PRE-TRAINING REPORT

# - The Program on Productivity Improvement for India -

 **[INPI]**

Please fill in the following items by using a personal computer or similar equipment in English. Handwriting should be avoided. AOTS will duplicate and distribute it to lecturers and other participants as a reference material for the group discussion and the presentations to be held during the program.

|  |  |
| --- | --- |
| 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 department(Preferably attach an organizational chart, indicating your position) |  |
| 6. Your duties in detail |  |
| 7. What is the most critical problem you are now facing in terms of productivity? |  |
| 8. Why do you think the problem that you mentioned in above question 7 is critical? |  |
| 9. What are the possible measures to solve the above-mentioned problem together with limitation factors? |  |
| 10. What are your expectations of this training program? |  |