



Our Activities 2020



The Japan Council of Local Authorities  
for International Relations (J.CLAIR), Singapore

# About CLAIR

The Council of Local Authorities for International Relations (CLAIR) was established in July 1988 in response to rising concern for local-level internationalization in Japan. CLAIR was created as a joint organization of local governments to promote and provide support for local internationalization.

CLAIR's headquarters are located in Tokyo with seven representative offices in Singapore, New York, London, Paris, Seoul, Sydney and Beijing.



## J.CLAIR Singapore

J.CLAIR Singapore was set up in October 1990 and conducts activities in the 10 ASEAN countries (Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand, Vietnam), India as well as Sri Lanka.

### Main Activities

1. Introducing Japan's local administration and finance systems as well as its various policies to ASEAN countries, India as well as Sri Lanka
2. Promoting local level exchange between Japan and ASEAN countries, India as well as Sri Lanka
3. Conducting research on local administration and finance systems as well as the various policies in ASEAN countries, India as well as Sri Lanka.
4. Supporting Japanese local governments' activities in ASEAN countries, India as well as Sri Lanka



**Organizational Structure** Our office consists of 19 staff dispatched from Japan and 6 local staff.

	No.	Dispatched from
Executive Director	1	Ministry of Internal Affairs & Communications
Deputy Executive Director	1	Kyoto
Senior Deputy Director	1	Hyogo
Deputy Director	14	Ikeda Town (Hokkaido), Oyama City (Tochigi), Gunma, Saitama, Tokyo, Adachi City (Tokyo), Niigata, Toyohashi City(Aichi), Ichinomiya City(Aichi), Matsue City (Shimane), Hiroshima, Miyazaki, Kagoshima, Kagoshima City(Kagoshima)
Division Director	2	Nagano, Kumamoto
Local Staff	6	-

# 1. Introducing Japan's local administration and finance systems

## Seminars and Exchange Sessions on Local Administration

### 【Objective】

With an aim to enhance cooperation and exchange in the area of local administration, J.CLAIR Singapore actively proposes organizing seminars and exchange sessions with local government officials and related parties in ASEAN countries, India as well as Sri Lanka. These initiatives provide a platform for academics and practitioners of local governance from both sides to discuss best practices and exchange new insights on local administration.

### Local Administration Seminars Organized by J.CLAIR Singapore

J.CLAIR Singapore plans and implements local administration seminars with cooperation from our counterparts in order to promote knowledge exchange on issues of particular concern, as well as support the development of local administrative systems in Japan and the respective host countries.



【2019 Seminar in Indonesia】

### 【Tentative Seminars in FY2020】

Name of Seminar	Country (City)	Date
Philippine Local Government Forum	Philippines *	6 - 29 October 2020

\*held online

### 【Seminars in FY2019】

Country (City)	Date	Overview of Seminar
Indonesia (Jakarta)	31 July 2019	Speakers from local governments in Japan shared case studies on the topic of 'Disaster Preparedness and Crisis Management' to an audience of local administrators.

### Local Administration Seminar Series Organized by the Ministry of Internal Affairs and Communications

J.CLAIR Singapore actively assists in the local administration seminar series held annually by the Ministry of Internal Affairs and Communications, Japan in cooperation with a host country in Southeast Asia. J.CLAIR Singapore coordinates the details of the seminar with the co-organizer in the host country and ensures the smooth operation of the actual event.

### 【Seminars in FY2018/19】

FY	Country (City)	Date	Themes
2019	Vietnam (Ho Chi Minh)	29-30 August	Best practices of staff recruitment, utilization of human resources, and training
2018	Vietnam (Hue)	10-11 September	Urban Local Governance

### Seminar on Best Practices of Japan

J.CLAIR Singapore established a new initiative entitled 'Seminar on Best Practices of Japan', which functions as a platform for academics as well as practitioners of local governance in the ASEAN region to understand Japan's local administration system and the leading urban policies implemented by Japanese local governments.

Staff of J.CLAIR Singapore will participate as speakers, presenting case studies of Japanese local governance and interacting with the students during group discussions on a wide array of topics.

### 【Seminars in FY2018】

FY	Country	Venue	Date
2018	Malaysia	Universiti Utara Malaysia	15 May 2018
	Philippines	University of the Philippines Los Banos	5 November 2018
	Brunei	University Brunei Darussalam	1 August 2018

# 1. Introducing Japan's local administration and finance systems

## Specialist Dispatch Project

### 【Objective】

- To improve the quality of local administration, technical expertise and human resources in foreign local governments.
- To increase friendly ties between Japanese and foreign local governments.

### 【Content】

Since 2000, J.CLAIR Singapore has been dispatching Japanese local government officials (including retirees), with knowledge or technical skills related to international cooperation as specialists to foreign local governments etc. in response to their requests.

### 【The specialists' areas of expertise】

Disaster Prevention, Waste Management, Tourism, Fire and Disaster Prevention, Sewerage Management, Health and Sanitation, Environmental Conservation, Education, Public Health, Agriculture and Commerce, Social Welfare, Pottery, Library Management, Water Supply, Local Administration etc.

### 【Projects Held in Previous Years】

FY	Country	Specialists	Area of Expertise
2019	Malaysia	1	Waste Management
	Philippines	1	Tourism
2018	Indonesia	1	Water Supply & Sewerage
	Philippines	1	Environmental Conservation
	India	1	Waste Management
	Vietnam	1	Fire and Disaster Prevention
2017	Malaysia	1	Urban Planning
	Indonesia	1	Agriculture
	India	1	Water Supply & Sewerage Management
	Thailand	1	Japanese Education
	Philippines	1	Disaster Prevention & Preservation of Cultural Assets



【A specialist conducting a lecture to the local participants in Malaysia】



【A specialist giving guidance during a local site visit in Philippines】

## Local Government Officials Training Programme (LGOTP)

### 【Objective】

To provide trainees with the know-how and technical skills of Japanese local governments and thereafter, contribute to the development of the trainees' respective local governments.

### 【Content】

Jointly organized by CLAIR and Japan's Ministry of Internal Affairs and Communications, overseas local government officials are hosted as trainees in Japanese local governments, where they will attend lectures and acquire the know-how and skills in various fields such as general administration, environment, agriculture, education, tourism, economic etc. After an initial introductory training period of about 1 month, trainees are posted to individual host institutions to begin their specialized training and deepen their understanding of Japanese culture and traditions.

### 【Duration】

The training typically lasts for 6 – 12 months.

### 【LGOTP Participants in Previous Years】

Country	Number of Participants				Total
	1996-2016	2017	2018	2019	
Indonesia	52	1	1	2	56
Thailand	47	0	-	-	47
Philippines	42	2	1	-	45
Vietnam	33	-	1	1	35
Myanmar	24	3	4	1	32
Malaysia	22	-	-	-	22
Laos	9	-	-	-	9
Cambodia	7	-	1	-	8
Sri Lanka	1	-	-	-	1
<b>Total</b>	<b>237</b>	<b>6</b>	<b>8</b>	<b>4</b>	<b>255</b>



【Trainees from Myanmar learning about water quality inspection/Fukuoka-city】

## 2. Promoting local level exchange

### Regional Exchange Promotion Programme

#### 【Objective】

To enable Japanese local governments to achieve the following:

- Fostering closer understanding of the current situation and challenges pertaining to Japan-foreign countries' relations
- Building capacity in leaders who will assume the responsibilities of internationalization of the local areas
- Creating opportunities for the promotion of future Japan-foreign countries' regional exchange

#### 【Targeted Participants】

- Japanese local government officials
- Staff of recognized local international exchange associations
- Staff of NPOs referred by local governments

#### 【Exchange Programmes in previous years】

FY	City
2019	Singapore, Kuala Lumpur, Petaling Jaya(Malaysia)
2018	Delhi, Agra, Tapkala, Mumbai (India)
2017	Bangkok, Sukhothai, Ayutthaya, Chonburi (Thailand)
2016	Singapore / Kuala Lumpur, Johor Bahru, (Malaysia)
2015	Ha Noi, Ho Chi Minh (Vietnam)
2014	Kuala Lumpur, Johor Bahru (Malaysia)
2013	Bangkok, Phitsanulok (Thailand )

#### 【Programme in FY2020】

The programme was canceled due to COVID-19



【Visit to Petaling Jaya city hall】



【Visit to MATTA FAIR in Kuala Lumpur】



【Briefing on Singapore city planning】

### Local Government Exchange & Cooperation Seminar

#### 【Objective】

The purpose of the programme is to increase participants' knowledge of local administration systems in other countries and build networks of contacts.

#### 【Content】

Overseas local government officials etc. are invited to Japan to discuss and exchange information on the current situation and various issues of local administration facing local governments in both Japan and their home countries. In addition, the seminar encourages regional exchange as participants visit local governments during their stay in Japan, go on site visits and have the opportunity to deepen their understanding of Japanese culture.

In FY2020, the seminar is cancelled due to COVID-19.

#### 【Seminar in FY2019】



【Group photo after visiting the Japan National Tourism Organization】



【Sanyo Waste Treatment Center (Shimonoseki City)】



【Kinomo Experience at Chofu Garden (Shimonoseki City)】

#### 【Seminar Participants in Previous Years】

Country	Number of Participants				Total
	1995-2016	2017	2018	2019	
Thailand	35	1	1	1	38
Malaysia	34	-	1	1	36
Philippines	27	1	1	1	30
Vietnam	23	1	1	-	25
Indonesia	21	2	1	1	25
Laos	20	1	1	1	23
Cambodia	17	1	1	1	20
Myanmar	12	1	1	1	15
India	7	1	1	1	10
Singapore	6	-	-	-	6
Brunei	5	-	-	-	5
Sri Lanka	-	-	-	1	1
<b>Total</b>	<b>207</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>234</b>

## 3. Conducting research on local administration and finance systems

### Support for Sister City Affiliation and Exchange

The first sister city agreement between Japan and this region was signed by Yokohama and Mumbai in 1965. At present, 54 affiliations have been concluded.

CLAIR facilitates sister city affiliation and exchange in response to requests. We provide support for international exchange corresponding to the needs of the region and also provide consultation on sister city affiliation. Please contact J.CLAIR Singapore if you wish to establish an affiliation with a Japanese local government.

### The Japan Exchange and Teaching (JET) Programme

#### 【Objective】

To increase cross-cultural understanding as well as contribute to internationalization efforts within Japan.

#### 【Content】

The JET Programme enables local authorities (prefectures, designated cities and other municipalities) to employ foreign youths for the purpose of improving foreign language education as well as promoting international exchange at the local level. By teaching foreign languages at schools nationwide and assisting with international exchange activities organized by local authorities, JET participants engage in international exchange at a variety of levels with local residents.

After returning home, many JET alumni continue to contribute towards Japan-related activities through the JET Alumni Association (JETAA).

JETAA has branches in Singapore, Indonesia, Philippines and India.

**ALT:** Assistant Language Teachers who provide language instruction in elementary, junior and senior high schools in Japan

**CIR:** Coordinators for International Relations who work for Japanese local governments to promote international exchange activities

**SEA:** Sports Exchange Advisors who promote international exchange through sports

#### 【JET Participants in FY2019】

Country	ALT	CIR	SEA	Total
Singapore	63	14	0	77
Indonesia	0	5	1	6
Philippines	136	2	0	138
Malaysia	0	2	0	2
Thailand	0	7	0	7
Vietnam	0	7	0	7
Myanmar	0	1	0	1
India	0	3	0	3
<b>Total</b>	<b>199</b>	<b>41</b>	<b>1</b>	<b>241</b>



【An ALT teaching lessons to students in a local Japanese school】



【A CIR conducting a cooking session to promote cross-cultural understanding】

### Research and Publications

#### Research on Local Autonomy Systems and Policies in ASEAN countries, India as well as Sri Lanka

J.CLAIR Singapore currently conducts research on the various policies, local administration and finance systems in ASEAN countries and India, and then compiles them into reports or publications. We have issued several publications in Japanese to disseminate the outcomes of our research to Japanese local governments. These publications can be found on CLAIR's website: <http://www.clair.or.jp/j/forum/pub/index.html> (Japanese text only)

## 4. Supporting Japanese local government's activities

### Support For Overseas Activities of Japanese Local Governments

To support Japanese local government officials and local government-related personnel in their overseas events, research activities and field trips etc. in the 10 ASEAN countries, India as well as Sri Lanka, J.CLAIR Singapore introduces the appropriate organizations and individuals, arranges appointments with government agencies, accompanies them on these site visits, conducts briefings on administration systems etc. and provides related materials. In FY2019, J.CLAIR Singapore assisted in 129 cases.

#### 【Some Activities J.CLAIR Singapore Assisted in FY2019】

Japanese Local Government	Content of Support
Hokkaido Prefecture	Operational support for Hokkaido wine tasting session (in Singapore)
Higashine City	Operational support for the Mayor hosting promotional event on local specialties from Higashine City (in Singapore)
Tokyo Metropolitan Government	Operational support for Asian Crisis Management Conference (in the Philippines)
Niigata Prefecture	Operational support for promotional event on local specialties from Niigata Prefecture and Tsubamesanjo region (in Singapore)
Aichi Prefecture	Accompanied the Governor for his meetings with government officials (in Singapore, Indonesia and Vietnam)
Kobe City	Accompanied the Governor, city council members and the business mission from Kobe City for their meetings with government officials and representatives from Japanese companies (in India)
Hiroshima Prefecture	Operational support for the booth in Nippon Haku Bangkok (in Thailand)
Yamaguchi Prefecture	Operational support for the Governor hosting promotional event (in Singapore)
Kitakyushu City	Accompanied the Mayor's attendance for the 5th anniversary event of the sister city agreement with Haiphong City (in Vietnam)
Miyazaki City	Operational support for the Mayor hosting promotional event on local specialties from Miyazaki City



【 Tourism promotion at Hiroshima Booth in Nippon Haku Bangkok 】



【 Organizing a meeting between Yamaguchi Prefectural Assembly and Singapore's PMO 】

### Tourism Promotion

#### Tourism Promotion at International Travel Fairs

##### 【Objective】

To support Japanese local governments' attempts to boost local economies through tourism, J.CLAIR Singapore ties up with Japan National Tourism Organization (JNTO) to participate in international travel fairs in Singapore, Malaysia, Philippines, and Indonesia. J.CLAIR Singapore compiles reports on the events and disseminates the findings to Japanese local governments.



【J.CLAIR Singapore staff at travel fair】

##### 【Travel Fairs in FY2019】

Fair	Country(City)	Date
NATAS Holidays	Singapore	August
Japan Travel Fair 2019	Malaysia (Kuala Lumpur)	November
Japan Travel Fair 2019	Indonesia (Jakarta)	August
Travel Madness Expo	Philippines (Manila)	July
Travel Tour Expo		February



## **J. CLAIR Singapore**

**The Japan Council of Local Authorities for International Relations, Singapore**

**6 Battery Road, #26-01/02 Singapore 049909**

**TEL 65-6224-7927 FAX 65-6224-8376**

**E-mail [info@clair.org.sg](mailto:info@clair.org.sg)**

**URL <http://www.clair.org.sg>**

**Facebook <https://www.facebook.com/clairsg/>**

**Newsletters <http://www.clair.org.sg/newsletter/>**

