



สำนักงานปลัดกระทรวงการต่างประเทศ  
 เลขรับ 5201 วันที่ 3 มี.ค. 53  
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กระทรวงการต่างประเทศ

ถนนกรุงเกษม กทม. ๑๐๑๐๐

๒ กุมภาพันธ์ ๒๕๕๓

เรื่อง ทูกรัฐบาลญี่ปุ่น

เรียน ปลัดกระทรวงการคลัง

- สิ่งที่ส่งมาด้วย
๑. รายละเอียดหลักสูตร
  ๒. หน่วยงานที่ได้รับการจัดสรรทุน
  ๓. รายละเอียดเกี่ยวกับการสมัครขอรับทุน
  ๔. รายละเอียดเกี่ยวกับผู้สมัครรับทุน

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 วันที่.....  
 เดือน - 3 มี.ค. 2553  
 เวลา..... 15.32

ด้วยรัฐบาลญี่ปุ่นเสนอให้ทุนแก่รัฐบาลไทย เพื่อส่งเจ้าหน้าที่เข้ารับการฝึกอบรมหลักสูตร Information Security for E-Government Promotion ระหว่างวันที่ ๓ สิงหาคม - ๑๐ ธันวาคม ๒๕๕๓ ณ JICA Okinawa ประเทศญี่ปุ่น ดังมีรายละเอียดตามสิ่งที่ส่งมาด้วย ๑

สำนักงานความร่วมมือเพื่อการพัฒนาระหว่างประเทศ (สพพ.) กระทรวงการต่างประเทศ พิจารณาแล้วเห็นว่าการฝึกอบรมดังกล่าวจะเป็นประโยชน์ต่อหน่วยงานต่างๆ และเนื่องจากรัฐบาลญี่ปุ่น กำหนดให้ผู้ที่เข้ารับการฝึกอบรมในปี ๒๕๕๓ จะต้องเป็นผู้ที่มาจากหน่วยงานที่เคยมีผู้ผ่านการฝึกอบรม ในหลักสูตรที่เกี่ยวข้อง ที่จัดโดย JICA Okinawa ตามสิ่งที่ส่งมาด้วย ๒ จึงขอให้ท่านพิจารณาเสนอชื่อผู้ที่มี คุณสมบัติเหมาะสม โดยดำเนินการตามรายละเอียดเกี่ยวกับการสมัครขอรับทุน ตามสิ่งที่ส่งมาด้วย ๓ และให้ผู้ได้รับการเสนอชื่อจัดทำรายละเอียดเกี่ยวกับผู้สมัครรับทุน ตามสิ่งที่ส่งมาด้วย ๔ ส่ง สพพ. ภายใน วันที่ ๒ เมษายน ๒๕๕๓ ด้วย จักขอขอบคุณมาก

จึงเรียนมาเพื่อโปรดพิจารณา

ขอแสดงความนับถือ

ส่ง สพพ.

- 3 มี.ค. 2553

(นางสาวสุชาดา ไทยบรรเทา)

รองผู้อำนวยการ ปฏิบัติราชการแทน

ผู้อำนวยการสำนักงานความร่วมมือเพื่อการพัฒนาระหว่างประเทศ

ส่ง สบค.

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สำนักงานความร่วมมือเพื่อการพัฒนาระหว่างประเทศ

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# TRAINING AND DIALOGUE PROGRAMS

GENERAL INFORMATION ON

INFORMATION SECURITY  
FOR E-GOVERNMENT PROMOTION

集団研修「電子政府推進のためのセキュリティ強化」  
*JFY 2010*

<Type: Solution Creation / 類型: 課題解決促進型>

NO. J10-00832 / ID. 1080072

From July 2010 to December 2011

Phases in Japan : From Aug. 3, 2010 to Dec. 10, 2010

This information pertains to one of the Training and Dialogue Programs 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.

# I. Concept

## Background

Recently, computerization of ministries and agencies in a central government and local government authorities is focused as one of the most effective solutions for capacity development for governance in various fields, like Health, Education, and Community Development, etc. in developing countries for poverty reduction. Moreover, installation of computer system gets easier and more cost-effective for developing countries than before because manipulations of computer systems get easier because of technological innovation and costs for hardware and software of ICT get reduced.

Nevertheless, one crucial issue remains that optimization of computer system in governments of development countries is insufficient due to lack of experienced parties and human resource and lack of adequate solutions. Therefore, responding this issue, JICA OKINAWA holds seven kinds of computer courses for Chief Information Officer, Project Management, Database Management/Specialist, Information Security, and Web Application Development (Open Source Software/Vendor).

Especially, out of these seven courses, the course of Information Security is expected to support protection of information storage, mainly computer systems, from illegal offences and information leakage.

<Structure of IT Courses>

Category		Consultation	Project Management	IT Specialist			Application Specialist	
Specialty		Information Technology (IT)	System Development Application Development System Integration	Database		Security	Business Application System	
High	Lev. 7							
	Lev. 6							
	Lev. 5							
Middle	Lev. 4	Chief Information Officer	Project Management					
	Lev. 3			Database Specialist	Database Management	Information Security	Web Application Development (Vendor)	Web Application Development (Open source)
Entry	Lev. 2							
	Lev. 1							

Structure of IT Courses is based on "Skill Standards for IT Professionals (ITSS)" published by the Minister of Economy, Trade and Industry(METI) of Japan.

### **For what?**

This training program aims to help for solving problems arisen in maintaining information security in public organizations.

Upon completion of this course, participants are expected to :

- Plan out the solution of the issue regarding the construction and the operation of the information security management system.
- Understand and utilize frameworks of information security management system.
- Construct and operate the computer network security system.

### **For whom?**

This program is offered to ministries and/or agencies in a central government and/or local government authorities.

<Intended Participants>

- Information Security Specialists of organizations.
- IT Officers who are expected to become Information Security Specialists.
- IT Officers who are in charge of Information Security in organizations.

### **How?**

This training program firstly offers lectures, exercises and observations to learn and study basic and applied knowledge and skills for web application development for e-Government and, at the final stage of the program in Japan, a four-week workshop will ensure training participants what they have learned and studied through those lessons, exercises and observations mentioned previously. The participants are expected to make an action plan describing how the participant will solve issues happened in their organizations and stake holders with using what the participants have learned and noted.

## II. Description

Title (J-No.): Information Security For E-Government Promotion (J1000832)

**1. Period of program**

**Duration of whole program:**

July 2010 to December 2011

**Preliminary Phase:**

July 2010 to August 2010

(in a participant's home country)

**Core Phase in Japan:**

August 3 to December 10, 2010

**Finalization Phase:**

December 2010 to December 2011

(in a participant's home country)

**2. Target Regions or Countries**

Philippines, Thailand, Cambodia, Bhutan, Saudi Arabia, and Cameroon.

**3. Eligible / Target Organization**

This program is designed for ministries and/or agencies in a central government and/or local government authorities.

**4. Total Number of Participants**

Ten (10) participants.

**5. Language to be used in this program:** English

**6. Program Objective:**

At the end of the program, the issues arisen in maintaining information security in an organization or organizations will be directed to be solved.

To achieve this program objective, participants are, in Japan, expected to be able;

- (1) To explain collective knowledge on e-Government promotion,
- (2) To use human skills in team-working at a project,
- (3) To explain frameworks of information security management system, and
- (4) To do construction and operation of a security system on computer system.

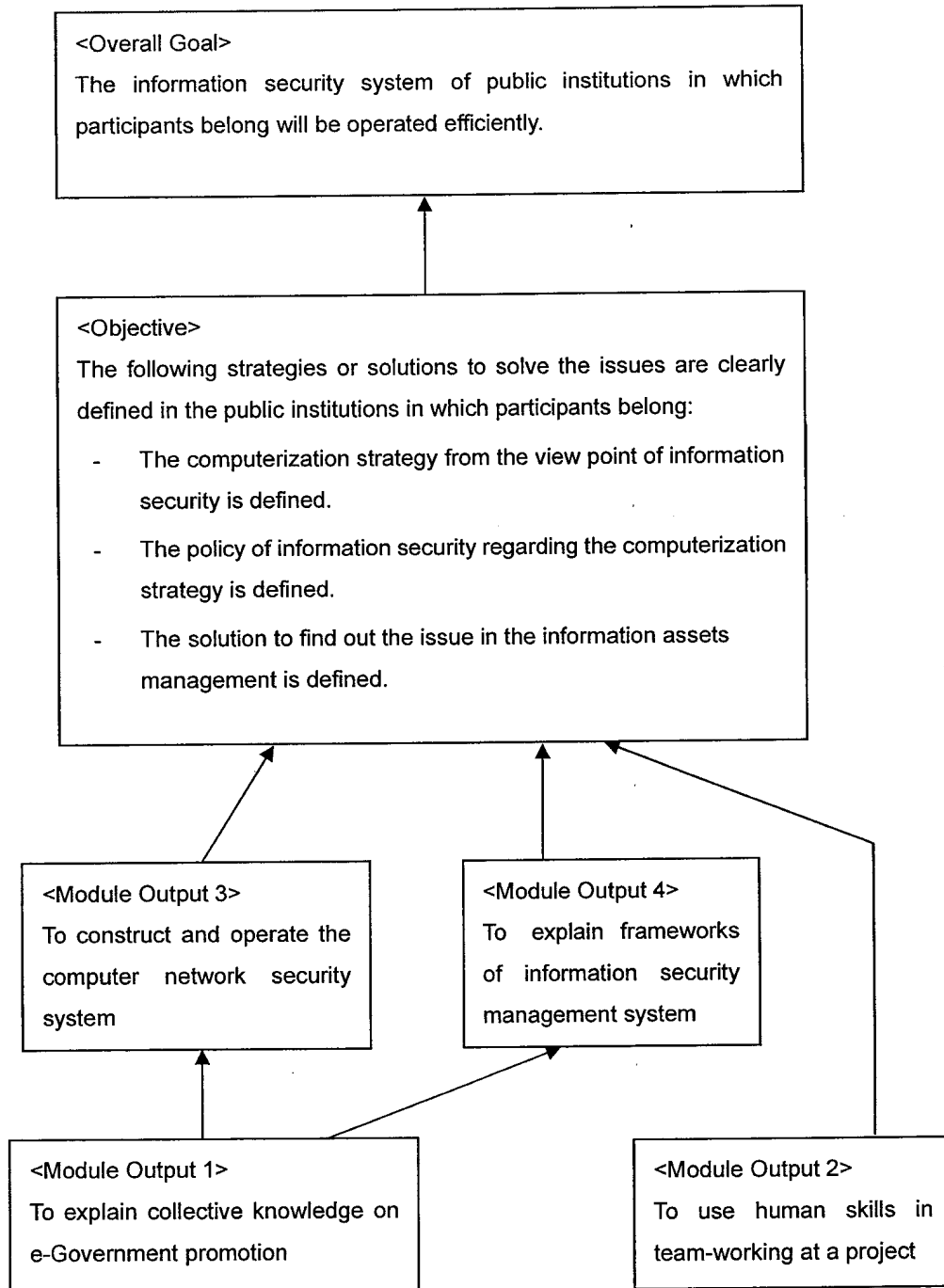
**7. Overall Goal**

Computerization of ministries and/or agencies in central government and/or local government authorities will be accelerated.

## 8. Expected Module Output and Contents:

This program consists of the following components. Details on each component are given below:

### <Structure of the program>



<b>(1) Preliminary Phase in a participant's home country</b> (July 2010 to August 2010)	
<i>Participating organizations make required preparation for the Program in the respective country.</i>	
Expected Module Output	Activities
Inception report is formulated	Formulation and submission of Inception Report

<b>(2) Core Phase in Japan</b> August 3, 2010 to December 10, 2010 <i>Participants dispatched by the organizations attend the Program implemented in Japan.</i>
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#	Subjects	Topics ----- Objectives	Methods	Days (*1)
<b>&lt;Module 1&gt;</b> Collective knowledge on e-Government promotion.				
1	Introduction to E-Government	Development methodology in unification of direction of governance and computer system. ----- 1. Understand the objectives of E-Governments, the E-Government readiness status and best practice in different countries. 2. Understand general service contents of E-Government. 3. Explain the result of study and analysis of your country's situation.	Lecture and Exercise	3
2	Introduction to Enterprise Architecture (EA)	Necessity of EA for E-Governments and procedure for making EA. ----- 1. Understand the background and necessity of reform methods that retains the consistency between the information system and services necessary to realize E-Government. 2. Understand the procedure for making EA. 3. Understand EA readiness status in different countries. 4. Understand the advantages and procedures of using reference models in making "To-Be" models. 5. Understand the organizational scheme necessary to make and manage EA.	Lecture and Exercise	2
3	Problems and Solutions for Open Source Software Introduction	Trend of open source introduction and its problems. ----- 1. Explain solutions to problems when a public organization introduces open source software. 2. Explain points to consider when introducing open source software, through examples. 3. Explain information resources and communities related to open source software on the Internet.	Lecture and Exercise	2

4	Security Basics	Necessity of information security, general outline of security measures, and security design.	Lecture and Exercise	3
		<ol style="list-style-type: none"> <li>1. Explain necessity of information security,</li> <li>2. Explain individual techniques for information security,</li> <li>3. Understand the importance of information security management</li> <li>4. Explain appropriate security measures against threats.</li> </ol>		
5	Project Management Basics	Basic Theory on Project Management Body of Knowledge (PMBOK, the de facto standard of project management)	Lecture and Exercise	3
		<ol style="list-style-type: none"> <li>1. Explain a fundamental project management methodology of applying PMBOK,</li> <li>2. Explain basic characteristics of each development methodologies (waterfall, prototype, iterative, package) and the role of each process, and then discuss selection of the suitable methodology for specific systems,</li> <li>3. Explain cost estimation for system development.</li> <li>4. Explain an outline of making development schedule and quality management method.</li> </ol>		
<b>&lt;Module 2&gt;</b> <b>Human skills in team-working at a project</b>				
6	Leadership Training	Skills of leading an IT project and/or a development team.	Lecture and Exercise	3
		<ol style="list-style-type: none"> <li>1. Improve leadership of information system project leader,.</li> <li>2. Acquire coaching skill, and.</li> <li>3. chairing meetings inside and/or outside of a project to reach a consensus.</li> </ol>		
7	Negotiation	Negotiation skills with stakeholders to a project.	Lecture and Exercise	2
		<ol style="list-style-type: none"> <li>1. Smoothen negotiations as a representative of an ICT project, and</li> <li>2. Make a consensus inside and/or outside of a project</li> </ol>		
8	Proposal Writing	Skills of drafting proposals to stakeholders to a project.	Lecture and Exercise	3
		<ol style="list-style-type: none"> <li>1. Explain how to make a plan proposal.</li> <li>2. Draft proposal, and</li> <li>3. Evaluate others' proposals and advice adequately.</li> </ol>		
9	Presentation for Dissemination	Presentation skills for dissemination and education of results of this training and information on a system development.	Lecture and Exercise	3
		<ol style="list-style-type: none"> <li>1. Explain the factors involved in an effective presentation.</li> <li>2. Explain the efficient promotional activities to spread new technology and techniques.</li> <li>3. Explain procedures and points to consider when planning a dissemination program,</li> <li>4. Design effective presentation contents.</li> <li>5. Instruct new technology and techniques smoothly.</li> </ol>		



<Module 3> Construction and operation of a security system on computer systems				
10	Network Basics	Basic knowledge of Data communication system, outside of OSI (Open System, Interconnection), and outline of network services. ----- 1. Explain basics function required for computer-to-computer communication, 2. Estimate the performance of a network, 3. Explain types of network services and their features, and 4. Configure a router	Lecture and Exercise	2
11	Linux Basics	Outline of Linux system and basic commands. ----- 1. Use basic Linux commands, 2. Manipulate files and directories, 3. Use "vim" editor, 4. Use Linux network commands, and 5. Explain the shell mechanism and make a shell-script..	Lecture and Exercise	4
12	Linux System Administration	Installation and Administration of Linux system.. ----- 1. Install a Linux system, 2. Explain how a Linux system starts up and shuts down, and be able to sagely start up or shutdown the system, 3. Manage user accounts, 4. Install and delete software, and 5. Administrate file system and networking.	Exercise	3
13	Internet Server Construction	Outline of the internet, installation of Linux servers. ----- 1. Explain the outline of the internet, 2. Set up a DNS server, 3. Set up a Mail server, 4. Set up a WWW server and, 5. Set up a Proxy server.	Lecture and Exercise	4
14	Network Security	Outline of network design and setting up considering security. ----- 1. Explain threats to a network and countermeasures, and, 2. Explain Points of network design and setting up,	Lecture and Exercise	2
15	Firewall Configuration	Roles, functions, setting and consideration points of Firewall. ----- 1. Explain general outline and roles of a firewall, 2. Explain functions, structures and operating environment of firewall software, and 3. Configure a firewall according to user requirements.	Lecture	2

16	Security Measures Against Unauthorized Access	<p>Explain types of unauthorized access, one of threat to security, and the detection and its countermeasures.</p> <hr/> <p>1. Explain methods, of unauthorized access,  2. Detect unauthorized access to servers and its countermeasures,  3. Detect unauthorized access to clients and its countermeasures, and,  4. Explain types of unauthorized access and countermeasures.</p>	Lecture and Exercise	3
<b>&lt;Module 4&gt;  Frameworks of information security</b>				
17	Information Security and Standard	<p>Formulation and operation of Information Security Policy along with ISO/IEC27002</p> <hr/> <p>1. Explain the general outline of ISO/IEC27003, an information security management guide line defined by ISO (international Organization for Standard),  2. Explain items to include in the information security policy, and  3. Explain about security management based on information security policy.</p>	Lecture and Exercise	2
18	Information Security Audit	<p>Information security audit criteria, audit procedure and audit reports.</p> <hr/> <p>1. Explain information security audit program,  2. Explain the code of Practice for Information Security Management and Code of Practice for Information Security Audit and,  3. Explain Procedures of information security audit.</p>	Lecture and Exercise	3
19	Information Security Management System (ISMS) Construction	<p>Purpose and outline of ISMS (Information Security Management System)</p> <hr/> <p>1. Explain outline of conformity assessment scheme for ISMS and certification criteria,  2. Explain steps and points for ISMS construction, and  3. Explain steps and points for ISMS Assessment.</p>	lecture	1
20	Information Security Risk Analysis	<p>Security risk analysis method, Procedure and risk assessment method.</p> <hr/> <p>1. Explain procedures and methods of risk analysis,  2. Assess value of information asset, and  3. Evaluate risks and select appropriate security controls.</p>	Lecture and Exercise	2

21	Observation tours	<p>Observations relating to information security in Okinawa and Main Islands in Japan each, and comparison between both observations.</p> <p>1. Explain how e-Government system are incorporated into actual societies in Japan,  2. Explain how the issues happened in the e-Government promotion in Japan were solved,  3. Explain what are present issues in promotion of computerization in Japan,  4. Discuss what is the direction of solution to the issues mentioned above #3 and,  5. Compare differences in e-Government situation between Okinawa and Main Islands in Japan and explain what may be used into home countries.</p>	Observation	5
<b>&lt;Module 5&gt; Construction and operation of information security management system.</b>				
22	Workshop	<p>Formulate a security policy by focusing on the systemic procedure (PDCA (Plan-Do-Check-Act) cycle) of ISMS, based on a given user requirement.</p> <p>1. Practice PDCA cycle in Information security management system.  2. manage and carry out a project.</p>	Exercise	20
23	Action Plan(*2)	<p>Planning an action plan after going back to home countries based on notes from the results of the workshop mentioned above.</p> <p>1. Explain the methods to establish a detailed plan how to use the knowledge attained in this training program after returning to home country,  2. Explain the methods to enhance the effectiveness of the action plan by considering a response against anticipated obstacles, and  3. Create a checklist to monitor the implementation of the action plan for three(3) months later, six(6) months later, and twelve(12) months later.</p>	Exercise	2
<b>&lt;Appendix&gt;</b>				
24	<ul style="list-style-type: none"> <li>- Course Orientation,</li> <li>- Pretest,</li> <li>- Self-study, and</li> <li>- Final Examination</li> <li>- Course Evaluation, and</li> <li>- Closing Ceremony</li> </ul>			4
Total training Days				83
<b>&lt;Miscellaneous&gt;</b>				
25	<ul style="list-style-type: none"> <li>- Opening Ceremony,</li> <li>- General Orientation,</li> <li>- International Exchange Program with Local Communities(*2)</li> </ul>			4
Total Working Days				87

\*1: A training day has six (6) working hours. Total training hours are 504 hours.

\*2: See at the Section V. "Other Information" below.

JICA OKINAWA prepares a PC for each participant and servers, which have followings software:

- Microsoft Windows Vista Business edition,
- Microsoft Office Professional 2007,
- Fedora Linux,
- Apache, and
- FireWall-1.

<b>(3)Finalization Phase in a participant's home country</b> <i>Participating organizations produce final outputs by making use of results brought back by participants. This phase marks the end of the Program.</i>	
Expected Module Output	Activities
To implement an interim report (action plan)	<p>Each organization of the training participant is required to implement its "Action Plan", which the training participant has formulated to solve an issue on information security management in his/her organization while having stayed in Japan.</p> <p>After the training participant returning to the home country, the participant and his/her organization are expected to review the "Action Plan", and to conduct the revised action plan.</p> <p>Every organization is required to submit a "Performance Report of Action Plan" to JICA OKINAWA at three (3) months and six (6) months respectively after the participant has returned to home country. JICA OKINAWA will make advices to ex-participants based on the reports in cases with help of course instructors.</p> <p>Finally, the organization is required to submit a "Final Report" to report the results of this activity to JICA office or Embassy of Japan in the participant's country at twelve (12) months after the participant has returned to home country.</p>

### **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 operation. Participating organizations are expected to use the project 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 project to meet specific requirements of applying organizations and effectively facilitate them toward solutions for the issues and problems.
- (3) As this program is designed to facilitate organizations to come up with concrete solutions for their issues, participating organizations are expected to make due preparation before dispatching their participants to Japan by carrying out the activities of the Preliminary Phase described in section II -9 .
- (4) Participating organizations are also expected to make the best use of the results achieved by their participants in Japan by carrying out the activities of the Finalization Phase described in section II -9.

#### **2. Nominee Qualifications:**

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

##### **(1) Essential Qualifications**

- 1) Current Duties:** be a person in charge of information security in ministries and/or agencies in a central government and/or local government authorities.
- 2) Experience in the relevant field:** have three (3) to five (5) years experience of application system development or computer networking.
- 3) Educational Background:** be a university graduate or higher
- 4) Language:** have a competitive command of spoken and written English equivalent to TOEFL iBT 79 or better (This program includes active participation in discussions, action plan development, thus requires high competence of English ability. Please attach a photocopy of an official certificate for English ability such as TOEFL, TOEIC, IELTS etc, if possible).
- 5) Health:** must be in good health, both physically and mentally, to participate in the Program in Japan.

※Pregnancy : There is higher risk for pregnant women and people with chronic diseases to cause serious medical consequences when infected with the new Influenza A (H1N1) virus according to the past cases.

Under the pandemic situation of the new Influenza, pregnant applicants shall not be accepted for the time being.

And applicants who suffer from chronic diseases, such as respiratory illness, cardiac disease, metabolic disease (diabetes, etc), renal dysfunction and immune insufficiency (systemic steroid administration, etc), shall not be accepted in principle.

However, for those applicants with the chronic diseases, if they and their organizations express strong interest in participating in training programs, JICA shall accept them as an exceptional case after receiving a letter of consent from themselves and their organizations.

Please ask national staffs in JICA office for the details.

6) Must not be serving any form of military service.

## **(2) Recommendable Qualifications**

1) **Age:** be between the ages of thirty (25) and forty (40) years

**Organizations:** Those who belong to the same organization of the following courses held in JICA OKINAWA in the JFY 2008 and 2009 are more desirable. (Please note that the same participants as 2008 or 2009 are not acceptable)

(July2008 – June2009);

- Chief Information Officer (CIO) for E-Government Promotion (A)
- Chief Information Officer (CIO) for E-Government Promotion (B)
- Project Management for E-Government Promotion
- Database Specialist for E-Government Promotion
- Database Management for E-Government Promotion
- Information Security for E-Government Promotion
- Web Application Development (Vendor) for E-Government Promotion
- Web Application Development (Open Source) for E-Government Promotion

## **3. Required Documents for Application**

**(1) Application Form:** The Application Form is available at the respective country's JICA office or the Embassy of Japan.

**(2) 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), please attach it (or a copy) to the application form.

**(3) Questionnaire:** to be submitted with the filled Application Form (or the filled Form A2A3). Fill in the form shown in the Section VI "Annex" of this General Information, and submit it with the Nomination Form. **You may be disqualified if you do not submit the questionnaire with the application form.**

**(4) Applicants are strongly requested to typewrite the Application Form and Questionnaire. There are many applicants disqualified from the selection because of the illegible letter in those documents.**

**4. Procedure for Application and Selection :**

**(1) Submitting the Application Documents:**

Closing date for application to the JICA Center in JAPAN: **June 3, 2010**

**Note: Please confirm the closing date set by the respective country's JICA office or Embassy of Japan of your country to meet the final date in Japan.**

**(2) Selection:**

After receiving the document(s) through due administrative procedures in the respective government, the respective country's JICA office (or Japanese Embassy) shall conduct screenings, and send the documents to the JICA Center in charge in Japan, which organizes this project. Selection shall be made by the JICA Center in consultation with the organizations concerned in Japan based on submitted documents according to qualifications. *The organization with intention to utilize the opportunity of this program will be highly valued in the selection.*

**(3) Notice of Acceptance**

Notification of results shall be made by the respective country's JICA office (or Embassy of Japan) to the respective Government by **not later than July 2, 2010**

**5. Conditions for Attendance:**

- (1) to observe the schedule of the program,
- (2) not to change the program subjects or extend the period of stay in Japan,
- (3) not to bring any members of their family,
- (4) to return to their home countries at the end of the program in Japan according to the travel schedule designated by JICA,
- (5) to refrain from engaging in political activities, or any form of employment for profit or gain,
- (6) to observe the rules and regulations of their place of accommodation and not to change the accommodation designated by JICA, and
- (7) to participate the whole program including a preparatory phase prior to the program in Japan. Applying organizations, after receiving notice of acceptance for their nominees, are expected to carry out the actions described in section II -9 and section III-4.

## **IV. Administrative Arrangements**

### **1. Organizer:**

(1) **Name:** JICA OKINAWA

(2) **Contact:** Training Program Division, JICA OKINAWA  
E-mail: oicctp@jica.go.jp

### **2. Implementing Partner:**

(1) **Name:** IT Training Joint-venture Group led by FUJITSU LIMITED.

(2) **Contact:** Mr. Katsuhisa FURUKAWA  
Director of IT Training Joint-venture Group  
TEL: +81-98-874-3866 FAX: +81-98-874-3867  
E-mail: followup@itc.jica-oic.jp

(3) IT Training Joint-venture Group is consisted of the following 5 companies.

- FUJITSU LIMITED
- FUJITSU LEARNING MEDIA LIMITED
- OKINAWA FUJITSU SYSTEMS ENGINEERING LIMITED
- NIPPON TELEGRAPH AND TELEPHONE EAST CORPORATION
- NTT DATA CORPORATION

### **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:** Term of Insurance: From arrival to departure in Japan. The traveling time outside Japan shall not be covered.

### **4. Accommodation in Japan:**

JICA will arrange the following accommodations for the participants in Japan:

JICA Okinawa International Center (JICA OKINAWA)

Address: 1143-1 Aza-Maeda, Urasoe-Shi, Okinawa 901-2552, Japan

TEL: 81-98-876-6000 FAX: 81-98-876-6014

(where "81" is the country code for Japan, and "98" is the local area code)

If there is no vacancy at JICA OKINAWA, JICA will arrange alternative accommodations for the participants.

### **5. Expenses:**

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

- (1) Allowances for accommodation, 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 p. 9-16 of the brochure for participants titled



“KENSU-IN GUIDE BOOK,” which will be given to the selected participants before (or at the time of) the pre-departure orientation.

**6. Pre-departure Orientation:**

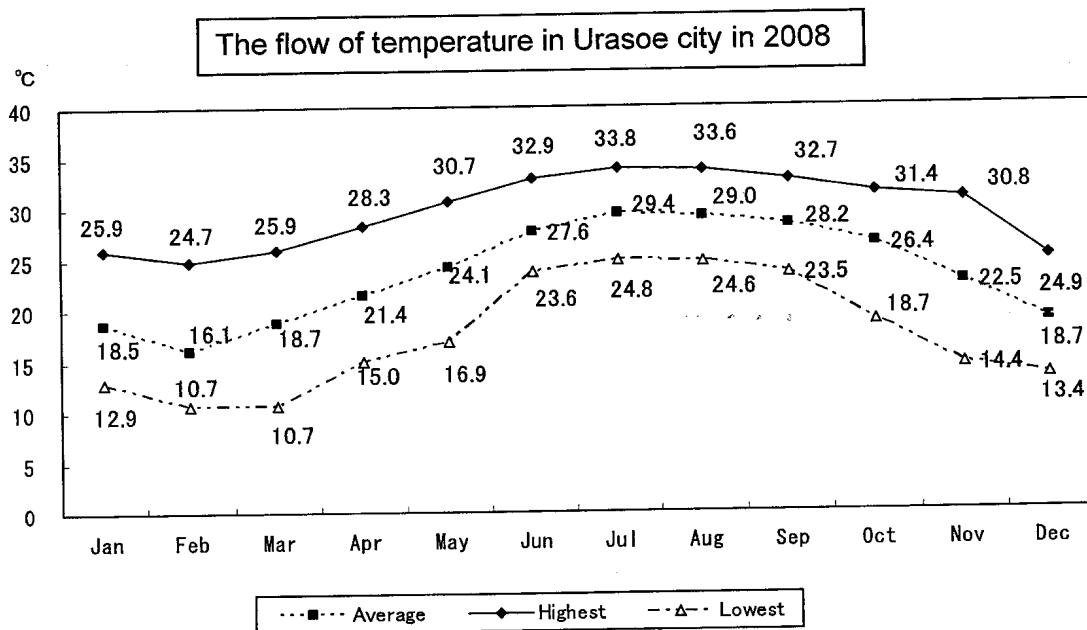
A pre-departure orientation will be held at the respective country's JICA office (or Japanese Embassy), to provide participants with details on travel to Japan, conditions of the workshop, and other matters.

## V. Other Information

### 1. Climate in Okinawa

Okinawa is located in sub-tropical zone (southern edge of Japan) however climate varies depending upon seasons. While it is hot as well as heavily humid in summer season (June through October), it becomes a bit chilly due to the strong windy in winter season (December through March). So, participants are recommended to bring suitable clothing (details are mentioned in below 4.)

The following diagram is the flow of temperature in Urasoe city where JICA Okinawa (or "Okinawa Kokusai Center" in Japanese) is located (Data source: <http://www.city.urasoe.lg.jp/images/library/File/kikakubu/kikaku/tokei/420/01%E5%9C%9F%E5%9C%B01%EF%BD%9E.xls>).



### 2. Main facilities in JICA OKINAWA

JICA OKINAWA is equipped with a variety of facilities for training and welfare activities such as seminar rooms, a library, a computer room (connected to the Internet), accommodation rooms (details are mentioned in below 3.), a dining hall, a clinic for medical consultation, a gym, a tennis court, a play-ground, a swimming pool (available from May to October), a Japanese-style room for tea ceremony and a recreation room.

Supplementary, "HALAL" meals for the Muslim and vegetarian meals are available in the dining hall.

### **3. Accommodation in JICA OKINAWA**

JICA OKINAWA's accommodation building has three stories and 118 single rooms. Training participants basically use these single rooms. Every single room is furnished with a bed, a desk, a chair, a TV equipped with video, a DVD player, room lamps, a safety box, a bathroom and a telephone set which enables you to call inside JICA OKINAWA and receive all incoming calls including international calls.

Accommodation building is equipped with laundry room on each floor. And also washing machines and irons are available for free. However, towels and toiletries are not available and cooking facility is not equipped. Cooking in the room is strictly prohibited.

### **4. Outfit**

It is recommended to bring suitable clothing depending upon the season, especially ensure to have warmed enough clothes if your program runs through the winter season.

There are a few occasions like opening and clothing ceremonies when training participants are kindly requested to wear formal clothing. Nevertheless, casual clothing is acceptable even during training ours of most of the training program.

If your training program includes practices such as plant visit or outdoor activities, suitable uniform/clothing will be provided by JICA or a visiting site upon arrival.

### **5. Environmental conservation activities in JICA OKINAWA**

JICA OKINAWA emphasizes on the environmental conservation activities such as energy saving, rubbish separation and recycling etc. JICA OKINAWA has been certified ISO14001 (International Organization for Standardization) since Oct, 2004 and renewed it in Oct, 2007. ISO 14001 is the international specification for an environmental management system. Therefore, training participants are also kindly requested to cooperate to these activities during stay in JICA OKINAWA. Details are instructed by a staff member of JICA OKINAWA at beginning of the training program.

### **6. Activities out of training program**

JICA OKINAWA offers a various kinds of welfare activities for the participants such as a home-stay program to the local family, exposition of Japanese/Okinawa traditional cultures and Japanese language/conversation classes etc. Training participants can try any of them whenever sheets are available.

### **7. International Exchange Program with Local Communities**

JICA encourages international exchange between JICA participants and local communities.

Therefore, participants are strongly recommended to bring their national or traditional dress and materials like photographs, video tapes, DVDs and audio CDs that show their countries' interesting culture. This may make the exchange program more fruitful.

Furthermore, any other items which may be used to exhibit your culture are welcomed. JICA OKINAWA has displays which introduce world culture to visitors.

## **8. For your Information**

Information of Okinawa is available at following URLs.

(1) HP of Urasoe city: <http://www.8761234.jp/kokusai/english/index.html>

Basic information of Urasoe city is covered in English.

(2) HP of Okinawa Prefecture: <http://www.pref.okinawa.jp/english/index.html>

Basic information of Okinawa prefecture is covered (Urasoe city is one of the municipalities of Okinawa prefecture) in English.

(3) HP of Okinawa Convention & Visitors Bureau:

[http://www.ocvb.or.jp/index.php?current=General\\_Page&action=Top\\_Page&mode=isel&lang=en](http://www.ocvb.or.jp/index.php?current=General_Page&action=Top_Page&mode=isel&lang=en)

More information is available at the reception of JICA OKINAWA.

## **VI. ANNEX:**

Please fill out the Forms attached to ANNEX1 and ANNEX2, and submit them along with the filled Application Form (or the filled Form A2A3).

### **ANNEX 1**

APPLICANTS INFORMATION PROCESSING SYSTEM EXPERIENCE

### **ANNEX 2**

COUNTRY REPORT

**ANNEX 1**

**APPLICANTS INFORMATION PROCESSING SYSTEM EXPERIENCE**

Answering to all the items below, please submit this form with the filled Application Form (or the filled Form A2A3).

Please fill the blanks in detail as much as possible. Your information provided here will be a criterion for selection;

Program Name (J-No.)

Program Name: "INFORMATION SECURITY FOR E-GOVERNMENT PROMOTION" (J10-00832)

Surname	Other name
Applicant's Name: " _____ "	

**1. Experience in Information Processing Field**

How long have you been working in the Information Processing field until now?

Job Title	Job Description		Length
Chief Information Officer	Planning, determining and creating information strategy		Year(s)
IT Division Manager	Management of Information Processing System Division/Section		Year(s)
Project Manager	Management of Information Processing System Development Project		Year(s)
System Analyst	Analyzing current problems and planning a new system		Year(s)
IT Architect	Analyzing business and design architecture of Information Processing System		Year(s)
Application Specialist	Design	Design application programs	Year(s)
	Coding and test	Coding and testing application programs	Year(s)
Network Specialist	Design	Designing, networks	Year(s)
	Administration and Maintenance	Adminstrating and maintaining networks	Year(s)
Database Specialist	Design	Designing database	Year(s)
	Administration and Maintenance	Adminstrating and maintaining database	Year(s)
System Operator	Operating an Information Processing System daily		Year(s)
Instructor	Conduction training courses for Information Processing System Personnel		Year(s)
Data Entry	Creating data files to be processed by Information Processing Systems		Year(s)
Other if any :			Year(s)

## 2. Programming language Experience

What kind of programming language have you ever used in the business field ?

		1	2	3	4
Programming Language	1. COBOL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2. C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3. C++	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4. Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5. Java	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6. Perl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7. Visual Basic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8. HTML	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	9. PHP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	X. Others ( )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 : I can't do it, or never heard of it.

2 : I've heard how to do it.

3 : I can accomplish it with some technical assistance.

4 : I can accomplish it all by myself.

## 3. Database Experience

What kind database have you ever used in the business field ?

		1	2	3	4
Database	1. Oracle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2. PostgreSQL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	3. MySQL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	4. ACCESS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	5. SQL Windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	6. INFORMIX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	7. FoxPro	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8. Dbase	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	9. Sybase	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	X. Others ( )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 : I can't do it, or never heard of it.

2 : I've heard how to do it.

3 : I can accomplish it with some technical assistance.

4 : I can accomplish it all by myself.

4. Network Administration Experience

What kind of network administration have you ever experienced in the business field?

	1	2	3	4
Client Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DHCP Server Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows Domain Server Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NFS/NIS server Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Windows File share Sever Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Web server Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mail server Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DNS Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proxy server Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Router Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switching HUB Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Firewall Configuration/Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SNMP Manager Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 : I can't do it, or never heard of it.

2 : I've heard how to do it.

3 : I can accomplish it with some technical assistance.

4 : I can accomplish it all by myself.

5. Experience of Computer and Operating System

What kind of operating system(s) have you ever used?

OS	1	2	3	4
1. Unix	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Linux	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Windows Server 2003	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Windows NT Server	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Windows XP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Windows 2000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Windows Me/98/95	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X. Others ( )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1 : I can't do it, or never heard of it.

2 : I've heard how to do it.

3 : I can accomplish it with some technical assistance.

4 : I can accomplish it all by myself.



6. Configuration of the Information Processing System

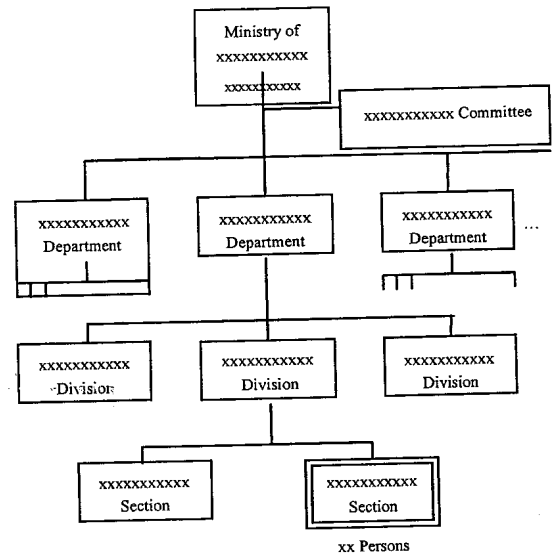
Please describe any information you have, if any, on the information processing system including hardware and software (packages and application programs) in your organization.

		Number of hardware	Remarks	
Server	Windows File share		OS ( )	
	DHCP		OS ( )	
	Windows Domain		OS ( )	
	DNS		OS ( )	
	Mail			OS ( )
				Software ( )
	Web			OS ( )
				Software ( )
	Proxy			OS ( )
				Software ( )
	NFS/NIS		OS ( )	
	Application			OS ( )
			Software ( )	
Database			OS ( )	
			RDBS ( )	
Client			OS ( )	
			Software ( )	
			Others ( )	
Networking	1. Router		Product Name ( )	
	2. Switching hub		Product Name ( )	
	3. Firewall		Product Name ( )	
	X. Others		Product Name ( )	
Internet	Network Service		Telephone line / ISDN / leased line / DSL	
	Line Speed		bps	

7. Organization Chart

Referring to the example, please attach the chart of your organization and indicate your department / division / section with a double line.

<Organization Chart>



8. Job Description

As an Information Processing Personnel, what kind of job are you going to perform after completion of the course?

Specify and / or indicate your job title and describe briefly the job content.

Job Title		Job Description
After the Program	<input type="checkbox"/> Chief Information Officer	
	<input type="checkbox"/> IT Division Manager	
	<input type="checkbox"/> Project Manager	
	<input type="checkbox"/> System Analyst	
	<input type="checkbox"/> Application Specialist	
	<input type="checkbox"/> Network Specialist	
	<input type="checkbox"/> Database Specialist	
<input type="checkbox"/> Security Specialist		
<input type="checkbox"/> _____		

9. Training Subject concerned with the job and IT issues in your department

Referring to the training subjects described in Page 2-3, what is / are the most important subject(s) to carry out your present and / or future job?

	Training Subject	IT issues in your department which are solved using knowledge of a subject.
1) Priority		
2) If any :		
3) If any :		

10. Action Plan

This training program is a type of **SOLUTION CREATION**, which gives training participants knowledge and skills to solve issues which arises daily jobs in the training participant's organization.

Please write issues which your organization is interested in to solve as the outputs of this training program. Some of the issues written will be topics of the action plan which each training participant is required to draft during the core phase in Japan.

	Issues	Why is your organization interested in solving these issues?	Solution
1			
2			
3			
4			

I certify that the above statements made by me in this form are true to the best of my knowledge.

Date : ..... Signature : .....

**COUNTRY REPORT**

Please describe in detail as much as possible.

Program Name (J-No.)

Program Name: "INFORMATION SECURITY FOR E-GOVERNMENT PROMOTION " (J10-00832)

Surname

Other name

Applicant's Name: " \_\_\_\_\_ "

1. National E-Government promotion policy  
(For improving citizen services, ICT promotion within the government, etc.)

(1) Name of the policy

(2) Organization for the promotion policy

(3) Outline of the policy  
(Background, issues to be solved, solutions, or implementation plans, etc.)

## *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.

2. National ICT promotion policy  
(Private sector cultivation and assistance, etc.)

(1) Name of the policy

(2) Organization for the promotion policy

(3) Background of the policy

Total yearly sales of ICT industry (US\$): (including foreign corporations)

Percentage of the domestic corporation's yearly sales in the above (US\$):

Internet penetration rates:

Others:

(4) Outline of the policy  
(Solutions, or implementation plans, etc.)



***CORRESPONDENCE***

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

**JICA Okinawa International Center (JICA OKINAWA)**  
**Address: 1143-1 Aza-Maeda, Urasoe-Shi, Okinawa, 903-0804, Japan**  
**TEL: +81-98-876-6000 FAX: +81-98-876-6014**



หน่วยงานที่ได้รับการจัดสรรทุน

- สำนักเลขาธิการนายกรัฐมนตรี
- สำนักงานอัยการสูงสุด
- กระทรวงการคลัง (ธนาคารอาคารสงเคราะห์)
- กระทรวงแรงงาน (สำนักงานปลัดกระทรวงแรงงาน)
- กระทรวงวิทยาศาสตร์และเทคโนโลยี  
(สำนักงานพัฒนาวิทยาศาสตร์และเทคโนโลยีแห่งชาติ)
- กระทรวงเกษตรและสหกรณ์ (สำนักงานปลัดกระทรวงเกษตรและสหกรณ์)
- กระทรวงคมนาคม (สำนักงานปลัดกระทรวงคมนาคม)
- กระทรวงสาธารณสุข (สำนักงานปลัดกระทรวงสาธารณสุข)
- กระทรวงพลังงาน (สำนักงานปลัดกระทรวงพลังงาน)

รายละเอียดเกี่ยวกับการสมัครขอรับทุน

ชื่อหลักสูตร Information Security for E-Government Promotion

วิธีการเสนอชื่อผู้สมัครขอรับทุน คุณสมบัติของผู้สมัครขอรับทุน หลักเกณฑ์การคัดเลือกผู้สมัครขอรับทุน และผลการพิจารณาให้ทุน จะต้องเป็นไปตามหลักเกณฑ์และวิธีการ ดังนี้

1. วิธีการเสนอชื่อผู้สมัครขอรับทุน

1.1 หน่วยงานที่ได้รับการจัดสรรจะต้องมีหนังสือเสนอชื่อผู้สมัครขอรับทุน พร้อมทั้งส่งแบบพิมพ์รายละเอียดเกี่ยวกับผู้สมัครรับทุน (แบบพิมพ์ทูล 1) ที่ติดรูปถ่ายขนาด 1 นิ้ว หรือ 2 นิ้ว จำนวน 1 รูป ไปยังสำนักงานความร่วมมือเพื่อการพัฒนาฯ ระหว่างประเทศ ภายในวันที่ 2 เมษายน 2553

ในกรณีที่จำเป็นต้องแจ้งรายชื่อและรายละเอียดของผู้สมัครขอรับทุนได้ทางโทรศัพท์ และ/หรือ โทรสารเป็นการล่วงหน้า ทั้งนี้ สำนักงานจะไม่อนุญาตให้ผู้สมัครขอรับทุนที่ไม่มีหนังสือเสนอชื่อจากหน่วยงานเข้ารับการทดสอบภาษาอังกฤษ

1.2 จำนวนผู้สมัครขอรับทุนที่ได้รับการเสนอชื่อจะต้องไม่เกิน 1 ราย ในกรณีที่หน่วยงานเสนอชื่อผู้สมัครขอรับทุนมากกว่าจำนวนที่กำหนดไว้ข้างต้น สำนักงานจะพิจารณาคัดเลือกบุคคลที่ได้รับการเสนอชื่อเรียงตามลำดับที่ปรากฏในหนังสือเสนอชื่อจากหน่วยงานตามจำนวนที่กำหนดไว้ข้างต้นเท่านั้น บุคคลที่ปรากฏชื่ออยู่ในลำดับหลังซึ่งเกินจำนวนที่กำหนดไว้ สำนักงานจะไม่อาจพิจารณาให้เป็นผู้สมัครขอรับทุนได้

1.3 ให้ผู้ที่ได้รับการเสนอชื่อไปเข้ารับการทดสอบภาษาอังกฤษ ณ สถานับการต่างประเทศตะวันออก ถนนกรุงเกษมฯ ในวันที่ 9 เมษายน 2553 เวลา 08.45 น. ทั้งนี้ ขอให้ไปตรวจสอบรายชื่อผู้เข้ารับการทดสอบหมายเลขที่นั่ง และห้องสอบก่อนเวลาทดสอบ โดยนำบัตรประจำตัวข้าราชการ/พนักงานหรือบัตรประจำตัวประชาชนไปแสดงต่อเจ้าหน้าที่ในวันทดสอบด้วย

2. คุณสมบัติของผู้สมัครขอรับทุน

2.1 ก. สำหรับผู้ที่ข้าราชการ

- ผู้สมัครขอรับทุนจะต้องเป็นข้าราชการพลเรือนตั้งแต่ระดับปฏิบัติการ ขึ้นไปหรือเทียบเท่า หรือมีคุณสมบัติอื่น ๆ ตามที่กำหนดไว้ในระเบียบว่าด้วยการให้ข้าราชการไปศึกษา ฝึกอบรม และดูงาน ณ ต่างประเทศ (กขต.)
- จะต้องได้รับการบรรจุเป็นข้าราชการหรือโอนมาปฏิบัติงานในหน่วยงานที่เสนอชื่อสมัครรับทุนแล้วไม่น้อยกว่า 1 ปี นับถึงวันปีครบสมัครของสำนักงานฯ

ข. สำหรับพนักงานรัฐวิสาหกิจ องค์กรมหาชน และหน่วยงานเอกชน

- จะต้องปฏิบัติงานหรือโอนมาปฏิบัติงานในหน่วยงานที่เสนอชื่อสมัครรับทุนแล้วไม่น้อยกว่า 1 ปี นับถึงวันปีครบสมัครของสำนักงานฯ

2.2 ไม่อยู่ในระหว่างการสมัครขอรับทุนอื่นที่อยู่ในความดูแลของสำนักงานฯ [ทุนประเภท 1 (ข)]

2.3 กรณีเคยได้รับทุนประเภท 1 (ข) ไปศึกษา ณ ต่างประเทศ จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 2 ปี (ยกเว้น อาจารย์ในมหาวิทยาลัย หรือสถาบันการศึกษาที่เทียบเท่ามหาวิทยาลัย ต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 1 ปี) และในกรณีที่เคยได้รับทุนไปฝึกอบรม จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 1 ปี และกรณีที่เคยได้รับทุน สัมมนา/ดูงานที่มีระยะเวลาเกินกว่า 1 เดือน จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 1 ปี นับถึงวันปีครบสมัครของสำนักงานฯ

2.4 กรณีเคย.....

- 2.4 กรณีเคยได้รับทุนประเภท 1 (ข) เพื่อศึกษาในประเทศ จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 1 ปี (ยกเว้น อาจารย์ในมหาวิทยาลัย หรือสถาบันการศึกษาที่เทียบเท่ามหาวิทยาลัยต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 6 เดือน) และในกรณีที่เคยได้รับทุนไปฝึกอบรมและสัมมนาหรือดูงาน จะต้องกลับมาปฏิบัติงานแล้วไม่ต่ำกว่า 6 เดือนและ 3 เดือนตามลำดับ นับถึงวันปีครบสมัครของสำนักงานฯ
- 2.5 กรณีเคยสละสิทธิ์การสมัครรับทุนที่ดำเนินการผ่านสำนักงานฯ จะต้องสละสิทธิ์มาแล้วไม่ต่ำกว่า 1 ปี นับแต่วันที่ที่ยินยอมให้สละสิทธิ์ถึงวันปีครบสมัครของสำนักงานฯ
- 2.6 กรณีที่เคยได้รับทุนและได้ยุติการรับทุนก่อนที่จะสำเร็จหลักสูตร โดยไม่มีเหตุผลอันสมควรและไม่ได้รับอนุญาตจากสำนักงานฯ และส่วนราชการที่เกี่ยวข้อง จะไม่มีสิทธิ์สมัครรับทุนใดๆ เป็นเวลา 2 ปี นับแต่วันที่ผู้รับทุนได้ยุติการรับทุนถึงวันปีครบสมัครของสำนักงานฯ และในกรณีที่แหล่งทุนแจ้งยุติการให้ทุนศึกษา ฝึกอบรม ดูงาน/สัมมนา หรือปฏิบัติการวิจัย จะไม่มีสิทธิ์สมัครรับทุนใดๆ เป็นเวลา 5 ปี นับจากวันที่สำนักงานฯ แจ้งหน่วยงานที่ผู้รับทุนสังกัด
- 2.7 ต้องมีคุณสมบัติตามที่รัฐบาลและสถาบันของต่างประเทศกำหนดไว้ในสิ่งที่ส่งมาด้วย หมายเลข 1
- 2.8 กรณีที่แหล่งผู้ให้ทุนกำหนดระดับของผู้สมัครรับทุนไว้ ให้ถือเกณฑ์เปรียบเทียบระดับ ดังนี้
  - ระดับต้น (Junior Level)                      เทียบเท่าข้าราชการระดับปฏิบัติการ
  - ระดับกลาง (Middle Level)                      เทียบเท่าข้าราชการระดับชำนาญการ
  - ระดับอาวุโส (Senior Level)                      เทียบเท่าข้าราชการระดับชำนาญการพิเศษ
  - ระดับบริหาร (Executive Level)                      เทียบเท่าข้าราชการระดับเชี่ยวชาญ

### 3. หลักเกณฑ์การคัดเลือกผู้สมัครรับทุน

- 3.1 จำนวนผู้สมัครที่จะได้รับการเสนอชื่อให้แหล่งทุนพิจารณาในขั้นสุดท้ายสำหรับหลักสูตรนี้ มีจำนวนไม่เกิน...3.....ราย
- 3.2 สำนักงานฯ จะพิจารณาคัดเลือกผู้ที่ได้รับการเสนอชื่อให้เป็นผู้สมัครรับทุน ตามลำดับดังนี้
  - ก. ผ่านการทดสอบภาษาอังกฤษตามเกณฑ์ที่สำนักงานฯ กำหนด
  - ข. พิจารณาคัดเลือกผู้สมัครที่ผ่านการทดสอบภาษาอังกฤษตามเกณฑ์ที่กำหนดซึ่งได้คะแนนสูงสุดของแต่ละหน่วยงานที่ได้รับการจัดสรร จำนวน 1 ราย ให้เข้าสมัครรับทุน
  - ค. ในกรณีที่จำนวนผู้สมัครในข้อ ข. มีมากกว่าจำนวนตามที่ระบุในข้อ 3.1 สำนักงานฯ จะพิจารณา คัดเลือกเพียงเท่าจำนวนที่ระบุไว้ในข้อ 3.1 โดยเรียงตามลำดับจากคะแนนสูงสุด
  - ง. ในกรณีที่ผู้สมัครจากหน่วยงานอื่นไม่ผ่านการทดสอบภาษาอังกฤษ สำนักงานฯ จะพิจารณาคัดเลือกผู้สมัครที่ผ่านการทดสอบภาษาอังกฤษจากหน่วยงานเดียวกันมากกว่า 1 รายก็ได้ ทั้งนี้ เพื่อให้ครบจำนวนผู้สมัครที่จะได้รับการเสนอชื่อให้แหล่งทุนพิจารณาตามข้อ 3.1
  - จ. ในกรณีที่ผู้สมัครผ่านการทดสอบภาษาอังกฤษตามเกณฑ์ที่กำหนดเพียงรายเดียวหรือมากกว่า แต่มีจำนวนน้อยกว่าที่ระบุไว้ในข้อ 3.1 สำนักงานฯ อาจพิจารณาเลือกผู้สมัครจากต่างหน่วยงานที่มีผลทดสอบเป็นลำดับรองลงมา และอยู่ในเกณฑ์ผ่อนผันของสำนักงานฯ ให้เป็นผู้ที่ได้รับการเสนอชื่อเพื่อให้ครบจำนวนตามข้อ 3.1 ทั้งนี้ ไม่รวมถึงหลักสูตรที่กำหนดหรือเน้นความรู้ความสามารถด้านภาษาอังกฤษของผู้สมัครรับทุนเป็นพิเศษ

### 4. ผลการพิจารณาให้ทุน

เมื่อสำนักงานฯ ได้เสนอชื่อและใบสมัครของผู้ที่ได้รับการคัดเลือกไปยังแหล่งผู้ให้ทุนแล้ว ผลการพิจารณาคัดเลือกผู้สมัครเข้ารับทุนในขั้นสุดท้ายขึ้นอยู่กับดุลยพินิจของแหล่งผู้ให้ทุน