



**Japanese Consumers' Co-operative Union (JCCU) and
International Labour Organization (ILO)
African Cooperative Leaders' Study Tour in Japan
15 – 24 October 2018
Concept Note**

Background

For the past years, the Japanese Consumers' Co-operative Union (JCCU) and the International Labour Organization (ILO), through its Cooperatives Unit (COOP) and its Office for Japan (ILO Tokyo), have exchanged information to explore possible areas of collaboration particularly in supporting African cooperative development. The exchange was initiated in 2007 in the context of the ILO's Cooperative Facility for Africa (COOPAfrica) Programme.

Consequently in 2010, JCCU and ILO launched a joint study tour to support the African cooperative movement to strengthen its capacity by promoting learning with the Japanese cooperatives. From 2010 to 2017, eight study tours have been organized and 35 senior cooperative leaders and practitioners from 13 African countries (Ethiopia, Kenya, Lesotho, Niger, Rwanda, South Africa, Tanzania, Uganda, Zimbabwe, Ghana, Nigeria, Swaziland, and Democratic Republic of the Congo) have participated in this study tour. The selected African cooperative leaders learn about a range of the Japanese cooperatives' businesses and its strongly membership-based approach through lectures and study visits in Tokyo and its vicinities.

Meanwhile since the study tours have been conducted only in English, the number of participants from the francophone African countries remains limited. In light of above, JCCU and ILO have agreed on conducting this year's study tour in French for the francophone African cooperative leaders. This concept note presents basic information on the 2018 study tour for interested candidates.

Expected participants

This year, five francophone African cooperative leaders will be invited to Japan to participate in the study tour. The participants will be selected based on the following criteria:

- Strong engagement in agricultural production, retailing & marketing and mutual cooperative activities;
- Leadership position in a cooperative enterprise, preferably in cooperative unions or

federations/confederation (i.e. NGOs, government officials are not considered as the primary target group);

- Good/Fair education degree and/or proven experience in the cooperative movement;
- Results-oriented and proven record of achievements;
- Commitment from the institution sending the candidate;
- Strong willingness to share any lessons learned from the study tour within their cooperative and the cooperative movement as a whole back home;
- Ideally gender balanced; and
- Fluent in both spoken and written **French**. Good knowledge of English would be an asset.

Qualified women and young people complying with the above mentioned criteria are highly encouraged to apply.

Overall objectives

Attitude change and paradigm shift of the participants by exposing them to businesses and activities of the Japanese cooperatives and lessons learned from their experience. The participants are expected to share the knowledge and experience obtained through the study tour with their cooperative colleagues back home.

Programme outline

The study tour programme will include the below components:

- 1) Introduction of various kinds of cooperatives and their activities in Japan such as consumers', agricultural, financial and workers' and university cooperatives;
- 2) Lectures on consumers' cooperative activities, and the Cooperative Principles (shared capital, use, and management by the members);
- 3) Lectures on Japanese agricultural cooperatives, and their activities;
- 4) Study visits to agricultural, financial, and consumers' cooperatives offices/ distribution centres/stores; and
- 5) Lectures on Japanese laws and legislation relevant to various cooperatives.

The following links provide information on organizations related to the study tour.

JCCU: <https://jccu.coop/eng/>

ILO Cooperatives Unit: <http://www.ilo.org/global/topics/cooperatives/lang-en/index.htm>

Kagawa Archives & Resource Centre: <http://zaidan.unchusha.com/en>

National Association of Labour Banks: <http://all.rokin.or.jp/en/>

National Federation of Workers and Consumers Insurance Cooperatives:

<http://www.zenrosai.coop/english/english.html>

Japanese Health and Welfare Co-operative Federation: <http://www.hew.coop/english/>

Norinchukin Research Institute: <https://www.nochuri.co.jp/english/index.html>

JA-Zenchu: <https://www.zenchu-ja.or.jp/eng>

University Co-op: <http://www.univcoop.or.jp/en/index.html>

Japan Workers' Co-operative Union: <http://english.roukyou.gr.jp/>

Japan Co-operative Alliance: <https://www.japan.coop/en/>

Venue, dates and cost

1. Venue: The study tour will take place in Japan.
2. Dates: The study tour will take place from 15 – 24 October 2018.
3. Costs: The principle of cost-sharing is central to this tour.

JCCU will provide **five fellowships** covering domestic costs: accommodation, transportation and lecture fee in Japan. In the event of participants not being able to cover their own international travel costs, the ILO might consider providing air tickets but priorities will be given to candidates with secured financial commitment from their respective organizations. The ILO is also providing administrative and technical support.

Logistic and administrative arrangement responsibility

The JCCU is in charge of the preparation and implementation of the study tour, covering the domestic costs (except the participants' daily subsistence allowance (DSA)).

The ILO COOP is responsible for the nomination of five participants, and assisting the participants in preparing their presentations, in close coordination with relevant ILO country offices.

The ILO Tokyo helps facilitate the preparation and implementation of the study tour.

Ticket booking and purchase will be done by the participants/responsible ILO country offices/EMP/COOP and the flight details be duly communicated to JCCU/ILO Tokyo well in advance.

How to apply

Interested participants must submit the following documentation in French:

- 1) A Curriculum Vitae (CV) of the candidate;
- 2) A brief outline of the organization, explaining the mission, the main location and activities, the annual turnover, the size of organization, the number of staff, the achievements and challenges, and governance structure (including a description of its board);
- 3) A cover letter, including the rationale for the participation in this study tour and the selection of the candidate, the challenges and future visions of the organization for which the study tour is needed
- 4) A description of post-course follow-up activities to share the knowledge, idea and experience gained through the study tour with cooperative colleagues (especially with the board and management); and

- 5) A commitment letter from the organization, including the commitment to support travel costs, air tickets, airport transfers and DSA, as well as the practical way forward envisaged by the organization and the participants as a consequence of the learning acquired during the study tour. In the event that, thereafter, the organization does not honour its financial commitment the ILO reserves the right to disqualify the participant and replace him/her with another candidate.

The applications should be submitted by email **before 5 August 2018** to:

Cooperatives Unit
ILO Headquarters, Switzerland
coop@ilo.org



Selection procedures and information to participants

Only the five selected participants will be notified in writing by JCCU. ILO Tokyo will also provide a guarantee letter to the selected participants in order to process their visa at the nearest embassy.

Insurance liability

The participants shall be responsible for taking out any insurance she/he deems necessary in accepting this invitation from JCCU.