

*For Applicants*

**Course Guide  
for  
Leadership Training Course on Fisheries  
Resource Management (LTCFRM)  
2018**



**Overseas Fishery Cooperation Foundation of Japan  
(OFCF)**

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## **1. Course Information**

### **1.1 Introduction**

#### **Objective**

Overseas Fishery Cooperation Foundation of Japan (OFCF) has conducted “Leadership Training Course on Fisheries Resource Management (LTCFRM) 2018” to contribute to the management of international fisheries resources in related coastal countries, and to foster amicable relations between the countries and Japan in the fisheries field.

In response to the urgent needs of the related coastal countries to train qualified human resources for developing the fisheries sector, OFCF has been effectively helping to develop qualified personnel by providing various training courses to meet the needs and by accepting overseas trainees in Japan.

LTCFRM is designed to train qualified persons in the fisheries fields by providing expert training programs, thus enabling participants to acquire deeper knowledge and skills on fisheries resources management. Specific training is therefore held at Fisheries Research Agency, some of fisheries cooperative associations and fisheries related facilities of local areas in Japan.

#### **Language**

The language used in the Course is **English**.

## 1.2 Participation Guideline

### Qualification of Participants

The participants for LTCFRM 2018:

- 1) shall be less than **45** years old and beyond a college graduate or with equivalent educational background;
- 2) shall be an administrator or researcher working for statistics and/or resources management section of the government or government-owned organization, with due recommendation from the respective government;
- 3) shall have a general knowledge and skills in his/her present working field and be expected to play a leading role in the fisheries field in his/her country;
- 4) shall want to participate in LTCFRM for deepening his/her knowledge and skills of fisheries, particularly on the topics handled in LTCFRM;
- 5) shall be proficient in English language, with a TOEFL iBT score of more than 80, or equivalent command of English language; and
- 6) shall be of sound mind and body, with a certificate of good health through a medical doctor.
- 7) Applicant shall be **the only one person in each country**.
- 8) The person can't be applicants who have participated in this course ever.

### Procedure for Participation

Participants are requested to forward the following documents prepared in English to OFCF. The address of OFCF's Tokyo Headquarters is shown below. The submitted documents will not be returned to the participants even after the procedure is completed.

- 1) Recommendation Letter of the Government of Applicant (Attached Form 1)
- 2) Background Information of Applicant (Attached Form 2)
- 3) Medical Certificate of Applicant's Health Status (Attached Form 3)
- 4) Certificate of Present Occupation for Applicant, signed by Government Officer:  
It also should include a statement guaranteeing his/her re-employment after returning to his/her country (Attached Form 4).
- 5) Diploma of Applicant (Attached Form 5 or Copy of Graduate Certificate: Photocopies acceptable)
- 6) Overview of the organization which the applicant belongs (Attached Form 6)  
\* Sample form is attached.
- 7) Copy of Applicant's Passport or Copy of ID card or other papers, with giving proof of name, date of birth, and address, etc.
- 8) Photographs of Applicant (4 photos, 4 x 3 cm, upper half of body)
- 9) Curriculum Vitae (Free formation)

**Contact Address (Application presentation)**

International Exchange Promotion Division

Technical Cooperation Department

Overseas Fishery Cooperation Foundation of Japan (OFCF)

Toranomon 30 MORI Bldg.,2-2, Toranomon 3, Minato-ku, Tokyo, 105-0001, JAPAN

Phone: +81-3-6895-5383 / Fax: +81-3-6895-5388

Takanori Ichino (Mr.)

Director

International Exchange Promotion Division

Technical Cooperation Department

E-mail: [ichino@ofcf.or.jp](mailto:ichino@ofcf.or.jp)

Satoko Ono (Ms.)

Senior Staff

International Exchange Promotion Division

Technical Cooperation Department

E-mail: [ono@ofcf.or.jp](mailto:ono@ofcf.or.jp)

### 1.3 Facilities Provided

#### Expenses

OFCF will bear the following expenses for participants in LTCFRM. Other expenses than those described below shall be borne by each participant in principle.

- 1) Air fare  
OFCF will procure a round-trip economy-class air ticket between Narita or Haneda International Airport and the international airport, which is nearest to the city where the participant is working in his/her country and will send e-ticket to each participant via Email.
- 2) Preparatory stipend (Initial allowance)  
On arrival in Japan, OFCF will pay ¥20,000 only once, for preparing for the trip to Japan.
- 3) Accommodations  
OFCF will pay the hotel charges only, directly to the designated hotels, excluding other costs such as meal costs, laundry services, phone charges, etc.
- 4) Meal expenses (Board)  
OFCF will pay meal costs directly to the hotels that arrange meals. On some cases, ¥2,800 per day will be given to each participant in cash.
- 5) Miscellaneous expenses (Personal allowance)  
OFCF will give ¥2,100 per day to each participant. The amount is for miscellaneous expenses such as laundry service, barber charge, private transportation, etc., for private use.
- 6) Tours & Excursion  
OFCF will bear the expenses for tours and excursions such as hotel charges, transportation, etc., throughout the Course period.
- 7) Stationeries, etc.  
OFCF will provide each participant with writing materials, a back-pack for field research activities, in kind.
- 8) Air freight for unaccompanied documents  
OFCF will bear the airfreight for unaccompanied documents of up to 10kg when each participant leaves Japan, to forward the training materials provided by OFCF to the home country. However, additional any charges for documents and other over 10kg must be paid by the participant.

### Accommodations

Participants shall be based in at the following accommodation. Other accommodations (hotel) will be notified to each participant prior to each study tour with an itinerary.

Makuhari International Training Center(MIT) Hibino 1-chome 1, Mihama-ku, Chiba City, 261-0021, Japan Phone: 043-304-5851 <a href="http://mit-c.jp/english/">http://mit-c.jp/english/</a>
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### Insurance

OFCF will bear the insurance premiums for personal accident and sickness for the participants as shown below, in accordance with the regulations of OFCF. However, the insurance does not cover claims for dental treatment, intentional accident, a participant's past illness, etc., according to the insurance terms and conditions:

Insurance coverage:	Injury	Death & Physical impediment	Up to ¥5,000,000
		Medical expenses	Up to ¥3,000,000
	Sickness	Death	¥5,000,000
		Medical expenses	Up to ¥3,000,000
	Accompanying baggage	Up to ¥150,000	
	Rescue expenses	Up to ¥3,000,000	
	Personal liability	Up to ¥10,000,000	
Coverage period:	From departure of participant from home country to return to home country		

### Information about Japan

JAPAN: the Official Guide (Japan National Tourism Organization) provides every kind of information about Japan via Internet (<http://www.jnto.go.jp/eng/>) for foreign people living both inside and outside Japan. It is a highly recommendable website in preparing the trip to Japan. It is also recommended that, if a participant sticks to his/her country food, the participant bring such food with him/her.

## 2. Course Schedule (tentative) in 2018

The Course schedule in 2018 is as per attached. The fixed schedule and more detailed information will be notified.

## Tentative Schedule

### Leadership Training Course on Fisheries Resource Management 2018 (LTCFRM)

Date		Contents			
		AM (09:30 - 12:30)		PM (13:30 - 16:30)	
		Lecture	Lecturer	Lecture	Lecturer
6-Nov	tue	Arrival in Japan (Narita AP)			
↓ General Training ( MIC : Makuhari International Training Center, Chiba ) ↓					
7-Nov	wed	Course orientation	OFCF	Opening Ceremony	OFCF
8-Nov	thu	Basic Japanese		Japanese ODA in fisheries field	JFA
9-Nov	fri	Basic Japanese		Fishery policy in Japan	JFA
10-Nov	sat	Study tour to fish market		Day off	
11-Nov	sun	Day off		Day off	
12-Nov	mon	Basic Japanese		Introduction to Japan's fisheries	OFCF
13-Nov	tue	Study tour to fisheries facilities			
14-Nov	wed	Basic Japanese		Forecasting of fishing and oceanographic conditions in Japan	JAFIC
15-Nov	thu	Basic Japanese		Fisheries Resources management in Japan	OPRT
16-Nov	fri	Basic Japanese		Responsible tuna fisheries	OFCF
17-Nov	sat	Basic Japanese		Day off	
18-Nov	sun	Day off		Day off	
19-Nov	mon	Basic Japanese		Fishers cooperative in Japan	JF
20-Nov	tue	Basic Japanese		Basic Japanese	
21-Nov	wed	Basic Japanese		Basic Japanese	
22-Nov	thu	Basic Japanese		Basic Japanese	
23-Nov	fri	Basic Japanese		Propagation and Culture of Aquatic Resources in Japan	OFCF
24-Nov	sat	Basic Japanese		Day off	
↓ Technical Training ↓					
25-Nov	sun	Move to National Research Institute of Far Seas Fisheries (Shizuoka)			
26-Nov	mon	Introduction of the institute		Lecture on marine resource management	NRIFSF
27-Nov	tue	Lecture on the marine resource management		Lecture on marine resource management	
28-Nov	wed	Lecture on the marine resource management		Lecture on marine resource management	
29-Nov	thu	Lecture on the marine resource management		Lecture on marine resource management	
30-Nov	fri	Preparation for study presentation		Discussion with the researchers	
1-Dec	sat	AM: Move to National Research Institute of Fisheries Science (Kanagawa) / PM: Off			
2-Dec	sun	Day off		Day off	
3-Dec	mon	Introduction of the NRIFS		Lecture on marine resource management	NRIFS
4-Dec	tue	Lecture on the marine resource management		Lecture on marine resource management	
5-Dec	wed	Lecture and practice		Visit to fisheries facilities / Move to Tokyo	
6-Dec	thu	Preparation for presentation		Preparation for presentation	
7-Dec	fri	Preparation for presentation		Preparation for presentation	
↓ Preparation for return to home countries ↓					
8-Dec	sat	Move to Kyoto		Historical and cultural field study trip to Kyoto	
9-Dec	sun	Historical and cultural field study trip to Kyoto		Move to Chiba	
10-Dec	mon	Course review / Baggage forwarding		Presentation / Closing ceremony	OFCF
11-Dec	tue	Departure from Japan (Narita AP)			