

March 25, 2015

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 “Enhancement of the Ability to Support SMEs for Improvement of their Product Quality and Productivity (C)”, J1504256 in accordance with the course information booklet attached herewith and which will be sent to you by e-mail.

JICA is ready to accept one participant from Bosnia and Herzegovina between August 19 and September 17, 2015 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 June 12, 2015:**

1. Application Form
2. Inception Report (Annex of GI)
3. Photocopy of passport

Important information

Targeting organization and participant: This program is designed for all the personnel working for the promotion of SMEs in manufacturing sector as well as for governmental officials who support SMEs on Improvement of their Productivity Quality and Productivity (Such as KAIZEN).

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 one nominee for application, even though official letter informs of acceptance of one participant.

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

Sincerely,



伊藤 隆一
Toshiya ABE
Resident Representative
JICA Balkan Office

CC: Mr. Satoru KUSAYAMA
First Secretary
Embassy of Japan in Sarajevo, Bosnia and Herzegovina

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