

## The Program on Program & Project Management -for Advanced Infrastructure- (PPMI)

1 - 14 March 2018 (2 weeks)

AOTS Tokyo Kenshu Center <To Be Determined>

### Key Benefits

- (1) To acquire **the fundamental methods and basic application skills of project management** used to plan and manage a single project
- (2) To learn **the elements of planning and management that are peculiar to infrastructure projects**
- (3) learn the concept of **program management needed for development/planning/implementation of complex infrastructure** such as eco-smart systems, railway systems etc., which is gaining increasingly importance in developing countries
- (4) To enable the participants to obtain deeper understanding of **roles of project managers and program managers**

### Target Participants

- (1) In principle, **owners, directors or managers/leaders** who are responsible for managing projects in companies. **Managers/staffs** of organizations/ associations of industries who are responsible for promoting project management in local companies may also be accepted.
- (2) Participants related to **infrastructure fields** are preferable.

### Language

All lectures, discussions, company visits and exercises will be conducted in **English**.

### Course Features and Contents

#### [Preparatory Step]

Participants will prepare for their presentations on the final day by referring to the descriptions of the “Pre-training Report” and “Questionnaire 2” (e.g., your company’s present situation, challenges, problems, and Kaizen numerical targets). Participants thus need to prepare to bring the data and other information used as the basis for identifying the current values and setting the numerical targets written in the forms, before coming to Japan.

#### [Step 1 : Environmental Scan of Infrastructure Projects and Project Development Learning]

Scan the global, Japanese and in-country (in the participants’ countries) environment as to why we need project and program management and learn the methodology of program and project management which is specific to infrastructure projects.

#### [Step 2 : Project Management]

Learn the terms, knowledge areas and the integration framework (the methods) of Project Management and its basic application skills which will become the common language in conducting and managing projects. In doing so, the participants will gradually form a method for how to apply project management knowledge and skill.

#### [Step 3 :Program Management and Introduction to the Concept of Low Carbon Society]

Learn the concept of Program Management which is a methodology for the conception, formulation, design & structuring, implementation management, and innovative product servicing, of a program, as an organizational vehicle to realize an organization’s strategy, formed into a cluster of component projects to deliver management focuses on innovative mechanism creation and realization of high added value in program product. Also learn the concept of “ Low Carbon Society ” comprehending such components as saving energy, renewable energy, efficient and environmentally friendly transport systems, green buildings, green construction, resources recycling, low carbon community facilities (schools, etc.), green (eco) lifestyles, and green environment so that the training participants can be better prepared for infrastructure projects incorporating Low Carbon Society features.

#### [Step 4 : SUMMARY] Forming Comprehensive Professional P2M Knowledge and Application Skills

Ensure that participants understand what they have learned through the program by way of group workshops based on the respective group’s thematic initiatives and by using a comprehension test followed by a discussion session. Participants recognize their own roles in carrying out or implementing Program & Project Management. Also, participants evaluate their own pre-assessed targets on low carbon society components for their own firms against the positive results gained in the training.

**The Program on Program & Project Management  
- for Advanced Infrastructure-(PPMI)  
Tentative Schedule**

Date	Morning Session	Afternoon Session
3/1 (Thu.)	Opening Ceremony / Orientation	Lecture: Program & Project Management as 21st Century's Dynamic Management Paradigm & Methodology Entertained by Japanese Corporations in Response to Needs for Competitiveness, Innovation and Sustainable Infrastructure
3/2 (Fri.)	Lecture: Infrastructure Project Development (PD1) <input type="checkbox"/> Planning and Development of Infrastructure Projects	Lecture : Infrastructure Project Development (PD2) <input type="checkbox"/> Financing of Infrastructure Projects <input type="checkbox"/> Contracts for Project Delivery
3/3 (Sat.)	Days off	
3/4 (Sun.)		
3/5 (Mon.)	Lecture: Project Management (PM1) <input type="checkbox"/> Master Planning of a Project <input type="checkbox"/> Project Scope Planning & Management	Lecture: Project Management (PM2) <input type="checkbox"/> Project Schedule Planning and Progress Control
3/6 (Tue.)	Lecture: Project Management (PM3) <input type="checkbox"/> Project Cost Management <input type="checkbox"/> Project Quality Management <input type="checkbox"/> Project Organization Management <input type="checkbox"/> Project Resources Management	Project Case Visit (PCV1): Theme – Japanese Company's Innovative Infrastructure Projects
3/7 (Wed.)	Group Workshop (PMWS): Group Exercise (4 groups) on Project Planning along the instructor given exercise template on a group proposed project theme, e.g. traditional infrastructure projects, energy saving/energy conversion – renewable energy/resources saving projects, green innovation projects, affordable social innovation projects in community. Group work result presentation by PowerPoint	
3/8 (Thu.)	Lecture: Program Management (PGM1) P2M Program Management Methodology Created by Japan for Linking Organizational Strategy into High-Value Added, Innovation, and Sustainability Programs (and Projects)	Lecture: Concept of and Practices on Global Warming Adaptation and the Low Carbon Society
3/9 (Fri.)	Lecture: Project Management (PM4) <input type="checkbox"/> Systems Theory for Program & Project Management <input type="checkbox"/> Risk Management	Lecture: Planning and Construction Management of High-tech Buildings
3/10 (Sat.)	Days off	
3/11 (Sun.)		
3/12 (Mon.)	Lecture: Cases of Sustainable City in Japan and a South East Country – concept, planning approach, and actual state	Project Case Visit (PCV2): Visit to an Office of Major General Construction Company which has attained a “Zero-Energy Building” (ZEB), the state of futuristic buildings in the sustainability era
3/13 (Tue.)	Group Workshop: Program Management Workshop (PGMWS) By 4 groups Indicative Themes (each group of trainees to propose a concrete program theme) • Building a model of a low carbon society • Enhancing sustainability of the (local) industry and society • Developing a green industry for your country (country groups) and beyond • Promoting energy saving or new energy development • An innovative model of green construction • An innovative model of sustainable infrastructure	
3/14 (Wed.)	Final Report Presentation	Closing Ceremony

*— Part of the participation expenses will be covered by subsidy from the Japanese government —*

Visit [http://www.aotsjp.jp/ikusei/management/files/17ppmi\\_e.pdf](http://www.aotsjp.jp/ikusei/management/files/17ppmi_e.pdf)

for the Program Outline and Participation Requirement

Application Deadline: 25 December 2017 (Mon)

