



Knowledge Co-Creation Program (Group & Region Focus)

GENERAL INFORMATION ON

ORGANIZATION MANAGEMENT FOR SENIOR POLICE OFFICERS

課題別研修「警察幹部組織運営」

JFY 2020

NO. J201902040-J001

Course Period in Japan: From May 31, 2020 to June 20, 2020

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

‘JICA Knowledge Co-Creation (KCC) Program’ as a New Start

In the Development Cooperation Charter which is released from the Japanese Cabinet on February 2015, it is clearly pointed out 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 center of mutual learning process.

I. Concept

Background

The information and transportation technologies have made remarkable development recently, which brought rapid acceleration of the globalization of society and economy by transferring people, goods, money and information across borders. In consequence, mutual dependence among nations has turned more intensified than before. By this, people received a wide variety of benefits in their daily lives, but at the same time, it brought the global issues such as transnational migration of criminals, human trafficking, illegal products smuggling, criminal profits concealing, and the ties strengthened among international criminal organizations and terrorism, which as a result have drastically changed the global security conditions and damaged stability and growth of the international society.

Under these circumstances, all the nations in the world are required to make an urgent cooperation by holding capabilities to secure the safety (“human rights security”) for all the people in the world to tackle various issues such as organized crimes and international terrorism committed by international criminal organizations. JICA implements this program in response to those requests and needs.

For what?

This program is aimed at identifying the challenges on overall management of the central police organizations of the participating countries and formulating concrete plans for countermeasures against these challenges.

For whom?

This program is offered to the central police organization of participating countries, especially for directors of divisions or individuals in higher positions, who are expected to become senior executives in the police organization in the future.

How?

Participants shall have opportunities to understand Japan police system, organizational management, education system and various anti-crime measures through lectures and site visits during in Japan.

Participants are expected to identify their challenges that they have faced in their countries and also, each participant is expected to formulate his/her own Action Plan describing what he/she does after returning, putting the knowledge and ideas acquired in Japan to their on-going activities.

II. Description

- 1. Title (J-No.): Organization Management for Senior Police Officers (J201902040-J001)**
- 2. Period of Program**
May 31 to June 20, 2020
- 3. Target Regions or Countries**
Cook Islands, Cote d'Ivoire, Ecuador, Ethiopia, Fiji, Ghana, Indonesia, Malawi, Papua New Guinea, Pakistan, Philippines, South Sudan, Tanzania, Uruguay, Vietnam and Zambia
- 4. Eligible/ Target Organization**
This program is designed for the central police organization of participating countries.
- 5. Course Capacity**
16 participants
- 6. Language to be used in this program:** English
- 7. Program Objective:**
Participants are expected to identify the management problems faced by their police agencies and present the countermeasures against them, referring to the democratic police of Japan.

8. Expected Module Output and Contents:

This program consists of the following components. Details on each component and Module Output that each participant is expected to achieve are given below:

| Expected Module Output | Subjects/ Agendas | Methodology |
|---|--|-----------------------|
| 1. To understand features of Japanese Police after learning its democratic system and activities. | (1) Outline of Japanese Police | Lecture |
| | (2) Countermeasures against various crimes | Lecture Site Visit |
| | (3) Police management | Lecture Site Visit |
| | (4) Feedback discussion of each day | Discussion |
| 2. To share the current situation and challenges of the participants' police agencies through discussion. | (1) Presentation of the problems / challenges that the police organizations of participating countries are facing in their activities. | Presentation |
| | (2) Discussion on the above mentioned presentation and each lecture | Discussion |
| 3. To present the countermeasures against challenges faced by each police agency. | (1) Formulation of Action Plan | Work |
| | (2) Presentation of Action Plan | Presentation |

<Structure of the program>

Topic Outline (subject to minor change)

1st week (June 1st to June 5th)

- (1) Briefing
- (2) Program Orientation
- (3) General Orientation
- (4) Presentation of the problems/ challenges in participants' countries
- (5) Outline of Japanese Police

2nd week (June 8th to June 12th)

- (1) Criminal proceedings
- (2) Community policing
- (3) Police management: System of recruitment and training, etc.
- (4) Site visit: Prefectural police, Koban and Chuzaisyo, etc.

3rd week (June 15th to June 19th)

- (1) Countermeasures against various crimes
- (2) Formulation of Action Plan
- (3) Presentation of Action Plan

<Course structure> ※Referring to the schedule of last year. Details are subject to change.

| DATE | DAY | THEME OF LECTURE | METHOD |
|------|-----|---|--------------|
| 6/19 | WED | Arrival in Japan | |
| 6/20 | THU | Briefing | |
| | | Program Orientation | |
| 6/21 | FRI | General Orientation | |
| 6/22 | SAT | | |
| 6/23 | SUN | | |
| 6/24 | MON | NPA Program Orientation | |
| | | Police of Japan | Lecture |
| 6/25 | TUE | International Cooperation by the Police | Lecture |
| | | Community Police in Japan | Lecture |
| 6/26 | WED | Educational Training in Japan Police | Lecture |
| | | International Criminal Investigation | Lecture |
| 6/27 | THU | Criminal Procedures in Japan | Lecture |
| | | Inspection System / Organizational Management | Lecture |
| 6/28 | FRI | Country Report Presentation | Presentation |
| | | Country Report Presentation | |
| 6/29 | SAT | | |
| 6/30 | SUN | | |
| 7/1 | MON | Cyber Crime and Countermeasures | Lecture |
| | | Cases Handled by Senior Investigating Officer | Lecture |
| 7/2 | TUE | Great East Japan Earthquake and Police | Lecture |
| | | Review Session | Seminar |
| 7/3 | WED | Field Trip in Kagawa Prefecture | Observation |
| 7/4 | THU | Field Trip in Kagawa Prefecture | |
| 7/5 | FRI | Field Trip in Kagawa Prefecture | |
| 7/6 | SAT | | |
| 7/7 | SUN | | |
| 7/8 | MON | Group Discussion | Group Work |
| | | Presentation | Group Work |
| 7/9 | TUE | Preparation of Action Plan | |
| | | Review Session | Seminar |
| 7/10 | WED | Presentation of Action Plan | Presentation |
| | | Presentation of Action Plan | |
| 7/11 | THU | Evaluation, Closing | |
| 7/12 | FRI | Departure from Japan | |

III. Conditions and Procedures for Application

1. Expectations for the Participating Organizations:

- (1) This program is designed primarily for organizations that intend to address specific issues or problems identified in their operations. Applying organizations are expected to use the program for those specific purposes.
- (2) In this connection, applying organizations are expected to nominate the most qualified candidates to address the said issues or problems, carefully referring to the qualifications described in section III-2 below.
- (3) Applying organizations are also expected to be prepared to make use of knowledge acquired by the nominees for the said purpose.
- (4) JICA is promoting gender equality. Women are encouraged to apply for this program while selection shall be made according to the qualifications mentioned in 2. of each nominee.

2. Nominee Qualifications:

Applying Organizations are expected to select nominees who meet the following essential qualifications.

Essential Qualifications

- (1) Current Duties:
 - **Be a director of division in a central police agency or in a higher position.**
 - **Be a superintendent (equivalent to lieutenant colonel) or in a higher position.**
- (2) **Experience in the relevant field: have police career for more than 10 years, be aged 40's in principle.**
- (3) Be nominated by their government.
- (4) **Not have participated in the same kind of seminar/ course hosted by either National Police Agency of Japan or JICA in the past.**
- (5) **Language: have a sufficient command of English.**
- (6) Health: must be in good health, both physically and mentally, to participate in the Program in Japan.
Pregnant applicants are not recommended to apply due to the potential risk of health and life issues of mother and fetus.

3. Required Documents for Application

(1) Application Form: The Application Form is available at the JICA office (or the Embassy of Japan).

* If you have any difficulties/disabilities which require assistance, please specify necessary assistances in the Medical History(1-(d)) of the application forms. It may allow us (people concerned in this course) to prepare better

logistics or alternatives.

- (2) **Photocopy of passport:** to be submitted 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) **ANNEX:** Attach ANNEX which specifies your police rank (if not, military rank) and your position (including bureau, department and section in your organization). Both should be typewritten, and your position and responsibility must be clearly described.
- (4) **Organization Chart and Rank System Chart:** Attach the organization chart and the rank system chart of your organization.

Note: (2) (3) and (4) should be attached to the application form. All the documents are subject to be considered for the selection.

4. Procedure for Application and Selection :

(1) Submitting the Application Documents:

Closing date for applications: **Please inquire to the JICA office (or the Embassy of Japan).**

(After receiving applications, the JICA office (or the Embassy of Japan) will send them to **JICA Tokyo in JAPAN by March 31st, 2020.**

(2) Selection:

After receiving the documents through proper channels from your government, the JICA office (or the Embassy of Japan) shall conduct screenings, and forward the documents to JICA Tokyo, which organizes this program. Selection shall be made by JICA Tokyo in consultation with the organizations concerned in Japan.

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

(3) Notice of Acceptance

Notification of results shall be made by the JICA office (or the Embassy of Japan) **not later than April 20th, 2020.**

5. Document(s) to be submitted by accepted candidates:

Country Report -- to be submitted by **May 18th, 2020.**

Accepted participants are required to prepare "Country Report" based on latest information on the police organization, its systems and especially the problems/

challenges which the police of participating countries confront. A format for “Country Report” and an instruction about the report formulation will be sent to the accepted candidates at the same time with the acceptance letter.

6. Conditions for Attendance:

- (1) to strictly adhere to the program schedule.
- (2) not to change the program topics.
- (3) not to extend the period of stay in Japan.
- (4) not to be accompanied by family members during the program.
- (5) to return to home countries at the end of the program in accordance with the travel schedule designated by JICA.
- (6) to refrain from engaging in any political activities, or any form of employment for profit or gain.
- (7) to observe Japanese laws and ordinances. If there is any violation of said laws and ordinances, participants may be required to return part or all of the training expenditure depending on the severity of said violation.
- (8) to observe the rules and regulations of the accommodation and not to change the accommodation designated by JICA.

IV. Administrative Arrangements

1. Organizer:

(1) Name: JICA Tokyo

(2) Contact: tictip@jica.go.jp

2. Implementing Partners:

(1) Research and Training Center for International Criminal Investigation and Police Cooperation, National Police Academy (CICP)

Address: 3-12-1 Asahi-cho, Fuchu, Tokyo, 183-0003

TEL: 81-42-354-3550 (ex.3313) FAX: 81-42-330-1307

(81: country code for Japan, 42: area code)

National Police Academy, which is attached to National Police Agency, is responsible for education and training for senior police administrators. CICP, which is affiliated with National Police Academy, is responsible for the study and investigation about the international activities of police.

(2) International Affairs Division, Commissioner General's Secretariat, National Police Agency (NPA)

Address: 1-2 Kasumigaseki 2-chome, Chiyoda-ku, Tokyo, 100-8974

TEL: 81-3-3581-0141 (ex.2952) FAX: 81-3-3580-5092

(81: country code for Japan, 3: area code)

National Police Agency (NPA) is the competent authority to supervise and coordinate Prefectural Police activities. In Japan, each prefecture has its own police force and takes charge of maintaining its public peace and order, such as prevention, suppression, and investigation of crimes.

3. Travel to Japan:

(1) Air Ticket: The cost of a round-trip ticket between an international airport designated by JICA and Japan will be borne by JICA.

(2) Travel Insurance: Coverage is from time of arrival up to departure in Japan. The traveling time outside Japan shall not be covered.

4. Accommodation in Japan:

JICA will arrange the accommodations for the participants in Japan.

5. Expenses:

The following expenses will be provided for the participants by JICA:

(1) Allowances for accommodation, meals, living expenses, outfit, and shipping

(2) Expenses for study tours (basically in the form of train tickets)

(3) Free medical care for participants who become ill after arriving in Japan (costs related to pre-existing illness, pregnancy, or dental treatment are not included)

(4) Expenses for program implementation, including materials

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.

6. Pre-departure Orientation:

A pre-departure orientation will be held at the JICA office (or the Embassy of Japan), to provide participants with details on travel to Japan and other matters.

V. Other Information

1. The participants are requested to read thoroughly the brochure entitled "POLICE OF JAPAN" as the pre-departure assignment before you depart your home country. The Police of Japan gives a general overview of the policing activities in Japan. For obtaining the Police of Japan in electronic form, the participants are requested to access the following URL (Police of Japan 2018 [Full TEXT]) :
<http://www.npa.go.jp/english/POJcontents.html>
※Police of Japan in paper form will be handed out to the participants upon arrival in Japan.
2. Participants who have successfully completed the seminar will be awarded certificates by JICA and National Police Academy (CICP).
3. Dress code policy: The participants are requested to wear a suit and tie or other formal wear at the seminar. (No jeans or T-shirts will be allowed.) Unless there is any restriction within their police organizations, the participants are encouraged to bring their police uniforms (forage cap acceptable) to Japan for such functions as the opening ceremony, courtesy call to Police Chiefs and receptions.
4. Participants are encouraged to bring their own PCs for preparing presentation on the problems/ challenges which the police of participating countries confront and writing Action Plan.
5. For the (long-distance) study tour in Japan, the participants should bring a separate small travel bag so they can leave behind a big suitcase at the accommodation in Tokyo.
6. Textbooks (including PowerPoints and handouts) containing "classified information" may not be distributed to participants in any form.

VI. ANNEX:

ANNEX

Organization Management for Senior Police Officers (JFY 2020)

Country: _____

| NAME | RANK | TITLE OF JOB | NAME OF ORGANIZATION THE APPLICANT BELONGS TO (IN DETAIL) |
|---------------------------------|--------------------------|--------------|---|
| (example) Mr. Taro YAMADA | SENIOR SUPERINTENDENT | Director | Metropolitan Police Department Criminal Investigation Bureau International Criminal Investigation Division |
| | | | |

**Please attach*

(1) your organization chart

(2) the rank system chart

In which please circle or highlight your position to specify your bureau, department, and division as in detail as possible.

For Your Reference

JICA and Capacity Development

The key concept underpinning JICA operations since its establishment in 1974 has been the conviction that “capacity development” is central to the socioeconomic development of any country, regardless of the specific operational scheme one may be undertaking, i.e. expert assignments, development projects, development study projects, training programs, JOCV programs, etc.

Within this wide range of programs, Training Programs have long occupied an important place in JICA operations. Conducted in Japan, they provide partner countries with opportunities to acquire practical knowledge accumulated in Japanese society. Participants dispatched by partner countries might find useful knowledge and re-create their own knowledge for enhancement of their own capacity or that of the organization and society to which they belong.

About 460 pre-organized programs 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 are being customized to address the specific needs of different target organizations, 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 was the first non-Western country to successfully modernize its society and industrialize its economy. At the core of this process, which started more than 140 years ago, was the “*adopt and adapt*” concept by which a wide range of appropriate skills and knowledge have been imported from developed countries; these skills and knowledge have been adapted and/or improved using local skills, knowledge and initiatives. They finally became internalized in Japanese society to suit its local needs and conditions.

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 this “*adoption and adaptation*” process, which, of course, has been accompanied by countless failures and errors behind the success stories. We presume that such experiences, both successful and unsuccessful, will be useful to our partners who are trying to address the challenges currently faced by developing countries.

However, it is rather challenging to share with our partners this whole body of Japan’s developmental experience. This difficulty has to do, in part, with the challenge of explaining a body of “tacit knowledge,” a type of knowledge that cannot fully be expressed in words or numbers. Adding to this difficulty are the social and cultural systems of Japan that vastly differ from those of other Western industrialized countries, and hence still remain unfamiliar to many partner countries. Simply stated, coming to Japan might be one way of overcoming such a cultural gap.

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.



CORRESPONDENCE

For enquiries and further information, please contact the JICA office or the Embassy of Japan. Further, address correspondence to:

JICA Tokyo Center (JICA TOKYO)

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TEL: +81-3-3485-7051 FAX: +81-3-3485-9655