



Yokohama Waterworks Bureau



Yokohama Waterworks Bureau Training 2010
Suitable Operation and Maintenance of Water Service for Water Safety Plan

Tentative Programme
DAY 1

4 July, 2010 (Sunday)		
TIME	Programme	LOCATION
Various	Arrival in Japan, Check-in at the hotel	<i>Narita International Airport</i>

DAY 2

5 July, 2010 (Monday)		
TIME	Programme	LOCATION
8:30 - 9:00	Courtesy call to Director of YWWB	<i>Director's Office, YWWB</i>
9:00 – 11:30	Orientation	<i>Meeting room, YWWB</i>
13:15 – 14:00	YWWB Business Summary Trainee's training purpose presentation	<i>International Organisations Center, Pacifico Yokohama</i>
14:00 – 16:45	Discussion	<i>Same as above</i>
16:45 – 17:15	Courtesy call to CITYNET	<i>CITYNET Secretariat</i>
18:00 – 20:00	Welcome Reception	<i>TBD</i>

DAY 3

6 July, 2010 (Tuesday)		
TIME	Programme	LOCATION
9:30 - 12:00	[01] Water utility management plan (Long & Medium term) / Fiscal revenue and expenditure plan (Based on historical background)	<i>HDTC</i>
13:30 – 16:00	[02] Plan for new-install, maintenance, rehabilitation of water supply facilities / Water demand estimate	<i>HDTC</i>

DAY 4

7 July, 2010 (Wednesday)		
TIME	Programme	LOCATION
9:30 - 12:00	[03] Water treatment system and turbidity management / Water distribution monitoring system	<i>Nishiya WTP</i>
13:30 – 16:00	[04] Water distribution operation plan and management	<i>Same as above</i>

DAY 5

8 July, 2010 (Thursday)		
TIME	Programme	LOCATION
9:30 - 12:00	[05] Water quality management on treatment process / Management of electrical equipment and chemical material	<i>Kosuzume WTP</i>
13:30 – 16:00	[06] Crisis management and measures of WTP / Environmental protection of WTP / Wastewater treatment	<i>Same as above</i>

DAY 6

9 July, 2010 (Friday)		
TIME	Programme	LOCATION
9:30 - 12:00	[07] Water supply block system (District Meter Area: DMA) management	<i>Nishiya WTP B.O</i>
13:30 – 16:00	[08] Management of maps / Mapping system	<i>Same as above</i>

DAY 7

10 July, 2010 (Saturday)		
TIME	Programme	LOCATION
9:30 - 12:00	Self-Evaluation / Review of the First Week of Training	<i>On your own</i>
13:30 – 16:00	FREE	



DAY 8

11 July, 2010 (Sunday)		
TIME	Programme	LOCATION
	FREE DAY	

DAY 9

12 July, 2010 (Monday)		
TIME	Programme	LOCATION
9:30 - 12:00	[09] Measures for non-revenue water reduction / Leakage prevention work / Countermeasure history of YWWB (Lecture) @Nishiya WTP B.O.	<i>Nishiya WTP B.O.</i>
13:30 – 16:00	[10] Leakage prevention work (Field work)	<i>Site in Yokohama city</i>

DAY 10

13 July, 2010 (Tuesday)		
TIME	Programme	LOCATION
9:30 - 12:00	[11] Customer service / Consultation on water quality for customers / Examination of leakage and spring water	<i>Nishiya WTP</i>
13:30 – 16:00	[12] Leakage prevention work (Discussion)	<i>Nishiya WTP</i>

DAY 11

14 July, 2010 (Wednesday)		
TIME	Programme	LOCATION
9:30 - 12:00	[13][14] Customer service / Customer Satisfaction / Public relation	<i>Kikuna Water Plaza</i>
13:30 – 16:00	Same as above	



DAY 12

15 July, 2010 (Thursday)		
TIME	Programme	LOCATION
9:30 - 12:00	[15] Human resources development / Training system	HDTC
13:30 – 16:00	[16] Option (Trainee's request)	

DAY 13

16 July, 2010 (Friday)		
TIME	Programme	LOCATION
9:00 - 12:00	Preparation of Presentation To finalize presentation materials	Meeting room, YWWB
13:15 – 17:15	Presentations of Action Plans and training results	International Organisations Center, Pacifico Yokohama
17:15 – 17:30	Certificates award	
18:00 – 20:00	Farewell Reception	TBD

DAY 14

17 July, 2010 (Saturday)		
TIME	Programme	LOCATION
Various	Check-out of the hotel Depart Japan	Narita International Airport

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HDTC: Human Development Training Center

HQ: Headquarter

B.O.: Branch Office

WTP: Water Treatment Plant