



Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

Urban Railways Management



Course Number: 202107893-J001

Course Period: January 19, 2023- February 16, 2023




NOTE: Adobe Acrobat Reader DC and Google Chrome are recommended as PDF viewer. JAWS and NVDA are recommended as screen reader.

NOTE: If there are any difficulties in reading this document, please contact JICA Office in your country or JICA Center in Japan.


NOTE: Depending on the circumstances, some or all the program periods may be changed or cancelled after the application has been accepted.

都市鉄道の運営



The way to achieve sustainable management of urban railways

Gain insight from the experiences of Japan.
More practical, more interactive,
& more inspirational.



Outline



This program is designed for urban railway companies (subways, trams, LRTs, etc.), and any organizations that are planning to run urban railways.



In Japan, urban railways systems have been managed sustainably for decades and vast information and experiences are accumulated. In this program, the know-how and lessons learned from this Japan's experiences will be shared to participants to ensure safety and efficient railway operation and management in their respective countries.



The program period in Japan is from January 19, 2023 to February 16, 2023.



All sessions are carried out in English.



Course Capacity:
17 participants



JICA Knowledge Co-Creation Program (KCCP)

The Japanese Cabinet released the Development Cooperation Charter in February 2015, stated 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 foundation of mutual learning process.

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For What?

Background

In developing countries with growing populations, social and environmental problems in urban areas, such as traffic congestion and air pollution, are becoming very serious. To address these problems, the construction of urban railway has been promoted in these countries to substitute automobile transportation. However, for sustainable development of urban transportation, sound operation of urban railways (safe and frequent operation, operation and maintenance (O&M), business management, etc.) is necessary

Objectives

Main Goal: Understand the issues related to the operation of urban railways, and to propose an improvement plan for urban railway management system which is suitable for your country considering the current situation.

Objective 1: Be able to explain the importance of safe and efficient operation of urban railways.

Objective 2: Understand the management system and organization of Japanese railway companies and to be able to apply to your country.

Objective 3: Understand the operation and maintenance methods of Japanese urban railways and to be able to apply to your country.

Objective 4: Propose an action plan for the management system of the urban railways in your country / organization.

To Whom?

Job Areas and Organizations

This program is designed for urban railway companies (subways, trams, LRTs, etc.), and any organizations that are planning to run urban railways.

The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.

Targeted Countries

Philippines, Viet Nam, Bangladesh, Peru, Egypt, Kenya and Tanzania

Participants who have successfully completed the program will be awarded a certificate by JICA.

When?

Program Period in Japan



From January 19, 2023
to February 16, 2023

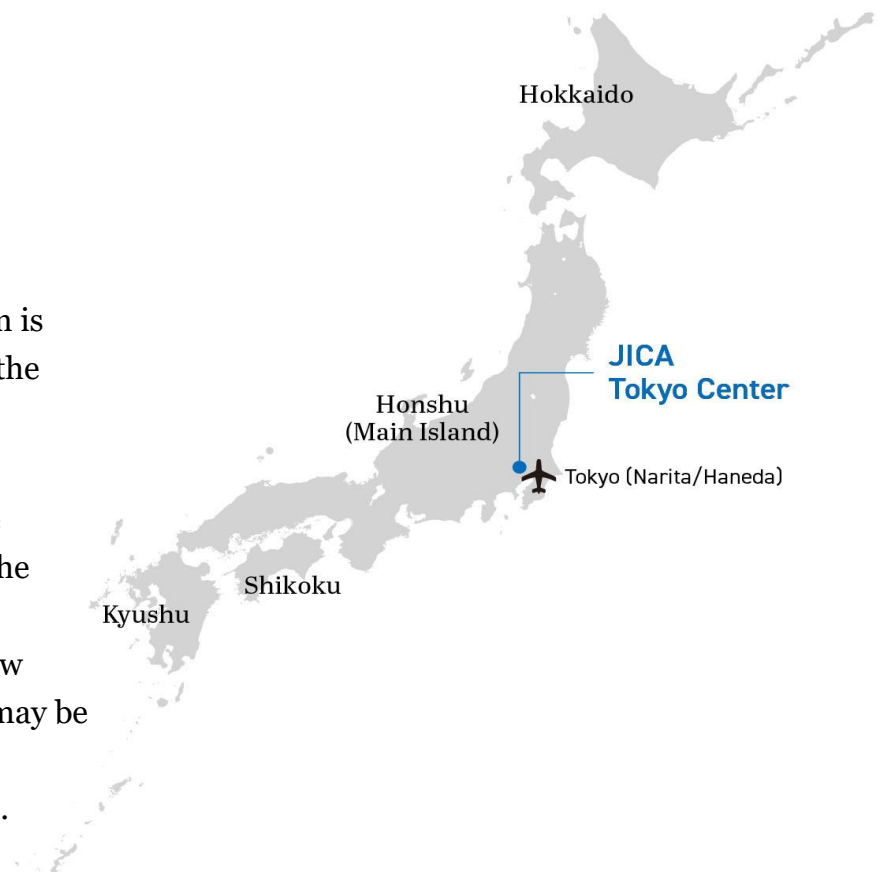
Please also note that the program is subject to change depending on the COVID-19 situation.

In accordance with the Japanese government's policy to prevent the spread of COVID-19 infection, participants are required to follow Japanese border measures and may be required to be quarantined at a designated hotel for several days.

<https://www.mhlw.go.jp/stf/covid-19/bordercontrol.html>

Where?

This course is organized by JICA Tokyo Center. Programs are primarily conducted in the Tokyo metropolitan area.



How?

How to Learn

- Lectures
- Field Visit
- Workshops
- Discussions
- Presentations



Watch



Listen



Experience



Study



Chat



Discuss



Present

Language

English

Commitment to the SDGs



Program Structure

Please note the program is subject to change without prior notification.

	Program	Contents
Week 1 Jan.19-20	Orientation	Program orientation
	Lecture	JICA's policy and cooperation in railway sector
Week 2 Jan.23-27	Lecture	-Technical standards of railways -Railway business operation method -Initiatives to achieve the SDGs in the railway industry -IC card business -Financing and fare setting of railway

		<ul style="list-style-type: none"> -Public Private Partnership -Initiatives to improve service for customer -International standardization -Measures for safe operation 1 - Seamless Transportation
	Discussion	Weekly review
Week 3 Jan.30- Feb.3	Lecture	<ul style="list-style-type: none"> -Privatization of Japanese National Railways and its impact -Railway signalling systems -Rolling stock maintenance -Electric O&M
	Field Visit	<ul style="list-style-type: none"> -Signal box -Rolling stock manufacturing plant -Electric design company
	Presentation	Country report presentation
	Discussion	Weekly review
Week 4 Feb.6-10	Lecture	<ul style="list-style-type: none"> -Measures for safe operation 2 -Transit oriented development
	Field Visit	<ul style="list-style-type: none"> -Railyard -Machinery and equipment center -General training center -Shopping area inside of a station -Efforts to recycle waste and reduce environmental impact -Safety and disaster prevention initiatives for urban railways -Railway museum
	Discussion	Weekly review
Week 5 Feb.13-16	Presentation	Action Plan presentation
		Evaluation meeting and closing ceremony

Eligibility and Procedures

1. Expectations to the Applying Organizations

- (1) This course is designed primarily for organizations that intend to address specific issues or problems identified in their operation. Applying organizations are expected to use the program for those specific purposes.
- (2) This course is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the course 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: officers of a railway company with an urban railway line, such as commuter rail, underground railway, LRT (Light Rail Transit) and MRT (Mass Rapid Transit), or its equivalent.
- 2) Experience in the relevant field: have more than five (5) years of experience in the field of railway business
- 3) Educational Background: be a university graduate or have an equivalent educational background
- 4) Language: be proficient in spoken and written English (Please attach an official certificate for English ability such as TOEFL, TOEIC etc., if possible)
- 5) Health: must be in good health to participate in the program in Japan. To reduce the risk of worsening symptoms associated with respiratory tract

infection, please be honest to declare in the Medical History (QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION of the application form) if you have been a patient of following illnesses; Hypertension / Diabetes / Cardiovascular illness / Heart failure / Chronic respiratory illness

- 6) Age: be at the age 45 years or younger in principle

(2) Recommended Qualifications

- 1) Age: be at the age 45 years or younger in principle
- 2) Gender Equality and Women's Empowerment: Women are encouraged to apply for the program. JICA is committed to promoting gender equality and women's empowerment and provides equal opportunities for all applicants regardless of their sexual orientation or gender identity.

3. Required Documents for Application

- (1) **Application Form:** The Application Form is available at the JICA overseas office (or the Embassy of Japan)
- (2) **Photocopy of Passport:** You should submit it 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.
- (3) **English Score Sheet:** to be submitted with the application form, if the nominees have any official English examination scores. (e.g., TOEFL, TOEIC, IELTS)

4. Procedures for Application and Selection

(1) Submission of the Application Documents

Closing date for applications: **Please confirm the local deadline with the JICA overseas office (or the Embassy of Japan).**

(All required material must arrive at JICA Center in Japan by **October 31, 2022**)

(2) Selection

Primary screening is conducted at the JICA overseas office (or the embassy of Japan) after receiving official documents from your government. JICA Center will consult with concerned organizations in Japan in the process of final selection. Applying organizations with the best intentions to utilize the opportunity will be highly valued.

The Government of Japan will examine applicants who belong to the military or other military-related organizations and/or who are enlisted in the military, taking into consideration of their duties, positions in the organization and other relevant information in a comprehensive manner to be consistent with the Development Cooperation Charter of Japan.

(3) Notice of Acceptance

The JICA overseas office (or the Embassy of Japan) will notify the results **not later than November 18, 2022.**

5. Additional Document to be Submitted by Accepted Candidates

Country Report -- to be submitted by **December 16, 2022**

Accepted candidates will be required to prepare a Country Report (see Annex "Country Report" for detail) and make a presentation at the start of the program. Country Report should be sent by email to JICA at Nishikimto.Izumi@jica.go.jp by December 16 2022.

6. Conditions for Participation

The participants of KCCP are required

- (1) to strictly observe the course schedule,
- (2) not to change the air ticket (and flight class and flight schedule arranged by JICA) and lodging by the participants themselves,
- (3) to understand that leaving Japan during the course period (to return to home country, etc.) is not allowed (except for programs longer than one year),
- (4) not to bring or invite any family members (except for programs longer than

- one year),
- (5) to carry out such instructions and abide by such conditions as may be stipulated by both the nominating Government and the Japanese Government in respect of the course,
 - (6) to observe the rules and regulations of the program implementing partners to provide the program or establishments,
 - (7) not to engage in political activities, or any form of employment for profit,
 - (8) to discontinue the program, should the participants violate the Japanese laws or JICA's regulations, or the participants commit illegal or immoral conduct, or get critical illness or serious injury and be considered unable to continue the course. The participants shall be responsible for paying any cost for treatment of the said health conditions except for the medical care stipulated in (3) of "5. Expenses", "IV. Administrative Arrangements",
 - (9) to return the total amount or a part of the expenditure for the KCCP depending on the severity of such violation, should the participants violate the laws and ordinances,
 - (10) not to drive a car or motorbike, regardless of an international driving license possessed,
 - (11) to observe the rules and regulations at the place of the participants' accommodation, and
 - (12) to refund allowances or other benefits paid by JICA in the case of a change in schedule.

Administrative Arrangements

1. Organizer (JICA Center in Japan)

- (1) **Center:** JICA Tokyo Center (JICA TOKYO)
 - (2) **Program Officer:** Izumi NISHIKIMOTO (Ms.) (tictee@jica.go.jp)
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2. Implementing Partner

- (1) International Policy and Project Division, Railway Bureau, Ministry of Land, Infrastructure, Transport and Tourism (MLIT)
URL: http://www.mlit.go.jp/index_e.html
 - (2) JIC Japan International Consultants for Transportation Co., Ltd.
URL: [Japan International Consultants for Transportation Co., Ltd. \(jictransport.co.jp\)](http://www.jictransport.co.jp)
-

3. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses, outfits, shipping and stopover.
- (2) Expenses for study tours (basically in the form of train tickets).
- (3) Medical care for participants who become ill after arriving in Japan (the costs related to pre-existing illness, pregnancy, or dental treatment are not included).
- (4) Expenses for program implementation, including materials.
- (5) 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.

*Link to JICA HP (English/French/Spanish/Russian):

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/accept

4. Pre-departure Orientation

A pre-departure orientation will be held at respective country's JICA office (or the Japanese Embassy), to provide Participants with details on travel to Japan, conditions of the course, and other matters.

Part I: Knowledge Co-Creation Program and Life in Japan	
English ver.	https://www.youtube.com/watch?v=SLurfKugrEw
French ver.	https://www.youtube.com/watch?v=v2yU9ISYcTY
Spanish ver.	https://www.youtube.com/watch?v=m7l-WLQSDjI
Part II: Introduction of JICA Centers in Japan	
JICA Tokyo	https://www.jica.go.jp/tokyo/english/office/index.html

If the link of these URLs has expired, please access the URL below and search the necessary information from the key word.

<https://www.youtube.com/user/JICAChannel02>

5. Reference

PDF: KENSHU-IN GUIDE BOOK

For more detailed terms and conditions

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/c8h0vm0000011i07-att/guide_en.pdf



Video: JICA Predeparture Briefing

For more information on life in Japan and KCCP

<https://www.youtube.com/watch?v=SLurfKugrEw>



Website: JICA

English/French/Spanish

https://www.jica.go.jp/english/our_work/types_of_assistance/tech/acceptance/training/index.html



PDF: Facility Guide for JICA Tokyo Ceter

https://www.jica.go.jp/tokyo/english/office/c8h0vm0000fghcxq-att/facilities_service_guide.pdf

Annex

Country Report

Accepted candidates will be required to prepare a Country Report and make a presentation during the program in Japan.

Country Report should be sent by email to JICA at Nishikimto.Izumi@jica.go.jp by **December 16, 2022**.

1. Notes

- (1) Format: Visual material for presentation (ex. MS Power Point)
- (2) Font size: 24 or more
- (3) Number of Slides: The report should not exceed 20 slides.

2. Contents of the Country Report

The report should include the following items.

a) Organization profile

- Organization status
- Types of train lines operating in
- Financial resources
- Annual operating income
- Number of employees
- Number of train lines
- Total length of rail network
- Number of stations and rolling stock units
- Average number of daily passenger train runs
- Average number of passenger line network
- Annual number of passengers of each line
- Annual passenger-distance of each line
- Average number of daily train

b) Issues to be addressed

- Railway management issues and problems at your organization
(e.g.) sales, finance, human resources development, facilities maintenance

For Your Reference

JICA and Capacity Development

Technical cooperation is people-to-people cooperation that supports partner countries in enhancing their comprehensive capacities to address development challenges by their own efforts. Instead of applying Japanese technology per se to partner countries, JICA's technical cooperation provides solutions that best fit their needs by working with people living there. In the process, consideration is given to factors such as their regional characteristics, historical background, and languages. JICA does not limit its technical cooperation to human resources development; it offers multi-tiered assistance that also involves organizational strengthening, policy formulation, and institution building.

Implementation methods of JICA's technical cooperation can be divided into two approaches. One is overseas cooperation by dispatching experts and volunteers in various development sectors to partner countries; the other is domestic cooperation by inviting participants from developing countries to Japan. The latter method is the Knowledge Co-Creation Program, formerly called Training Program, and it is one of the core programs carried out in Japan. By inviting officials from partner countries and with cooperation from domestic partners, the Knowledge Co-Creation Program provides technical knowledge and practical solutions for development issues in participating countries.

The Knowledge Co-Creation Program (Group & Region Focus) has long occupied an important place in JICA operations. About 400 pre-organized courses 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 is being customized by the different target organizations to address the specific needs, 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, as the first non-Western nation to become a developed country, built itself into a country that is free, peaceful, prosperous and democratic while preserving its tradition. Japan will serve as one of the best examples for our partner countries to follow in their own development.

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 a process of adoption and adaptation, of course, has been accompanied by countless failures and errors behind the success stories.

Through Japan's progressive adaptation and application of systems, methods and technologies from the West in a way that is suited to its own circumstances, Japan has developed a storehouse of knowledge not found elsewhere from unique systems of organization, administration and personnel management to such social systems as the livelihood improvement approach and governmental organization. It is not easy to apply such experiences to other countries where the circumstances differ, but the experiences can provide ideas and clues useful when devising measures to solve problems.

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.

This information pertains to one of the JICA Knowledge Co-Creation Programs (Group & Region Focus) of the Japan International Cooperation Agency (JICA) implemented as part of the Official Development Assistance of the Government of Japan based on bilateral agreement between both Governments.



Correspondence

For enquiries and further information, please contact the JICA office or Embassy of Japan.

Further, address correspondence to:

JICA Tokyo Center (JICA Tokyo)

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

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