



บันทึกข้อความ

ส่วนราชการ สำนักงานเลขาธิการกรม ส่วนพัฒนาทรัพยากรบุคคล โทร. ๓๑๐๒

ที่

วันที่

๑๐ พฤศจิกายน ๒๕๕๘

เรื่อง ทนฝึกอบรมสัมมนาหลักสูตร Economic Policies ๒๐๑๖ ณ ประเทศญี่ปุ่น

เรียน ผู้อำนวยการสำนักฯ/ ผู้อำนวยการศูนย์ฯ/ ผู้อำนวยการกลุ่มฯ

ด้วยสถาบันวิจัยนโยบายเศรษฐกิจ กระทรวงการคลัง ประเทศญี่ปุ่น ได้ประสานขอให้สำนักงานเศรษฐกิจการคลังเสนอชื่อข้าราชการในสังกัดที่มีคุณสมบัติตามที่กำหนด (อายุไม่เกิน ๔๐ ปี และมีประสบการณ์การทำงานด้านนโยบายเศรษฐกิจหรือที่เกี่ยวข้องไม่น้อยกว่า ๘ ปี สามารถใช้ภาษาอังกฤษในการสื่อสารได้เป็นอย่างดี สุขภาพแข็งแรง รวมทั้งไม่เคยได้รับทุนสัมมนาของประเทศญี่ปุ่นในลักษณะเดียวกันมาก่อน) จำนวน ๑ ราย สมัครรับทุนเพื่อเข้าร่วมการสัมมนาหลักสูตร Economic Policies ๒๐๑๖ ระหว่างวันที่ ๑๖ พฤษภาคม - ๑๐ มิถุนายน ๒๕๕๘ ณ ประเทศญี่ปุ่น ดังรายละเอียดหลักสูตรตามเอกสารแนบ ๑

หากสำนัก/ศูนย์/กลุ่ม ประสงค์จะเสนอชื่อข้าราชการในสังกัดที่มีคุณสมบัติตามที่กำหนด สมัครรับทุนเพื่อเข้าร่วมการสัมมนาดังกล่าว ขอได้โปรดแจ้งชื่อและกรอกรายละเอียดแบบเสนอรายชื่อตามเอกสารแนบ ๒ ส่งไปยังส่วนพัฒนาทรัพยากรบุคคล สำนักงานเลขาธิการกรม ภายในวันที่ ๒๔ พฤศจิกายน ๒๕๕๘

จึงเรียนมาเพื่อโปรดดำเนินการภายในกำหนดเวลาดังกล่าวด้วย จะขอบคุณยิ่ง

(นางสาวจิน หิรัญลักขณา)

นักวิชาการเงินและบัญชีชำนาญการพิเศษ รักษาการแทน

เลขาธิการกรม

F-436

10 พ.ย. 58



From: 610国際交流室 <koryu@mof.go.jp>
Subject: [Thailand]Invitation to the Seminar for Economic Policies 2016
Date: Fri, 6 Nov 2015 07:59:12 +0000
To: hrd (hrd@fpo.go.th) <hrd@fpo.go.th>
Cc: 大西敢二郎 <kanjiro.onishi@mof.go.jp>, 中島賢作 <kensaku.nakashima@mof.go.jp>, 田村邦臣 <kuniomi.tamura@mof.go.jp>

Dear Orrawan Chorchaoenying

On behalf of the Policy Research Institute(PRI), Ministry of Finance(MOF) Japan, I am pleased to inform you that the PRI invites a promising government official of your Ministry for "Seminar on Economic Policies 2016"

Duration: From May 16th to June 10th, 2016

Venue: Tokyo

Sponsor: PRI, MOF Japan

Since 1992, the seminar has been held by the PRI 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 file, named "Application Handbook 2016". I would appreciate it if you could select ONE government official to work as a bridge between your country and us.

It would be very much appreciated if you could send a copy of the application documents by E-mail to the PRI Mr.Tamura and Mr.Nakashima by January 26, 2016.

kuniomi.tamura@mof.go.jp
kensaku.nakashima@mof.go.jp

Please let me know once you've received this email for us to make sure whether you received or not. Based on the application documents you will send me, we will decide the participant and let you know by the 16th March 2016.

Thank you for your help and cooperation in advance.

p.s.
We are sending you this e-mail since you were our contact person of last year's Seminar.
If you are not the right person to send this kind of e-mail, please let us know the correct contact person.

Best regards
Kensaku Nakashima
Kuniomi Tamura

 **Attachment:** Application Handbook 2016(one).pdf (831Kbytes)

Seminar on Economic Policies 2016

~ Application Handbook ~

Hosted by

Policy Research Institute
Ministry of Finance
Japan



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1. Purpose of the Seminar

The Seminar on Economic Policies aims at helping participating countries to 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 of the Seminar

From May 16 to June 10, 2016

3. Organizer

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

4. Seminar Venue

The seminar will in principle be held in the main building of the MOF in Tokyo, except for visits and field trips.

5. Language

The seminar will be conducted in English.

6. Curriculum (tentative)

(1) Policy Lectures (Japan's Economic and Fiscal Policies, etc.)

The lectures will be conducted by:

- Officials from the MOF/PRI and other relevant government organizations.
- Scholars and experts from outside the government on subjects related to the economy and finance.

(2) General Lectures (about Japan)

The lectures will be conducted by scholars and experts on subjects related to Japanese culture and society. Japanese language classes will be included.

(3) Group Studies for Group Policy Paper

Participants will be divided into several groups, according to the topics that they select at the stage of application. Aim of the group studies are to set up the common issues among group members and to make a policy recommendation to

those issues through active discussion. Each group study will be held 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 which are related to finance and economy will be organized. Also, the field trip to Kyoto and Osaka is planned for the participants to know the traditional Japanese cultures as well as visit to Japan Mint etc.

(5) Country Report

Each participant will be required to make a brief presentation on his/her own country (within 10 slides in MS Power Point) to other participants (10-minute presentation and 5-minute question & answer) in the first week of the seminar. This is intended to help the participants share knowledge and introduce themselves. The presentation materials should be submitted to the PRI **by April 22 (FRI), 2016** The contents to be included are:

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

For further information on (1) to (5) above, please refer to **Reference 1** (tentative curriculum for 2016) as well as **Reference 2** (time table 2015) and **Reference 3** (sample of country report).

7. Group Policy Paper

As for the group studies (6(3)), each group will be required to make a presentation based on active discussion among group members. Each group will prepare a presentation material which is regarded as the **“Group Policy Paper”**. Each group must include on the paper what they have learned through the seminar, such as analysis of Japan’s policies systems and/or experiences, and also provide policy suggestions to his/her own country. The procedure will be as follows:

[In the application form (See **Appendix 1**)]

(1) To select **ONE** topic among the following;;

- (A) Public Finance (Tax System, Fiscal Consolidation, etc.)
- (B) Role of Fiscal Policy in Economic Growth (Public Investment,

Economic Stimulus Package, etc.)

- (C) Role of Public Funding in Developing Countries (*Fiscal Investment and Loan Program ('FILP'), Policy Financial Corporation, etc.)

- * *FILP in Public Finance means the following concepts*
- *Financial tools aiming at strategically targeted policy objectives*
- *Complement to private sector in quantities of LT financing*
- *Preferential rates reflecting policy priorities*

[Before the seminar]

- (2) To prepare the **"individual policy paper"** on the topic above and submit it to the PRI **by April 15 (FRI), 2016** (See **Reference 4** for the format. **Please type into this format to complete the individual policy paper. Handwritten paper is not acceptable**);
- (3) Participants will be divided into several groups, according to the topics that they select.

Note:

- *The individual policy papers will be shared among your group members and instructor beforehand to make the group studies more meaningful. So before coming to Japan, please read the other participants policy papers and consider the common issues that could be set up within your group.*
- *Basically, we divide participants into several groups by the topics they select. If we have difficulty to meet each participant's first choice, we may contact with you when arranging groups.*

[During the seminar]

- (4) To receive instructions from the instructor, and have active discussions among the group members about the common issues each group set up. Group studies will be held three times during the seminar;
- (5) To complete the **"Group Policy Paper"** and submit it in a form of electronic file to the PRI by the given deadline (See **Reference 5** for the format); and
- (6) To make a group presentation to instructor(s), other participants (groups), and PRI executives, and receive comments and advices from them (40-minute presentation and 20-minute question & answer).

8. Certificate

Each participant who has successfully completed the curriculum of this seminar will receive a certificate from the PRI. The following conditions must be satisfied in order to receive the certificate;

- (1) To attend all the lectures, visits (and field trips) and group studies; and
- (2) To 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. Seminar Participants

About 20-25 officials of Ministries of Finance or relevant institutions from 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 ONE official to the PRI.

To streamline the selection process, please submit in advance digital data or a copy of all the documents below to the PRI via E-mail, by January 25 (MON), 2016. In addition, the original documents also should be sent to the PRI, using a postal service which you will be able to track such as DHL.

[Documents to be sent]

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

*Note: The above-mentioned documents should be **typewritten**, not handwritten, except for signatures.*

[Mailing Address]

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

International Cooperation Division

Policy Research Institute

Ministry of Finance, Japan

Fax: + (81-3) 5251-2171

E-mail: kensaku.nakashima@mof.go.jp

kuniomi.tamura@mof.go.jp

12. Selection

The results of the selection will be delivered to the applicant's organization **by March 14 (MON), 2016, at the latest**. The invitation letter will be sent later as well.

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 borne by the participant.*

- (2) Accommodation cost including breakfast;
- (3) Transportation cost between Narita International Airport or Haneda Airport and the accommodation as well as between the accommodation and the seminar venue;

(4) Field trip expenses related to the seminar; and

(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

The PRI will provide each participant with per diem subject to the PRI accounting policy (in the case of the last seminar, average JPY 3,000 per day). This per diem is intended to cover the costs of meals and incidental expenses.

*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 located in Tokyo and field trip destinations, i.e. Kyoto, Osaka. Internet Access Service and breakfast are provided.

15. Items provided to each participant by PRI

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

*Note: We do **not** provide participants with mobile phones during the seminar. 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 at the beginning of the seminar and return to their home country at the end 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. Kensaku NAKASHIMA (kensaku.nakashima@mof.go.jp)

Mr. Kuniomi TAMURA (kuniomi.tamura@mof.go.jp)

International Cooperation Division

Policy Research Institute

Ministry of Finance, Japan

(Address) 3-1-1, Kasumigaseki, Chiyoda-ku, Tokyo, 100-8940 Japan

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

Fax: (+81) 3-5251-2171

Appendices

Appendix 1 Application Form

Appendix 2 Medical History Questionnaire

Seminar on Economic Policies 2016

Application Form

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

Photo

Name:

Family

First

Middle

Gender:

☐

Male

☐

Female

Nationality:

Date of Birth:

M

D

Y

Passport Number:

Date of Expiry:

Present Position:

Present Section:

Institution:

Office Address:

[Tel]

[Fax]

[E-mail]

Contact person in your office (in case of emergency)

Name:

Title:

Section:

[Tel]

[Fax]

[E-mail]

Home Address:

[Tel]

[Fax]

[E-mail]

Educational Background:			
Year	Degree	Institute	
Language Proficiency:			
•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	
Employment Career:			
Year	Position & Section	Organization	
Have you ever participated in any similar seminar ? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If "Yes", please fill in the followings.			
Seminar name:			
Date:			
Host Organization (Country):			
Experience in abroad			
[Your experience in English-speaking countries will be positively considered in the selection of participants.]			
Have you ever been abroad for your study or for your job? <input type="checkbox"/> Yes <input type="checkbox"/> No			
* If 'Yes', please explain the occasion, its date and country.			
Occasion:			
Date:			
Country:			
<i>Please use additional sheet if necessary.</i>			
Topic for "Policy Paper": Choose only ONE from the following topics.			
<input type="checkbox"/> (A) Public Finance(Tax System, Fiscal Consolidation (including Debt Management), etc.)			
<input type="checkbox"/> (B) Role of Fiscal Policy in Economic Growth (Public Investment, Economic Stimulus Package, etc.)			
<input type="checkbox"/> (C) Role of Public Funding in Developing Countries (*Fiscal Investment and Loan Program ('FILP'), Policy Financial Corporation, etc.)			
* As for FILP and etc, please see the Application Handbook for more information			
Reasons for choosing the topic			
<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 followings:

☐ Application Form ☐ Recommendation Letter ☐ Medical History Questionnaire

Seminar on Economic Policies 2016

Medical History Questionnaire

Name

(Last Name)

(First Name)

(Middle Name)

Date of Birth

(Month)

(Day)

(Year)

Nationality

Gender

★ Important Notice

Before you complete the "Medical History Questionnaire", you are hereby notified that:

- ✓ The insurance we provide will cover only those costs for bodily injury or sickness arising after arrival in Japan. Furthermore, it does **not** cover expenses incurred in connection with **preexisting conditions**, such as pregnancy, dental treatment, physical disability, or previous mental instability.
- ✓ A medical condition resulting from an undisclosed pre-existing condition shall not be covered by the insurance, and it may result in termination of your training program.

I understand and accept the terms of this notice.

☐ YES

(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 estimated date of delivery)

--

● Foods and drinks that you must avoid

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

● 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)

Table 1 Demographic characteristics of study population

Signature

Table 1 Demographic characteristics of study population

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. be pregnant, be infected by virus of Influenza H1N1 or H5N1).

References

- | | |
|-------------|--|
| Reference 1 | (Tentative) Curriculum
- Seminar on Economic Policies 2016 - |
| Reference 2 | Curriculum
- Seminar on Economic Policies 2015 - |
| Reference 3 | Sample of Country Report |
| Reference 4 | Format of Individual Policy Paper |
| Reference 5 | Format of Group Policy Paper |
| Reference 6 | Information Sources on Japanese Economy and Policies |

(Reference 1)

(Tentative) Curriculum for Seminar on Economic Policies 2016

1. Contents

(Note: 1 unit means 80 minutes)

Subject	Units	Particulars
(1) Policy Lectures	31	Lectures by scholars and experts from the MOF, etc. (including discussion with lecturers)
(2) General Lectures	5	Japanese language classes, Japanese culture and society, etc.
(3) Group Studies for Group Policy Paper	3	Instructed by a scholar or expert (Participants will be divided into several groups according to the topics of their policy papers, and are expected to have an active discussion about the common topic.)
(4) Policy Paper Presentation including evaluation	6	Approximately one hour per group, including question-and-answer time
(5) Visits and Field Trips	19	Visit to institutions related to finance and economy in Tokyo, Kyoto and Osaka
(6) Others	<ul style="list-style-type: none">- Guidance / Orientation- Opening Ceremony- Welcome Reception- Country Report Presentation- Review Meeting- Closing Ceremony	

2. Schedule

May 16	<ul style="list-style-type: none">• Guidance / Orientation• Opening Ceremony• Welcome Reception
May 16 to June 9	<ul style="list-style-type: none">• Country Report Presentation• Policy Lectures• General Lectures• Group Studies for Policy Paper• Visits• Policy Paper Presentation• Field Trip to Kyoto and Osaka
June 10	<ul style="list-style-type: none">• Review Meeting• Closing Ceremony

Seminar on Economic Policies 2015 (as of May 8)
(From May 11 to Jun 5, 2015 in Tokyo)

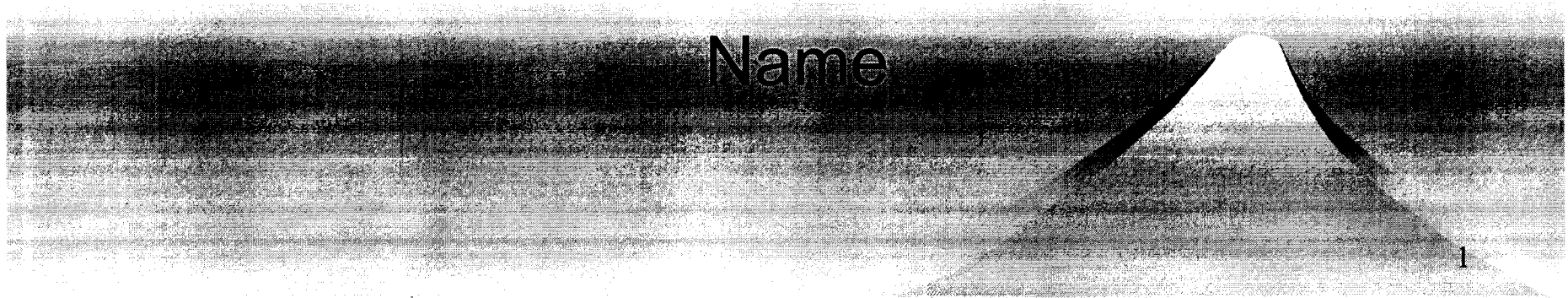
Date	9:30-10:50		11:10-12:30		13:30-14:50		15:10-16:30		Remarks		
10-May	SUN									Arrival in Tokyo	
11-May	MON		Guidance, Registration (Venue:Hotel)			Opening Ceremony 13:30-14:00 Orientation 14:20-15:30		Presentation on Country Report ① 15:30-18:00		Welcome Reception 18:30-20:00 (Venue:Kazan Kaikan)	
12-May	TUE		Presentation on Country Report ②		Presentation on Country Report ③		"Japan's Monetary and Financial Policy" Dean, Asian Development Bank Institute Naoyuki YOSHINO			"Postal Services in Japan" Ministry of Internal Affairs and Communications Shingo OKAMURA	
13-May	WED		"Japanese Life and Society" Yokohama National University Hisami ANDRADE			"What Makes Your Presentation in English More Effective?" Tokai University Kahoko MATSUMOTO		Group Studies for Policy Paper① Group A: Shun-ichiro BESSHO			
14-May	TUR		"Survival Japanese" The Japanese-Language Institute, Urawa (Japan Foundation) Shoko FUKUYA			"Lessons from the Economic Growth in Post-War Japan" Former Director-General, Customs & Tariff Bureau, MOF Junichi YONEZAWA			Group Studies for Policy Paper① 16:40-18:00 Group C: Satoshi WATANABE		
15-May	FRI		"Public Expenditure Management: Japan's Experience and International Comparison" Meiji University Hideaki TANAKA			Group Studies for Policy Paper① Group F: Takeshi DAIMON Group B: Hideaki TANAKA		Group Studies for Policy Paper① Group D: Kazuki HIRAGA Group E: Masami KAWADE		"Financial System Reform in Myanmar: Framework for Utilizing National Savings for Development in Myanmar" PRI, MOF, Daikichi MOMMA	
16-May	SAT										
17-May	SUN										
18-May	MON		"The Japanese Economy: An Overview" Keio University Shigeo KASHIWAGI			"Japanese Current Fiscal Situation and Fiscal Consolidation Measures" Budget Bureau, MOF Asuka HIRATA		"Outline of the Japanese Tax System and Recent Reforms" Tax Bureau, MOF Tomoyuki OMORI			
19-May	TUE		"Intergovernmental Fiscal Relations and Local Public Finance in Japan" The University of Tokyo Masayoshi HAYASHI			"Japan's International Taxation Policy" Tax Bureau, MOF Kotaro IWASAKI		Group Studies for Policy Paper② Group D: Kazuki HIRAGA			
20-May	WED		"Financial Supervision and Bank Behavior in Japan" Gakushuin University Kaoru HOSONO		"SME Finance in Japan and Role of JFC Micro" PRI, MOF Yuki ISHIZAKI					Visit: Tokyo Customs	
21-May	TUR		"Bank Resolution Overview" Deposit Insurance Corporation of Japan Fumiko YAMAZAKI		"Fiscal Investment and Loan Program" Financial Bureau, MOF Yu NISHIOKI, Jun SATO		"Japan's FTA/EPA Strategy" Keio University Yorizumi WATANABE				
22-May	FRI		"An Overview of the Japanese Social Security System" Hitotsubashi University Shinji YAMASHIGE			Group Studies for Policy Paper② Group F: Takeshi DAIMON Group B: Hideaki TANAKA Group A: Shun-ichiro BESSHO		Group Studies for Policy Paper② Group E: Masumi KAWADE Group C: Satoshi WATANABE			
23-May	SAT										
24-May	SUN										
25-May	MON		"Infrastructure Development through PPP (Japan and Asia)" Osaka University of Commerce Toru MIHARA			Group Studies for Policy Paper③ Group E: Masumi KAWADE		"POLICY-BASED DEVELOPMENT FINANCE IN JAPAN(FOCUSING ON JDB)" Development Bank of Japan Inc. Masayoshi TATEWAKI		16:30-17:30 "Local Public Finance" PRI, MOF Nobuyuki UDA	
26-May	TUE		"Financial Supervision in Japan" Financial Services Agency Rikuo KATO		"Debt Management Strategy" Financial Bureau, MOF Ryo ISHIDA		Visit Tokyo Office, Kanto Local Finance Bureau		Group Studies for Policy Paper③ Group D: Kazuki HIRAGA Group C: Satoshi WATANABE		
27-May	WED		"Policy Finance of Japan" Government Financial Institutions Division, MOF Shigeo OKAMOTO		"Regional Financial Cooperation in Asia" International Bureau, MOF Keisuke HOSOI		Visit The National Diet		Visit Bank of Japan		
28-May	TUR					Group Studies for Policy Paper③ Group F: Takeshi DAIMON Group B: Hideaki TANAKA Group A: Shun-ichiro BESSHO		"What we do in Government Financial Institutions Division" Government Financial Institutions Division, Minister's Secretariat, MOF Akihiro ODA		21:00 Deadline for Group Policy Paper	
29-May	FRI		Visit Tokyo Central Post Office			"Outline of Japanese National Tax Administration" National Tax College Mieko SUZUKI		Visit Ueno Tax Office			
30-May	SAT										
31-May	SUN										
1-Jun	MON		Group Policy Paper Presentation① 10:00-11:30 Group A: Shun-ichiro BESSHO		Group Policy Paper Presentation② 11:30-13:00 Group F: Takeshi DAIMON		Group Policy Paper Presentation③ 14:00-15:30 Group D: Kazuki HIRAGA		Group Policy Paper Presentation④ 15:30-17:30 Group E: Masumi KAWADE		Farewell Party 18:30-20:00
2-Jun	TUE		Group Policy Paper Presentation⑤ 10:00-11:30 Group B: Hideaki TANAKA		Group Policy Paper Presentation⑥ 11:30-13:00 Group C: Satoshi WATANABE		Field Trip (transportation from Tokyo to Kyoto, by Shinkansen bullet train)			Stay in Kyoto	
3-Jun	WED		Field Trip (Kyoto)								Stay in Kyoto
4-Jun	TUR		Field Trip (Kyoto, Osaka) (transportation from Osaka to Tokyo, by Shinkansen bullet train)								
5-Jun	FRI		"How can you make the best use of the Japanese ODA to Achieve Lasting Development Results for Your Country?" International Bureau, MOF Yoishiro IKEDA		"Customs Cooperation" Customs and Tariff Bureau, MOF Yoshihiro KOSAKA		Closing Ceremony 13:30-14:00		Review Meeting 14:20-15:20		
6-Jun	SAT									Departure for Home	

= Special Program for Myanmar Participants (also open to the other participants who are interested in)

Country Report

Japan (Example)

May XX, 2016



Outline

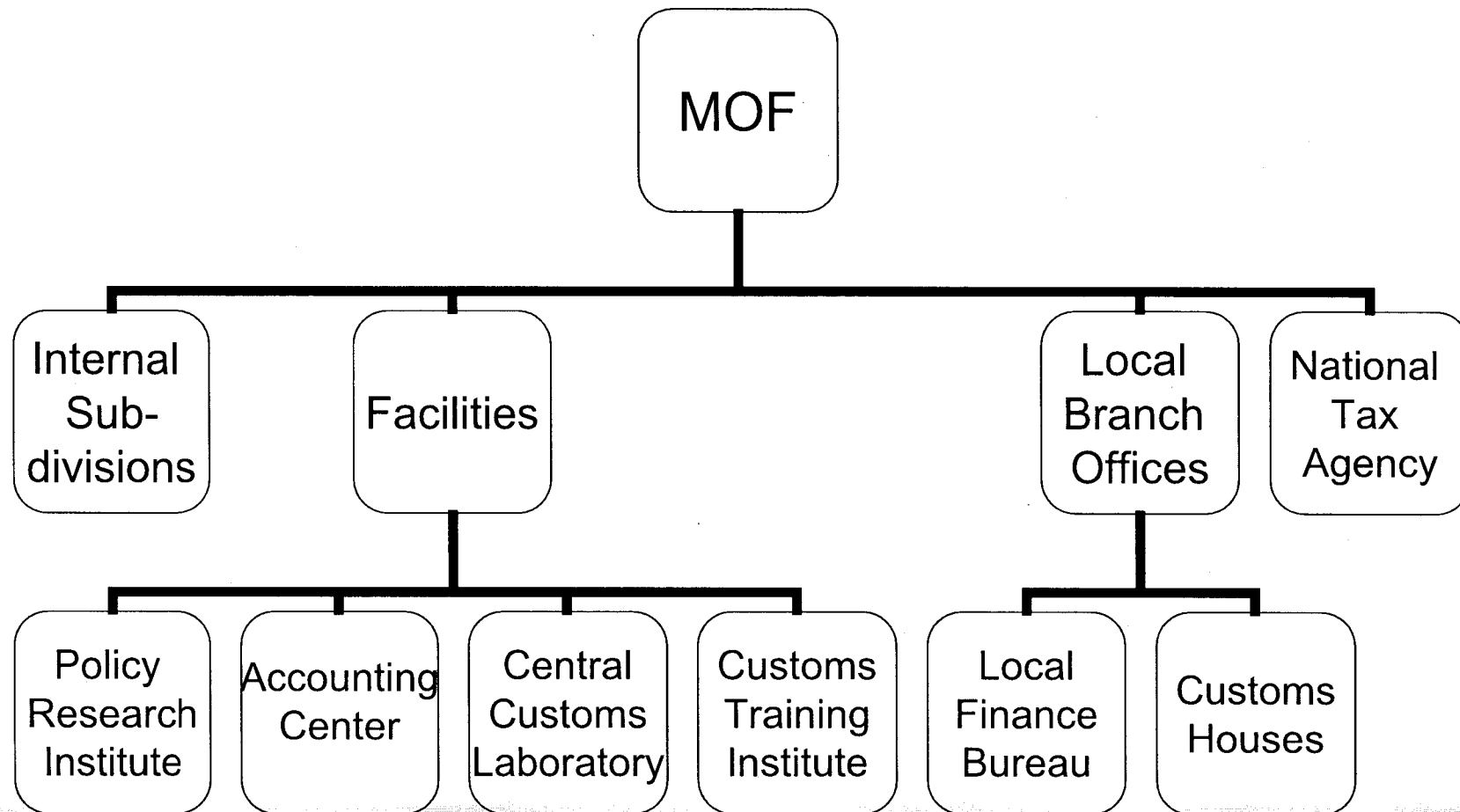
1. **Fiscal and macroeconomic situations**
2. **Structure of MOF Japan**
3. **Fiscal/ Financial ODA needs (Japan 1940s-50s)**
4. **Helpful information for understanding Japan**

1. Fiscal and macroeconomic situations

(2013)

Population	127,280,000(estimate)
National GDP	483 trillion yen
GDP per Capita	3,796,000 yen
Unemployment rate	4.0%
Government revenue	92,611 billion yen

2. Structure of MOF Japan

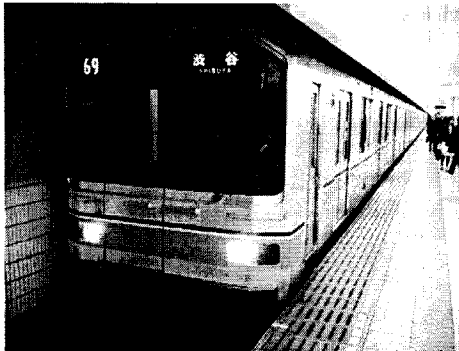


3. Fiscal/ Financial ODA needs (Japan 1940s-50s)

- Daily Commodities (food, fertilizer, oil, medical supplies)
- Supply for rebuilding of economy (coal, iron ore, oil, machine tools)
- Infrastructure
 - Express Railway (Shinkan-sen)
 - Expressway
 - Power Plant
 - etc

4-1. Helpful information for understanding Japan

Punctual railway service



- Railway companies in Japan try to operate along diagram
- A train on weekdays are very crowded but you can catch next one within 5minutes.
- Though the next train might be crowded as well, fortunately you can have a chance to learn how to get on train with Sumo-wrestling technique.
- It rarely delays for 1 hour except for the case accident happens.



4-2. Helpful information for understanding Japan

Dainty seafood

- As Japan is an island country surrounded by the sea on all sides, blessed with plenty of seafood.
- Thanks to excellent technology of keeping seafood fresh, you can enjoy raw fish such as sushi.
- Tsukiji fish market, which is located in the center of Tokyo, is the biggest wholesale seafood market in the world.



Tsukiji fish market

4-3. Helpful information for understanding Japan

Massive earthquake



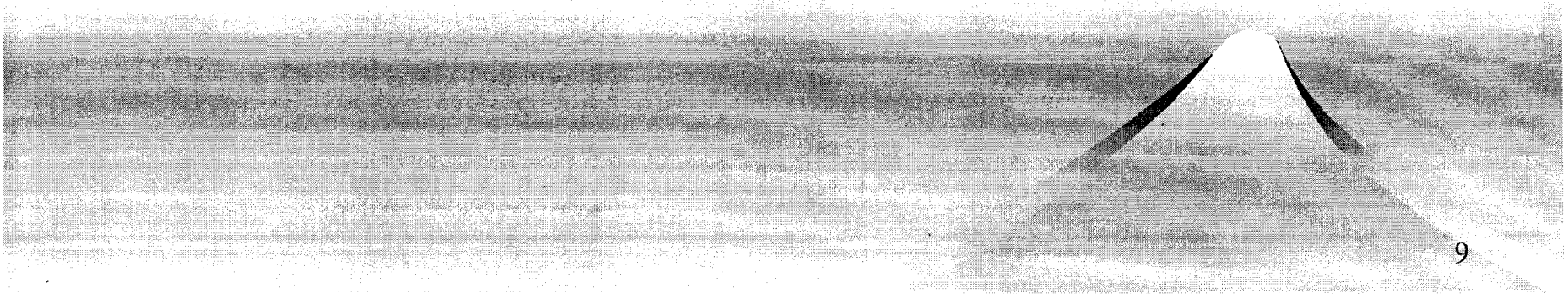
- A big earthquake hit off the east coast of Japan on Mar 11.
- It triggered a huge tsunami that swept away cars, buildings, boats and thousands of people.
- It led to an accident at a nuclear power generation plant.
- The impact of the earthquake on Japanese economy was enormous but we believe Japan will recover and rebuild soon.



Thanks for your attention.

May XX, 2016

Name



Format of Individual Policy Paper

“The individual policy paper” is completed by answering 6 questions shown below.

**Please type into this format (word file) to complete “the individual policy paper”.
Handwritten paper isn’t acceptable.**

Based on the theme of the policy paper, the participants will be divided into several groups for the group studies. In the group studies, participants are expected to set up the common issues within the group according to their individual policy paper, and have an active discussion.

[Questions for completing the individual policy paper]

1. Specific issues you want to discuss

- Indicate your awareness of issues clearly for the topic you chose on the application form.(Multiple answers allowed)

(Answer)

2. Background on your awareness of the issue

- Explain the reasons why you have the awareness of the issue briefly.
(i.e. Political and/or economic background of your country)

(Answer)

3. Policy recommendation

- Show the concrete policy recommendation you would like to adapt to solve the issues

(Answer)

4. Obstacles

-Indicate the possible barriers in order to adapt your policy recommendation.

(Answer)

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

(Answer)

(1)

(2)

6. Output

Based on the above-mentioned questions, please write an individual policy paper which includes the issues you would like to discuss with your instructor and group members on group studies.(1-2 pages in A4 size)

(Answer)

Note: Please Refer to the papers, source books, theories, policies and so on for helping the group members to understand your idea.(cite AT LEAST ONE material)

Participants are required to briefly explain the current situation in his/her country regarding the subject of his/her policy paper. The aim is to share the information and common awareness of the issues with the instructor and other members in the group, at the first group work.

Format of Group Policy Paper

Group Policy Paper should be:

- (1) Written by Microsoft PowerPoint software; and
- (2) Printed on size A4 paper.

Overall Frame

- a) Cover Page
- b) Table of Contents
- c) Introduction
- d) Topics and Theme (including the awareness of the problems)
- e) Body
- f) Conclusion (including your group's answer for the problems)

The group policy paper is expected to be approximately 20 pages or more in total. Please write page numbers starting from c) Introduction.

Points in Detail

- a) Cover Page
 - Be sure to include (1) Title and (2) Date on which you submit the paper.
- b) Introduction
 - Be sure to include (1) each member's name, (2) his/her job position, (3) his/her section, (4) his/her organization and (5) his/her country.
- c) Body
 - Be sure to specify where/when you are citing from sources.
 - Be sure to include footnotes as needed.
- d) The following elements are required to be included:
 - Clear explanation of why the issue in question is important and to be examined;
 - Analysis of the issue, including the examination of various policy options to deal with the issue as well as the consideration of applicability of Japan's relevant policies, systems and/or experiences; and
 - Recommendations/policy proposals logically drawn from the analysis.
- e) If the materials include tables and diagrams, please note the followings;
 - A series of data gathered for the last five years (and coming years, if available) will be preferable.
 - Amounts should be stated in US dollars.
 - Source of the data should be clarified.

Note: Details of Group Policy Paper should be determined by each 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)
- National Tax Agency (http://www.nta.go.jp/foreign_language/index.htm)
- Customs and Tariff (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)
- 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)
- Financial System Stabilization
(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)
- International Cooperation 2015
(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)
- Public Policy Review
(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)
- Financial Statistics of Japan
(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_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. Local Public Finance

- White Paper on Local Public Finance, 2014

(http://www.soumu.go.jp/iken/zaisei/26data/chihouzaisei_2014_en.pdf)

Please consult the website of Ministry of Internal Affairs and Communications.

(<http://www.soumu.go.jp/english/index.html>)

6. Social Security System

- Ministry of Health, Labour and Welfare (<http://www.mhlw.go.jp/english/index.html>)
- Japan Pension Service (<http://www.nenkin.go.jp/n/www/english/index.jsp>)

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

8. Cabinet Office (<http://www.cao.go.jp/index-e.html>)

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

10. 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/pages/homepage.shtml>)
- The Asian Development Bank (ADB) (<http://www.adb.org/>)

แบบเสนอรายชื่อข้าราชการเข้ารับการอบรม/สัมมนา

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

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

คำรับรองของผู้ได้รับการเสนอรายชื่อ

ข้าพเจ้า.....ตำแหน่ง.....
 สำนัก/กอง.....ขอรับรองว่าข้อความตามตารางข้างต้นเป็นจริงทุกประการ
 และเป็นผู้มีคุณสมบัติตามที่กำหนด รวมทั้งยินดีปฏิบัติตามเงื่อนไขการเข้ารับการอบรมสัมมนาตลอดจนหลักเกณฑ์
 ที่เกี่ยวข้องอื่นๆ ตามที่สำนักงานเศรษฐกิจการคลังกำหนดทุกประการ

(ลงชื่อ)

(.....)

ตำแหน่ง

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

คำรับรองของผู้บังคับบัญชา

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

(ลงชื่อ)

(.....)

ตำแหน่ง

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