



<http://www.aots.jp/>

# Guide to AOTS

## Mission

# To realize a world of “Co-Existence and Growing Together” through human resources development

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS) is a Japanese organization for human resources development in developing countries that promotes technical cooperation through training, experts dispatch and other programs.

Based on our mission of helping to serve developing countries and enable mutual economic development through economic and technical cooperation and enhancing mutual friendship through the establishment of human networks, AOTS has been engaged in developing industrial human resources for over 60 years. Making the best use of our experience and the networks we have cultivated, we actively implement activities that contribute to the sustainable development of Japan and the international community in an age of rapid globalization.

## Main Programs

### 1. Training Programs

AOTS plans and provides training programs for engineers and managers from overseas companies mainly located in developing countries. There are two types of training programs: **training programs in Japan** and **overseas training programs**.

#### Training Programs in Japan

##### ●Technical Training

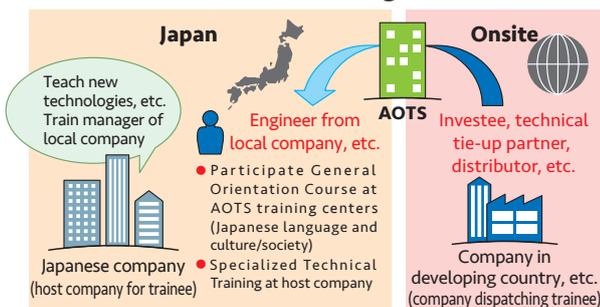
AOTS provides training programs for engineers to learn about Japanese language, and Japanese society and culture (general orientation course). After the course, participants learn about Japanese unique technologies including outstanding Japanese manufacturing, and energy-saving and service technology at host companies in Japan (specialized technical training).

##### ●Management Training

For executives and managers, AOTS provides training programs (basically two-week programs) combined lectures, study tours, group works and other elements. The themes of the training include business management, production management, and environmental technologies, etc.

Through both of the trainings, participants are encouraged to change the way they think, through greater awareness, by witnessing firsthand the superior technology and know-how that Japan possesses. They also deepen their understanding of Japanese culture and the way Japanese people think. This is ideal for building up core human resources in local companies.

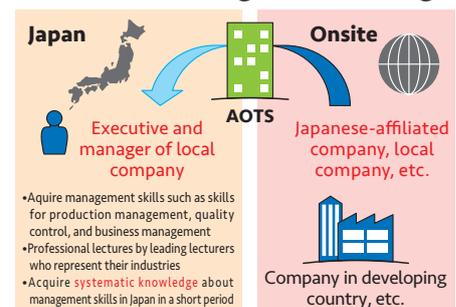
#### Overview of Technical Training



#### Flow of Technical Training



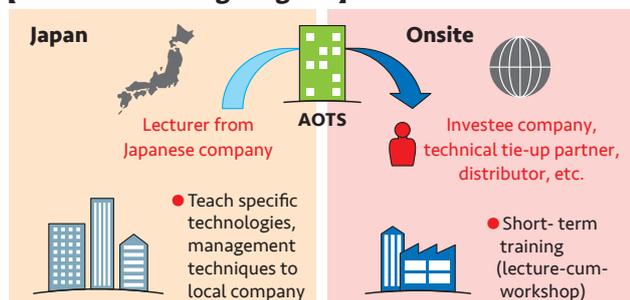
#### Overview of Management Training



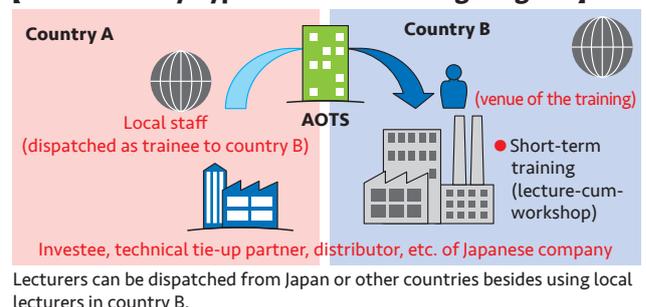
#### Overseas Training Programs

Compared with training in Japan, overseas training programs are an efficient means of teaching a specific technology or providing knowledge to many participants at the same time. In addition to our usual overseas training programs in which lecturers are dispatched from Japan to overseas, AOTS conducts third country-type training programs. In these programs, trainees are dispatched to related companies that can be a venue of the training.

#### [Overseas Training Program]



#### [Third-country Type Overseas Training Program]

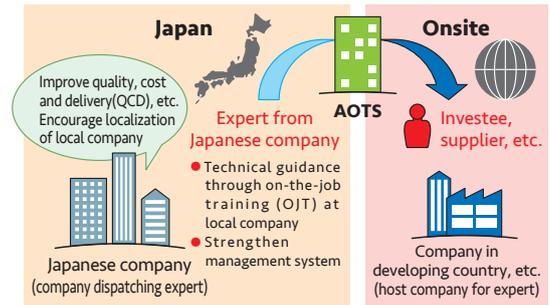


## 2. Experts Dispatch Programs

These programs primarily dispatch experts from Japanese companies or industry to Japanese affiliated companies, counterparts, industry groups, etc. mainly in developing countries, in order to provide advice and instruction in areas such as the development of management systems and technical guidance through OJT.

Dispatched experts are able to provide concrete and pinpoint guidance because they are able to see firsthand problems or tasks on-site before providing guidance. These programs are ideal for human resources development on a production line (or each department) or an entire factory (or organization), or advice on establishing a management system locally to improve quality, cost, and delivery.

### Overview of Experts Dispatch Programs



## 3. AEM-METI Economic and Industrial Cooperation Committee (AMEICC) Secretariat Support Program

Under the agreement in the AMEICC Meeting in November 1998, AOTS supports AMEICC Secretariat, and conducts the following programs:

### Development of human resources who are involved with infrastructure

We conduct training programs in Japan and ASEAN countries for key persons who are engaged in infrastructure projects in the ASEAN countries, and those who are in charge of its design and engineering. These programs contribute to deepening their understanding of Japan's high level technologies, and developing high quality infrastructure in the ASEAN countries through human resources development.

### Opening of endowed courses at universities

We set up endowed courses at universities etc. in the ASEAN region. Through providing lectures, internships, and job fairs, we develop students who can be immediately effective in Japanese affiliated companies in overseas countries, and support establishing systems to promote obtaining employment at those companies. This contributes to realizing smooth business activity of Japanese affiliated companies and deepening the cooperative relation between Japan and ASEAN.

### Programs for companies which run business in the ASEAN region

Utilizing the technical capability of Japanese affiliated companies running business in the ASEAN region, we conduct training programs in the countries and accept experts from the countries for developing managerial-level and engineering human resources of investee companies and counterparts including prospective counterparts.

## 4. Services Using AOTS's Know-how

AOTS has developed know-how and experience in human resources development, and established human networks around the world for over half a century. Utilizing these, AOTS conducts training programs and other programs commissioned by the Japanese government and public agencies. In addition, to meet the needs of various companies and organizations in Japan and overseas countries, we provide services such as conducting seminars and Japanese language training, sending out information, introducing partners, and organizing business exchanges.

### Entrusted programs

We conduct programs such as training programs and experts dispatch programs which entrusted by the national government and public agencies.



A training on Japanese language and cultural adjustment conducted for nurse and care worker candidates under Economic Partnership Agreements (EPA).

## AOTS Research Institute Program

### Global Business Program

#### Internship Program

This program dispatches Japanese business persons and students to private companies and public agencies, etc. in emerging countries. Providing opportunities to experience practical work contributes to setting up human networks that are profitable for developing human resources who lead overseas expansion of Japanese companies and expanding businesses in the future.



Internship at the Confederation of Indian Industry, which is the largest economic organization in India

#### Business exchanges

We hold seminars for advertising companies and products, and finding suppliers in overseas countries, and provide opportunities for business meetings.



A large-scale conference held in Viet Nam for advertising products of Japanese automobile-related companies.

### New Global Cooperation (NGC) Program

#### Seminars

We plan and conduct seminars as needed on a variety of themes according to the needs of human resources development at companies and organizations in various countries.



A lecture in the Executive Program on Quality Management by Dr. KANO

#### Japanese language training

Utilizing our experiences through education for technical trainees to quickly learn the language in a short period, we develop teaching materials for e-learning that are suitable for foreigners' Japanese language learning, and provide Japanese language education on demand according to each company's needs.

## Offices in Japan

Departments	Locations	TEL	FAX
Training & Expert Dispatch Administration Department	Hakutsuru Bldg, 4F, 12-5, Ginza 5-chome, Chuo-ku, Tokyo 104-0061	+81-3-3549-3050 +81-3-3549-3051	+81-3-3549-3055
EPA Project Department	30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534	+81-3-3888-8229	+81-3-3888-8242
Trade & Industry Projects Promotion Department		+81-3-3888-8239	+81-3-3888-8242
Operations Management Department		+81-3-3888-8254	+81-3-3888-8242
General Affairs & Planning Department		+81-3-3888-8211	+81-3-3888-8264
AMEICC Secretariat Support Office*	Asahiseimei Kitasenju Bldg. 3F, Senjunaka-cho, 40-11, Adachi-ku, Tokyo, 120-0036	+81-3-3888-8213	+81-3-6806-1067
Tokyo Kenshu Center (TKC)	30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534	+81-3-3888-8230	+81-3-3888-3817
Kansai Kenshu Center (KKC)	7-5, Asaka 1-chome, Sumiyoshi-ku, Osaka, Osaka 558-0021	+81-6-6690-2670	+81-6-6690-2675
Chubu Office (former CKC)	37-12, Mukaihata, Kaizu-cho, Toyota, Aichi 470-0348	+81-565-43-2100	+81-565-43-2101
AOTS Research Institute	30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534	+81-3-3888-8215	+81-3-3888-8242
New Global Cooperation Department		+81-3-3888-8260	



Tokyo Kenshu Center (TKC)



Kansai Kenshu Center (KKC)

## Overseas Offices

Departments (Countries)	Locations	TEL	FAX
Bangkok Office (Thailand)	Nantawan Building 16F, 161 Rajadamri Road, Pathumwan, Bangkok 10330, Thailand	+66-2-255-2370	+66-2-255-2372
Jakarta Office (Indonesia)	3A Floor, Graha Mandiri, Jl. Imam Bonjol No.61, Jakarta 10310, Indonesia	+62-21-230-1820	+62-21-230-1831
New Delhi Office (India)	Office Unit 12A, Rectangle One, D-4 Saket District Center, New Delhi 110017, India	+91-11-41054504	-
Yangon Office (Myanmar)	Room 401, 4th Floor, Yuzana Hotel, No.130, Shwe Gon Taing Road, Bahan Township, Yangon, Myanmar	+95-1-8604922	-

## Profile

<b>Name</b>	The Association for Overseas Technical Cooperation and Sustainable Partnerships Abbreviated name: AOTS
<b>Establishment</b>	August 10, 1959
<b>Endowment of the association</b>	JPY 700,000,000
<b>Activities</b>	Provides training for industrial human resources mainly in developing countries as well as dispatches experts to developing countries
<b>Scale of operations</b>	Approximately JPY 8,200,000,000 (budget for FY2019) Training Programs in Japan: 185 courses and 4,100 participants Experts Dispatch Programs: 400 experts Overseas Training Programs: 18 courses and 590 participants Other participants: Internship Programs etc.
<b>Total number of participants/experts/interns</b>	Training Programs in Japan: 194,826 (cumulative total from FY1959 to FY2018) Expert Dispatch Programs: 9,741 (cumulative total from FY1979 to FY2018) Overseas Training Programs: 204,057 (cumulative total from FY1973 to FY2018) Internship Program: 1,290 (cumulative total from FY2004 to FY2018)
<b>Offices</b>	Japan: Tokyo, Osaka City and Toyota City Overseas: Bangkok, Jakarta, New Delhi and Yangon
<b>Number of staff</b>	Approx. 170 (as of July 2019) *including fixed-term staff