**VI. Annex:**

**Annex-1: Job Report (format)**

All nominees are required to formulate a Job Report on the following issues and submit it to the respective countries’ JICA offices (or Embassies of Japan) with the Application form.

NOTE:

* The report should be prepared **specified format** in next page and typewritten in A4 sized paper with Times New Roman or similar fonts (12 point), single-space, page numbering at the bottom. Any supporting documents, statistical data, tables and figures could be annexed.
* Each participant is expected to give a **10-15 minutes presentation** on the Job Report by Microsoft Power Point (5-10slides) when you coming to Japan. So you are expected to prepare for the presentation.
* Visual presentation with maps, graphs and pictures is appreciated. Please save the data in USB flash memory and we recommend to bring printed version of the presentation to Japan in case of any mechanical problem.

＊ Reference: Many case studies in SATOYAMA are introduced in Satoyama initiative website by United Nation University.

<https://satoyama-initiative.org/>

＊ Reference: the Ministry of the Environment of Japan has categorized and put together practices for sustainable management of natural resources and related cases on the website.

<https://www.env.go.jp/nature/satoyama/syuhourei/practices_en.html>

**Job Report**

**1. Introduction**

(1) Name of the nominee

(2) Name of the country

(3) Name of nominee’s organization

(4) Address

(5) Tel/Fax/E-mail

**2. Organization information**

(1) Organization Chart (indicating the position you hold)

(2) Mandate of your organization/department/division

(2) Mandate of your organization/department/division

(3) Outline of your duty

(3) Outline of your duty

**3. Situation Information**

1. Current state of natural resources management and approach for community promotion in your country/organization
2. Issues and problems your organization is currently facing

(3) Your personal vision on how to improve the situation

**ANNEX 2- Contact Person at Your Organization for Post-Program Survey about KCCP for Young Leaders**

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| **REQUEST FOR POST-PROGRAM SURVEY** |

JICA conducts the post-program survey about how the ex-participants have been utilizing the knowledge and skills acquired in Japan in their daily work. For this purpose, JICA would like to send the questionnaire　to the participants by e-mail after the program.

In addition, considering the purpose of the survey, we also would like to send the questionnaire to the person in their organizations; such as their supervisor or the person in their human resources department who can observe some changes of their attitudes toward their tasks after participating the program.

We would highly appreciate it if you fill in the information about the appropriate person in your organization to whom JICA can send the questionnaire on this purpose. The