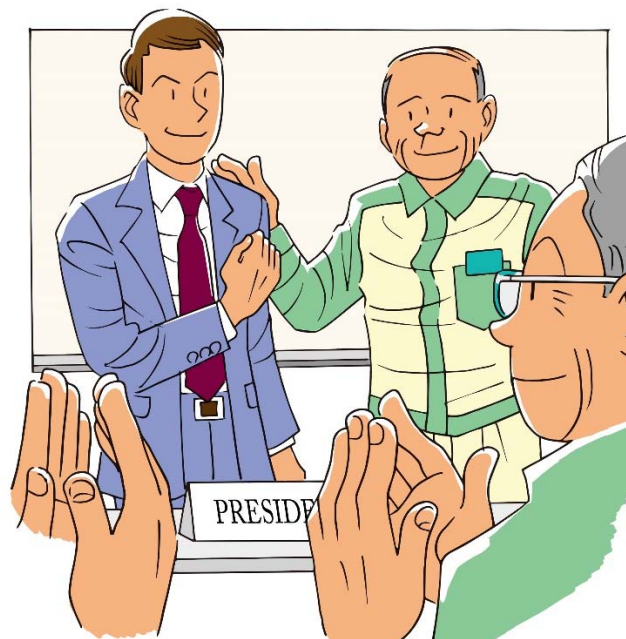


AOTS New Global Cooperation Program

Program Outline



Seminar on Family Business Management

(X537-5)

23 January - 27 January 2018 Osaka, Japan

Program Outline of AOTS Seminar on Family Business Management for ASEAN (X537-3) (5 Days)

I. General Information

AOTS was established in 1959 as the first private-based technical cooperation organization in Japan, and the total number of participants attending training in Japan has reached more than 186,000, representing 170 countries and regions from around the world in fiscal 2016, while the total number of participants in AOTS training in overseas countries has exceeded 199,000.

AOTS has been developing New Global Cooperation (NGC) programs with the use of AOTS's 58-year experiences in the field of human resource development in many countries as well as its networking capability inside and outside of Japan. NGC provides seminars introducing Japan's highly competitive management fields such as environmental management and innovation management as well as offers business exchange meeting between companies in overseas countries and Japan.

AOTS Seminar on Family Business Management, which will be organized by AOTS-NGC in collaboration with Osaka Urban Industry Promotion Center. This seminar is designed for those top executives of family owned company and successors in all countries to upgrade their management capabilities in the field of family owned business through learning of examples in Japanese long-lived companies.

◆ *Date/Fee*

Program Date: 23 January (Tue) – 27 January (Sat) 2018

(Staying date: 22 January (Mon) – 28 January (Sun) 2018 =7days)

Participation Fee: JPY 230,000.-per person

Including accommodation (6 nights), meals at AOTS Kenshu Center, participation fee for the seminar (including group transportation in Japan), and overseas travel insurance in Japan. (Exclusive of airfare, other expenses than stated above)

[Notes] If both successor and successee of the company apply for this seminar, the participation fee is **JPY 200,000 per person**.

◆ *What you can expect?*

- To learn successful cases of business succession and transformation in family owned companies in Japan.
- To grasp the problems of their own company's management from different management viewpoints and/or set up the managerial objectives.
- To formulate viable plans to solve managerial problems and/or to achieve their managerial objectives in their respective companies.

◆ *Who is right for the program?*

This program is ideal for top executives of family owned company and successors in all countries.

II. Seminar Plans

◆ Tentative Schedule

date	Morning	Afternoon / Evening	Meals*
22-Jan (Mon)		Arrival in Japan & Check in AOTS-KKC	/ - / -
23-Jan (Tue)	Orientation/Opening Ceremony	V: Business Succession and Japanese Style Management	B / L / D
24-Jan (Wed)	L : Japanese Style Management and Family Business Governance (1)	L : Japanese Style Management and Family Business Governance (2)	B / L / D
25-Jan (Thu)	L: Capital Policy of Family Business	V: Capital Policy of Family Business (Company visit & Discussion)	B / L / D
26-Jan (Fri)	V: New Business Development and Transformation (Company Visit)	L: Business Succession and Innovation in Japanese long-live company (Case Study & Discussion)	B / L / D
27-Jan (Sat)	O: Final Presentation	O: Final Presentation M: Closing Ceremony	B / L / D
28-Jan (Sun)	Check Out & Departure from Japan		- / - /

L:Lecture V:Visit (company, organization) D: Discussion O: Others

B: Breakfast, L: Lunch, D: Dinner

*All sessions will be conducted in English or with English interpreters.

*Meals to be covered by AOTS are

*The above date and contents of the schedule are subject to change.

indicated above.

No meal is provided on Sunday (cafeteria day off)

Above schedule is subject to change for convenience of lecturers and cooperating companies, or for other unavoidable reasons.

◆ Language:

English or Japanese with English interpretation

◆ Number of Participants:

20 participants (Seminar might be canceled if the number is less than 10)

◆ Venue & Accommodation :

AOTS Kansai Kenshu Center (KKC)

7-5, Asaka, 1-chome, Sumiyoshi-ku, Osaka, 558-0021, Japan

Tel: 81-6-6608-8260 (Reception) Fax: 81-6-6690-2678

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



◆ Subject Outline

Date	Subject	Outline
23-Jan (Tue)	L : Business Succession and Japanese-style Management	Japanese style management tends to focus on building employee and business partner relationship from a long-term perspective. Through a visit to a manufacturing company featuring a family atmosphere in management to ensure sustainable existence, participants will learn the background on business succession from previous generations and a perspective for corporate existence, as well as human resource development.
24-Jan (Wed)	L: Japanese Style Management and Family Business Governance (1)	How is a long-life company's take on the development of its own institutional characteristics and human resources? Various topics related to business succession and challenges for governance, such as trouble among the members and generations within the owner family, will be explained. In the 1st half, the reality of Japanese style management will be presented by the data, and the basic concepts thereof will be explained. In the 2nd half, Q&A sessions and practical content will deepen participants' understanding of the topics.
	L: Japanese Style Management and Family Business Governance (2)	
25-Jan (Thu)	L : Capital Policy of Family Business(1)	It is often said that one of the risk factors inhibiting the succession of a family owned business lies in the family. Erroneous capital policy, especially of stock distribution and aggregation at generational change, may constitute a major hindrance to sustainable management in the future. A detailed explanation will be given using concrete example and methods to learn how a company owner needs to consider their own capital policy ensuring corporate sustainability..
	V : Capital Policy of Family Business(2)	Visit a family owned tent manufacture, established in 1922. Using its own traditional prowess in the membrane technology, the company has expanded its business in the fields of construction, civil engineering, physical distribution and environment. As a showcase of a Japanese long-life company's successful business diversification, the company will share its views on business development and capital policy prioritizing on corporate sustainability.
26-Jan (Fri)	V: New Business Development and Transformation	Visit a Japanese traditional sweets manufacturer established in 1805. The successors' most important mission is "corporate sustainability". They have learnt that a company could not last if failed to take on continuous challenges or respect employees. The 7th generation president will explain his corporate philosophy, in which he makes long-term decisions in new business development and HRD by using tangible or intangible management resources passed on from previous generations.
	L: Business Succession and Innovation in Japanese long- lived companies	A long-lasting company knows that continuous challenges and respect for employees and partners are required for survival. An instructor, versed in business creation and family business management, will explain 1) new business development of a long-life company taking advantage of its own strength, and 2) basic concepts of employee relationship and organizational management.
27-Jan (Sat)	O: Final Presentation	Awareness for the importance of corporate sustainability as a company owner.

III. Application Procedure

Individual applicants should ensure the delivery of the following application documents to New Global Cooperation Group of AOTS, the address of which appears in Item VI, no later than **11 December 2017** directly or via an AOTS Alumni Society located in their country (hereinafter "Alumni Society"). To know the contact points of AOTS Alumni Society in participants' country, please contact New Global Cooperation Group of AOTS.

- (1) AOTS-NGC Training Application Form*¹ (Handwriting shall be avoided.)**
- (2) Medical Check Sheet*¹ (Handwriting shall be avoided.)**
- (3) Overseas Travel Insurance Consent Form*¹ (Handwriting shall be avoided.)**
- (4) About the handling of Personal Information Concerning Trainees*¹ (Handwriting shall be avoided.)**
- (5) Photocopy of the applicant's passport**
- (6) 1 copy of the applicant's photo (4 cm×3 cm) (Please write the applicant's name on the back.)**

Notes:

*1: AOTS-NGC Training Application Forms are readily downloadable at our website.

<http://www.aots.jp/jp/ngc/seminar.html>

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

*3: AOTS may ask the applicants to submit additional documents other than above listed, if necessary.

The application documents will be forwarded to the AOTS internal screening, which will meet after the application deadline for official approval of participation. Those who have successfully passed the screening process will receive the invoice of the participation fee. When they pay the participation fee by the payment deadline stated by the invoice, they will be approved as the participants and receive the invitation documents.

IV. Cancellation Policy

If participants cancel their participation after submitting the application due to their personal reason, the following cancellation charge will be applied:

Date of Cancellation As Informed to AOTS (Cancellation charge per participant)

On 9 January and hereafter till 15 January	46,000 yen (20% of participation fee)
On 16 January and hereafter till 22 January	115,000 yen (50% of participation fee)
On 23 January and hereafter	230,000 yen (100% of participation fee)

V. AOTS's Privacy Policy

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

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

VI. For Inquiry

New Global Cooperation Department, The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)	30-1, Senju-azuma 1-chome, Adachi-ku, Tokyo 120-8534, Japan	
	Tel:	+81-3-3888-8260
	Fax:	+81-3-3888-8242
	E-mail:	newglobal-aj@aots.jp