



## บันทึกข้อความ

ส่วนราชการ สำนักงานเลขานุการกรม ส่วนพัฒนาทรัพยากรบุคคล โทร. ๓๑๓๔

ที่ สลข./๑๐๐๑/ว ๐๑๖/๒๕๖๑ วันที่ ๑๔ ธันวาคม ๒๕๖๑

เรื่อง ทุนฝึกอบรมสัมมนาหลักสูตร Economic Policies ๒๐๑๙ ณ ประเทศญี่ปุ่น

เรียน ผู้อำนวยการสำนักฯ/ ผู้อำนวยการศูนย์ฯ/ ผู้อำนวยการกลุ่มฯ

ด้วยสถาบันวิจัยนโยบายเศรษฐกิจ กระทรวงการคลัง ประเทศญี่ปุ่น ได้ประสานขอให้สำนักงานเศรษฐกิจการคลังเสนอชื่อข้าราชการในสังกัด จำนวน ๒ ราย ที่มีคุณสมบัติตามที่กำหนด (อายุไม่เกิน ๔๐ ปี และมีประสบการณ์การทำงานด้านนโยบายเศรษฐกิจหรือที่เกี่ยวข้องไม่น้อยกว่า ๘ ปี สามารถใช้ภาษาอังกฤษในการสื่อสารได้เป็นอย่างดี สุขภาพแข็งแรง รวมทั้งไม่เคยได้รับทุนสัมมนาของประเทศญี่ปุ่นในลักษณะเดียวกันมาก่อน) สมัครรับทุนเพื่อเข้าร่วมการสัมมนาหลักสูตร Economic Policies ๒๐๑๙ ระหว่างวันที่ ๑๓ พฤษภาคม - ๗ มิถุนายน ๒๕๖๒ ณ ประเทศญี่ปุ่น ดังรายละเอียดตามเอกสารแนบ ๑

หากสำนัก/ศูนย์/กลุ่ม ประสงค์จะเสนอชื่อข้าราชการในสังกัดที่มีคุณสมบัติตามที่กำหนด สมัครรับทุนเพื่อเข้าร่วมการสัมมนาดังกล่าว ขอได้โปรดแจ้งชื่อและกรอกรายละเอียดแบบเสนอรายชื่อตามเอกสารแนบ ๒ ส่งไปยังส่วนพัฒนาทรัพยากรบุคคล สำนักงานเลขานุการกรม ภายในวันที่ ๒๗ ธันวาคม ๒๕๖๑

จึงเรียนมาเพื่อโปรดดำเนินการภายในกำหนดเวลาดังกล่าวด้วย จะขอบคุณยิ่ง

(นางสาวจิน ทิรัญลักษณ์)

เลขานุการกรม

องค์การนำในการเสนอแนะนโยบายเศรษฐกิจการคลังเพื่อเศรษฐกิจสมดุล

**From:** 広田太志 <taishi.hirota@mof.go.jp>  
**Subject:** (Thailand) Invitation to the Seminar for Economic Policies 2019  
**Date:** Thu, 13 Dec, 18 3:01:43PM  
**To:** hrd <hrd@fpo.go.th>  
**Cc:** 前田章秀 <akihide.maeda@mof.go.jp>, 櫻井健二 <kenji.sakurai@mof.go.jp>  
**Message-ID:** <acf8d6604e3a40029a712acf657c3bd4@MNHSMBPWA2.mof.go.jp>

ส่วนพัฒนาทรัพยากรบุคคล  
รับที่ 1176/61  
วันที่ 14 ธ.ค. 2561

This message contains encrypted attachments that could not be verified virus free. Open only if you were expecting this message.

Dear Ms. Kanchana Kemachit,

On behalf of the Policy Research Institute (PRI), Ministry of Finance (MOF) Japan, we are pleased to inform you that PRI invites promising government officials of the Ministries of Finance and relevant institutions in Asia for "Seminar on Economic Policies 2019" to be held from May 13th to June 7th 2019 in Japan.

Since 1992, PRI has held this seminar as the Official Development Assistance (ODA) project, contributing to capacity building for Ministries of Finance and relevant organizations in developing countries, and helping to extend their knowledge of the Japanese social and economic system.

For details, please see the attached "Application Handbook". The application documents are (1) completed application form, (2) one recommendation letter, and (3) completed medical history questionnaire. The applicant needs not submit his/her individual policy paper at this application stage, but it would be better to start preparation early.

It would be appreciated if you could recommend TWO government officials from your organization, and email the application documents to PRI section chief Mr. Kenji SAKURAI (kenji.sakurai@mof.go.jp) and Mr. Taishi HIROTA (taishi.hirota@mof.go.jp) by January 31, 2019. We will let you know the selection result by March 11, 2019. Please be aware that all the applicants will not always be accepted.

Please let us know once you receive this email, to make sure we have reached the right contact person. You were the contact person for Seminar 2018, but if not so for 2019, please indicate the correct contact person.

Thank you for your cooperation in advance.

Best regards,  
Taishi HIROTA

\*\*\*\*\*  
International Cooperation Division  
Policy Research Institute  
Ministry of Finance, Japanese Government

Taishi HIROTA(Mr.)  
3-1-1 Kasumigaseki Chiyoda-ku, Tokyo 100-8940 JAPAN  
TEL: +81-3-3581-4191  
E-mail: taishi.hirota@mof.go.jp  
\*\*\*\*\*

添付ファイルsa1701465.zipはパスワードで保護されているため、ウイルス検索を実行できませんでした。

 **Attachment:** sa1701465.zip (1124Kbytes)

921 ม.ค. 61  
14 ธ.ค. 61

# Seminar on Economic Policies 2019

~ Application Handbook ~

Hosted by

Policy Research Institute  
Ministry of Finance  
Japan



## **Contents**

1. Purpose
2. Term
3. Organizer
4. Venue
5. Language
6. Curriculum (tentative)
7. Group Policy Paper
8. Certificate
9. Participants
10. Applicant Qualifications
11. Application Procedure
12. Selection
13. Expenses and Allowances
14. Accommodation
15. Items Lent to Each Participant
16. Regulations
17. Further Information
18. Correspondence

Appendices

References

**1. Purpose**

The Seminar on Economic Policies aims to help participating countries develop their human resources through the dissemination of knowledge regarding the Japanese social and economic system to young executive candidates from the Ministries of Finance of developing countries with which Japan has close social and economic relations.

**2. Term**

From May 13 to June 7, 2019

**3. Organizer**

Policy Research Institute (PRI), Ministry of Finance (MOF), Japan

**4. Venue**

Main building of the MOF in Tokyo, except for visits and field trips.

**5. Language**

English

**6. Curriculum (tentative)**

Please refer to **Reference 1** (tentative for 2019) and **Reference 2** (for 2018). The curriculum for 2019 will be composed mainly of:

**(1) Policy Lectures**

Lectures on Japan's economy and finances will be delivered by MOF/PRI and other relevant government organizations, scholars, and experts.

**(2) General Lectures**

Lectures on Japanese culture and society will be delivered by scholars and experts. Japanese language classes will be included.

**(3) Group Studies**

Each group will discuss policy recommendations on common issues identified within group members, under the guidance of a scholar or expert. (Refer to **7. Group Policy Paper**)

#### **(4) Visits and Field Trips**

Visits and field trips to institutions in Tokyo related to Japan's economy and finances, as well as a field trip to Kyoto and Osaka to explore traditional Japanese culture, will be organized.

#### **(5) Country Report**

Each participant will be required to make a brief presentation on his/her own country (less than 10 slides in MS Power Point; see **Reference 3**) during the first week. This is intended to help the participants share knowledge and introduce themselves. The presentation material should be submitted in advance, by a deadline to be announced later. It should include:

- (a) a cover page;
- (b) a brief explanation of the fiscal and macroeconomic situation;
- (c) the organization chart/structure of the fiscal authority;
- (d) fiscal/financial ODA needs;
- (e) challenges or problems your country is currently working on; and
- (f) anything helpful for understanding your country.

### **7. Group Policy Paper**

Each group will be required to prepare a presentation called the **"Group Policy Paper"**. It must include policy recommendations for your own countries on common issues identified within your group, as well as what you have learned about Japan's policies and experiences during the seminar. The procedure will be as follows:

[Application and selection]

- (1) Choose **ONE** topic from the following in the application form (**Appendix 1**).
  - (A) Making public finance sustainable (fiscal rule, revenue mobilization (including tax system and collection))
  - (B) Addressing country-specific fiscal challenges (infrastructure financing, the impact of aging on social security system, etc)
  - (C) Public debt management and other issues
- (2) Notified of your selection result (Refer to **12. Selection**)

[Before the seminar]

- (3) Prepare your **“individual policy paper”** (see **Reference 4**) on the topic, and submit it by a deadline to be announced later.
- (4) Notified of the group you will belong to.
- (5) Read other members’ individual policy papers and consider what could be common issues within your group.

*Note: • The individual policy papers will be shared among your group members and instructor before your arrival to make the group studies more meaningful.*

- *The PRI will divide participants into several groups according to the topics they choose. We may contact you if we have difficulty in meeting your first choice.*

[During the seminar]

- (6) Participate in the group studies (to be held three times) under the guidance of the group instructor, identify common issues within your group, and discuss policy recommendations on the common issues;
- (7) Prepare and submit the **“Group Policy Paper”** (See **Reference 5**); and
- (8) Make a group presentation on the group policy paper in the presence of the instructor(s), other participants, and PRI executives (40-minute presentation and 20-minute Q&A).

## **8. Certificate**

Each participant who has successfully completed the seminar curriculum will receive a certificate from the PRI.

In order to receive the certificate, you must:

- (1) attend all the lectures, visits and field trips, and group studies; and
- (2) submit the group policy paper by the given deadline.

*Note: The PRI reserves the discretion to issue a certificate with some conditions, or not to issue it, taking account of the performance of each participant.*

## **9. Participants**

About 20 officials of the Ministries of Finance or relevant institutions in Asia

## 10. Applicant Qualifications

Each applicant should:

- (1) be an official of the Ministry of Finance or relevant institution in his/her home country, preferably with more than eight years' job experience in the field of economic policy;
- (2) preferably have a master degree in economics, although a candidate holding a bachelor degree or equivalent educational background is also acceptable;
- (3) have a sufficient command of English to understand the lectures as well as to discuss with other participants and make presentations. As a guide: TOEFL score of over 79 in the Internet-Based Testing (over 213 in Computer-Based Testing and over 550 in Paper-Based Testing), TOEIC score of over 760, IELTS score of over 6.5, or equivalent;
- (4) be under 40 years of age;
- (5) have no previous experience of a similar training course in Japan; and
- (6) also be in good health, both physically and mentally; free from any contagious disease or any other medical condition that might impair attendance at the seminar.

*\* It is desirable that applicants meet all of the above qualifications.*

## 11. Application Procedure

Please recommend **TWO** official.

To streamline the selection process, please **email** the data or a copy of the three documents below, **by January 31 (THU), 2019**. Also, please **mail** (NOT email) the original documents, using a trackable service such as DHL. Please refer to **18. Correspondence** for the PRI's email/ mailing addresses.

- (1) Completed **Application Form (Appendix 1)**;
- (2) **One Recommendation Letter** (in English, arbitrary format) from a senior official of the personnel affairs division of the applicant's organization; and
- (3) Completed **Medical History Questionnaire (Appendix 2)**

*Note: These documents should be typewritten, not handwritten, except for signatures.*

## 12. Selection

Screening is carried out by the PRI through document reviews. The selection result will be notified to the applicant's organization **by March 11 (MON), 2019, at the latest**. An invitation letter will also be sent later.

### 13. Expenses and Allowances

The PRI will cover the following expenses for each participant:

- (1) Round-trip, economy-class airfare between Japan and an international airport designated by the PRI in each participant's country;

*Note: The airfare covered by the PRI does **not** include any excess baggage charge. Such extra charges must be accounted for by the participant.*

- (2) Accommodation costs, including breakfast;
- (3) Transportation cost between Narita or Haneda Airport and the accommodation, and between the accommodation and the seminar venue;
- (4) Field trip expenses;
- (5) Health insurance;

*Note: The insurance covers medical and hospital expenses up to JPY 6 million. However, it does **not** cover expenses incurred in connection with **preexisting conditions**, such as pregnancy, dental treatment, physical disability, or previous mental instability. It will cover only those costs for bodily injury or sickness arising after arrival in Tokyo. Details shall be determined by the insurance company.*

#### (6) Per diem

This is intended to cover the costs of meals and incidental expenses, and will be paid subject to the PRI accounting policy.

*Note: The PRI does **not** bear the expenses relating to the entry visa to Japan, such as the application fee and the cost of transportation to visit the Embassy of Japan that has jurisdiction over the participant's home country.*

### 14. Accommodation

The PRI will arrange accommodations in Tokyo and the field trip destinations, i.e. Kyoto, Osaka. Internet access service and breakfast are provided.

### 15. Items Lent to Each Participant

A PC (Windows model, with Microsoft Word, Excel, and PowerPoint)

*Note: We do **not** lend mobile phones. If you need to contact your family or colleagues immediately during the seminar, please use your own mobile phone.*

## **16. Regulations**

All participants are required:

- to strictly observe the seminar schedule;
- not to bring any family members;
- to come to Japan prior to the first day of the seminar and return to their home country after the last day of the seminar, according to the travel schedule designated by the PRI in advance;
- to refrain from smoking in the MOF building, except in designated smoking areas;
- to refrain from engaging in political activities or any form of employment for profit or gain;
- to discontinue participation in the seminar in the event of serious illness or being judged unable to continue by the PRI; and
- to discontinue participation in the seminar in the event of engaging in any illegal or immoral activities.

## **17. Further Information**

Further information about the seminar will be sent via e-mail to each participant before the departure for Japan.

## **18. Correspondence**

For inquiries and further information, please feel free to contact:

Mr. Kenji SAKURAI ([kenji.sakurai@mof.go.jp](mailto:kenji.sakurai@mof.go.jp))

Mr. Taishi HIROTA ([taishi.hirota@mof.go.jp](mailto:taishi.hirota@mof.go.jp))

International Cooperation Division

Policy Research Institute, Ministry of Finance, Japan

3-1-1, Kasumigaseki, Chiyoda-ku, Tokyo, 100-8940 Japan

Tel: (+81) 3-3581-4191 (Direct)

Fax: (+81) 3-5251-2220

## **Appendices**

Appendix 1      Application Form

Appendix 2      Medical History Questionnaire

(Appendix 1)

## Seminar on Economic Policies 2019

## Application Form

1. Please type in English.
2. Submit this form with all other application documents.
3. Submitted documents will not be returned.

## Photo

<b>Name:</b> <div> <div>Last Name</div> <div>First Name</div> <div>Middle Name</div> </div>	
<b>Gender:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female	<b>Nationality:</b>
<b>Date of Birth:</b> <div> <div> <div></div> <div>/</div> <div></div> </div> <div> <div></div> <div>/</div> <div></div> </div> <div> <div>M</div> <div>D</div> <div>Y</div> </div> </div>	
<b>Passport Number:</b>	<b>Date of Expiration</b>
<b>Present Position:</b> <b>Present Section:</b>	
<b>Institution:</b>	
<b>Office Address:</b>  <div> <div>[Tel]</div> <div>[Fax]</div> <div>[E-mail]</div> </div>	
<b>Contact person in your office (in case of emergency)</b>  <div> <div>Name:</div> <div>Title:</div> <div>Section:</div> <div>[Tel]</div> <div>[Fax]</div> <div>[E-mail]</div> </div>	
<b>Home Address:</b>  <div> <div>[Tel]</div> <div>[Fax]</div> <div>[E-mail]</div> </div>	

<b>Educational Background:</b>					
Year	Degree	Institute			
<b>Language Proficiency:</b>					
• English	Listening	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor
	Speaking	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor
	Writing/Reading	<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor
TOEFL / TOEIC / IELTS Score (if available): Test: _____ Score: _____					
Scores for other English tests: Test: _____ Score: _____					
• Mother Tongue _____					
• Other Language(s) _____					
		<input type="checkbox"/> excellent	<input type="checkbox"/> good	<input type="checkbox"/> fair	<input type="checkbox"/> poor
<b>Employment Career:</b>					
Year	Position & Section	Organization			
<b>Have you ever participated in any similar seminars?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No					
If "Yes", please fill in the following:					
Seminar name: _____					
Date: _____					
Host Organization (Country): _____					
<b>Experience abroad</b>					
[Your experience in English-speaking countries will be positively considered in the selection of participants.]					
<b>Have you ever been abroad for your study or for your job?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No					
* If 'Yes', please explain the occasion, date and country.					
Occasion: _____					
Date: _____					
Country: _____					
<i>Please use additional sheet if necessary.</i>					
<b>Topic for "Group Policy Paper": Choose only ONE from the following topics.</b>					
<input type="checkbox"/> (A) Making public finance sustainable (fiscal rule, revenue mobilization (including tax system and collection))					
<input type="checkbox"/> (B) Addressing country-specific fiscal challenges (infrastructure financing, the impact of aging on social security system, etc)					
<input type="checkbox"/> (C) Public debt management and other issues					
<b>Reasons for choosing the topic</b>					
<u>(Including brief summary of what you want to discuss at the Group Studies)</u>					

I hereby certify the statements above are correct to the best of my knowledge.

Date \_\_\_\_\_

Signature \_\_\_\_\_

\* Before submitting your application documents, please check if you have included the following:

☐ Application Form ☐ Recommendation Letter ☐ Medical History Questionnaire

(Appendix 2)

● Please check "Yes" or "No". If you check "Yes," please explain in detail.

		Details
1. Have you had any significant or serious illness or injury? (If so, which part of body, how, when?)	<input type="checkbox"/> Yes → <input type="checkbox"/> No	
2. Have you ever had an operation or been advised by a physician to have an operation? (If so, which part of body, how, when?)	<input type="checkbox"/> Yes → <input type="checkbox"/> No	
3. Do you currently use any drugs for treatment of a medical condition? (If so, name of the drugs and dosage)	<input type="checkbox"/> Yes → <input type="checkbox"/> No	
4. Have you ever been a patient in a mental hospital or sanitarium or been treated by a psychiatrist? (If so, how, when?)	<input type="checkbox"/> Yes → <input type="checkbox"/> No	

● Do you now have or have you ever had the conditions listed below?  
If yes, please tick.

<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Diabetes
<input type="checkbox"/>	Emphysema	<input type="checkbox"/>	Acquired Immune Deficiency Syndrome (AIDS)
<input type="checkbox"/>	Bronchitis	<input type="checkbox"/>	Cancer
<input type="checkbox"/>	Tuberculosis	<input type="checkbox"/>	Blood disease
<input type="checkbox"/>	High blood pressure	<input type="checkbox"/>	Anemia
<input type="checkbox"/>	Heart disease	<input type="checkbox"/>	Appendicitis
<input type="checkbox"/>	Stomach disease	<input type="checkbox"/>	Rheumatism
<input type="checkbox"/>	Hepatitis	<input type="checkbox"/>	Gout
<input type="checkbox"/>	Gall bladder disease	<input type="checkbox"/>	Arthritis
<input type="checkbox"/>	Kidney disease	<input type="checkbox"/>	Fracture
<input type="checkbox"/>	Bladder disease	<input type="checkbox"/>	Nearsightedness
<input type="checkbox"/>	Kidney stones	<input type="checkbox"/>	Farsightedness
<input type="checkbox"/>	Blood in urine	<input type="checkbox"/>	Allergies ( )

Details and other conditions (e.g. if you are pregnant, please inform us of your estimated date of delivery)

--

(Appendix 2)

● Foods and drinks that you must avoid

Meat		Beef
		Pork
		Mutton
		Chicken
Fish		Raw Fish
		Shellfish
		Crab
		Shrimp
Alcohol		Beer
		Wine
		Whiskey
Beverages		Coffee
		Tea

Others	
--------	--

● Do you smoke ? Please check "Yes" or "No"

☐ Yes

☐ No

I hereby certify that I have read the above instructions and answered all questions truly and completely to the best of my knowledge.

Your Name (Please print)

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Note:**

***If your health conditions have changed after submitting this "Medical History Questionnaire", please be sure to inform the PRI of the latest conditions (e.g. becoming pregnant, being infected by virus of Influenza H1N1 or H5N1).***

## **References**

- |             |  |
|-------------|--|
| Reference 1 | (Tentative) Curriculum<br>- Seminar on Economic Policies <b>2019</b> - |
| Reference 2 | Curriculum<br>- Seminar on Economic Policies <b>2018</b> -             |
| Reference 3 | Sample of Country Report   |
| Reference 4 | Individual Policy Paper  |
| Reference 5 | Basic Structure of Group Policy Paper                                  |
| Reference 6 | Information Sources on Japanese Economy and Policies                   |

(Reference 1)

**(Tentative) Curriculum for Seminar on Economic Policies 2019**

**1. Contents**

(Note: 1 unit is equal to 80 minutes)

Subject	Units	Content
(1) Policy Lectures	33	Lectures on Japan's economy and finances (including discussion with lecturers)
(2) General Lectures	5	Japanese language classes, Japanese culture and society, etc.
(3) Group Studies	3	Active discussion among group members about their common issues; Prepare presentation materials (i.e. Group Policy Paper), including policy recommendations for your own country
(4) Group Policy Paper Presentation	5	Approximately one hour per group, including Q&A
(5) Visits and Field Trips	20	Visit to institutions related to Japan's economy and finances in Tokyo, Kyoto and Osaka
(6) Others	<ul style="list-style-type: none"><li>- Guidance / Orientation</li><li>- Opening Ceremony</li><li>- Welcome Reception</li><li>- Country Report Presentation</li><li>- Review Meeting</li><li>- Closing Ceremony</li></ul>	

**2. Schedule**

May 13 (MON)	<ul style="list-style-type: none"><li>• Guidance / Orientation</li><li>• Opening Ceremony</li><li>• Welcome Reception</li></ul>
May 13 (MON) to June 6 (THU)	<ul style="list-style-type: none"><li>• Country Report Presentation</li><li>• Policy Lectures</li><li>• General Lectures</li><li>• Group Studies</li><li>• Visits</li><li>• Group Policy Paper Presentation</li><li>• Field Trip to Kyoto and Osaka</li></ul>
June 7 (FRI)	<ul style="list-style-type: none"><li>• Review Meeting</li><li>• Closing Ceremony</li><li>• Farewell Reception</li></ul>

**Seminar on Economic Policies 2018**  
(From May 14 to June 8, 2018 in Tokyo)

Date	9:30-10:50	11:10-12:30	13:30-14:50	15:10-16:30	16:50-18:10	Remarks
5/13 SUN	Arrival in Tokyo					
5/14 MON	Guidance, Registration (Venue: Hotel)		13:30-14:30 Orientation	15:00-15:30 Opening Ceremony	15:45-17:45 Country Report ①	18:00-19:30 Welcome Reception (Venue: Kazan Kaikan)
5/15 TUE	Country Report ②	Country Report ③	"Outline of the Japanese Tax System and Recent Reforms" Tax Bureau, MOF Yumeko HYUGAJI	Group Work Group A: Hideaki TANAKA ① Group B: Satoshi WATANABE ① Group D: Kazuki HIRAGA ①		
5/16 WED	"What Makes Your Presentation in English More Effective?" Tokai University Kahoko MATSUMOTO	"Survival Japanese" Former Japanese-Language Institute Yoko ISHII	"Lessons from the Economic Growth in Post-War Japan" Former Director-General, Customs & Tariff Bureau, MOF Junichi YONEZAWA			
5/17 THU	"Japan's Experience in Government Finance Statistics" Economic and Social Research Institute, Cabinet Office Naoki TAKAYAMA	"Survival Japanese" Former Japanese-Language Institute Yoko ISHII	"Japan's International Taxation Policy" Tax Bureau, MOF Ikuro SAITO	15:30- Visit Accounting Center		
5/18 FRI	"Japanese Society and Culture" Tokai University Hisami ANDRADE		"Efficient management of treasury funds" Treasury Division, Financial Bureau, MOF Takashi IGARASHI	"JGB Market Development and Debt Management Policy" Debt Management Policy Division, Financial Bureau, MOF Go NAKATSUI	Group Work Group C: Takashi KIHARA ①	
5/19 SAT						
5/20 SUN						
5/21 MON		"SME finance in Japan & Role of JFCO-Micro" International Cooperation Division, Policy Research Institute, MOF Seigo ITO	"Policy-based Development Finance in Japan (Focusing on JDBI)" Development Bank of Japan Inc. Masayoshi TATEWAKI	Group Work Group A: Hideaki TANAKA ② Group B: Satoshi WATANABE ② Group D: Kazuki HIRAGA ② Group E: Takeshi DAIMON ①		
5/22 TUE	"The Japanese Economy: An Overview" Keio University Eimon UEDA		"Regional Financial Cooperation in Asia" International Bureau, MOF Etsuro NINOMIYA	"Monetary and Fiscal policy of Japan and Asia" Dean and CEO, Asian Development Bank Institute Naoyuki YOSHINO		
5/23 WED	10:00-12:00 Visit Bank of Japan			Field Trip (from Tokyo to Kyoto, by Shinkansen bullet train)		Stay in Kyoto
5/24 THU	Field Trip (Kyoto and Osaka)					Stay in Kyoto
5/25 FRI	Field Trip (Kyoto) (from Kyoto to Tokyo, by Shinkansen bullet train)					
5/26 SAT						
5/27 SUN						
5/28 MON	"Infrastructure Development through PPP (Japan and Asia)" Osaka University of Commerce Toru MIHARA		"Macroprudential policy of FSA in comparison with other institutions" Office of Prudential Monitoring for G-SIBs Planning and Coordination Bureau, FSA Keisuke NIWA	15:30-16:30 Visit The National Diet		
5/29 TUE	"An Overview of the Japanese Social Security System" Hitotsubashi University Shinji YAMASHIGE		"Outline of Japanese National Tax Administration" National Tax College Hidetaka OTA	15:30-16:40 Visit Ueno Tax Office		
5/30 WED	Visit Yokohama Customs		"Public Expenditure Management: Japan's Experience and International Comparison" Meiji University Hideaki TANAKA		Group Work Group A: Hideaki TANAKA ③ Group B: Satoshi WATANABE ③ Group C: Takashi KIHARA ② Group E: Takeshi DAIMON ②	
5/31 THU	"Japan's FTA/EPA Strategy" Keio University Yorizumi WATANABE		"Intergovernmental Fiscal Relations and Local Public Finance in Japan" The University of Tokyo Masayoshi HAYASHI			
6/1 FRI	9:00-12:00 "Asia's Economic Challenges in an Uncertain World" The University of Tokyo Masahiro KAWAI		"Role of Government Financial Institutions Division" Government Financial Institutions Division, MOF Yuki OTSUKA			
6/2 SAT						
6/3 SUN						
6/4 MON	Tokyo Fiscal Forum		Self-study for Group Policy Paper submission	Group Work Group C: Takashi KIHARA ③ Group D: Kazuki HIRAGA ③ Group E: Takeshi DAIMON ③		23:59 Deadline for Group Policy Paper
6/5 TUE	"Japanese Fiscal Situation and Fiscal Consolidation" Budget Bureau, MOF Shun TAKAHASHI	"Promoting Quality Infrastructure/Utilization of the Japanese ODA" Development Policy Division, International Bureau, MOF Minoru MATSUNOSHITA, Nanami SHIGYO		14:00-16:30 Visit Tokyo Stock Exchange		
6/6 WED	(in case 5/28 does not work) Visit The National Diet		"Fiscal Investment and Loan Program" Fiscal Investment and Loan Program Division, Financial Bureau, MOF Yuya IKEDA	Group Policy Paper Presentation Group C: Takashi KIHARA		
6/7 THU	Group Policy Paper Presentation Group A: Hideaki TANAKA	Group Policy Paper Presentation Group E: Takeshi DAIMON	Group Policy Paper Presentation Group D: Kazuki HIRAGA	Group Policy Paper Presentation Group B: Satoshi WATANABE		
6/8 FRI				Closing Ceremony 15:30-16:30	Review Meeting 17:00-18:00	Farewell Reception 18:30-20:00 (Venue: Tokai University Club)
6/9 SAT	Departure for Home					

Country Report

# Japan (Example)

May XX, 2019

Name

# Outline

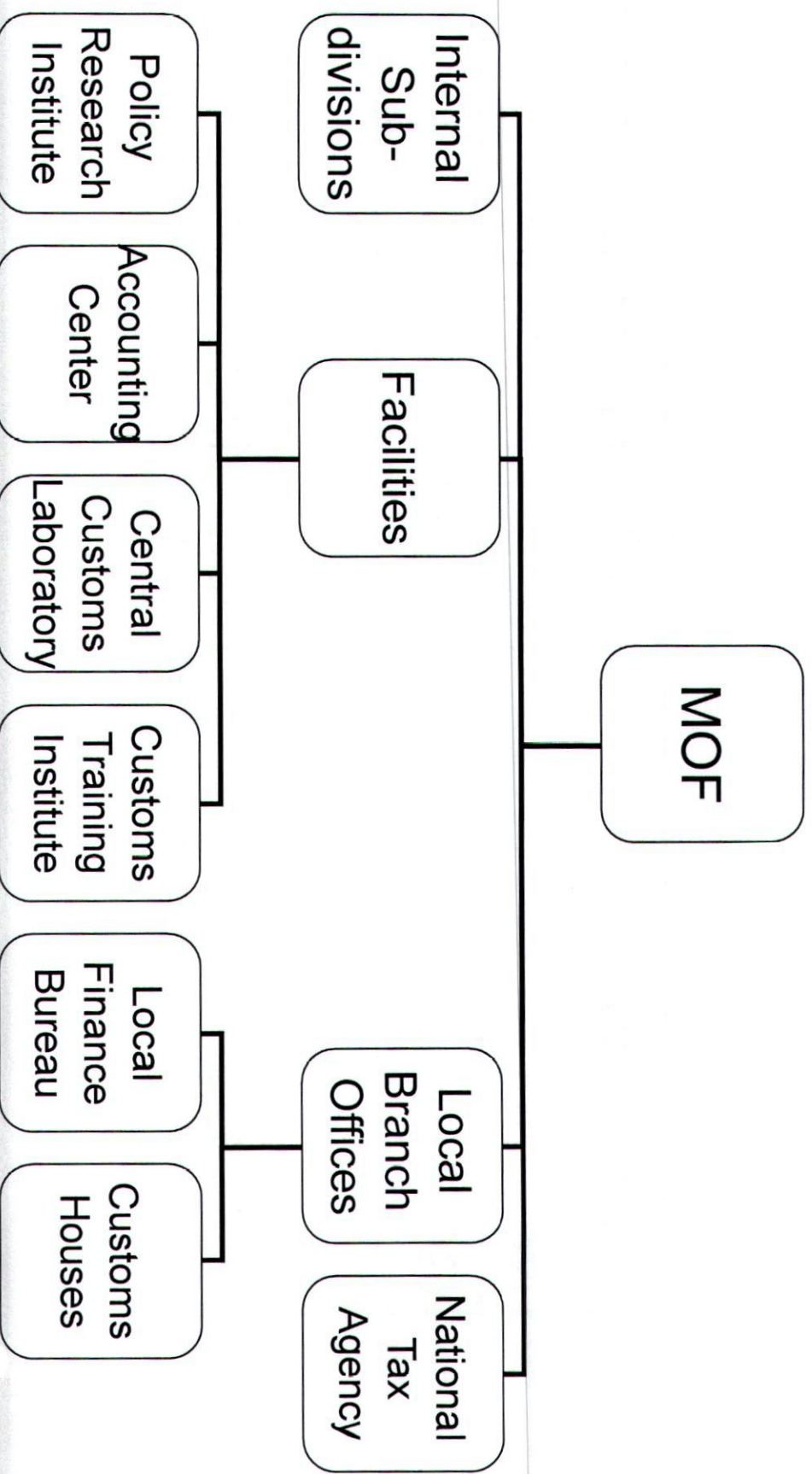
1. Fiscal and macroeconomic situation
2. Structure of MOF Japan
3. Fiscal/Financial ODA needs (Japan 1940s-50s)
4. Helpful information for understanding Japan

## 1. Fiscal and macroeconomic situation

(2016)

Population	126.9 million (estimate)
Nominal GDP	539.3 trillion yen
GDP per capita	4.249 million yen
Unemployment rate	3.1%
Tax revenue	55.9 trillion yen

## 2. Structure of MOF Japan



### 3. Fiscal/Financial ODA needs (Japan 1940s-50s)

- ◆ Daily Commodities
  - food, fertilizer, oil, medical supplies
- ◆ Supplies for rebuilding economy
  - coal, iron ore, oil, machine tools
- ◆ Infrastructure
  - Express Railway (Shinkansen)
  - Expressway
  - Power Plant
  - ..... etc.

## 4-1. Helpful information for understanding Japan

### Punctual railway service

- ◆ Railway companies in Japan try to operate according to a timely schedule.
- ◆ Trains on weekdays may be very crowded, but you can choose to wait and catch another one within 5 minutes.
- ◆ Although the next train might be crowded as well, at least you will have the chance to learn how to get on a train using Sumo-wrestling techniques.
- ◆ Trains are rarely delayed for longer than 1 hour except for when there is an accident.



## 4-2. Helpful information for understanding Japan

### Dainty seafood

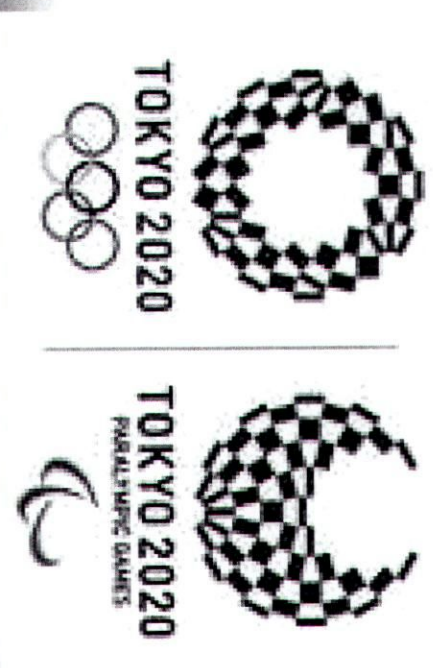
- ◆ As Japan is an island country surrounded by the sea on all sides, it is blessed with plenty of seafood.
- ◆ Thanks to excellent technology for keeping seafood fresh, you can enjoy raw fish such as sushi.



## 4-3. Helpful information for understanding Japan

### Tokyo Olympic 2020

- ◆ Tokyo will be hosting a Summer Olympic, from 24 July to 9 August 2020.
- ◆ Second Summer Games since the Tokyo Olympic 1964
- ◆ Japan has also hosted the Winter Games twice (Sapporo Olympic 1972; Nagano Olympic 1998)



Thanks for your attention.

May XX, 2019

Name



(Reference 4)

## Individual Policy Paper

**Please type into this format (Word file). A handwritten paper is not acceptable.**

1. Specific issues you would like to discuss in relation to the topic you chose in the application form.

2. Background of your awareness of the issues  
(e.g. Political and/or economic situation of your country)  
- Please explain in detail with statistical evidence.

3. Policy recommendation you would adapt to solve the issues

4. Possible barriers to adapting your policy recommendation

5. Specific points on which you want advice from your group members.  
(At least 2 points)

(1)

(2)

6. Your individual policy paper (1-2 pages)

- Please refer to the above-mentioned five elements.
- Please cite at least one source material, such as a paper, book, theory, policy, etc., to help the group members understand your idea.

## **Basic Structure of Group Policy Paper**

### **Format**

- **Microsoft PowerPoint** presentation
- 20 slides or more; slide numbers should appear on each slide.

### **Basic Structure**

- a) Title slide(s)
- b) Outline (Table of Contents)
- c) Background of the Policy Issues
- d) Policy Issues
- e) Policy Recommendations
- f) Conclusion
- g) References

### **Points in Detail**

- a) Please start with (1) the Paper's title, (2) date and (3) each group member's name, position, department, organization and country.
- d) Presentation must clearly explain why the issues in question are important and worth being examined.
- e) Presentation must include policy recommendations for your own countries, not just what you have learned about Japan's policies and experiences during the seminar.

### **Note**

1. Additional details should be determined in consultation with each group instructor.
2. When you include tables or graphs, the data should cover the last five or more years (and future years, if available) and be stated in US dollars wherever appropriate. Sources of the data should be stated.
3. You must submit the final version approved by your group instructor.

## **Information Sources on Japanese Economy and Policies**

### **1. Ministry of Finance (MOF), Japan** (<http://www.mof.go.jp/english/>)

- Budget (<http://www.mof.go.jp/english/budget/index.html>)
- Tax Policy ([http://www.mof.go.jp/english/tax\\_policy/index.html](http://www.mof.go.jp/english/tax_policy/index.html))
- National Tax Agency ([http://www.nta.go.jp/foreign\\_language/index.htm](http://www.nta.go.jp/foreign_language/index.htm))
- Customs and Tariff ([http://www.mof.go.jp/english/customs\\_tariff/index.html](http://www.mof.go.jp/english/customs_tariff/index.html))
- Government Bonds / Debt Management (<http://www.mof.go.jp/english/jgbs/index.html>)
- Fiscal Investment and Loan Program (FILP)  
(<http://www.mof.go.jp/english/filp/index.html>)
- National Property ([http://www.mof.go.jp/english/national\\_property/index.html](http://www.mof.go.jp/english/national_property/index.html))
- Exchequer (<http://www.mof.go.jp/english/exchequer/index.html>)
- Currency (<http://www.mof.go.jp/english/currency/index.html>)
- International Policy ([http://www.mof.go.jp/english/international\\_policy/index.html](http://www.mof.go.jp/english/international_policy/index.html))
- Financial System Stabilization  
([http://www.mof.go.jp/english/financial\\_system/index.html](http://www.mof.go.jp/english/financial_system/index.html))

### **2. Policy Research Institute (PRI), MOF** (<http://www.mof.go.jp/english/pri/index.htm>)

- Reports and Papers  
([http://www.mof.go.jp/english/pri/research/discussion\\_paper/index.htm](http://www.mof.go.jp/english/pri/research/discussion_paper/index.htm))
- International Cooperation 2017  
([http://www.mof.go.jp/english/pri/international\\_exchange/what\\_is\\_ie\\_by\\_pri/pamph/p\\_all\\_e.pdf](http://www.mof.go.jp/english/pri/international_exchange/what_is_ie_by_pri/pamph/p_all_e.pdf))
- Financial Review  
([http://www.mof.go.jp/english/pri/publication/financial\\_review/index.htm](http://www.mof.go.jp/english/pri/publication/financial_review/index.htm))
- Public Policy Review  
([http://www.mof.go.jp/english/pri/publication/pp\\_review/index.htm](http://www.mof.go.jp/english/pri/publication/pp_review/index.htm))
- Monthly Finance Review  
([http://www.mof.go.jp/english/pri/publication/mf\\_review/index.htm](http://www.mof.go.jp/english/pri/publication/mf_review/index.htm))
- Financial Statistics of Japan  
([http://www.mof.go.jp/english/pri/publication/financial\\_statistics\\_of\\_japan/index.htm](http://www.mof.go.jp/english/pri/publication/financial_statistics_of_japan/index.htm))
- Fiscal Monetary Policies of Japan  
([http://www.mof.go.jp/english/pri/publication/policy\\_1945-1971/index.htm](http://www.mof.go.jp/english/pri/publication/policy_1945-1971/index.htm))  
([http://www.mof.go.jp/english/pri/publication/policy\\_1972-1990/index.htm](http://www.mof.go.jp/english/pri/publication/policy_1972-1990/index.htm))

### **3. Financial Services Agency** (<http://www.fsa.go.jp/en/index.html>)

**4. Central Bank** (<http://www.boj.or.jp/en/index.htm>)

**5. Ministry of Internal Affairs and Communications**

- White Paper on Local Public Finance, 2017  
([http://www.soumu.go.jp/iken/zaisei/29data/chihouzaisei\\_2017\\_cn.pdf](http://www.soumu.go.jp/iken/zaisei/29data/chihouzaisei_2017_cn.pdf))

**6. Ministry of Health, Labour and Welfare** (<http://www.mhlw.go.jp/english/index.html>)

- Japan Pension Service (<http://www.nenkin.go.jp/international/english/>)

**7. Ministry of Economy, Trade and Industry** (<http://www.meti.go.jp/english/index.html>)

**8. Cabinet Office**

- Economic and Fiscal Policy (<http://www5.cao.go.jp/keizai/index-e.html>)

**9. Cabinet Secretariat**

- Abenomics (<https://www.japan.go.jp/abenomics/index.html>)

**10. Japan International Cooperation Agency** (<http://www.jica.go.jp/english/index.html>)

**11. International Financial Organizations**

- The International Monetary Fund (IMF) (<http://www.imf.org/external/index.htm>)
- The World Bank (IBRD) (<http://www.worldbank.org/>)
- The European Bank for Reconstruction and Development (EBRD)  
(<http://www.ebrd.com/home>)
- The Asian Development Bank (ADB) (<http://www.adb.org/>)

## แบบเสนอรายชื่อข้าราชการเข้ารับการอบรม/สัมมนา

ชื่อหลักสูตร.....  
 ชื่อหน่วยงาน/สถาบันฝึกอบรม.....  
 ระยะเวลาการฝึกอบรม (ระบุวันเดือนปี).....

ข้อมูลผู้สมัคร	ลักษณะงานที่ปฏิบัติปัจจุบัน ซึ่งเกี่ยวข้องกับการอบรม/สัมมนา หลักสูตรนี้	ประโยชน์ต่อการปฏิบัติงาน ที่จะได้รับการอบรม/สัมมนา หลักสูตรนี้
ชื่อ-นามสกุล ภาษาไทย ..... ..... ภาษาอังกฤษ ..... ..... ตำแหน่ง ..... ..... ..... หมายเลขโทรศัพท์.....		

## คำรับรองของผู้ได้รับการเสนอรายชื่อ

ข้าพเจ้า.....ตำแหน่ง.....  
 สำนัก/กอง.....ขอรับรองว่าข้อความตามตารางข้างต้นเป็นจริงทุกประการ  
 และเป็นผู้มีคุณสมบัติตามที่กำหนด รวมทั้งยินดีปฏิบัติตามเงื่อนไขการเข้ารับการอบรมสัมมนาตลอดจนหลักเกณฑ์ที่  
 เกี่ยวข้องอื่นๆ ตามที่สำนักงานเศรษฐกิจการคลังกำหนดทุกประการ

(ลงชื่อ)

(.....)

ตำแหน่ง

...../...../.....

## คำรับรองของผู้บังคับบัญชา

ได้ตรวจสอบข้อมูลรายละเอียดที่.....  
 ตำแหน่ง.....ได้เสนอเพื่อพิจารณาแล้ว เห็นว่าถูกต้องตรงตามความเป็นจริง  
 จึงขอส่งตัวเข้ารับการอบรม/สัมมนาหลักสูตรข้างต้น โดยยินดีให้การสนับสนุนข้าราชการในการปฏิบัติตามเงื่อนไข  
 การอบรม/สัมมนาที่สำนักงานเศรษฐกิจการคลังกำหนดทุกประการ

(ลงชื่อ)

(.....)

ตำแหน่ง

...../...../.....