

**ANNEX III**

**ACTION PLAN PROPOSAL**

**INTRODUCTION**

One of the expected outcomes of the “Wildfire Protection” course is for each attendee to formulate an action plan related to forest fire prevention and extinguishing to be implemented in their institution. Upon returning from the course, attendees will present their action plans to their management teams and promote or take responsibility for their implementation.

The aforementioned action to be proposed shall be documented in an action plan (AP) **to be submitted as an application requirement**.

This action may be a study, research, infrastructure, regulation, procedure, training, equipment, etc., which represents a contribution to the attendee’s institution or entity and, if resources are required, encourages it to provide them.

This action plan is a significant personal commitment by each course attendee and must be taken seriously. It also represents the commitment of the respective institution (Annex V) to support and even promote its implementation.

The course organizers, JICA, AGCID, and CONAF, will follow up on the development of the action plans by the attendee and their institution, providing technical support, but not resources, if required.

The action proposed in the plan will be presented by each attendee in the classroom during the face-to-face stage of the course in Chile, thus providing an opportunity to receive input and comments from the instructors and course attendees that will contribute to its improvement.

**INSTRUCTIONS FOR PREPARING THE AP**

Develop points 1 to 6 in a Word document (no more than 4 pages, including text and tables) as an attachment to the fellowship application, as indicated in paragraph XI of the call for applications.

Please follow the same order and presentation of the topics to be described.

1. Name of the attendee.
2. Country and city of residence.
3. Name of the institution where you work and your position.
4. Indicate the main activities of your institution or entity in relation to forest fire protection, within which your AP will be implemented.

NOTE: The description of your institution or entity should be very brief, as the course program includes, at the beginning, a presentation of each country in terms of its institutional framework and forest fire situation (paragraph XIV of the call for applications).

1. Description of the action to be presented
2. Name of the action: brief and explaining its essence.
3. Institutional, territorial, functional, and/or social diagnosis of the situation in which the proposed action will take place: its justification.
4. Description of the action, its characteristics, mode of execution, stages, activities, etc.
5. Resources to be considered, if any, and indicate their source.
6. Time frame for execution.
7. Expected outcomes.
8. Executive body of your institution to which you will submit your AP (name and position).