

## **(CC3-2) Implementation Guideline for JSCE Study Tour Grant**

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### (General Provisions)

Article 1 The rules of the International Scientific Exchange Fund Committee of JSCE sets forth, under Article 3, Item 1, the programs for supporting global human resources development and academic exchange. This implementation guideline provides the basic items related to one of those programs, JSCE Study Tour Grant Program (hereinafter referred to as “STG”).

- 2 When implementing STG, special attention shall be paid to the effectiveness and feasibility of STG as well as separation between the STG budget and the budget of JSCE headquarters. A close consideration shall also be given to the matters pointed out by the Management Committee on the Charitable Trust JSCE International Scientific Exchange Fund.
- 3 To prevent STG from becoming a dead letter, this guideline shall be reviewed once every three years.

### (STG Education Program)

Article 2 The time required for the education program shall be about one week, during which the JSCE Annual Meeting (usually held in September) shall take place.

- 2 The education program comprises visits to project sites and research institutes, interview with leading civil engineering professionals and academics, delivery of presentation at the International Summer Symposium, and submission of a report on their experience gained in Japan to the AOC (Agreement of Cooperation) societies they belong home.
- 3 In the report on their experience gained in Japan to the AOC societies they belong home, the invitees shall be obligated to mention that they have been supported by the International Scientific Exchange Fund of JSCE.

### (Countries Subject to the Program and the Number of Invitees)

Article 3 Linked with the JSCE international strategy, participants are invited from Myanmar, Indonesia, Vietnam, Mongolia, Turkey, the Philippines and Thailand; one participant from each country every year.

- 2 The countries subject to the STG program may be added to or deleted from the list by the discretion of the International Scientific Exchange Fund Committee (hereinafter referred to as “Committee”) of JSCE.

### (Selection of Invitees)

Article 4 The Committee shall ask the engineering societies with which JSCE has entered into cooperation agreements (hereinafter referred to as “Agreement of Cooperation”) to recommend candidates for invitees.

- 2 The number of invitee candidates shall be about five for each country. The Committee asks the candidates in writing about their possibility of coming to Japan for study or finding a job in Japan, the place(s) at their home where they will deliver their experience gained in Japan, and so forth, and then finally selects one invitee from each country.
- 3 In selecting the invitees, the Committee asks for the cooperation of the International Communication and Collaboration Group leaders, international sections, etc. of the relevant countries. At this moment, the Committee should suggest a hope to let the invitees function as a means for establishing or vitalizing global network.

- 4 Young engineers or students shall have higher priority as invitees.

(Cooperation to Invitees)

Article 5 The Committee gives guidance to the invitees before and during their stay in Japan concerning their presentation materials, so that they can deliver properly at the International Summer Symposium.

- 2 When the invitees desire to have information about studying or getting a job in Japan, the Committee shall provide them with such information to the extent possible as an engineering society.
- 3 To the invitee who desires to come to Japan for studying, the Committee gives necessary cooperation, such as making a request to the educational institute where the invitee desires to study and providing an opportunity for interview when they come to Japan.
- 4 The secretariat in charge collects necessary information including the lists of names and mailing addresses of the invitees, names of and comments from the Committee members who gave guidance, and so forth, and builds an ongoing contact system.

(Schedule for Selecting Invitees, etc.)

Article 6 The Committee asks the Agreement of Cooperation to provide recommendation at the beginning of January every year, and receives a list of candidates in late March. By the end of May, the Committee selects one invitee from each country and notifies the selection results to the Agreement of Cooperation. In June or later, the Committee starts making clerical adjustment with the invitees. While carrying out works such as giving guidance for delivery of presentation at the International Summer Symposium, the Committee completes basic adjustments by the end of July, which is followed by fine adjustments that continue until the invitees are invited at the beginning of September.

- 2 With respect to recommendation from countries where no Agreement of Cooperation exists, the Committee asks recommendation at the meeting of the International Communication and Collaboration Group (which is scheduled to be held at a time between the end of February and the beginning of March). The schedule that follows is the same as stated above.

(Others)

Article 7 To adequately control the overall work schedule, the Committee holds a meeting at the earliest possible opportunity after the closing of the JSCE Annual Meeting in September. At this meeting, the Committee checks the implementation status of the current fiscal year, and starts preparation for the next fiscal year.

### **Supplementary Provision**

Study Tour Grant (STG) was established in 1992 to utilize JSCE supported International Scientific Exchange Fund more effectively and more appropriately. It was created as a program for supporting scientific study tours which make it a principle to exchange science and technologies and cultivate a deep international fellowship. At the time of establishment, the purpose of STG was to make Japanese civil engineering technologies and projects widely known among the engineers inside and outside Japan. Therefore, at the end of the program, the invitees to the STG program were expected to deliver the results of their experience gained in Japan to JSCE and also to the official bodies or academic journals back home. Based on over 20 years of experience from its launch, the STG program shall focus not only on the spread of Japanese civil engineering information but also on the development of engineers who play a role of liaison between their home countries and Japan.