



**The Association for Overseas Technical Cooperation and Sustainable Partnerships**

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

Tel: 81-3-3888-8256 Fax: 81-3-3888-8264 E-mail: shouhei-au@aots.jp URL: <http://www.aots.jp/>

# ODA Program

**September 2019**

**Program Outline**

**&**

**Participation Requirements**

**of**

**The Leadership Program for Myanmar**

**[MMLD]**

**30 January–12 February 2020**

## 1. BACKGROUND OF THE PROGRAM:

The Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS) is an organization for human resources development mainly in overseas 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 among 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 the 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 Leadership Program for Myanmar (MMLD) is one of such management training programs, which is being organized in collaboration with Myanmar HIDA (AOTS) Alumni Association (MHAA) in order to enhance the leadership skills of executives working in companies and/or organizations of target country. This program provides an opportunity for participants to reflect on their own past experience to develop their own pet theories related to leadership, widen their perspectives as leaders and explore their own leadership styles.

## 2. COUNTRY:

Myanmar

## 3. NUMBER OF PARTICIPANTS:

22 participants

## 4. PARTICIPATION REQUIREMENTS:

Participants should have the following qualifications.

- (1) Participants should be, in principle, owners, executives or senior managers of a company or an organization.
  - (2) Participants should be, in principle, 20 years old and above.
  - (3) Participants should be university graduates and/or have equivalent professional experience.
  - (4) Participants should have a good literacy of English.
  - (5) Participants should be healthy enough to undergo an intensive training program in Japan.
  - (6) Participants should be residing in Myanmar.
  - (7) Participants should not be students or armed forces personnel.
  - (8) Former participants of AOTS training programs (ODA-funded and CRTP programs) organized in Japan are not entitled to apply for any program which starts within six months (183 days) after they have returned home from Japan.
- \* 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 becomes 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 through the AOTS's Collaborating Organizations listed in Item 10 to the Overseas Cooperation Group of AOTS listed in Item 11, **no later than 19 November 2019**.

As the deadline for the submission of the application documents differ for each organization, please ask the AOTS's Collaborating Organizations. Applicants will be interviewed by the AOTS's Collaborating Organizations.

[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 11, **no later than 19 November 2019**.

### **[Screening Committee Meeting]**

The application documents will be forwarded to the AOTS Screening Committee, which will meet on **19 December 2019**, 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 20 as of 19 November 2019, AOTS may postpone or cancel this program.

## 6. OUTLINE OF THE PROGRAM:

### OBJECTIVES

The objectives of the program are:

- (1) To deepen participants' understanding of the basics of leadership and to develop their own pet theories of leadership that they should focus on by reflecting on their own past experience. Based on this, they will deepen their understanding of how, as executives, they should exercise leadership via such activities as enhancing motivation, cultivating human resources, creating innovation etc.
- (2) To help participants widen their perspectives as leaders and to become able to formulate an action plan to be implemented, with respect to the challenges faced within the participant's own company or organization by exercising their leadership, after returning to their own country.

### - DURATION

30 January – 12 February, 2020 (2 weeks)

### - CONTENTS

#### First Step

After having a lecture on the basic concept of leadership for executives, participants will analyze their leadership styles, identify their strengths, weaknesses and grasp the problems and/or the tasks related to their leadership. Also, participants will think of their own pet theories of leadership that they should focus on.

#### Second Step

Participants will learn the concept and the know-how that is necessary for executives to exercise leadership, such as how to maintain and enhance their team's motivation, create innovation, and cultivate human resources, etc. Case studies will deepen their understanding of the characteristic leadership style of successful Japanese leaders. Also, company visits will give insights into what kind of leadership/innovation is expected of executives.

#### Third Step

Based on the above, participants define their own pet theories related to the type of leadership that they want to exercise in their companies/organizations in the future. They will sort through the problems or the tasks they need to work on, and formulate their own action plans. They will then make a presentation about how they will exercise leadership to solve problems or achieve tasks in their companies/organizations 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 and company visits will be conducted in Japanese with translation into Burmese. In principle, the program documents and training materials will be prepared in English.

- COURSE DIRECTOR

Prof. Atsutoshi OSHIMA,  
Miyagi University.

As a chief consultant with Mitsubishi UFJ Research Consulting Firm, Prof Oshima was engaged in a great deal of research for government agencies and consultation work for private companies from the aspects of “human resources”, “utilization of IT”, and “global point of view”. Also as an expert on loan to the APEC Secretariat for Human Resources Development, he promoted industry-government-academia cooperation, conducting lectures on leadership development and utilization of IT.

Currently as a professor at Miyagi University, he teaches business strategy and leadership, and at the same time he promotes the industry-government-academia consociation and conducts the courses for leadership development for local industry. He is also in charge of teaching at Rikkyo University (e-business and marketing, business information) and he is a researcher at Showa Women’s University.

He has authored many books and research papers, and lectured more than 150 times in Japan and overseas.

\*APEC: The Asia Pacific Economic Cooperation

-TRAINING LOCATION AND ACCOMODATION

**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  
The Leadership Program for Myanmar [MMLD]**

30 January - 12 February 2020

AOTS Tokyo Kenshu Center

	Morning Session	Afternoon Session
29 Jan. (Wed.)	(Arrival in Japan)	
30 (Thu.)	Orientation Opening Ceremony	LECTURE & EXERCISE: Concept of Leadership (1) - Basics of Leadership - Analysis of one's own Leadership Style and its strengths and weaknesses
31 (Fri.)	LECTURE & EXERCISE: Concept of Leadership (2) - Understanding problems with one's own Leadership Style - Leadership that Creates Innovation	COMPANY VISIT: Example of Improving Activities practiced in Japanese companies
1 Feb. (Sat) 2(Sun.)	Day Off	
3 (Mon.)	LECTURE: Leadership practiced in Japanese companies (1) - Leader's Management that activates Yourself and Others	COMPANY VISIT: Examples of development of the next generation in Japanese companies
4 (Tue.)	LECTURE & EXERCISE: Enhancing the motivation and engagement at Japanese companies/organizations - Clear Understanding of Four Concepts (Motivation, Commitment, Loyalty and Engagement)	
5 (Wed.)	STUDY TOUR	COMPANY VISIT: Example of Cultivation of Human Resources and/or Company Vitalization at a Japanese Company
6 (Thu.)		COMPANY VISIT: Examples of Leadership taken from Japanese companies/organizations
7 (Fri.)		COMPANY VISIT: Example of "Full-participation Management"
8(Sat.) 9(Sun.)	Day Off	
10 (Mon)	LECTURE Organizational Reform and Leadership - Understanding Idealistic Leadership on Organizational Reform	LECTURE: Leaders of Digital Age - Understanding How to Utilize ICT
11 (Tue.)	LECTURE: Leadership practiced in Japanese companies (2) - Leadership in case of Overseas Expansion - Human Resource Development	LECTURE Followership - Followership and Leadership - Review of Followership Style
12 (Wed.)	Final Report Presentation	Final Report Presentation Closing Ceremony
13 (Thu.)	(Departure from Japan)	

- Remarks: (1) The above schedule is subject to change for the convenience of lecturers and cooperating companies, or for other unavoidable reasons.  
(2) Several group discussion sessions will be arranged in the evening.  
(3) Though Sundays are a day 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 (Application from overseas countries):

### 8-1) Outline

AOTS training programs are financed by Official Development Assistance (ODA) subsidies 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 Estimates 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 from the countries in Category 1 is 1/3 of the Allowance Costs. Participants from the countries in Category 2 do not have to pay the Contribution to 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: Myanmar****International Travel Expenses:****Yangon - 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>277,594</u>	277,594	0
<Breakdown of Allowance Cost>	<Breakdown>	[3/3]	[None]
(1) International Travel Expenses	119,800		
(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 (Narita Airport - TKC)	<u>5,360</u>	5,360	
<b>Total</b>	<u><b>690,954</b></u>	<u><b>530,954</b></u>	<u><b>160,000</b></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.

\* The above mentioned are the amounts adopted 10 percent Japanese consumption tax (Its enforcement is sheduled on 1 October 2019).

**[Table 2] Standard Airfare Limits (FY2019)**

Unit: Japanese Yen

Country	Place of Departure	Place of Arrival	Airfare Limit
Myanmar	Yangon	Tokyo	119,800

**Guidelines for Purchase of Air Tickets by the Participant**  
**And method of reimbursement by AOTS**

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 Association for Overseas Technical Cooperation and Sustainable Partnerships (AOTS)  
Group in charge: General Affairs Group, General Affairs & Planning Department, AOTS  
Tel: 81-3-3888-8211 E-mail: [kojinjoho-cj@aots.jp](mailto: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 ORGANIZATIONS:

Myanmar HIDA( AOTS) Alumni Association (MHAA)

Mr. Aung Kyi Thwin, President	No. 23 (B-1), West Shwe Gone Dine 3 <sup>rd</sup> Street, Bahan Township, Yangon, Myanmar	
Mr. Ko Ko, General Secretary	Tel:	95-9-44478-9086 (Attn. Ms. Su Yee)
	Fax:	95-9-44478-9087 (Attn. Ms. Yadanar)
	E-mail:	<a href="mailto:hidamyanmar@gmail.com">hidamyanmar@gmail.com</a>

## 11. FURTHER INFORMATION:

**AOTS (Japan)**

<b>Application from overseas countries:</b>  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

<b>Application from host companies in Japan:</b> 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

**AOTS Overseas Offices**

<b>Yangon Office</b>	(Representative) Mr. Hirokazu Baba	
	Room Unit 401, Yuzana Hotel 4th Floor 130 Shwe Gon Taing Road, Bahan Township, Yangon	
	TEL:	95-1-8604922
	E-mail:	info@aots.org.mm

**PRE-TRAINING REPORT**  
**The Leadership Program for Myanmar**  
**[MMLD]**

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. Your strengths, weaknesses, and future vision as a leader	(Weakness)
	(Strengths)
	(Future Vision)

8. Please write down your company/ organization's corporate philosophy (if any.)	
9. Most critical problems related to your own leadership	
10. What are your expectations of this training program?	







## ODA Program Partly Subsidized by Japanese Government



# The Leadership Program for Myanmar [MMLD]

### 【OBJECTIVES】

1. To deepen participants' understanding of the basics of leadership and to develop their own pet theories of leadership that they should focus on by reflecting on their own past experience.
2. To help participants widen their perspectives as leaders and to become able to formulate an action plan to be implemented, with respect to the challenges faced within the participant's own company or organization by exercising their leadership, after returning to their own country.

- Date : 30 January – 12 February 2020 (2 weeks)
- Venue : AOTS Tokyo Kenshu Center
- Target Participants : Owners, Executives or Senior Managers
- Deadline : **19 November 2019 (Tue.)**

### Contact Information

Overseas Cooperation Group, AOTS  
30-1, Senju-Azuma 1-chome, Adachi-ku, Tokyo  
Postal code 120-8534, Japan  
TEL : 81-3-3888-8256 FAX:81-3-3888-8264  
Email : shouhei-au@aots.jp

# Program Director

**Prof. Atsutoshi Oshima Miyagi University**

1991.4 –2016.3 Mitsubishi UFJ Research and Consulting Co.,Ltd.

2016.4- 2019.3 Professor at Iwaki Meisei University

2019.4- Professor at Miyagi University

## Schedule(Tentative)

※All lectures/visits will be conducted in Burmese.

Date	Morning Session	Afternoon Session
29 Jan. (Wed.)	(Arrival in Japan)	
30 (Thu.)	Orientation Opening Ceremony	LECTURE & EXERCISE: Concept of Leadership (1) · Basics of Leadership
31 (Fri.)	LECTURE & EXERCISE: Concept of Leadership (2) · Leadership that Creates Innovation	COMPANY VISIT: Example of Improving Activities practiced in Japanese companies
1 Feb.(Sat.)	Day Off	
2 (Sun.)	Day Off	
3 (Mon.)	LECTURE: Leadership practiced in Japanese companies (1) · Leader's Management that activates Yourself and others	COMPANY VISIT: Examples of development of the next generation in Japanese companies
4 (Tue.)	LECTURE & EXERCISE: Enhancing the motivation and engagement at Japanese companies/organizations · Clear Understanding of Four Concepts (Motivation,Commitment,Loyalty&Engagement)	
5 (Wed.)	STUDY TOUR	COMPANY VISIT: Example of Cultivation of Human Resources and/or Company Vitalization at a Japanese Company
6 (Thu.)		COMPANY VISIT: Examples of Leadership taken from Japanese companies/organizations
7 (Fri.)		COMPANY VISIT: Example of "Full-participation Management"
8 (Sat.)	Day Off	
9 (Sun.)	Day Off	
10 (Mon.)	LECTURE: Organizational Reform and Leadership · Understanding Idealistic Leadership on Organizational Reform	LECTURE: Leaders of Digital Age · Understanding How to Utilize ICT
11 (Tue.)	LECTURE: Leadership practiced in Japanese companies (2) · Leadership in case of Overseas Expansion · Human Resource Development	LECTURE: Followership · Followership and Leadership · Review of Followership Style
12 (Wed.)	Final Report Presentation	Final Report Presentation Closing Ceremony
13(Thu.)	(Departure from Japan)	

### AOTS Tokyo Kenshu Center

30-1, Senjuazuma 1-chome,  
Adachi-ku, Tokyo  
120-8534, Japan

