



GENERAL INFORMATION
ON
THE THIRD-COUNTRY TRAINING PROGRAM
IN THE FIELD OF
MUNICIPAL SOLID WASTE MANAGEMENT

(Municipal Solid Waste Management for PIF Countries)

Japan International Cooperation Agency (JICA)
South Pacific Regional Environment Programme (SPREP)
World Health Organization (WHO/WPRO)

10 February – 9 March 2004

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1. INTRODUCTION

The South Pacific Regional Environment Programme (SPREP) organizes the Fourth International Training course on Municipal Solid Waste Management for the Pacific Island Forum Countries in cooperation with the Government of Japan through the Third-Country Training Program of Japan International Cooperation Agency (JICA).

Arrangement and execution of the program will be done by SPREP with the support by the Government of Japan and the West Pacific Regional Office of World Health Organization.

2. COURSE TITLE

The title of the course is "Municipal Solid Waste Management for PIF Countries."

3. DURATION

The course will be held from 10th February to 9th March 2004.

4. COURSE OBJECTIVES

The objective of the course is to contribute to the improvement of public health and environment in participating countries by training personnel who are to take leadership in planning and implementing MSWM.

5. CURRICULUM

The course will place emphasis on identification and sharing of good management practices on Municipal Solid Waste Management in the Pacific Island Countries. Some of the important themes are as follows:

- 1) Overview of strategic managerial issues on solid waste management
- 2) Waste collection
- 3) Waste minimization
- 4) Landfill improvement and management
- 5) Healthcare waste management
- 6) Hazardous waste management
- 7) Country report & action plan
- 8) Basic training on IT

The details are shown in attached Annex I.

6. LANGUAGE

The course will be conducted in English.

7. NUMBER OF PARTICIPANTS

The number of participants from the invited countries shall not exceed fifteen (15) in total and the number of participants from the hosting country (Samoa) shall not exceed three (3).

8. TRAINING INSTITUTION

The course will be conducted at the SPREP Training and Education Centre which is located in the compound of the SPREP Headquarters in Apia, Samoa.

Tel: (685) 21929

Fax: (685) 20231

9. ACCOMMODATION

Accommodation will be designated and notified before departure from the participant's home country. The participants are not allowed to change the designated hotel.

10. ALLOWANCES & EXPENSES

The following will be provided:

- (1) an economy class round-trip air ticket between Apia, Samoa and an international airport designated by SPREP
- (2) airport transfers to and from the designated hotel
- (3) per diems for days spent in transit
- (4) paid accommodation (deducted from per diem)
- (5) daily allowance to meet meals and incidental expenses during staying in Samoa

11. QUALIFICATIONS & REQUIREMENTS FOR APPLICANTS

Applicants for this course should;

- (1) be closely involved with Municipal Solid Waste Management (MSWM) at a national/local government level, or in a public organization,
- (2) have more than three (3) years of work experience in the field of MSWM,
- (3) have a sufficient command of written and spoken English,
- (4) be over twenty five (25) and under forty five (45) years of age,
- (5) be nominated by their respective Governments in accordance with the procedures as described in 12 below,
- (6) be in good health to undergo the training
- (7) not be under such health conditions as pregnant, carrying infectious or contagious diseases, etc

12. PROCEDURES FOR APPLICATIONS

- (1) A Government desiring to nominate applicant(s) for the course should complete and forward one (1) copy of the Nomination Form to SPREP by Friday 12th December 2003 at the latest. The Nomination Forms should be marked for the attention of :

Mr. Shiro Amano, Project Officer: Solid Waste & Landfill Management

- (2) SPREP will inform the respective Government, whether or not the application has been accepted no later than Friday 9th January 2004.

13. COUNTRY REPORT PRESENTATION

Participants are required to prepare a country report on the situation of MSWM in their respective countries. As this report will serve a starting point of discussions on common and particular problems/issues, the report should be prepared as shown in Annex II. The report should be typewritten in English, not exceeding 10 pages (12-point font, double spaced, A4 size paper), and should be provided to SPREP no later than 30th January 2004 together with the duly completed Questionnaire (Annex III). The participants will be asked to make a brief presentation of the reports at the beginning of the course. Participants are encouraged to send the country reports in electronic form by e-mail to the following e-mail address:

Ms. Saunoa Matau, saunoam@sprep.org.ws

or

Mr. Shiro Amano, shiro@sprep.org.ws

14. OTHER INFORMATION TO NOTE

- (1) Participants are requested to bring copies of any government policies, plans and guidelines on waste management.
- (2) It is recommended that participants bring photographs, videos, or any other audio visual aids to demonstrate the situation of waste management in their countries.
- (3) The participants are responsible for the following:
 - Arrangement of necessary visa(s) required for travel
 - Additional charges for excess baggage
 - Loss or damage to personal property
 - Health insurance
 - Airport taxes in the home country and en route to and from Samoa
 - Any other incidental expenses incurred in their home countries, or in Samoa
- (4) A certificate will be awarded at the end of the course to those participants who have successfully completed the course.

ANNEX I : Course Time Table

Date	From	To	Programs/Sessions	Resource Person	Place at
10-Feb Tue	8:30 - 10:00		Registration of Participants	SPREP	Training Room (L)
	10:00 - 10:30	G 01	Opening Ceremony	SPREP/JICA/WHO	Training Room (L)
	11:00 - 12:00	G 02	Course Orientation	SPREP(SA/FW)	Training Room (L)
	13:30 - 16:30	A 01	Introduction to SPREP	SPREP(FW/POs)	Training Room (L)
	18:00 - 20:00		Welcome Reception	SPREP	SPREP Fale
11-Feb Wed	9:00 - 12:00	B 01	Information & Communication Technology	SPREP/IT	Computer Lab.
	13:00 - 16:00	B 01	Information & Communication Technology	SPREP/IT	Computer Lab.
12-Feb Thu	9:00 - 12:00	B 01	Information & Communication Technology	SPREP/IT	Computer Lab.
	13:00 - 16:00	B 01	Information & Communication Technology	SPREP/IT	Computer Lab.
13-Feb Fri	8:30 - 12:00	B 02	Country Report Presentation	SPREP(SA)	Training Room (L)
	13:00 - 16:00	B 02	Country Report Presentation	SPREP(SA)	Training Room (L)
14-Feb Sat					
15-Feb Sun					
16-Feb Mon	8:30 - 12:00	A 02	Solid Waste Management Policy	JICA(KS)	Training Room (L)
	13:00 - 16:00	A 03	Appropriate Technology	JICA(KS)	Training Room (L)
17-Feb Tue	8:30 - 12:00	A 04	Waste Collection System	JICA(KS)	Training Room (L)
	13:00 - 16:00	A 05	Time & Motion Study	JICA(KS)	Training Room (L)
18-Feb Wed	8:30 - 11:00	C 01	Time & Motion Study (field study)	JICA(KS)	Field Work
	11:00 - 15:00	B 03	Time & Motion Study (Analysis)	JICA(KS)	Training Room (L)
	15:00 - 16:00	B 04	Time & Motion Study (presentation)	JICA(KS)	Training Room (L)
19-Feb Thu	8:30 - 12:00	A 06	Healthcare Waste Management in PICs	WHO(HO)	Training Room (L)
	13:00 - 16:00	C 02	Site Visit to National Hospital/MedCen	WHO(HO)/MoH(AS)	Field Trip
20-Feb Fri	8:30 - 12:00	C 03	Waste Characterization Study	WHO(HO)	SPREP Compound
	13:00 - 16:00	B 05	PICs Features and Influence on WM	WHO(HO)	Training Room (L)
21-Feb Sat					
22-Feb Sun					
23-Feb Mon	8:30 - 10:00	A 07	Solid Waste Management in Samoa	PUMA(FS/MS)/MoH(AS)	Training Room (L)
	10:30 - 12:00	B 06	Good Management Practices	SPREP(SA)	Training Room (L)
	13:00 - 16:00	B 07	Social Marketing on Waste Management	SPREP(SS/SD)	Training Room (L)
24-Feb Tue	8:30 - 12:00	C 04	Composting Projects	FGA(AC)/PUMA(MS)	Field Trip
			Move to Savaii Island		
25-Feb Wed	8:30 - 12:00	C 05	Waste Management in Remote Island	PUMA(FS)/SPREP(SA)	Field Trip
	13:00 - 16:00	C 05	Waste Management in Remote Island	PUMA(FS)/SPREP(SA)	Field Trip
26-Feb Thu			Return to Upolu Island/Apia		
	13:00 - 16:00	B 08	Paper Recycling 1	TAC(SP)	Field Trip
27-Feb Fri	8:30 - 10:00	A 08	Marine Pollution	SPREP(SN)	Training Room (L)
	10:30 - 12:00	A 09	IWP on Waste Management	SPREP(AW)	Training Room (L)
	13:00 - 14:30	A 10	Hazardous Waste Management in PICs	SPREP(FG)	Training Room (L)
	15:00 - 16:00	A 11	Chemical/Haz Waste Related Conversions	SPREP(JM)	Training Room (L)
28-Feb Sat					
29-Feb Sun					
1-Mar Mon	8:30 - 12:00	A 12	Sanitary Landfill	JICA(YM)	Training Room (L)
	13:00 - 16:00	A 12	Sanitary Landfill	JICA(YM)	Training Room (L)
2-Mar Tue	8:30 - 12:00	A 12	Sanitary Landfill	JICA(YM)	Training Room (L)
	13:00 - 16:00	A 13	Tafaigata Landfill (Case Study)	SPREP(SA)/JICA(YM)	Training Room (L)
3-Mar Wed	8:30 - 12:00	C 06	Field Training	JICA(YM)/SPREP(SA)	Field Work
	13:00 - 16:00	B 09	Landfill Action Plan Preparation	JICA(YM)/SPREP(SA)	Training Room (L)
4-Mar Thu	8:30 - 12:00	B 10	Landfill Action Plan Presentation	JICA(YM)/SPREP(SA)	Training Room (L)
	13:00 - 14:30	A 14	EIA and Land Use Consideration	SPREP(MM)	Training Room (L)
	15:00 - 16:00	B 11	Paper Recycling 2	TAC(SP)	Training Room (L)
5-Mar Fri	8:30 - 12:00	B 12	Solid Waste Education in PICs	SPREP(SD/FW/JOCVs)	Training Room (L)
	13:00 - 16:00	B 13	Action Plan Guidance	SPREP(SA/FW)	Training Room (L)
6-Mar Sat					
7-Mar Sun					
8-Mar Mon	8:30 - 12:00	B 14	Action Plan Presentation	SPREP(SA)	Training Room (L)
	13:00 - 16:00	B 14	Action Plan Presentation	SPREP(SA)	Training Room (L)
	18:00 - 20:00		Farewell Reception	SPREP	Fale
9-Mar Tue	8:30 - 9:30	A 16	JICA's Follow-up Policy	JICA Oceania Div.	Training Room (L)
	9:30 - 10:30	G 03	Course Program Evaluation	SPREP(SA/FW)	Training Room (L)
	11:00 - 11:30	G 04	Closing Ceremony	SPREP/JICA/WHO	Training Room (L)
10-Mar Wed			Return to Home country		

Session Type: G-General/Social, A-Lecture, B-Discussion/Exercise, C-Field Work