



國際土地政策研究訓練中心

INTERNATIONAL CENTER FOR LAND POLICY STUDIES AND TRAINING

574 Chungshan Road, Taoyuan District, Taoyuan City, Taiwan Tel.: (Int.+886)-3-3324622 e-mail : iclpst@iclpst.gov.tw

Ref. 1060200454

November 10, 2017

Concerned authorities related to Geographical Information System and Land Management
c/o

Taipei Economic and Cultural Representative Office in Japan

Dear Sir/Madam:

**Subject: Invitation to Nominate Country Participants to Attend ICLPST's Training Seminar
on Geographical Information System and Land Management**

On behalf of the International Center for Land Policy Studies and Training (ICLPST), I cordially invite your country to nominate candidates for participation in the Center's Training Seminar on Geographical Information System and Land Management.

The training seminar will begin on March 14 and conclude on March 27, 2018. Your organization is invited to nominate two candidates for our consideration. The Screening Committee of the Center will make the final selection of participants to this seminar, and the Center will accept only one nominee.

To facilitate your nomination and the Center's selection, please kindly observe the following regulations and guidelines:

- (1) Candidates must be proficient in both spoken and written English in order to be able to follow lectures and instructions conducted in English.
- (2) Candidates must be persons who are presently working as an administrator, planner or project analyst in any of the following areas of Geographical Information System and Land Management, Geographical Information System and Tourism Planning, Geographical Information System – Land Use Planning and Disaster, Geographical Information System and Local Land Use, etc.
- (3) There is no age Limit for the candidates, but they must be medically fit for study and travel abroad. Candidates who are in medication for chronic diseases have to prepare sufficient medicine for the duration of stay in Taiwan.



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(4) If the candidate is admitted to the training, the Center will buy him/her insurance to cover accidental death, accidental disability, accidental injury and hospitalization. However, other medical expenses not covered by the insurance have to be borne by the participant, therefore he/she is also advised to buy medical insurance in his/her home country to cover the period in Taiwan.

Please note that the Center will provide for each participant a round-trip economy-class air ticket for travel between his/her country's capital city and Taipei by the most direct route, and will take care of the board and lodging expenses during the seminar. The Center, however, will not pay for any other incidental expenses in connection with the participant's travel such as visa fees, airport taxes, en-route hotel accommodations etc. In case you fail to participate in the seminar, you should be responsible for the expenses related to booking/cancellation of air tickets for your travel to Taiwan. All participants should have valid passports and visas (they shall apply for a visa valid at least for one month stay) for entry into the Republic of China (Taiwan).

In addition, to better facilitate discussions among the participants as well as lecturers, we require that every participant have a country paper prepared to be presented in class. The topic should bear relevance to the theme of the course. Presentation is limited to 25 minutes (including Q&A and adjusted to the number of participants). Computer /projector will be provided by the Center during the presentation. However, if the participants need to use computers outside the presentation, they are advised to bring their laptop (Wi-Fi is provided at the center).

All candidates must fill in the enclosed application form and send it to Taipei Economic and Cultural Representative Office in Japan before January 24, 2018 for onward transmission to the Center. Successful candidates will be duly notified of the Center's decision (candidates not selected will not be notified). The Center reserves the right of final selection of participants. Thank you very much for your kind cooperation.

Sincerely yours,

Kuei-son Sheu
Director

Enclosures: 1. Application Form
2. Course Outline

Course Outline

The Seminar on **Geographical Information System and Land Management**

- I. Title of the Seminar: Geographical Information System and Land Management
- II. Organizer: International Center for Land Policy Studies and Training
- III. Duration: 14 days, scheduled for March 14 to March 27, 2018 (excluding arrival and departure)
- IV. Target Audience: 26-28 international participants of medium and high level government officials or experts in the fields of Geographical Information System and Land Management
- V. Goals:
 1. Introducing Taiwan's development experiences and achievements in Geographical Information System and Land Management to the participants
 2. Providing a forum for the participants to discuss and exchange ideas and experiences within the context of the aforementioned topics and related issues
 3. Forming a human resource network of the Center's alumni
- VI. Methodology
 1. The seminar is designed with an appropriate balance between theory and practice. It takes into consideration of the needs of the developing countries and employs Taiwan's experiences as an important reference.
 2. The seminar is composed of the major components including lectures, participants' presentation, field trips and cultural visits.
- VII. Design:
 1. The seminar is composed of the following components:
 - (1) Opening session and course overview, 0.5 day
 - (2) Lectures, 2 days
 - (3) Participants' presentation, 2.5 days
 - (4) Field trips and cultural visits, 8 days (including free time)
 - (5) Wind-up discussion, 0.5 day
 - (6) Welcome and farewell parties and other activities (scheduled for noons or evenings)
 - (7) Arrival and departure, 1 day for each

2. The lecture portion aims to deal with the following areas:
 - (1) Geographical Information System and Land Management
 - (2) Geographical Information System and Tourism Planning
 - (3) Geographical Information System – Land Use Planning and Disaster
 - (4) Geographical Information System and Local Land Use
3. The participants' presentation is one of the most important components in this seminar, where the participants can share and appreciate problems and difficulties faced in their respective countries, with a hope of finding some concrete and feasible recommendations and strategies. Two days and a half are reserved for this purpose, where each participant has to present a report on the issues and solutions for any project or program in their country which bears relevance to the theme of the course.

The presentation should include:

- (1) A geographical background (around 2 minutes)
- (2) The specific project/program (around 18 minutes)
- (3) Q &A (around 5 minutes).

Participants have to prepare this before attending the seminar and are advised to rehearse the presentation so as to better control their time and achieve an effective delivery of the same.

4. Field trips and cultural visits are arranged in line with the specific topics dealt with in the course; they typically take the participants to GIS and land management agencies in the central and local governments, academic research institutes, etc. On March 27, a visit to the trade show of “The Best Smart City Solutions Platform” will be arranged; within the trips and visits, the participants are given a chance to take in the beautiful views in some internationally renowned scenic spots and cultural sites, which are hoped to help the participants see and feel for themselves Taiwan's developments in its society and economy as well as its friendly people and good tradition.
5. The course emphasizes experience sharing and direct participation; lectures and participants' presentation are all conducted in English, while field trips and cultural visits are guided by the Center's staff members, who act as interpreters whenever necessary to enable the participants to better communicate and understand the hosts during the visits.



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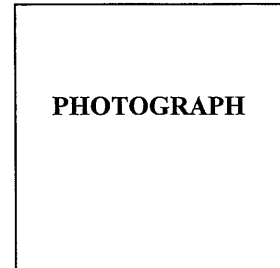
Tel. (Int.+886)-3-3324622 Fax: (Int.+886)-3-3364397 E-mail: yishan@iclpst.gov.tw

APPLICATION FORM

Course: Seminar on Geographical Information System and Land Management

Please Note:

1. Candidates with poor rating in spoken and written English will not be considered.
2. Candidates must be persons who are presently working in the areas related to the subject matter of the session.
3. All sections of the application form must be completed.



Section A (To be completed by applicant) (Please Type)

1. Name: _____
First(Given)
Middle
Last(Surname)

Name in Chinese if any: _____

2. Title: Mr. Mrs. Miss Other _____

3. Nationality: _____

4. Date of Birth:(mm/dd/yy) _____

5. Gender: M F

6. Marital Status: Single Married

7. Religion: _____

8. Dietary Restriction: _____

9. Passport Number: _____

Date of Issue:(mm/dd/yy) _____ Date of Expiry:(mm/dd/yy) _____

10. Home Address: _____

Tel.: Country Code: _____ No.: _____

E-mail: _____

11. Training Abroad: _____

12. Education Background

Degree	University or College	Subjects	Graduation Date



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13. Agency that you are working for: _____

Your Position: _____

Description of Work and Responsibility: _____

Address: _____

Tel.: Country Code: _____ No.: _____

E-mail: _____

14. Previous Work Experience: _____

15. Reasons for Participation: _____

16. Signature: _____ Date:(mm/dd/yy) _____

Section B (To be completed by Head of Institution or Department)

1. Assessment of Applicant:

Level of spoken English: Poor Fair Good Very Good Excellent

Level of written English: Poor Fair Good Very Good Excellent

Any additional languages spoken other than native language: _____

2. I recommend / do not recommend the candidate

Recommending Authority: _____

Name: _____ Title: _____

Signature: _____ Date: _____

Section C (To be completed by ROC Embassy or Representative Office)

I recommend / do not recommend the candidate

Officer-in charge: _____ Title: _____

Signature/Official Stamp: _____ Date: _____

Comments: _____
