



The Association for Overseas Technical Cooperation and Sustainable Partnerships
30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534

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ODA Program

December 2019

Program Outline
&
Participation Requirements
of
The Program on Environmental Management for the Philippines
[PHEM]

4 – 17 March 2020

1. BACKGROUND OF THE PROGRAM:

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

Through those programs, we aim at contributing to the mutual economic growth of developing countries and Japan as well as enhancing friendly relations between those countries.

AOTS was established in 1959 with the support of the Ministry of International Trade and Industry (which is the present Ministry of Economy, Trade and Industry: METI) as Japan's first technical cooperation organization on a private sector basis. More than 194,000 individuals from 171 countries have undergone our training in Japan, while the cumulative attendance at our overseas programs till the end of fiscal 2018 exceeded 204,000.

At the request of former participants of AOTS training programs as well as the industrial and business circles in developing countries, AOTS has been organizing various training programs.

The Program on Environmental Management for the Philippines (PHEM) is one of such management training programs, which is being organized in collaboration with the Department of the Philippine-Japan Training Institute of Cultural and Technology, Inc. (PJTICT). This training program is designed for mainly owners or executives of manufacturing companies in the Philippines to study the concepts and practice methods of "environmental management" incorporated as a new management strategy in Japanese companies, and of "resource and energy saving" that leads to corporate competitiveness and productivity improvement. It also aims to help participants become aware of the importance of such management techniques, and to learn a concrete means of utilizing them in their enhancement of corporate value.

2. COUNTRY:

Philippines

3. NUMBER OF PARTICIPANTS:

22 participants

4. PARTICIPATION REQUIREMENTS:

Participants should have the following qualifications.

- (1) Participants should be, in principle, owners, executives or managers who play similar role or are expected in the future in manufacturing companies in the Philippines. Staff and managers of public organizations and/or business associations who give guidance for environment and production management may also be accepted.
 - (2) Participants should be, in principle, 20 years old or above.
 - (3) Participants should be university graduates and/or have equivalent professional experience.
 - (4) Participants should have a sufficient working knowledge of English.
 - (5) Participants should be healthy enough to undergo an intensive training program in Japan.
 - (6) Participants should be residing in Philippines.
 - (7) Participants should not be students or armed forces personnel.
 - (8) Former participants of AOTS training programs (ODA-funded programs and CRTP Programs) organized in Japan are not entitled to apply for any program which starts within six months (183 days) after they returned home.
- * Participants from Japanese companies, business partners of Japanese companies, companies planning to deal with Japanese companies are most desirable. (In the case of applications from Japanese companies, business partners of Japanese companies, companies planning to deal with Japanese companies, the priority for selection becomes higher.)

Notes:

- (1) Participants shall attend all the events in the curriculum provided for each management training program.
- (2) Family members are not allowed to accompany participants on their journey in Japan.
- (3) Participants shall not request AOTS to arrange, nor arrange by themselves, any additional programs, and shall leave Japan and return to their home country soon after the completion of the program.
- (4) In the case of applications from other than Japanese-affiliated companies or local companies that hold local capital, the priority for selection may become lower.

- (5) Those who work in the national government (agency) or the local government (agency) are not eligible to participate in the AOTS management training programs, since the programs are mainly targeted at the people working in the companies/organizations in the private sector.
- (6) The number of participants from the same host company in Japan or the same sending company from overseas may be limited if there are more applicants than AOTS can accept.

5. APPLICATION PROCEDURE:

The application procedures differ depending on whether an overseas company makes the application via AOTS's collaborating organization or a Japanese host company in Japan makes the application. Please see below for details.

5-1) Application from overseas countries

Individual applicants should ensure the delivery of the following application documents **via the PHILIPPINE-JAPAN TRAINING INSTITUTE OF CULTURAL AND TECHNOLOGY INC. (PJTICT)** (No 6 Fatima Lane La Milagrosa Vill Marikina Heights Marikina City 1800 Metro Manila Tel 933-5314, E-mail: abcor_ind_corp05@yahoo.com.ph) or **the DEPARTMENT OF SCIENCE AND TECHNOLOGY – NATIONAL CAPITAL REGION (DOST-NCR)** (DOST-NCR Bldg., DOST Compound, Gen. Santos Ave., Bicutan, Taguig City 1631 Metro Manila Tel +632-8519-8702, E-mail: ncr@dost.gov.ph) listed in Item 10 to the Overseas Cooperation Group of AOTS listed in Item 11, **no later than 13 January 2020.**

As the deadline for the submission of the application documents differ for each organization, please ask the AOTS's Collaborating Organizations (PJTICT and DOST-NCR). Applicants will be interviewed by the AOTS's Collaborating Organizations (PJTICT and DOST-NCR).

[Application Documents]

- (1) AOTS Training Application Form and Applicant's Personal Record
(AOTS official form: Handwriting shall be avoided.)
- (2) Medical Check Sheet (AOTS official form: Handwriting shall be avoided.)
- (3) 2 copies of the applicant's photo (4 cm×3 cm) (Please write the applicant's name on the back.)
- (4) A brochure of the applicant's company/organization
- (5) Photocopy of the applicant's passport
*If the applicant doesn't possess a passport, an election card, a driver's license or a photo ID issued by a public organization in the home country containing his or her full name (written in Roman block letter) and date of birth should be submitted instead.
- (6) Pre-Training Report and Questionnaire
- (7) Overseas Travel Insurance Consent Form
- (8) About the handling of Personal Information Concerning Trainees (AOTS official form)
*The applicant's signature is needed for authorization to proceed. In the absence of agreement, or failure of submission, course participation will not be granted.
- (9) About the Benefits of Management Training Program (AOTS official form)
*In principle, a representative of the applicant's employer shall fill in the questionnaires.
*The form is attached to the end of the outline.
- (10) Enquiry into Training Contract (For Japanese Joint-Venture-Companies and Companies exclusively funded by Japanese Enterprises)

Notes:

*A soft copy of the application documents will not be accepted.

**AOTS may ask the applicants to submit additional documents such as official registration document and the latest financial statement of the company/organization etc. other than above listed, if necessary.

The formats are available from the AOTS's Collaborating Organizations listed in Item 10. Please ask them.

5-2) Application from host companies in Japan

Please refer to below website (Japanese).

(<https://www.aots.jp/hrd/technology-transfer/management/oda/>)

Host companies should ensure the delivery of application documents to the Training Administration Group of AOTS, the address of which appears in Item 10, **no later than 13 January 2020**.

[Screening Committee Meeting]

The application documents will be forwarded to the AOTS Screening Committee, which will meet on **6 February 2020**, for official approval of participation. Those who have successfully passed the screening process will be notified when they receive the invitation documents.

Notes: If the number of participants is less than 18 as of 13 January 2020, AOTS may postpone or cancel this program.

6. OUTLINE OF THE PROGRAM:

- OBJECTIVES

- (1) To deepen the participants' understanding of the environment management of Japanese manufacturing companies, the external environmental changes in Japanese manufacturing industry, and the social responsibility required of a company.
- (2) To deepen the participants' understanding of the environment management contribute of company competitive and productivity improvement.
- (3) To deepen the participants' understanding Japanese Management which are, *5S* and *Kaizen*, Quality Management to promote productivity improvement and energy conservation.
- (4) To be able to formulate an action plan to introduce environmental management approaches to their companies, so that they can increase profits and enhance the competitive advantage at their companies.

- DURATION

4 – 17 March 2020 (2 weeks)

- CONTENTS

First Step

Participants will first overview the current situation of Japanese Company in a low carbon society and its historical shift. Then, they will learn the current external environmental changes and Environment Management System (EMS), Corporate Social Responsibility (CSR), and Creating Shared Value (CSV) and understand environment management contribute to strengthening the competitiveness of companies

Second Step

Participants will come to understand key point of Japanese Management which are, *5S* and *Kaizen*, Quality Management, Energy Management to promote productivity improvement and energy conservation

Participants will come to understand Material Flow Cost Accounting (MFCA), one of the environmental management accounting tools.

Then, participants will deepen their understanding through company visits, exchange opinions with Japanese Companies, Group Discussion etc.

Third Step

Based on what they learn from the lectures, discussions, and observations, participants will attempt to draw up an action plan to address current problems and improve their management skill. Participants will present an action plan on the final day.

A typical daily schedule consists of a 3-hour morning session and a 3-hour afternoon session. Some evening sessions may also be organized after dinner, as per necessary, dependent upon initiatives of participants of group.

Refer to the Tentative Schedule for further details.

- LANGUAGE

All lectures, discussions, company visits and exercises will be conducted in English or Japanese with translation into English. The program documents and training materials will be prepared in English.

-TRAINING LOCATION AND ACCOMMODATION

AOTS Tokyo Kenshu Center (TKC) <may change in consideration of various factors>

<http://www.aots.jp/en/center/about/tkc.html>

30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534, Japan

Tel: 81-3-3888-8231 (Reception) Fax: 81-3-3888-0763

Tentative Schedule of of

The Program on Environmental Management for the Philippines [PHEM]

4 - 17 March 2020

AOTS Tokyo Kenshu Center<To Be Determined>

| Date | Morning Session | | Afternoon Session |
|----------------|--|---|---|
| 3 Mar (Tue) | (Arrival in Japan) | | |
| 4 (Wed) | Opening Ceremony / Orientation | | LECTURE: Corporate Management in a Low Carbon Society -Corporate Social Responsibility (CSR) and Creating Shared Value (CSV) |
| 5 (Thu) | LECTURE: Environmental Management System -Outline of Environment Management System(EMS) | | COMPANY VISIT: Environmental Management |
| 6 (Fri) | LECTURE / EXERCISE: Environmental Management and Corporate Development -Strength of Corporate Character and Competitiveness from Environment, Quality ,Cost, Delivery Point of View | | |
| 7 (Sat) | Day off | | |
| 8 (Sun) | Day off | | |
| 9 (Mon) | LECTURE: Productivity Improvement through Japanese Production System -5S, Kaizen Activity | | |
| 10 (Tue) | LECTURE: Quality Management in Japanese Manufacturing Company | | LECTURE: Energy Management in Japanese Manufacturing Companies |
| 11 (Wed) | STUDY TOUR | COMPANY VISIT: Productivity Improvement and Kaizen Activity | |
| 12 (Thu) | | COMPANY VISIT: Environment Management/Energy Conservation | |
| 13 (Fri) | | COMPANY VISIT: Quality Management in Japanese Manufacturing Company | |
| 14 (Sat) | Day off | | |
| 15 (Sun) | Day off | | |
| 16 (Mon) | LECTURE: Material Flow Cost Accounting (MFCA), One of Environmental Management Accounting Tools | | Preparation for Final Report Presentation |
| 17 (Tue) | Final Report Presentation | | Final Report Presentation Closing Ceremony |
| 18 (Wed) | (Departure from Japan) | | |

Remarks: (1) The above schedule is subject to change due to the convenience of lecturers and cooperating companies, or for other unavoidable reasons.
 (2) Several group discussion sessions may be arranged in the evening.
 (3) Though Saturday and Sundays are days off in general, lectures may be scheduled if deemed necessary.

7. Arrival and Departure Dates:

Participants in principle are requested to arrive in Japan the day before the commencement of the training program and leave Japan the day after the final day of the program.

8. TRAINING COSTS:

The training costs and the procedures for the settlement differ depending on whether an overseas company makes the application directly or a Japanese host company in Japan makes the application. The following is an explanation of the case of application directly from an overseas country. In the case of application from a Japanese host company in Japan, please contact the 'Training Administration Group' listed in 11. FURTHER INFORMATION.

8-1) Outline

AOTS training programs are financed by Japanese government subsidy from the Japanese Ministry of Economy, Trade and Industry (METI) together with the Participation Fee from the participants themselves.

The Training Costs will vary in accordance with the actual airfare and participants' staying days. Therefore, the Participation Fee will be finalized after their arrival in Japan by submitting the actual air ticket and the receipt. The international Travel Expenses have an upper limit called Standard Airfare Limits, which depend on the country and the region as shown in Table 2.

The Estimate of the Participation Fee is shown in Table 1.

Participants will be requested to pay the Participation Fee in Japanese Yen in cash to AOTS after their arrival in Japan.

*Please note that the subsidy from the Japanese government will be applicable from the day before the commencement of the training program to the final day of the training program in principle.

8-2) Breakdown

The Training Costs are the total amount of expenses to invite a participant to a training program in Japan. It is the sum of 1. Allowance Costs, 2. Course Implementation Costs, and 3. Domestic Travel Allowance. The Participation Fee, the amount that participants should bear, consists of Contribution to Allowance Costs and Contribution to Course Implementation Costs.

1. Allowance Cost

Allowance cost is composed of the following items.

The Contribution to Allowance Costs for the participants is 1/3 of the Allowance Costs.

(1) International Travel Expenses

- The subsidy from the Japanese government will cover the actual airfare up to the Standard Airfare Limits (the AOTS's Standard Airfare Limits for FY2019 is shown in Table 2.). International travel expenses are provided if an air ticket and its receipt satisfy the required conditions; they are not provided if the conditions are not satisfied or the participant is travelling on a free ticket.
- Participants should purchase their own round-trip air tickets. Please refer to "Guidelines for Purchase of Air Tickets by the Participant" for the arrangement and the method of reimbursement for details.
- A participant is not allowed to overstay at city(ies) of a third country between participant home country and Japan for any reasons other than flight convenience. In such a case, AOTS might not reimburse the International Travel Expenses to the participant.

(2) Accommodation and Meal Allowance

At the AOTS Kenshu Center

- During the training period, participants will be accommodated at an AOTS Kenshu Center. AOTS will provide a participant with accommodation in a single room to the value of ¥9,020 per day with meals (lunch, dinner and breakfast), while the participant stays at an AOTS Kenshu Center.
- For the arrival day, AOTS will provide a participant with accommodation to the value of ¥8,180 per day with dinner and breakfast at an AOTS Kenshu Center.
- Please note that AOTS Kenshu Center canteens are closed on Sundays. The participant will receive ¥2,620 in cash per day for meals to cover the day of closure.

During the study tour

- When a study tour is implemented during the training program, a participant will be provided with accommodation to the value of ¥10,267 (the upper limit) per day, but the meal allowance (¥2,620 per day) will be paid in cash by AOTS.

(3) Personal Allowance

- AOTS will pay ¥1,040 per day in cash to a participant.

2. Course Implementation Costs

Course Implementation Costs, which is the cost to carry out a 2-week AOTS Management Training Program, is ¥408,000 and the Contribution to Course Implementation Costs (the amount participants should bear) is ¥160,000.

3. Domestic Travel Allowance

- Expenses for a part of transportation fee between international airport in Japan and AOTS Kenshu Center
- AOTS will pay ¥5,360 in cash to a participant for the cost of travel between Narita international Airport (Tokyo) and AOTS Tokyo Kenshu Center (TKC).

Contribution to AOTS's Administration Cost

AOTS would like to ask the participants to support us by giving us ¥30,000 per participant as Contribution to AOTS's Administration Cost.


This contribution is not obligatory, however, it would be highly appreciated if you could understand the purpose of the contribution and give us the above amount of money in addition to the Participation Fee.


[Table 1] Estimate of the Fees and Costs**Country: Philippines****International Travel Expenses: Manila - Narita /Japan, Roundtrip****Management Training Course: 2 -week Course**

(Japanese Yen)

| <i>Training Costs</i> | Total Amount | ODA Subsidy | Participation Fee |
|---------------------------------------|----------------|----------------|-------------------|
| 1. Allowance Costs | <u>223,294</u> | 148,862 | 74,432 |
| <Breakdown of Allowance Cost> | <Breakdown> | [2/3] | [1/3] |
| (1) International Travel Expenses | 65,500 | | |
| (2) Accommodation and Meal Allowances | | | |
| a. [at the AOTS Kenshu Center] | | | |
| @ 8,180 x 1 day (Arrival Day) = | 8,180 | | |
| @ 9,020 x 12 days = | 108,240 | | |
| [during the study tour] | | | |
| b. Meal Allowance | | | |
| @ 2,620 x 2 day(s) = | 5,240 | | |
| c. Accommodation Allowance | | | |
| @ 10,267 x 2 day(s) = | 20,534 | | |
| (3) Personal Allowance | | | |
| @ 1,040 x 15 days = | 15,600 | | |
| 2. Course Implementation Costs | <u>408,000</u> | 248,000 | 160,000 |
| 3. Domestic Travel Allowance | <u>5,360</u> | 5,360 | |
| (Narita Airport - TKC) | | | |
| Total | <u>636,654</u> | <u>402,222</u> | <u>234,432</u> |

* The maximum amount of airfare claimable to subsidize the air ticket's purchase. The air ticket should be purchased by the participant. AOTS will subsidize the amount in accordance with its rules & regulations.

*  : those amounts highlighted in grey will be paid in kind. [1.-(2)-a. /1.-(2)-c.]

*  : those amounts highlighted in yellow will be paid in cash to participants by AOTS [1.-(1) /1.-(2)-b. /1.-(3) /3.]

* International travel expenses subsidy will be provided if the air ticket and its receipt satisfy the required conditions; they are not provided if the conditions are not satisfied or the participant is travelling on a free ticket.

In the event that the international travel expenses subsidy will not be provided, the amount of 1.-(1) in the above figure will be zero and therefore, the "Allowance Costs" and "Total Cost" will change accordingly.

[Table 2] Standard Airfare Limits (FY2019)

| Unit: Japanese Yen | | | |
|--------------------|--------------------|------------------|---------------|
| Country | Place of Departure | Place of Arrival | Airfare Limit |
| Philippines | Cebu | Tokyo (Narita) | 62,200 |
| | Manila | Tokyo (Narita) | 65,500 |

Guidelines for Purchase of Air Tickets by the Participant

1. Arrival and Departure Dates:

Arriving in Japan on the day before the commencement of the program and departing on the day after the closing day of the program or the nearest days to be allowed by the flight schedule within two days before and/or after the program.

2. Method of Reimbursement:

During the training program in Japan, participants should present to AOTS their air tickets and submit official receipts of air ticket purchase for reimbursement. The sum of the following items (1) and (2) will be subsidized. In principle, an economy class air ticket purchased for a round-trip on the standard route according to the criteria of the International Air Transport Association (IATA) is defined as the standard airfare to be covered.

- (1) Actual round-trip airfare within the Standard Airfare Limits (the limits of AOTS's standard round-trip airfare amount) specified for the respective area (country).
- (2) The departure tax, airport tax and other taxes indispensable to the usual flight route defined by IATA subject to the submission of evidence.

[NOTE] A participant is not allowed to overstay at city (ies) of a third country between participant's home country and Japan by any reasons other than flight convenience. In such case, AOTS might not reimburse the International Travel Expenses to the participant.

3. Official Receipts:

AOTS will confirm the air ticket and official receipt and calculate the actual yen value of the air ticket with the exchange rate on the date of the ticket's issue.

- (1) AOTS can only accept the official receipts duly issued by the issuer in which a breakdown of the total airfare is explicitly described, such as airfare, tax (the departure tax, airport tax and other taxes indispensable to the usual flight route defined by IATA) and commission. It should also contain the name of the issuer's representative, address, telephone number and facsimile number.
- (2) Neither Invoice nor Calculation Sheet will be accepted as the receipt. However, an Invoice/Calculation Sheet using the letter-head of the air ticket issuer stating the word "Received" or "Paid" and including the signature of the air ticket issuer may be accepted.

*** If any participant fails to submit the official receipt duly issued by the relevant airline company or travel agent, the participant will not receive any subsidy towards his/her airfare and will be required to pay the full amount of the Participation Fee in cash to AOTS.**

Visa Acquisition Procedures:

1. Status of Residence:

The status required for your training in Japan is "Trainee."

2. Visa Acquisition:

A participant shall apply for and obtain a "Trainee" visa at a Japanese embassy or general consulate (hereinafter: diplomatic mission) with materials issued by AOTS such as a Guarantee Letter. It may be the case that the submitted materials are forwarded to the Consular Affairs Bureau (Tokyo) for checking.

3. Notes:

A bearer of a visa other than "Trainee" visa, e.g., a "temporary visitor" visa, a "multiple" visa, or an APEC business travel card (ABTC), or a citizen from a country/area participating in a visa waiver program with Japan must confirm with the local Japanese diplomatic mission prior to visa application if the existing visa is in accordance with the qualification of stay in Japan for the AOTS management training program.

9. HANDLING OF PERSONALLY IDENTIFIABLE INFORMATION:

AOTS handles personally identifiable information we have obtained from the applicant as follows:

- (1) Administrator of Personally Identifiable Information: General Manager, General Affairs & Planning Department,
The Overseas Human Resources and Industry Development Association (AOTS)
Group in charge: General Affairs Group, General Affairs & Planning Department, AOTS
Tel: 81-3-3888-8211 E-mail: kojinjoho-cj@aots.jp
- (2) Use of Personally Identifiable Information
Personally identifiable information provided by the participant will only be used for the screening of the participants and the implementation of the training program. It will not be used for any other purposes or beyond the scope required by laws and regulations of Japan.

For AOTS's privacy policy, please visit below website.

<http://www.aots.jp/en/policy/privacy.html>

10. COLLABORATING ORGANIZATION:

The PHILIPPINE-JAPAN TRAINING INSTITUTE OF CULTURAL AND TECHNOLOGY INC.
(PJTICT)

| | | |
|-----------------------------|--|--|
| President, Mr E.V. Abrenica | No 6 Fatima Lane La Milagrosa Vill Marikina Heights Marikina City 1800 Metro Manila | |
| | Tel: | 933-5314 |
| | Fax: | 941-2515 |
| | E-mail: | abcor_ind_corp05@yahoo.com.ph |

The DEPARTMENT OF SCIENCE AND TECHNOLOGY – NATIONAL CAPITAL REGION
(DOST-NCR)

| | | |
|--|--|--|
| | DOST-NCR Bldg., DOST Compound, Gen. Santos Ave., Bicutan, Taguig City 1631 Metro Manila | |
| | Tel: | +632-8519-8702 |
| | E-mail: | ncr@dost.gov.ph |
| | | |

11. FURTHER INFORMATION:

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)

Application from overseas companies

| | | |
|---|--|--|
| Overseas Cooperation Group, Operations Management Department | 30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120- 8534 Japan | |
| | Tel: | 81-3-3888-8256 |
| | Fax: | 81-3-3888-8264 |
| | E-mail: | shouhei-au@aots.jp |

Application from host companies in Japan

| | | |
|---|--|--|
| Training Administration Group, Training & Expert Dispatch Administration Department | Hakutsuru Bldg. 4F, Ginza 5-12-5, Chuo-ku, Tokyo 104-0061 Japan | |
| | Tel: | 81-3-3549-3051 |
| | Fax: | 81-3-3549-3055 |
| | E-mail: | g-ukeire-ak@aots.jp |

PRE-TRAINING REPORT

- The Program on Environmental Management for the Philippines - [PHEM]

Please fill in the following items by using a personal computer or similar equipment in English. AOTS would duplicate and distribute it to lecturers and other participants as a reference material for the group discussions and presentations held during the program. This report may be used for modification of the curriculum.

***AOTS will not use this information for any other purposes other than an AOTS training program.**

Note: Please fill in the following items by using a personal computer or similar equipment in English. Handwriting should be avoided.

| | |
|---|--|
| 1. Your name | |
| 2. Your country | |
| 3. Name of your company/ organization | |
| 4. Outline of your organization (preferably attach an organization brochure) | |
| 5. Your position and name of your department/division (preferably attach an organizational chart, indicating your position) | |
| 6. Your duties in detail | |

| | |
|---|--|
| <p>7. Factors obstructing profitability growth in your company</p> | |
| <p>8. Possible measures to solve such problems together with limitation factors</p> | |
| <p>9. Your expectations of the program in relation to the described problems</p> | |

Concerning the benefits of the management training program, please answer the following questions. Your individual answers will remain confidential.

PHEM

Country:

Company name:

Name of person filling out questionnaire form (representative of organization):

Job title of person filling out questionnaire form (representative of organization):

Names of participants of the training program:

This management training program receives financial support from Japanese government subsidy. Is there a difference in benefits by utilizing the AOTS training program compared to other cases where a training program on the same subject is provided by your own or an external agency of human resource development? Tick the following statement that applies to you (multiple answers allowed).

- Are you going to use what is learned from the AOTS training in your company after the participants return? Tick the following statement that applies to you.

- The Association for Overseas Technical Cooperation and Sustainable Partnerships [AOTS]

Question 3:

(For a representative)

If you have ticked “Yes, I am” in the above Question 2, please answer the following question. When you use what is learned from the AOTS training in your company, how many managers and workers would receive the benefits of this during the year after the training? Please provide your rough estimate below.

About _____ people

Question 4:

If you have ticked “Yes, I am” in the above Question 2, please answer the following question. When you use what is learned from the AOTS training, what benefits do you expect? Tick the following statement that applies to you (multiple answers allowed).

- ☐ Technology development and product design and development will be possible in the home country.
- ☐ Production capacity will expand. [About _____] %
- ☐ Productivity will increase. [About _____] %
- ☐ Product and service quality will improve. [About _____] %
- ☐ Costs will be reduced. [About _____] %
- ☐ Market will be extended.

☐ Others [_____]

Question 5:

Please provide the sales amounts of your company.

Actual sales for the last fiscal year [_____] USD * 1 USD = 112JPY

Estimated sales for this fiscal year [_____] USD * 1 USD = 112JPY

Question 6:

The AOTS training program costs about 6,000 USD per person to run the course. Do you think the AOTS training programs produce enough benefits to justify the expense (6,000 USD) Tick the following statement that applies to you.

- ☐ Yes
- ☐ No

Question 7:

The following question is relevant to the above Question 6. Supposing that the expense (6,000 USD) is defined as “1”, describe the benefits obtained from the AOTS training program in numerical value. Roughly assess the benefits for the next five years after the training. Tick the following statement that applies to you. A very rough estimate is fine. Your response is highly appreciated.

- ☐ Below 1.0 => Provide a specific value [_____]
- ☐ 1.0 or above and below 1.5
- ☐ 1.5 or above and below 2.0
- ☐ 2.0 or above and below 2.5
- ☐ 2.5 or above and below 3.0
- ☐ 3.0 or above => Provide a specific value [_____]

End of document