for peace and prosperity centered on people that does not left behind any one.



KOICA Fellowship Program, CIAT

Like its acronym that sounds like “seed” in Korean, CIAT hopes to spread seeds of hope across developing countries. CIAT is a cooperation program where policy-makers, public servants and experts from developing countries are invited to Korea for technical training and knowledge sharing.



CIAT has established partnerships with a multitude of public organizations, research institutes, universities and others in Korea to offer quality training programs. Such efforts have resulted in a high level of satisfaction among participants. After returning to their home countries, CIAT participants play a role in spreading Korea’s commitment and goodwill towards their society.



FOR APPLICANTS

PROGRAM OVERVIEW

TITLE: The Instruction in the System Management and Investigative Techniques for Digital Forensics

DURATION: 2019-2021

GOAL:

- To provide the quality, cost effective training (CFT training program) designed to enhance digital forensic knowledge and investigation skills
- To strengthen capacities of the law enforcement officials working in the target countries in the field of digital forensics to better identify, collect, analyse and present digital evidence in court, according to proper chain of custody, and to enhance regional criminal justice cooperation
- To enhance regional cooperation in sharing digital evidence to address transnational crime facilitated by digital tools

| | FIRST-YEAR COURSE (2019) | SECOND-YEAR COURSE (2020) | THIRD-YEAR COURSE (2021) |
|-----------------------|--|--|--|
| TARGET GROUP | <ul style="list-style-type: none"> · Law enforcement officials working in the field of digital forensics and cyber crime | <ul style="list-style-type: none"> · Law enforcement officials working in the field of digital forensics and cyber crime | <ul style="list-style-type: none"> · Law enforcement officials working in the field of digital forensics and cyber crime · Policymakers in law enforcement agencies. |
| OBJECTIVES | <p>To research current legal frameworks, practices and procedures in collecting digital evidence in the target countries</p> <p>To instruct knowledge of available tools and techniques in collecting and analyzing digital evidence in the target countries</p> | <p>To identify and suggest legal frameworks, practices and procedures in digital forensics suited for the target countries</p> <p>To instruct advanced knowledge of available tools, expertise and techniques in digital forensic analysis in the target countries</p> | <p>To enable policymakers to set up a digital forensic unit in the target countries by sharing the experience of establishing a digital forensic laboratory</p> <p>To create a forensic process model</p> <p>To share crime solving cases through the application of digital forensics</p> |
| ACTIVITIES PUT | <ul style="list-style-type: none"> · Invitational Training <p>Action Plan</p> | <ul style="list-style-type: none"> · Invitational Training <p>Revised Action Plan</p> | <ul style="list-style-type: none"> · Invitational Conference <p>Revised Action Plan</p> |

(Selecting the best Action Plans and implementing on-site program)

Accomplishing the program's goals through capacity building and contributing to sustainable digital forensic science development in developing countries

COURSE OVERVIEW

1. OBJECTIVES

- 1) To share Korea's current legal frameworks, practices and procedures in collecting digital evidence with the target countries
- 2) To instruct knowledge of available tools and techniques in collecting and analyzing digital evidence in the target countries
- 3) To provide the CFT (Computer Forensic Tool) developed by the SPO of the Republic of Korea
- 4) To discuss measures to address challenges in collecting digital evidence

2. COURSE DURATION

- (Invitational training) June 14(Sun) - June 28(Sun), 2020 (including participants' arrival and departure dates)

* Training duration: June 15(Mon) - June 19(Fri), June 22(Mon) - June 26(Fri)

3. LANGUAGE:

English

4. LOCATION

- 1) Training: National Digital Forensic Center, Supreme Prosecutors' Office(Seoul)
- 2) Accommodation: KOICA International Cooperation Center(Seongnam)

5. PARTICIPANTS: 12 persons

- Ecuador(1), Egypt(2), Jordan(2), Mongolia(3), Paraguay(2), Peru(2)

| ELIGIBILITY REQUIREMENTS | |
|--------------------------|---|
| MANDATORY | 1. Be nominated by his/her government; |
| | 2. Be in good health both physically and mentally, enough to take the course; |
| | 3. Have a willingness to show a high level of participation and commitment throughout the course and contribute to the capacity building of his/her organization after the completion of the program; |
| | 4. Have not participated in the same or similar KOICA Fellowship Program for the past three years, unless otherwise specified; (provided, however, that a key person for the course of the intensive performance management program, for example, may participate in the same or similar KOICA Fellowship Program, subject to pre-discussion with KOICA.) |
| | 5. (Original place of employment) investigative authority(Ministry of Justice, National Police Agency, etc); |
| | 6. (Position) Be a government employee in a working-level position; |
| | 7. (Relevant work experience) Have at least 3 years of working experience in the field of forensic investigation |
| | 8. (Language capability) Sufficient proficiency in written and spoken English to actively participate in seminars and write an Action Plan |
| PREFERABLE | 9. Working knowledge of computers, mobile and networks |
| | 10. Have knowledge and background of digital forensic analysis and cyber crime investigation |
| | 11. Have worked as a digital forensic analyst or cyber crime investigator |
| RECOMMENDED | 12. Investigators who will work as a digital forensic analyst or cyber crime investigator |
| | 13. Be able to work efficiently with computers and networks including the basic level of software proficiency |
| | 14. Be a person who can have commitments and make progress in digital forensics and cyber crime investigation |

※ This course is targeted at participants meeting the above qualifications, and thus ineligible participants, if any, may have difficulty in understanding the course.

6. CURRICULUM

| MAIN LECTURES & DISCUSSIONS | STUDY VISIT |
|--|----------------------------------|
| Module 1. Introduction of Criminal Justice System of Republic of Korea | |
| <ul style="list-style-type: none"> · Criminal Procedure of Korea · Introduction of the National Prosecutors' Service of Korea | National Digital Forensic Center |
| Module 2. Forensic Science and Criminal Investigation | |
| <ul style="list-style-type: none"> · Introduction of the National Digital Forensic Center · Sharing the Experience on Setting up a Forensic Division · Searching and Seizure of Digital Evidence | National Digital Forensic Center |
| Module 3. Computer and Cyber Forensic Analysis | |
| <ul style="list-style-type: none"> · Digital Forensic Principle and Acquisition of Digital Evidence · Hands-on Practice for Learning CFT (Computer Forensic Tool) · Hands-on Practice: Analysis of Internet artifacts using open-source tools · Cyber Crime Forensic I · Hands-on Practice: Cyber Crime Forensic II | National Digital Forensic Center |
| Module 4. Multimedia Forensic Analysis and Solve Mock Cases | |
| <ul style="list-style-type: none"> · Understanding of EnCase Tool · Multimedia Forensic Analysis I · Hands-on Practice: Multimedia Forensic Analysis II · Solving real cases using Computer, Multimedia, Internet Analysis techniques I | National Digital Forensic Center |
| Module 5. Solve Mock Cases and Group Presentation | |
| <ul style="list-style-type: none"> · Group Presentation : Solving Real cases using Computer, Multimedia, Internet Analysis techniques(Presentation) II | National Digital Forensic Center |
| Module 6. Country Report and Action Learning / Plan | |
| <ul style="list-style-type: none"> · Presentation of A Country Report · Action Learning Workshop <ul style="list-style-type: none"> - Lecture on Action Learning - Action Plan Building - Presentation and Evaluation of the Action Plan | |

7. TRAINING INSTITUTE :

National Digital Forensic Center of Supreme Prosecutors' Office (<http://www.spo.go.kr>)

With the development of advanced information technology, data is being digitalized, including crime scene evidence. To respond to this new environment and significantly strengthen scientific investigative capacity, the National Digital Forensics Center (NDFC) was established in 2008.

Following the establishment of the Center, the NDFC's capacity was fortified with quality human resources and advanced equipment. Since the previously dispersed scientific investigation departments have moved into this building together, they are able to work in close cooperation to lay the groundwork for more sophisticated scientific investigation.

The Center focuses on research and development of identification skills such as drug and DNA analysis and digital forensic techniques, which include the collection, analysis and restoration of digital evidence. It is also developing and distributing high-tech psychological analysis techniques, including the brain wave.

We have established our position as a mecca of forensic science by strengthening our investigation capabilities through the introduction of advanced equipment and the training of forensic experts.

We are setting international standards for scientific investigation by publishing advanced analysis techniques in the journals of the IAI and the IAFS, as well as enhancing exchange and cooperation by signing MOUs with seventeen domestic and international institutions, including the Netherlands Forensic Institute(NFI)

HOW TO APPLY

APPLICATION DEADLINE: **MAY 15, 2020**

Step 1. CHECK OUT COURSE INFORMATION

- Applicants must check Program Overview and Course Overview details to see if the course they apply for is relevant to their work and they meet the qualifications for selecting participants.

Step 2. FILL OUT AND SUBMIT AN APPLICATION.

- After filling out an application, applicants must submit it no later than the deadline.

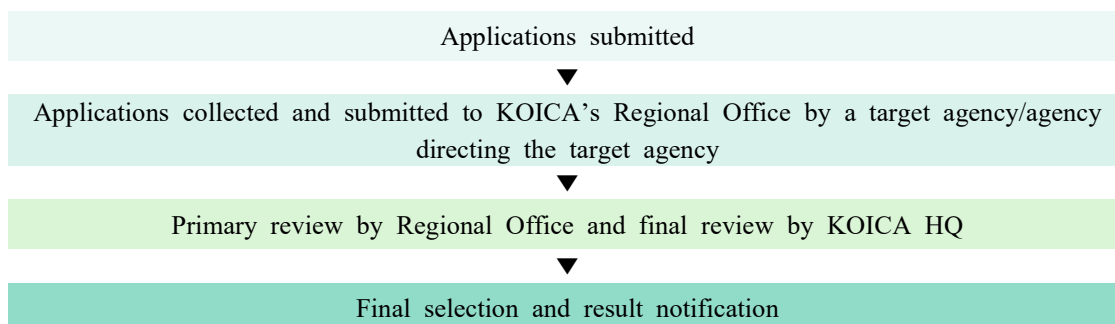
※ **Instructions for filling out an application** ※

- 1) Fill in all entries in the application form, including email address and medical records, **accurately and without omission** (The selection process of qualified applicants will start based on the information provided).
- 2) Applicants are required to fill out an application clearly and legibly.
(The course application result or follow-up activities after completion of the course will be notified to the email address an applicant gives in the application.)
- 3) Make sure to submit all the documents required for application.
(ex, Passport, Medical Reports etc.)

Step 3. SELECTION RESULT NOTIFICATION

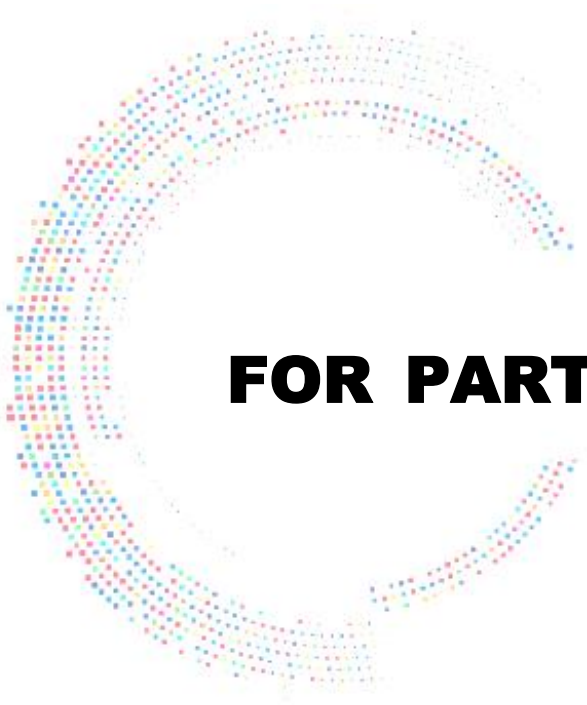
- KOICA headquarters will notify finally selected candidates to their email address.

※ **Overview of the Selection Process** ※



< Information for Successful Candidates >

- Successful candidates are required to submit Country Report no later than the deadline (For details, see the next page).



FOR PARTICIPANTS

PARTICIPANTS' MAJOR ACTIVITIES

All participants are requested to establish and present an Action Plan towards the end of the program. The Action Plan is one of the crucial program activities to which KOICA gives top priority. It is intended, firstly, to help program participants to come up with alternatives and solutions to the current issues and major challenges which participants' country/government/organizations are facing and, secondly, to plan what action participants should take in order to solve those challenges.

For a successful Action Plan, **the first step is to prepare a Country Report.** In preparing a Country Report before joining the KOICA training course, participants will have an opportunity to analyze their own countries' current issues and challenges as well as circumstances surrounding them. Preparation and presentation of a Country Report is part of the Action Plan building process in which participants will be involved throughout the program.

The second step is to build an Action Plan. With the Country Report in mind, participants are encouraged to develop an Action Plan by incorporating the observations, experiences, and findings from the program, specifically from lectures, discussions, study visits, or local field trip. During the Program Orientation Session, the Action Plan guidelines, including a PPT template for presentation, will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Action Plan.

The third step is to implement the Action Plan. After going back to their home country, participants should implement the Action Plan according to its specifics and timeline. Participants are advised to do follow-up activities such as knowledge-sharing workshops or presentations with colleagues.

| | STEP 1 | STEP 2 | STEP 3 |
|-------------|--|--|--|
| WHO | Participants individually or as a group | | |
| WHEN | Before program | During program | After program |
| WHAT | Country Report | Action Plan | Follow-up activities |
| HOW | Preparation and presentation | Establishment and presentation | Implementation |
| WHY | To analyze each country/organization's current status and problems focusing on the program theme | To provide solutions to the identified problems and issues in the Country Report | To apply participants' Action Plan to work & share knowledge with colleagues |

[STEP 1] COUNTRY REPORT

1. WHAT IS COUNTRY REPORT?

A Country Report is a pre-assignment prepared and submitted by participants before the course starts. Participants analyze their own countries' current issues and challenges as well as circumstances surrounding them, and share the findings with other participants and Korean experts in an effort to provide solutions to the identified problems and issues for their own countries.

2. HOW AND WHAT TO PREPARE

Participants are requested to prepare the Country Report individually or as a group and must submit it by the deadline specified below, so that it can be shared by lecturers in advance, before the program starts and also by fellow participants, moderators, discussants and Korean experts during the program in an effort to provide solutions to the identified problems and issues.

| | |
|-----------------|---|
| By when | June 5, 2020 |
| In what format | Microsoft Power Point |
| To whom | Program Manager Kimoon PARK / honeymoons77@gmail.com |
| Which contents? | <p>Chapter 1. National level service structure</p> <ul style="list-style-type: none">(1) Attach a copy of the Ministry/Department of Justice Chart and indicate the competent authorities of the planning.(2) Attach the chart of Ministry/Department/Bureau's service delivery structure. <p>Chapter 2. Strategic policies</p> <ul style="list-style-type: none">(1) Please describe governmental policies or guidelines on the above subjects. (long-term plan: goals, priorities, strategies, etc.) <p>Chapter 3. Collecting, reporting and monitoring system</p> <ul style="list-style-type: none">(1) Current status of organization and government that is related to digital forensic science(2) Statistics that are related to digital forensic science <p>* Country Report should also include the topic you would like to address for a policy alternative or a reform plan (We would like to recommend you to refer to this program agenda.)</p> |

3. COUNTRY REPORT PRESENTATION

Each presentation should take no longer than 15 minutes or so, and use an adequate number of slides, or maximum 20 pages, with consideration of time constraints. Each Country Report presentation will be followed by a question and answer session which includes feedback from Korean experts. For more effective presentations, a projector, slide projector, overhead projector or multimedia TV will be available for use.

[STEP 2] ACTION PLAN

1. WHAT IS ACTION PLAN?

An Action Plan is a plan intended to help program participants provide alternatives and solutions to the issues and problems that are identified in the Country Report. A good Action Plan entails who will do what, when, and how in detail. Since the Action Plan's feasibility is very crucial, participants should thoroughly discuss with their supervisor(s) whether or not the main topic and direction are viable in advance.

Based on the observations and findings from the lectures, discussions, study visits, and a local field trip in Korea, participants will be asked to create an Action Plan in accordance with the Action Plan Guidelines to be provided. A session for developing and building the Action Plan will be held and the Action Plan guidelines will be provided to participants with instructions on how to formulate concepts and ideas for composing a practical and feasible Action Plan.

※ Note ※

- 1) Participants joining a second or third year course without attending the previous course or courses are required to review and understand the Action Plans by other participants in such course or courses in advance.
- 2) Participants may improve or develop the previous year's Action Plan, or build another Action Plan with a new topic.

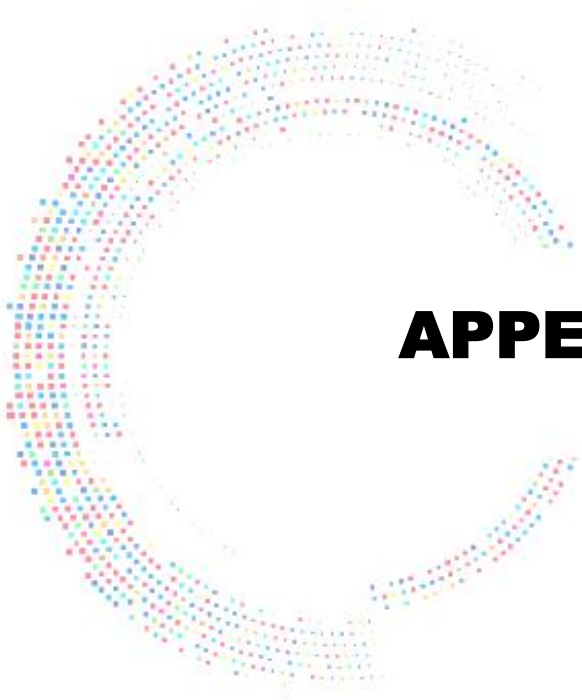
2. ACTION PLAN BUILDING PROCESS



- Applying knowledge acquired through lectures, study visits and discussions and working on measures to solve the issues or problems identified in the Country Report from various angles
- Building specific solutions as well as implementation plan together with a moderator during an Action Plan workshop

[STEP 3] FOLLOW-UP ACTIVITY

| | |
|--|--|
| ACTION PLAN & PILOT PROJECT | Sharing the implementation status of the Action Plan with the training institute and KOICA (See Appendix: Contact) (An exemplary Action Plan is selected and financed by the training institute as a pilot project for implementation of the Action Plan) |
| KNOWLEDGE SHARING ACTIVITIES | Promoting knowledge spreading activities such as workshop and presentation to share knowledge acquired during the program and the Action Plan |
| ESSAY COMPETITION | Joining an essay competition held late in the year |
| KOICA CLUB ACTIVITIES | Taking part in an array of activities including joining KOICA Clubs in each country and community service after completion of the program |
| ONLINE NETWORKING | https://www.facebook.com/koica.icc Visiting KOICA Fellowship Community and continuing networking |



APPENDIX

FROM AIRPORT TO ICC

✈ AT AIRPORT [Arrival Procedures]



※ KOICA will provide the Immigration Office at the Incheon International Airport with a list of participants' names, nationality, flight schedules, and other information regarding the Fellowship Program before arrival. Participants are advised to carry the **invitation letter** in which their status is written, and show the letter to the Immigration Officer in case the Officer asks for further identification.

KOICA COUNTER

To ensure that you receive appropriate help to safely get to the KOICA International Cooperation Center(ICC), two KOICA Counters are in service at each Terminal. At the KOICA Counter, KOICA staff will arrange your ride to the KOICA ICC.

AT INCHEON INTERNATIONAL AIRPORT TERMINAL 1 (IIAT 1)



Location

Next to Gate 1
(Counter No. 9-10)

Contact Info

Ms. Jin-Young YOON
Tel. : 82-32-743-5904

AT INCHEON INTERNATIONAL AIRPORT TERMINAL 2 (IIAT 2)



Location

In front of Gate 4
(Close to Arrival Gate B)

Contact Info

Ms. Seung-Young YAU
Tel. : 82-32-743-5905

CONTACT

| | |
|--|--|
| <p>+82-31-777-2600 (ICC Front Desk) http://www.koica.go.kr http://www.facebook.com/koica.icc</p> | |
| <p><i>Program Manager</i> Ms. Yoonhee CHUNG +82-31-740-0541 cyh1@koica.go.kr</p> | <p>CIAT Fellowship Program pilot project follow-up activities</p> |
| <p><i>Program Coordinator</i> Mr. Youngkwang PYO +82-31-777-2878 pyk7684@koworks.org</p> | <p>Arrival/departure-related issues</p> |
| <p><i>Program Manager</i> Ms. Jieun DOKKO +82-2-3480-3206 maggie8482@gmail.com</p> | <p>Course contents</p> |
| <p><i>Program Manager</i> Mr. Kimoon PARK +82-2-3480-2764 honeymoons77@gmail.com http://www.spo.go.kr</p> | <p>- Curriculum, lecture, lecturer, Country Report & Action Plan</p> |

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