

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়
স্বাস্থ্য সেবা বিভাগ
বিশ্বস্বাস্থ্য-১ শাখা

নং- স্বাপকম/বিশ্বস্বাস্থ্য-১/ডি-৮/২০১৭/ ~~৩৩৩~~ নং ৩


তারিখঃ ০৪ মার্চ ২০১৮ খ্রি.

বিষয়ঃ Counterpart Training Course on “Health System Management” (J18-04200)
প্রোগ্রামে মনোনয়ন সংক্রান্ত।

সূত্রঃ নং: JICA (TR)- 018/18 তারিখঃ ০১ মার্চ ২০১৮ খ্রি.

উপর্যুক্ত বিষয়ে সূত্রের পত্রটি নির্দেশক্রমে এ সংগে প্রেরণ করা হলো। পত্রটি ওয়েব সাইটে প্রকাশপূর্বক আবেদনকারীদের মধ্যে হতে পত্রে বর্ণিত সিলেকশন ক্রাইটেরিয়া মোতাবেক উপর্যুক্ত কর্মকর্তার মনোনয়ন আগামী ০৬-০৪-২০১৮ তারিখের মধ্যে নার্সিং ও মিডওয়াইফারী অধিদপ্তরের মাধ্যমে এ বিভাগে প্রেরণের জন্য নির্দেশক্রমে অনুরোধ করা হলো।

সংযুক্তিঃ বর্ণনা মোতাবেক।


(মোঃ মোতাহার হোসেন)
উপ সচিব
ফোন: ৯৫৭০১২৯
e-mail:
motaher6679@gmail.com

বিতরণঃ

- ১। মহাপরিচালক, নার্সিং ও মিডওয়াইফারী অধিদপ্তর।
- ২। সিস্টেম এনালিস্ট, স্বাপকম।

অনুলিপিঃ

- ১। অতিরিক্ত সচিব (জ/বি) মহোদয়ের ব্যক্তিগত কর্মকর্তা, স্বাস্থ্য সেবা বিভাগ, স্বাস্থ্য ও পরিবার কল্যাণ মন্ত্রণালয়।

Subject: **Counterpart Training Course on “Health System Management” (J18-04200)**

Dear Sir,

1. Announcement of Issue-focused Training Course

We are pleased to inform you about the above mentioned course scheduled to be held in Japan from June 24 to July 21, 2018. We are enclosing the General Information Booklet (G.I.) on this course for your information and further necessary action.

2. Recommendation of JICA Bangladesh Office

This training course is designed for the government officials who are **counterparts of JICA Technical Cooperation Project for Capacity Building of Nursing Services(CBNS), and Directorate General of Nursing and Midwifery**, Health Services Division, under Ministry of Health and Family Welfare.

The participant is expected to serve same/similar position and role as CBNS counterparts for a significant period of time after completion of training.

3. Application

One (1) seat may be allocated for this training. We request you to send two (2) applications by **March 14, 2018 in accordance with the selection criteria/qualification described below.**

DGNM : Assistant Director/Nursing Officer

Please pass the above information to concerned Departments of your Government and request them to send Application Form for each applicant to JICA Bangladesh Office.

Documents to be submitted

1) Application Form:

Application Form is attached for your reference. Please download it from the following link and **type in** as handwriting is not permitted.

http://www.jica.go.jp/bangladesh/english/activities/pdf/appform_general.doc

(Important Notice)

The name of the applicant in the Application Form must be same with the one that appears in his/her passport. JICA will issue air tickets based on the writings of the Application Form. If there are discrepancies between the air tickets and the passport, airlines may not allow him/her to embark.

✓

2) **Photocopy of the Passport:**

If the applicant already has a passport please submit us the copy of identification page.

3) **Nominee's English Score Sheet:**

The applicant may attach any official documents of his/her English language ability (e.g., TOEFL, TOEIC, IELTS) to the Application Form.

4) **Inception Report (Annex of G.I):**

Accepted candidates need to submit Inception Report by May 21, 2018.

5) **Medical History and Examination Questionnaire**

6) **Questionnaire on Previous Japanese Visa Application and Travel History**

4. Selection procedures

JICA Bangladesh Office will conduct a basic screening of applications to confirm whether the applicant fulfills all the application requirements mentioned in 3. Application above. The screening would include a short interview with the applicant in English. If the applicant satisfies the requirements, JICA Bangladesh Office will forward the application to TIC (JICA Tokyo) for final selection. Therefore, nomination by the respective Department/ Ministry does not automatically guarantee the acceptance to the training course from your country.

May we also inform you that you may contact Ms. Sultana Fahmida Siddique, Assistant Administrative Officer of JICA Bangladesh (FahmidaSiddique.BD@jica.go.jp) if you have any query.

Sincerely yours,



Hitoshi Ara
Senior Representative

Copy for information & necessary action:

1. DG, DGNM, Sher-e-Bangla Nagar, Dhaka
2. Deputy Secretary, Japan Branch-3, Economic Relations Division (ERD), Ministry of Finance, Sher-e-Bangla Nagar, Dhaka-1207
3. Joint Secretary (Foreign Training Section), Ministry of Public Administration, Government of Bangladesh, Bangladesh Secretariat, Dhaka-1000
4. Dr. Naoko Ueda, Chief Advisor, Project for Capacity Building of Nursing Services(CBNS)

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 challenges identified in their operation. Participating organizations are expected to use the program for those specific purposes.
- (2) This program is enriched with contents and facilitation schemes specially developed in collaboration with relevant prominent organizations in Japan. These special features enable the program to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and challenges.

2. Nominee Qualifications:

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

(1) Essential Qualifications

- 1) Present position:
be government official who are the middle level managers in charge of public health administration especially planning at national or regional level.
- 2) Occupational Background:
have a minimum of 5 years of experience in public health practice.
- 3) Language: be proficient in spoken and written English
* Those who do not reach the required level of English proficiency will be disqualified even after their nomination.
- 4) 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.

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(2) Recommendable Qualifications

- 1) **Those who are counterpart of JICA's projects may have higher priority than the others.** Please describe your relationship and responsibility related to JICA's project in Application Form.
- 2) Qualified female candidates are especially encouraged to apply.
- 3) Preferably those who have not participated JICA's training program in Japan in the past.

3. Required Documents for Application

- (1) **Application Form:** The Application Form is available at **the JICA office (or the Embassy of Japan)**.
- (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.
*Photocopy should include the followings:
Name, Date of birth, Nationality, Sex, Passport number and Expire date.
- (3) **Nominee's English Score Sheet:** to be submitted with the application form. If you have any official documentation of English ability. (e.g., TOEFL, TOEIC, IELTS)

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 **the JICA Center in JAPAN** by **March 16, 2018**)

(2) Selection:

After receiving the documents through proper channels from your government, the JICA office (or the embassy of Japan) will conduct screenings, and then forward the documents to the JICA Center in Japan. Selection will be made by the JICA Center in consultation with concerned organizations in Japan. *The applying organization with the best intention to utilize the opportunity of this program will be highly valued in the selection.*

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 will be made by the JICA office (or the Embassy of Japan) **not later than April 9, 2018**.

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

(1) Inception Report (Power Point or equivalent data) -- to be submitted by **May 21, 2018**. Only accepted candidates are required to prepare an Inception Report. For the detailed information, please see ANNEX "Inception Report"

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.