

November 20, 2012

Mr. Muharrem Zejnullahu  
Minister-Counsellor, Head  
Department for Multilateral Economic Relations and Reconstruction  
Ministry of Foreign Affairs  
Bosnia and Herzegovina  
Fax: +387 33 472 188

Dear Mr. Zejnullahu,

It is my pleasure to inform you that JICA will organize a Group Training Course on "Small and Medium Enterprise Development Policies (B)", J1200929 in accordance with the course information booklet attached herewith and which will be sent to you by e-mail.

JICA is ready to accept two participants from Bosnia and Herzegovina between February 18 and March 16, 2013 and we would like to ask Ministry of Foreign Affairs to forward the following document for application from prospective nominees to the JICA Sarajevo Office, **by December 14, 2012:**

1. Application form
2. Inception Report
3. Nominee's English Score Sheet

**Important information**

**Targeting organization and participant:** This program is offered to officials working in government or implementing organizations for SME development.

Each applicant should meet requirements (such as present position, educational and occupational background, age, fluency in English, etc.), as mentioned in the information booklet.

**It is preferable to submit more than two nominees for application, even though official letter informs of acceptance of two participants.**

If you need any additional information, please contact the JICA Sarajevo Office at + 387 33 220 190.

Sincerely,

*for* 伊藤 隆  
Ken YAMADA

Resident Representative  
JICA Balkan Office



CC: Mr. Yoshiaki Makino  
First Secretary  
Embassy of Japan in Sarajevo, Bosnia and Herzegovina

Ms. Nina Bejtich  
Technical Coordinator  
JICA Sarajevo Office  
Bosnia and Herzegovina