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Republika ng Pilipinas
Kagawaran ng Edukasyon

REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

June 25, 2025

DIVISION MEMORANDUM

NO. 207 s. 2025

**CALL FOR NOMINATION FOR THE JICA KCCP-GRF IMPROVEMENT OF
LEARNERS-CENTERED LESSON BASED ON ASSESSMENT**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
All Public Elementary and Secondary School Heads
All Others Concerned

1. This Office hereby disseminates the enclosed DepEd Memorandum No. DM-ouhrod-2025-1594 dated June 18, 2025 and Regional Memorandum No. 791, s. 2025 dated June 24, 2025 titled **"Call for Nomination for the JICA KCCP-GRF Improvement of Learners-Centered Lesson Based on Assessment"**, which are self-explanatory.
2. The deadline for submission of nominations and documentary requirements is **June 26, 2025, at 3:00 p.m.** at the SGOD-HRDS.
3. Please see attached memoranda for the complete details, general eligibility requirements, and scholarship requirements.
4. Immediate and wide dissemination of this Memorandum is desired.

MARIANO B. DE GUZMAN, CESO V
Schools Division Superintendent

Encls.:
As stated

MAYLANI L. GALICIA
Assistant Schools Division Superintendent

SGOD/HRDS/sacs
06252025



San Nicolas, Iriga City
(054) 844-51-18
iriga.city@deped.gov.ph

**MATATAG | IRIGA
SPRINGS**



Republic of the Philippines
Department of Education
REGION V - BICOL



24 June 2025

REGIONAL MEMORANDUM
No. 0791, s. 2025

**CALL FOR NOMINATION FOR THE JICA KCCP-GRF IMPROVEMENT OF
LEARNERS-CENTERED LESSON BASED ON ASSESSMENT**

To : Assistant Regional Director
Schools Division Superintendents
All others Concerned

1. The Technical Education and Skills Development Authority - Foreign Scholarship Training Program (TESDA-FSTP) Unit announces its **Call for Nomination** for the Japan International Cooperation Agency (JICA) Knowledge Co-Creation Program - Group and Region Focus (KCCP-GRF) course offering titled **Improvement of "Learners-Centered Lesson" Based on Assessment**, with details as follows:

Course Title and No.	Improvement of "Learners-Centered Lesson" Based on Assessment (202411566J001)
Schedule	20 October – 12 November 2025
Modality	Face-to-face (Japan)
Target Participants	Department of Education personnel on all governance levels (e.g., school principals/vice-principals, teachers, administrative officers, guidance officers, teacher trainers, inspectors, subject leaders and directors, etc.) with relevant experience and capacity to contribute to education and adopt gender mainstreaming in their outputs. <i>Note: Women are strongly encouraged to apply.</i>
Deadline	27 June 2025 (12:00 noon)

2. For selection purposes, HRDD-NEAP R encourages each School Division Office to nominate **one (1) qualified participant**. All nominees must meet the qualifications listed in Enclosure 1 and submit the documentary requirements listed in Enclosure 2.



Address: Regional Center Site, Rawis, Legazpi City, 4500
Telephone Nos.: 0969 516 9555
Email Address: region5@deped.gov.ph
Website: <https://region5.deped.gov.ph/>



3. The required documents must be completed and uploaded (in PDF form) **on or before 27 June 2025 (12:00 noon)** through the link: hrdd.row@deped.gov.ph. Kindly use official DepEd email accounts to submit the requirements.
4. Regional Office HRDC shall screen and evaluate the nominations submitted by the SDOs based on the prescribed criteria, and endorse the qualified participants to NEAP CO.
5. Kindly refer to the attached Memorandum DM-OUHROD-2025-15942 and General Information Brochure for reference.
6. Immediate dissemination of and strict compliance with this Memorandum is desired.


GILBERT T. SADSAD
Regional Director

To be indicated in the Perpetual Index
under the following subjects:
SCHOLARSHIP
PROFESSIONAL GROWTH

HRDD/rnb/mde
06/24/2025

ENCLOSURE 1: GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

Eligibility	
a.	Must be a Filipino citizen.
b.	Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years.
c.	Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.
d.	Must be holding a permanent Item.
e.	Must be physically, mentally, and, psychologically fit.
f.	Must have no master's degree(for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree).
g.	Must have no current or pending enrollment in other institutions for graduate post-graduate degree programs (for degree programs).
h.	Must be willing to sign a Scholarship Contract and commit to its provision.
i.	Must be willing to prepare share, and implement a scholarship report and work Application Plan(WAP).
j.	Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud.
k.	Has already finished his/her existing service obligation for a scholarship, if any.
l.	Has no pending application for retirement.
m.	Must be able to render his/her service obligation vis- a- vis duration of the scholarship.

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l.	Has no pending application for retirement.
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ENCLOSURE 2: SCHOLARSHIP REQUIREMENTS

1. **Personal Data Sheet (CSC form no. 212, rev. 2017)**
You may download this form at bit.ly/PDS-Rev-2017
File name format: (Last name)_PDS
2. **Endorsement from Immediate Supervisor**
File name format: (Last name)_ImmSup
3. **Endorsement from the Schools Division Office through the Office of the SDS**
File name format: (Last name)_EndoSDS
4. **Nomination Letter from the Regional/Bureau Director or his/her duly authorized representative (thru the Regional HRDD Chiefs)**
File name format: (Last name)_EndoRO
5. **Proof of Outstanding Accomplishments (certificate, photo of plaque/medal/trophy, manuscript, etc.) DULY CERTIFIED TRUE AND CORRECT BY THE APPLICANT'S IMMEDIATE SUPERVISOR.**
File name format: (Last name)_Proof
6. **Rated IPCRF for the past two years with approved IDP**
File name format: (Last name)_IPCRF
7. **Diploma and Transcript of Records**
File name format: (Last name)_DTOR
8. **Medical Certificate with attached Medical Result (ECG/Urinalysis/X-ray/Fecalalysis**
File name format: (Last name)_MedCert
9. **Updated Service Record**
File name format: (Last name)_Service Record
10. **Certificate of no pending administrative/legal charges**
File name format: (Last name)_Cert_Admin
11. **Scholarship Clearance Form**
You may download these forms at bit.ly/46X2TrU
File name format: (Last name)_Clearance
12. **Photocopy of VALID Passport**
File name format: (Last name)_Passport

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12. **Photocopy of VALID Passport**
File name format: (Last name)_Passport

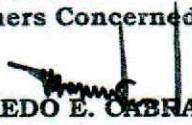



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-1594

TO : Bureau/Service Directors
Regional Directors
Schools Division Superintendents
School Heads
All Others Concerned

FROM : 
WILFREDO E. ORSINAL
Undersecretary
Human Resource and Organizational Development


CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **CALL FOR NOMINATIONS FOR THE JICA KCCP-GRF IMPROVEMENT OF "LEARNERS-CENTERED LESSON" BASED ON ASSESSMENT**

DATE : 18 June 2025

1. The Technical Education and Skills Development Authority – Foreign Scholarship Training Program (TESDA-FSTP) Unit announces its **Call for Nomination** for the Japan International Cooperation Agency (JICA) Knowledge Co-Creation Program – Group and Region Focus (KCCP-GRF) course offering titled **Improvement of "Learners-Centered Lesson" Based on Assessment**, with details as follows:

Course Title and No.	Improvement of "Learners-Centered Lesson" Based on Assessment (202411566J001)
Schedule	20 October – 12 November 2025
No. of Slots	One (1)
Modality	Face-to-face (Japan)
Target Participants	Department of Education personnel on all governance levels (e.g., school principals/vice-principals, teachers, administrative officers, guidance officers, teacher trainers, inspectors, subject leaders and directors, etc.) with relevant experience and capacity to contribute to education and adopt gender mainstreaming in their outputs. <i>Note: Women are strongly encouraged to apply.</i>
Deadline	30 June 2025

2. For selection purposes, the National Educators Academy of the Philippines (NEAP) requests each Central Office Bureau/Service and Regional Office to **nominate one (1) qualified participant**.
3. All nominees must meet the qualifications and submit the abovementioned documentary requirements as well as those specified in the *Checklist of General Eligibility Requirements (Enclosure 1)*. The *Scholarship Clearance (Enclosure 2)* must also be submitted.
4. The **required documents must be accomplished and uploaded (in PDF form) on or before 30 June 2025**, through the Microsoft Office Form which can be accessed through the link <https://forms.office.com/r/8kG5sTuunU>. Kindly use official DepEd email accounts in submitting the requirements.
5. NEAP shall screen and evaluate the nominations submitted based on the prescribed criteria, and endorse the qualified participants to TESDA.
6. Please note that applications may be disqualified due to various reasons, such as but not limited to, incomplete requirements, lack of official endorsement/s, sending of application directly to the Secretariat's email, discrepancies in documents, etc.
7. Enclosed is the *General Information Brochure* on the program, for more details.
8. Should you have further questions or concerns, please coordinate with the **NEAP Scholarship Secretariat** through email scholarships@deped.gov.ph and/or landline (02) 8715-9919.
9. For dissemination and appropriate action.

Copy furnished:

**OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS
OFFICE OF THE ASSISTANT SECRETARY FOR EXTERNAL PARTNERSHIPS SERVICE**



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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Effectivity	03.23.2023	Page	2 of 2





Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

GENERAL ELIGIBILITY REQUIREMENTS/CHECKLIST

Name:	
Scholarship Program:	
Sponsoring Agency/Organization:	
Region/SDO:	
Work Station:	

Remarks (✓, X, others)	Eligibility	Documentary Requirements
	a. Must be a Filipino citizen.	Updated Personal Data Sheet
	b. Must have obtained a very satisfactory (VS) performance rating for two (2) consecutive years.	Latest rated performance rating with approved IDP
	c. Must present his/her Individual Development Plan (IDP) that is validated by the head of the office.	
	d. Must be holding a permanent item.	Updated Service Record
	f. Must have no master's degree (for those who will apply for a master's degree) and shall have no doctoral degree (for those who will apply for a doctoral degree).	Updated Personal Data Sheet
	g. Must have no current or pending enrollment in other institutions for graduate or postgraduate degree programs (for degree programs).	
	h. Must be willing to sign a Scholarship Contract and commit to its provisions.	(shall be complied after being officially nominated)

	j. Must have no pending administrative, civil, or criminal case, and must have not been found guilty of any violation involving moral turpitude, corruption, or fraud.	Certificate of no pending administrative/legal charges

ADDITIONAL DOCUMENTARY REQUIREMENT BY TESDA

- Photocopy of VALID Passport
- Diploma/Transcript of Records
- Medical Result (ECG/URINALYSIS/X-RAY/FECCALYSIS) and Medical Certificate that you are physically fit to undergo foreign training.

SCHOLARSHIP CLEARANCE

I. NAME		
II. Position/Designation		
III. Permanent Station		
IV. Has availed any scholarship program	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, fill out sections V-X, as applicable.
V. Scholarship Program	Program Type <input type="checkbox"/> Degree <input type="checkbox"/> Non-Degree	Title of the Program
VI. Scholarship Duration		
VII. Status	<input type="checkbox"/> Completed the course. (Submit a copy of Certificate of Completion)	<input type="checkbox"/> Withdrawn from the Course (State the reason below)
VIII. Reason/s for Non-Completion (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others Explain further.	
IX. Service Obligation		

	No. of Months/Yrs Required	No. of Months/Yrs Completed
X. Reason for Non-Completion (must be supported by attachments)	<input type="checkbox"/> Resignation <input type="checkbox"/> Transfer <input type="checkbox"/> Retirement <input type="checkbox"/> Others <i>Explain further.</i>	
<i>I hereby attest that the information in this form and the supporting documents attached hereto are true and correct</i>		
Name and Signature of the Scholar		Date and Time
<i>This is to certify that the information in this form and the supporting documents attached hereto are true and correct</i>		
Name and Signature of the Recommending Authority (SDO - HRDD)		Date and Time
APPROVED		
Name and Signature of the Recommending Authority (RD-HRDD)		Date and Time



Face-to-Face (in Japan)

Knowledge Co-Creation Program (Group and Region Focus)

Improvement of "Learners-Centered Lesson" Based on Assessment



photo:JICA

Course Number: 202411566J001

(Additional Allocation to Group and Region Focus Course,
only for Nigeria: 202411405J002)

Course Period: October 20- November 12, 2025



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 of the program periods may be changed or cancelled after the application has been accepted.

課題別研修「評価に基づく“子ども中心型授業”の改善」

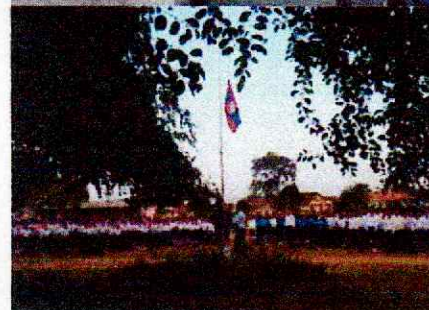


How do we design a reliable formative assessment for learning?

To improve children's learning,
let's plan how to introduce
the integration of teaching and assessment
through lesson plans and class room planning
etc.



Outline



This program is designed for a person who is in charge of contents, planning and implementation of in-service teacher training of primary education, and who has an experience of working as a teacher for more than five years in respective countries to learn about Japanese practice at strengthening professional skills of teachers as “learning supporters” to help learners appropriately based on learning assessment.

The sessions will be held face-to-face in Hiroshima, Japan.

All sessions are carried out in English.

The period of the program is from **October 20 to November 12, 2025.**

Course Capacity:
14 participants

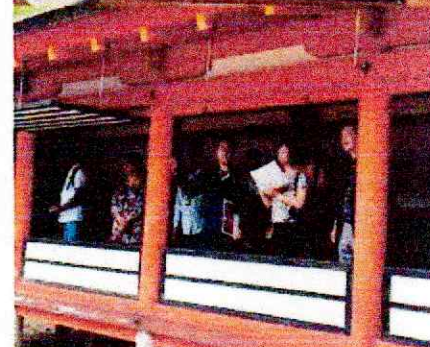


photo:JICA

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

To assist developing countries to achieve the SDGs 'Goal 4', which penetrate from the policy level to the school level are essential with the aim at leading to indispensable improvement of administrative capacity in the education sector. Therefore, targets education administrators at local (provincial and district) level and Principle/Head teachers to allow them to observe and understand efforts that schools in Japan are making to improve classroom teaching and learning and how local educational administration assist such efforts in Japan; which would enable the course participants to apply ideas acquired through this program in respective countries.

Objectives

To improve the abilities and skills of the participants to plan and conduct training for teachers to acquire practical skills of formative assessment to improve children's learning by understanding through perceiving learning progress of children and giving evaluation feedback to them.

To Whom?

Job Areas and Organizations

This program is designed for inspectors, supervisors, principle, subject leader, head teacher and directors(teacher educators). Target organizations is institutions in charge of in-service and pre-service teacher training including ministry, board and regional facilities of education.

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

Targeted Countries

Cambodia, Ethiopia, Ghana, Kiribati, Laos, Mozambique, Nigeria, Philippines and South Africa

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



When?

Program in Japan

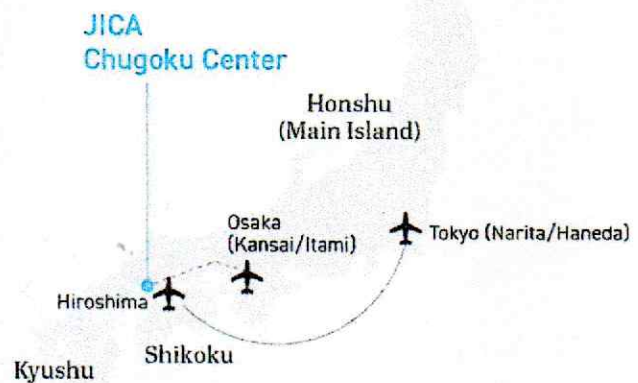


Where?

This course is carried out face to face, organized by JICA Chugoku Center. JICA Chugoku center is located in the Chugoku region including in Hiroshima, Okayama, Shimane, Tottori and Yamaguchi prefecture. For detail, see page 17.

Face-to Face Program Period

From October 20, 2025
To November 12, 2025



How?

How to Learn

- Preliminary assignment
- Lectures
- Discussion
- Workshop
- Presentation
- Q&A Session
- Field Visit



Discuss



Experience



Interact



Present



Study



Listen



Watch

Language

English

Commitment to the SDGs



Program Structure

Output and Contents

This course consists of the following components.

Details on each component are given below.

(Subject to change to the extent that it does not interfere with achieving KCCP's objectives):

Course objective: * Teacher educators will plan and conduct training for primary teachers to acquire practical skills in formative assessment at their organization.

* Teacher educators : Teacher educators are all those who actively facilitate the (formal) learning of student teachers and teachers, including inspectors, supervisors, principle, subject leaders, head teachers, and directors (see page 6).

Expected Output	Subjects/Agendas	Methodology
1. Teacher educators involved in the training and development of primary teachers can explain the current situation and issues related to formative assesment in primary education in respective countries in a way that others can understand and relate to the theme of this training.	1. Prepare slides on formative assessment efforts in primary schools where you work, manage, and supervise. The slides should include the following 4 contents: 1) The framework (policies and measures) for assessing children's (primary school pupils') learning in your country. 2) Formative assessment practices in the primary schools where you work (manage/supervise) (including the tools used for formative assessment). 3) Problems and issues surrounding formative assessment in the primary schools where you work (manage / supervise). 4) Problems/issues of the pupil's (children) in the primary schools where you work (manage/supervise). 5) How do you evaluate learning of your leaners during a lesson? (How do you observe your learners to evaluate whether learners are learning or not during a lesson?)	Preliminarily Assignment (Power point slide)
	2. Presentation and question-and-answer session on preliminarily assignment,	Presentation and



	wrapping up with an awareness of the relevance to the main theme.	discussion
2. Teacher educators involved in the training and development of primary teachers can explain the practice of formative assessment in Japan (with a particular focus on the classroom level) in a way that others can understand.	<ol style="list-style-type: none"> 1. School education in Japan *Including classroom management. 2. Image of Japanese teachers and teacher education system. 3. Learner-Centered Classes to Develop Thinking Skills. *Science 4. Practice of learner-centered classes that nurture thinking skills. *Science 5. Lessons improvement based on assessment in Japan (Lesson plan, integration of teaching and assesment). *Mathmatics 6. Practice of Lessons improvement based on assessment in Japan (Lesson observations and reflections). *Mathematics 	Lecture, School visit and Discussion
3. Teacher educators involved in the training and development of primary teachers can plan how to introduce approaches (including lesson planning and classroom planning) that contribute to the improvement of children's learning through formative assessment (integration of assessment and instruction) and present them in a way that others can understand.	<ol style="list-style-type: none"> 1. Planning of training action plan. *Includes review of Units 1 and 2. 2. Planning of training and consultation *Self-study, individual guidance as appropriate. 3. Presentation of training plan and Q&A session. 4. Demonstration of the introductory part of the training and exchange of opinions. 5. Submission of draft training plan. 	Lecture, Discussion and Action plan Presentation
Cultural Introduction	Participation in Hiroshima University Homecoming Day, exchange with Hiroshima University African Students Association, Cambodian Students Association, etc.	Event and fild visit

Schedule

* Schedule might be changed to the extent that it does not interfere with achieving KCCP's objectives.

Week 1

- Program orientation, briefing, general orientation, Hiroshima peace study program
- Lecture on school education and teacher education in Japan
- Presentation of preliminary assignment
- Linking the preliminary assignment to the main contents of KCCP (clarification of learning tasks)

Week 2

- Lecture on Learner-centered classes that foster thinking skills
- School visit and reflection

Week 3

- Lecture on lessons improvement based on assessment in Japan (Lesson plan, integration of teaching and assessment)
- School visit and reflection

Week 4

- Presentation of proposed training plan and Q&A (by country)
- Finalize and consult on draft training plan
- Submission of Training Plan (Action Plan)
- Evaluation 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.

【Remarks】 Each organization is requested to strongly encourage female candidates to apply for the course to accelerate the realization of gender equality and women's empowerment.

(1) Essential Qualifications

- 1) Current Duties: be a person who is in charge of contents, planning and implementation of in service teacher training of primary education (ex; Administrative officers (chief guidance officers, etc.), teacher trainers, principals, vice-principals, inspectors, supervisors, subject leader and directors)
- 2) Experience in the Relevant Field: have at least 5 years of teaching experience in respective country.
- 3) Educational Background: be a graduate of university
- 4) Language Proficiency: have a competent command of spoken and written

English proficiency equivalent to TOEFL iBT 100 or above (This workshop includes active participation in discussions, which requires high competence in 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.

(2) Recommended Qualifications

- 1) **Expectations for the Participants:** Those who are capable of using Microsoft Word/ Excel for preparing documents
- 2) **Age:** between the ages of thirty (30) and fifty (50) years
- 3) **Gender Equality and Women's Empowerment:** JICA is committed to promoting gender equality and women's empowerment. We strongly encourage application from female candidates. Each organization is requested to ensure that at least half of the candidates are women, and even more in sectors where women are predominantly represented. Female candidates younger than the specified age range are also welcome to submit application.
JICA is also firmly committed to non-discrimination based on sexual orientation or gender identity of participants.

3. Required Documents for Application

- (1) **Application Form:** The Application Form is available at the JICA overseas office
* If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the QUESTIONNAIRE ON MEDICAL STATUS RESTRICTION (1-(c)) of the application form. Information will be reviewed and used for reasonable accommodation.
- (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.

*The following information should be included in the photocopy:

Name, Date of Birth, Nationality, Sex, Passport Number and Expiry Date

(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) **Inception Report (Refer to ANNEX):** to be submitted with the application form. Fill in Annex of this General Information.

※Please write a Inception Report in English

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.

(All required material must arrive at JICA Chugoku Center in Japan **by July 28, 2025**)

(2) Selection

Primary screening is conducted at the JICA overseas office 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 will notify the results **not later than August 15 2025.**

5. Additional Document to Be Submitted by Accepted Candidates

The Assignment of Country Report -- to be submitted **by September 22, 2025**
Accepted candidates are required to prepare a assignment of Country Report (word) and powerpoint before their departure. The assignment should be sent to JICA by **September 22, 2025**, preferably by e-mail to cictp@jica.go.jp

Medical Questionnaire

A health questionnaire (Forms) will be emailed to you two weeks prior to your arrival in Japan to confirm your health status immediately prior to your arrival in Japan.

We will review your answers and may ask you additional questions about your health or send you information to help you manage your health.

Response deadline: 13/October/2025 (1 week before your arrival in Japan)

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 "3.Expenses", "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.
- (13) to search and prepare necessary documents related to entering to JAPAN and returning to your country. (including vaccination against COVID-19 virus)

Administrative Arrangements

1. Organizer (JICA Center in Japan)

- (1) Center: JICA Chugoku Center (JICA CHUGOKU)
 - (2) Program Officer: Ms. OKAWA Yuiko (cicctp@jica.go.jp)
-

2. Implementing Partner

- (1) Name: Graduate School of Humanities and Social Sciences International Education Development Program, Hiroshima University
 - (2) URL: <https://iedp.hiroshima-u.ac.jp/en/>
-

3. Travel to Japan

- (1) Air Ticket: In principle, JICA will arrange an economy-class round-trip ticket between an international airport designated by JICA and Japan.
 - (2) Travel Insurance: Coverage is from time of arrival up to departure in Japan. Thus, traveling time to outside Japan (include damaged baggage during the arrival flight to Japan) will not be covered.
-

4. Accommodation in Japan

Basically, JICA will arrange the following accommodation for the participants in Japan.

JICA Chugoku Center (JICA CHUGOKU)
Address: 3-3-1, Kagamiyama, Higashi-hiroshima, Hiroshima, 739-0046, Japan
TEL: +81-82-421-6310 FAX: +81-82-420-8082
(where "81" is the country code for Japan, and "82" is the local area code. Please refer to facility guide of JICA Chugoku at its URL.

If there is no vacancy at JICA Chugoku, JICA will arrange alternative accommodation for the participants.

5. Expenses

The following expenses in Japan will be provided by JICA

- (1) Allowances for meals, living expenses 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

6. 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
Russian ver.	https://www.youtube.com/watch?v=P7_ujz37AQc
Arabic ver.	https://www.youtube.com/watch?v=1iBQgdpXQb4
Part II: Introduction of JICA Centers in Japan	
JICA Hokkaido (Sapporo)	https://www.jica.go.jp/sapporo/english/office/index.html
JICA Hokkaido (Obihiro)	https://www.jica.go.jp/obihiro/english/office/index.html
JICA Tohoku	https://www.jica.go.jp/tohoku/english/office/index.html
JICA Tsukuba	https://www.jica.go.jp/tsukuba/english/office/index.html
JICA Tokyo	https://www.jica.go.jp/tokyo/english/office/index.html
JICA Yokohama	https://www.jica.go.jp/yokohama/english/office/index.html
JICA Hokuriku	https://www.jica.go.jp/hokuriku/english/office/index.html

JICA Chubu	https://www.jica.go.jp/chubu/english/office/index.html
JICA Kansai	https://www.jica.go.jp/kansai/english/office/index.html
JICA Chugoku	https://www.jica.go.jp/chugoku/english/office/index.html
JICA Shikoku	https://www.jica.go.jp/shikoku/english/office/index.html
JICA Kyushu	https://www.jica.go.jp/kyushu/english/office/index.html
JICA Okinawa	https://www.jica.go.jp/okinawa/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>

7. Reference

PDF: KENSU-IN GUIDE BOOK

For more detailed terms and conditions

https://ica-van-cms.jica.go.jp/custom/_assets/JICA%E6%B9%8B%E5%B8%B32025_%E8%8B%B1%E8%AA%9EPC%E7%89%88.pdf



Video: JICA Predeparture Briefing

For more information on life in Japan and KCCP

<https://www.youtube.com/watch?v=5LurfkurrFw>



Website: JICA

English/French/Spanish/Russian

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



Website and PDF: Facility Guide for JICA Chugoku Center

English/French/Spanish/Russian

<https://www.jica.go.jp/chugoku/english/office/index.html>



JICA Knowledge Co-Creation Program (Group and Region Focus)
Improvement of "Learners-Centered Lesson" Based on Assessment Course No.

202411566J001

【Peacebuilding】 A Message from the Reconstruction of Hiroshima

<https://www.youtube.com/watch?v=3Z74fzFUFRI>

Other Information:

- (1) Personal computer (Laptop Computer) is recommended to prepare and/or revise Country Report, Pre-Study and Action Plan.
- (2) It is recommended for participants to bring the wear for autumn / fall referring the below.
Please bring formal wear for ceremony. It depends on you whether you bring ethnic costume or suits as formal wear.
- (3) As Japanese electric outlet is Type-A, if the participants would like to bring own computer, it is necessary to bring a Type-A adaptor also. If your machine does not have an adaptor, you should bring a transformer.
Japanese voltage is 100V, frequency is 60Hz.



- (4) Participants should bring about 200 US dollars for an unexpected situation.

Season: Autumn / fall

Attire:



Annex

Inception Report

Formative Assessment for Learning

- Inception Report must be submitted with Application Form.
- Deadline is **August 15, 2025** same as Application Form.
- This is used for the selection of applicants.
- The report should be written in English.
- Three pages at maximum.

Country: _____

Name: _____

1. Applicant information

1. Name	[Family]	[First]	[Middle]
2. Country			
3. Contact	Tel.	Fax.	
4. Email address			
5. Job record	duration	The name of department, organization and the service you provided	
	--		
	--		
	--		
6. The present department			
7. Contents of work role of your department			
8. Your job description			

<p>9. Your involvement in JICA education project in your country, if any</p>	
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2. Present situations and participants' objective for the KCCP (Knowledge Co-Creation Program) in Japan (Please discuss with the relevant stakeholders in your organization)

<p>(1) Please describe how formative assessment for learning at primary level is developed in your country.</p> <p>.</p> <p>.</p>	
<p>(2) Please list the current situation and challenges in formative assessment for learning of your country.</p> <p>.</p> <p>.</p>	
<p>(3) What would you like to acquire from this KCCP to tackle the above mentioned challenges? (describe them specifically)</p> <p>.</p> <p>.</p>	

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.



JICA Knowledge Co-Creation Program (Group and Region Focus)
Improvement of "Learners-Centered Lesson" Based on Assessment Course No.

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 Chugoku Center (JICA CHUGOKU)

Address: 3-3-1, Kagamiyama, Higashihiroshima, Hiroshima 739-0466, Japan

TEL: +81-82-421-6310 FAX: +81-82-420-8082

("81" is the country code for Japan, and "82" is the local area code)