

# NICT T&F Training Program 2009

## Call for Application

National Institute of Information and Communications Technology (NICT), Japan, will offer opportunities for professionals in the field of time and frequency standards to learn about technical operations and fundamental background of the field. During the course of the program, hands-on lectures using actually used hardware will be provided to improve practical skills to operate time keeping, international time and frequency transfer, dissemination, and calibration of the standards. We would like to encourage participation of young researchers and engineers who belong to metrological institutes of developing economies and we have prepared financial supports to a limited number of participants.

### 1. Dates and Venue

Dates : From October 15 to October 23, 2009

Venue : NICT Head Quarters, Koganei Tokyo Japan

### 2. Program

Following is the currently considered tentative schedule of the training program.

October 15 (Thu.)	Registration / Admission
16 (Fri.)	Introduction and Orientation
19 (Mon.)	Lecture 1 (Time and Frequency Fundamentals)
20 (Tue.)	Lecture 2 (Operation of Time Keeping)
21 (Wed.)	Lecture 3 (Dissemination and Calibration)
22 (Thu.)	One Day Excursion to Ohtakadoya LF Station Facility
23 (Fri.)	Lecture 4 (Time and Frequency Transfer and UTC)

In the application form, we will gather requests and interests for the contents of the lectures from individual participants. According to the results, the organizing committee will consider and arrange the actual schedule. Lectures will be provided by mixing seminars and hands-on instructions using various instruments. Please note that the official language will be in English.

### 3. Applications

Please complete the application form and send it to the following address either by e-mail, facsimile, or express mail not later than July 10, 2009.

Ms. Hiromi Nezu

Space-Time Standards Group, NICT

Nukuikitamachi 4-2-1, Koganei, Tokyo, 184-8795, Japan

e-mail : [hiromi@nict.go.jp](mailto:hiromi@nict.go.jp), FAX : +81-423-6664

The program will be provided free of charge. Due to the limited capacity of the facility, we may need to limit the number of participants according to the first-come-first-served basis. If the applicant wishes to apply for financial support to participate in the program, please indicate it by checking the appropriate column in the form and send the following documents in addition to the application form.

1. Recommendation Letter from Representative of the Institute
2. Curriculum Vitae and List of Publications

Please note that each applicant to the financial supports have to belong to a metrological institute which is currently providing or planning to start T&F related services. Since the available fund is limited, the organizing committee of the training program will review the applications and inform the applicants about the results by early August 2009. In the case if NICT can support the participation, NICT will provide round trip air tickets (economy class) and accommodation expenses. Please note that the air tickets and accommodations will be arranged by NICT and the expenses will be paid directly to the facilities. In addition, limited amount of miscellaneous expenses will be transferred to bank accounts of the supported participants after the training program upon receiving required documents. Please note that such miscellaneous expenses have to be paid temporarily by the participants since they will not be paid during the program.

#### 4. Other Conditions

- (A) Participants to the program will be requested to introduce the recent activities and status of the affiliated institutes at the beginning of the course (Oct. 16).
- (B) Participants have to attend all courses of the training program unless there is an appropriate reason (such as sickness). All participants will be admitted as the guest researcher to the NICT and will be requested to follow the application procedures. We will try our best to satisfy requests from participants, but please note that it may not be always possible. In case the participant requires special needs, please consider to make arrangements by yourself at first.
- (C) We may need to change the schedule and contents of the program in case of unanticipated or unexpected events.
- (D) The applicants who have been selected for the financial supports have to purchase OVERSEAS TRAVEL ACCIDENT INSURANCE in advance and send the copy of the certificates to the organizing committee by Sep. 30. The expenses of the insurance will not be supported by NICT. Please note that NICT will not be able to take a liability to any loss during the training program.

If you have any questions, please feel free to contact Ms. Nezu at [hiromi@nict.go.jp](mailto:hiromi@nict.go.jp).