

Japan's Friendship Ties Programs

JENESYS 2017

(Japan-East Asia Network of Exchange for Students and Youths)

Participants' Handbook

JENESYS 2017 Inbound Programme
-Composite 1st Batch-



(Culture) Japan-ASEAN Students Conference
=Commemoration of the ASEAN 50th Anniversary=

19th September– 26th September, 2017

Name: _____

Country: _____

Group: _____



Share knowledge and experience. For our world. For the future.

JAPAN INTERNATIONAL COOPERATION CENTER

■For Participants■

This Handbook includes important information of JENESYS2017. Please read it carefully in preparation for your trip and BRING it to Japan.
We sincerely hope JENESYS2017 Program will be a worthwhile experience for all of you.

About Japan International Cooperation Center (JICE)

Japan International Cooperation Center (JICE) has been involved in various international cooperation activities mainly for developing countries since its establishment in 1977. JICE contributes to the development of not only developing countries but international community through the implementation of the activities for strengthening mutually beneficial partnership between foreign countries and Japan.

Along with the staff of 289, JICE has about 1000 translators who specialize in 31 languages in total and engage in formulation, investigation, research, implementation and evaluation of projects by using their accumulated experiences and knowledge.

JICE, with our motto “Share knowledge and experience. For our world. For the future”, links “Japan’s technology, knowledge and experience” to the world and promotes developing future leaders of each countries by deepening mutual understandings and learning together with the people in the world.

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Chapter 1 Outline of JENESYS2017



1. Outline and Objectives of JENESYS2017

The Ministry of Foreign Affairs of Japan promotes people-to-people exchanges between Japan and the various nations of the Asia-Pacific, North America, Europe, Latin America, and the Caribbean regions. The Asian and Oceanian regional component of this exchange program is called “JENESYS2017”. Under “JENESYS2017”, approximately 1,500 youths from AMS, Timor-Leste and India will be invited to Japan and 200 youths from Japan will be dispatched to AMS and Timor-Leste.

*JENESYS: Japan-East Asia Network of Exchange for Students and Youths

Objectives of JENESYS2017

- To promote mutual trust and understanding among the people of Japan and participating countries, and regions, to build a basis for future friendship and cooperation;
- To promote a global understanding of Japan’s economics, society, politics and foreign policy; and
- To convey information on Japan to the general public of AMS, Timor-Leste and India through the participants of this project.

2. Japan-ASEAN Students Conference

Under JENESYS2017, “Japan-ASEAN Students Conference” will be held as a composite 1st batch with a commemorative of the ASEAN 50th Anniversary. It is composed of promising University Students from ASEAN Member States (AMS) and Japan. The main objective of the Conference is “**What the Youth in AMS and Japan can do for Future Peace and Prosperity.**”

This batch will be divided into 4 thematic groups as follows;

- A) **Natural Disaster**
 - Prevention, Mitigation, Coordination and Cooperation, etc.
- B) **Economic Development**
 - Economic revitalization, Reducing inequality, Declining birth rate, etc.
- C) **Environmental Problems**
 - Connection for the realization of better community life, etc.
- D) **Social Activities in Community**
 - Volunteer, Social work, Public-private partnerships, International cooperation, etc.

In this “Japan-ASEAN Students Conference”, the participants themselves are expected to tackle the social activities positively, and to consider how they can contribute to the societies in AMS and Japan. At the end of the program, they will draw up “The Declaration for the Action” as the fruit, and submit it to ASEAN Secretariat in Indonesia (Jakarta) and MOFA of Japan.

※JENESYS2017 is one of the people-to people exchange projects promoted and 100% backed by the Japanese government. Please contribute your input through your action plans and reporting so we can assure the effectiveness of the program into the future.

3. Program in Japan

*The program may or may not contain all contents described below. JICE will arrange the program with consideration for themes of Japan-ASEAN Students Conference.

(1) Program orientation in Japan (Day1)

The orientation conducted by JICE will not be limited to the explanation of a schedule; the objective and purpose of JENESYS2017 and the expectations for and roles of delegates are thoroughly explained.

Also, various precautions are to be given to the participants, including how to cope with unfamiliar climate and environment and how to respond to unexpected natural disasters and other emergency situations in case those sudden events happen.

(2) Introduction to Workshops (Day1)

In Japan-ASEAN Students Conference, all the participating students will discuss the 4 group themes at Workshops on Day6-Day8. The discussion procedures toward the Workshops will be introduced at this session.

(3) Icebreaking Meeting (Day1)

Participants will introduce themselves at each group and get to know each other.

The participants discuss the issues in the context of the relationship with participants' own countries.

(4) Lecture on Japanese Culture/ Theme-related Keynote Lecture (Day2)

In accordance with the 4 thematic groups, well-informed persons will give lectures on Japanese culture and the theme-related topics.

(5) Theme-related Observation / Theme-related Research by Group (Day2)

Participants will visit each theme-related places or facilities in Tokyo and do research on the theme by each group.

(6) Move to Local areas (Day3)

Each Group move to the following local areas

Group A: Iwate prefecture by Tohoku Shinkansen Bullet Train

Group B: Miyagi prefecture by Tohoku Shinkansen Bullet Train

Group C: Fukuoka prefecture by plane

Group D: Kumamoto prefecture by plane

(7) Courtesy call to a local government and opinion exchange (Day3)

Delegates will first make a courtesy call on a local government, which is considered "a school for democracy," and learn about the rational and matured communities in Japan by gaining knowledge not only about the general overview of a host prefecture and city/town/village but also from various aspects of the host region including the administration system, the assembly and election system, economy and industry promotion, education, social welfare, resident services and the mass media. Also, we provide delegates with an opportunity to exchange opinions with public servants of the host region on specific policies and/or issues they have in common. Such discussions, through which delegates consider their countries' situations for comparison, will help them understand Japan more in detail.

(8) Theme-related Observation in local area (Day3, Day4)

Participants of each group will observe each theme-related places or facilities in the visiting local areas.

To make a foothold for strengthen the cooperative relationship with the companies of Japan, as well as to learn the attractive and specifications of the local industries through the visit of the companies and institutions which plan to expand their business abroad, especially to ASEAN countries. In addition, the participants, relevant persons in the region in charge of exchange program will be invited to the exchange meeting and confirm their newly built bond.

(9) Observation of historic landmarks and Traditional culture experience (Day5)

With regard to the historical heritage and unique cultures in a host region, such as tea ceremony, Kimono wearing, traditional craft, participants will have opportunities to learn about the significance and spiritual background of such historical heritage and cultures as well as about local people's efforts to preserve them and pass them down to the next generation so that the delegates' interest in Japan will be further increased. Also, opportunities to take part in local traditional events and festivals will be incorporated so that the delegates will be able to experience "Japan" and deepen their understanding of Japan as they become part of community.

(10) Home Stay or Farm Stay (Day5, Group A only)

Home/Farm stay program at Japanese ordinary family will deepen understanding on life and sense of values of Japanese people. In addition, sharing time and space with host family will stimulate participants to realize the person to person relations across the border, and nurture mutual trust.

(11) Workshops (Japan-ASEAN Students Conference) (Day5, Day6, Day7)

Based on findings during the program, participants will discuss the assigned themes at Workshops. Workshops will be held on Day5, Day6 and Day7.

Workshop1 (Day5): Put the findings in each Small Group

Workshop2 (Day6) and Workshop3 (Day7): Presentation by Small groups in the theme group

- ✓Unify the opinions as the theme group, after the discussion
- ✓Create "The Declaration for the Action" by 4 joint thematic groups
- ✓Preparation for the presentation

By summarizing the new discoveries and findings about themes obtained through the program, participants will make action plan on "**What the Youth in AMS and Japan can do for Future Peace and Prosperity.**"

(12) Reporting Session (Day7 afternoon)

At the Reporting Session, representative of each group presents the thematic outcomes within 15 minutes each.

After the presentation of all the 4 groups, the representatives present "**The Declaration for the Action of 2017 Japan-ASEAN Students Conference,**" which is the compiled consensus of all the groups.

The Declaration will be submit it to ASEAN Secretariat in Indonesia (Jakarta) and MOFA of Japan

Their outcomes will be presented to the person in charge in Ministry of Foreign Affairs of Japan and their nations' embassies in Japan, so that their experiences would not be limited as simply personal memories but become shared experience and knowledge.

(13) Dissemination before, during and after the program

We expect the participants to open and share the experience in Japan through Social Media such as Facebook and Twitter, and to present it at the reporting session after they return to their home country, and thus, we expect the information and experience to be disseminated from the people around the delegates to many others.

Mandatory assignments for all participants:

1. Messaging Your Experience

Each participant will actively share his/her experience during the stay in Japan as well as convey information about Japan including about Japanese society, history, culture, politics, economics and diplomatic relations through Social Network Services (SNS) such as Facebook, Twitter, Instagram, YouTube, and so on both during the program and within 3 months after the program.

2. Responding to Questionnaires

Participants must submit answers to questionnaires (during the program and after 6 months via the internet) to the implementing agency on time.

Let's share your JENESYS2017's experience!

Upload and share your expectations and experiences etc. before, during and after your stay in Japan by Social Media. We recommend you to create an open facebook group page in order to share your findings with as many people as possible. It will help to work on action plans after returning to your home country.

Please use the hash tags below when you post.

JENESYS2017 # JICE
JAPAN # COUNTRY



Please follow our Facebook Page!

JICE's International Exchange Programs:

<http://sv2.jice.org/exchange/e/>



4. Coordinators

JICE will allocate its expert staff members as the coordinators (escorts) throughout the program, from participant's arrival to Japan to the departure back to their home countries. As they are not only skilled interpreters but also are well acquainted with society, culture, religion, custom and national characteristics of each country and region, they are a skilled liaison between participants and Japanese people to earn mutual understanding and to respect each other over the cross-cultural differences. These coordinators will carry out a wide range of tasks and duties such as supervision, guiding, assist adapting to living in Japan, and health management of participants. They will encourage the participants to follow the program objectives and will lead your program to success.

5. Travel, Accommodation and Meal

- JICE will arrange the international flight to Japan for participants.
- Travel agency entrusted by JICE will verify passport information and fill out necessary documents on behalf of participants for a smooth departure procedure.
- Accommodation and all concerned venues will be within environmentally and socially safe locations, and have proper disaster management strategy.
- Typically, shared bedroom will be arranged for all participants including supervisors/leaders.
- If homestay(Group A only) is part of the program, supervisors/leaders will homestay as well.
- Meals will be arranged with the full consideration of personal needs, such as religious practice, customs, and allergies, but such arrangements may not be available at some places depending on the situation.
- Overseas travel accident insurance
Participants are provided with overseas travel insurance covering the entire program period (from the departure date from your home to the arrival date to your home). Note that pregnancy-related diseases, dental illness, chronic diseases and pre-existing disorder diagnosed by doctor in Japan, and cases disapproved by the insurance company will NOT be covered by the insurance. The participants will be liable for such costs.

Coverage	Amount (10,000 JPY)
Injury Death	1,000
Injury Residual Disability	1,000
Medical Expense (Injury and Sickness)	1,000
Rescuer's Expense	300
Liability	5,000

6. Expected Roles of Participants

Participants are expected to engage in the program proactively to understand the aim of each program, to deepen understandings of Japan, to attain awareness by making a comparison to their own countries and to promote partnership between Japan and among participating countries. In addition, participants are expected to formulate action plan to transmit information of Japan to share the knowledge and experiences that they gain throughout the program and their outcome will be presented at the report meeting.

In addition, participants are expected to disseminate what they learnt in the program and their experiences to their family, school, organization, friends and community to promote peoples' understandings on Japan. Each participant is required to submit questionnaires at the end of the program and after returning to their countries (6 months later) to analyze the effect of the program. (Questionnaires after returning to your countries will be done by e-mail or on web-site.)

Participating organizations will follow up your activities and they will require your cooperation. Online community site of Ministry of Foreign Affairs of Japan and JICE are available, where you can report your activities after returning to your country and continue exchanging opinion and information with the Japanese people you met during the program. (Details of the community site will be announced after arriving to Japan.) Please post to JICE, JENESYS page of JICE Website, whatever contents you, either individually or as a group, disseminated.

7. Safety Control

During an emergency situation, JICE will act appropriately in accordance with the Safety Control Manual made based on our accumulative experiences and will instruct practical actions promptly. Every staff has a thorough understanding of this manual and will respond promptly and efficiently when necessary. JICE staff and coordinators will accompany participants during the program and attentive to prepare for an emergency situation.

(1) Response to Natural Disaster (Big Earthquake, Tsunami, etc.)

Evacuation routes, spots, procedures, as well as availability of an emergency announcement system and food stockpiles in every accommodation and venues will be checked in advance. The information will be shared among appropriate persons.

Coordinators will check an evacuation route of each accommodation with supervisors and escorts. Coordinators will take the best initial action including evacuation guidance for participants in case of emergency.

(2) Response to the Needs of Medical Treatment

JICE will collect hospital information including 24 hour medical emergency centers and access in visiting areas in advance to accommodate medical needs. When an emergency case occurs, assigned coordinator will take initial response with supervisors, consult with administrative staff and take the patient to a medical institution if necessary.

※ Response to Infectious Diseases (Influenza, TB, Malaria, Dengue, Chicken pox, etc.)

Preventative measures will be carried out for participants and accompanied staff to avoid any infectious diseases, like influenza. If an infected person is found, an appropriate action will be made to prevent the spread of the infection.

- Disposable medical masks are distributed to participants and others to wear.
- As a general rule, body temperature is checked once every day before breakfast.
- Hand Sanitizer is provided before meals.
- If body temperature is higher than 37.5°C, the person will be instructed to see a medical doctor.
- If the test is positive, the patient will be removed from the program and he/she will be quarantined from the rest of the group by moving the person to a different room. To avoid further infection, the program may be changed if deemed necessary.

(3) Response to Other Troubles

- “SOS Card” with mobile phone number of coordinators and emergency phone number will be distributed to participants. If participants get separated from the group, show the card to any Japanese person and contact JICE staff.

- Participants are allowed to go out only if their supervisors give them permission. They need to inform destination and returning time to supervisors and leave as a group. The curfew is 22:00 (in case of high school students) or 23:00 (in case of university students and working youths)

Chapter 2

Pre-departure Preparation



1. Information of Pre-Departure

Please refer to the Annex-1

2. Program Schedule in Japan (tentative)

Please refer to the Annex-2

3. Things to Bring to Japan

1) Airline Regulations on Baggage

Participants are required to minimize the size of their baggage within the limit of Japanese domestic regulations whether or not they are scheduled to take domestic flight in Japan. It is because any change in climate or urgent circumstances may result in domestic air travel. ANA and JAL set the following domestic rules. Any excess baggage beyond the rules will be charged to the participant.

(ANA)

Checked baggage

*Limit of checked baggage, 20kg (44lb)
A+B+C ≤ 158cm(62.2inch), 1 piece

Carry-on baggage

* Limit of carry-on baggage, 10kg (22lb)
A+B+C ≤ 115cm(45inch) and up to W55 ×
H40 × D25 (22 × 16 × 10inch) 1 piece

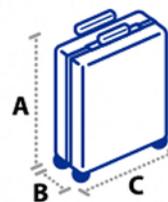
(JAL)

Checked baggage

*Limit of checked baggage, 20kg (44lb)
A+B+C ≤ 203cm(79.9inch), 1 piece

Carry-on baggage

* Limit of carry-on baggage, 10kg (22lb)
A+B+C ≤ 115cm(45inch) and up to W55 ×
H40 × D25 (22 × 16 × 10inch) 1 piece



For detail, follow the guidance of the travel agency.

2) A Small Bag

Bring a small bag or a roller bag (carry-on baggage size) .

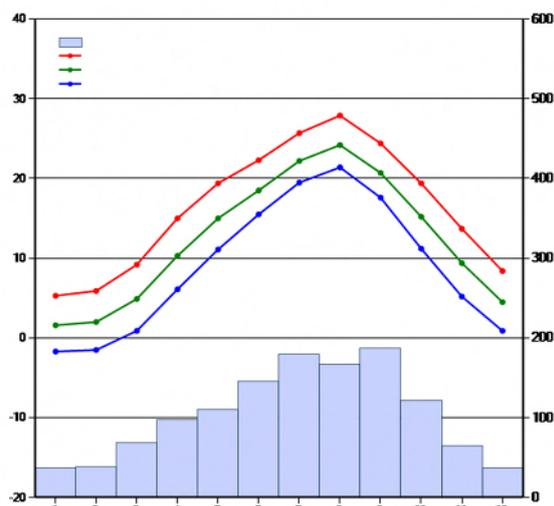
Participants may not be able to carry suitcase all the time. It is convenient if they have a carrying bag when visiting local families or farms or making a short trip for a few days.



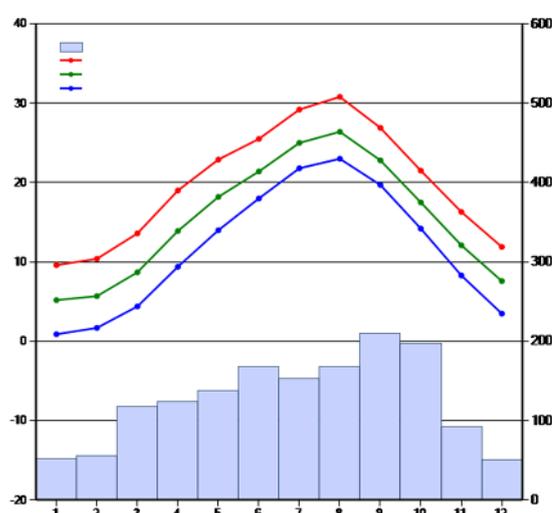
3) Climate and Clothes in Japan

Red line: Maximum Temperature
Green line: Average Temperature
Blue line: Minimum Temperature
Bar: Amount of Rain

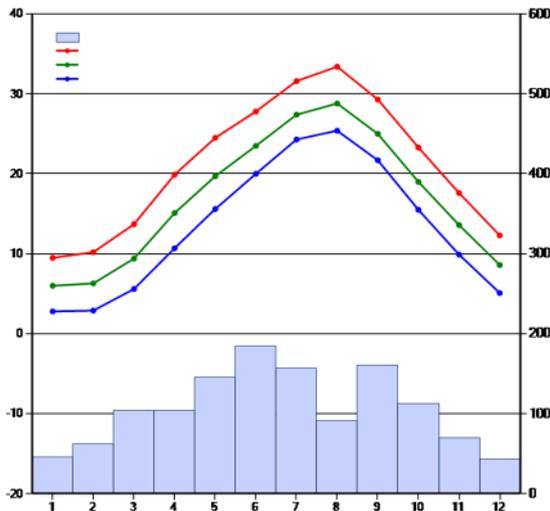
[Tohoku are] (Iwate, Miyagi)



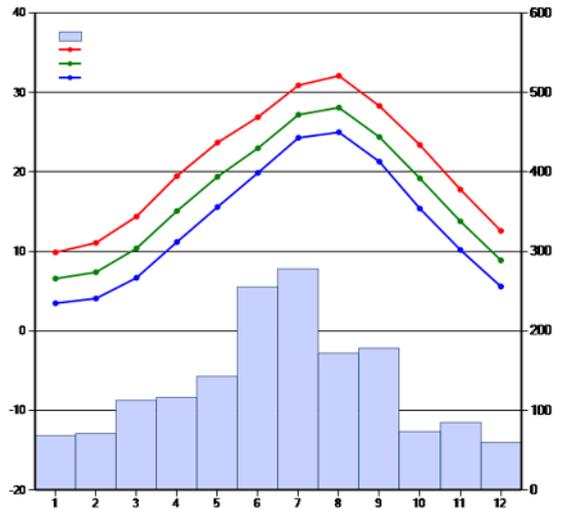
[Tokyo]



[Osaka]



[Kyushu area] (Fukuoka, Kumamoto)



Season	Recommended Wear
Spring (March-May)	Light jacket, light sweater and other similar kind of tops
Summer (June-August)	Light and short sleeved clothes (cardigan or light jacket may be handy since air conditioners are often used indoors)
Autumn (September-November)	Light jacket, light sweater and other similar kinds of tops
Winter (December-February)	Overcoat, thick sweater, etc.

Bring a **school uniform** or **business suit** for courtesy call to Japanese government, school/company visit, reporting session and farewell party during the program. **Traditional clothes** may be acceptable. However, try to minimize the amount, since it may become excess baggage at flight check-in.

Bring **sportswear** and **shoes** suitable for exercise which may get dirty.

You are requested to prepare comfortable clothing & footwear, and some clothes you don't mind getting dirty. Please remember to bring not only sandals but also some footwear that protects your toes firmly. You will be requested to wear it for security reason when you participate in factory observation and on some other occasions.



Prepare **warm clothes** such as long-sleeves and long pants which you can adjust yourself to the temperature. Overcoat and thick sweater will be necessary in winter. If it is difficult to prepare those winter clothes, you can dress some thick clothes in layers.

4) Money

Accommodation, meals and transportation in Japan are provided by JICE. The participants are responsible for all the personal expenses (such as buying souvenirs, international phone calls). Personal expenditures of preparations for the trip or daily expenses during the stay will not be provided by JICE.

Generally, shops in Japan only accept Japanese Yen. You are recommended to prepare Japanese Yen before assembly. If you have difficulty in acquiring Japanese Yen in your country, it is advisable to prepare US Dollars instead. You can buy Yen at the airport in Japan. The exchange rate fluctuates daily.

For your reference:

A bottle of juice= 150 yen or above, A key chain=300 yen or above

A post card= 150 yen or above, An international phone card= 1000 yen or above

Currencies that you can exchange into yen at Narita Airport

US Dollar, Euro, Canadian Dollar, British Pound, Swiss Franc, Australian Dollar, New Zealand Dollar, Singapore Dollar, Hong Kong Dollar, New Taiwan Dollar, Pacific Franc, Denmark Krone, Norwegian Krone, Swedish Krona, Chinese Yuan, Korean Won, Indonesian Rupiah, Thai Baht, Philippine Peso, Malaysian Ringgit, Vietnamese Dong (As of April, 2017)
Other currencies should basically be exchanged in respective countries.

Visit below site for more information:

http://www.narita-airport.jp/en/service/svc_11#gaikayoyaku

4. Health Care

Participants are required to pay the closest attention to their health on their own before departure.

1) Fill in and submit "Medical Interview Sheet" which will be delivered by Travel Agent at the time of assembly. Take your body temperature on the day of assembly and write it down on the medical interview sheet.

People that apply to the following conditions or those who do not submit the medical interview sheet will be asked to cancel the participation in the program.

① A person whose body temperature is 38C or above cannot participate in the program.

② If his/her body temperature is between 37.5C and 38C or he/she has the following physical problems, supervisor will decide if he/she can participate in the program.

- Feel feverish/shivering
- Cough/hard to breathe
- Sore throat
- Stuffy nose/runny nose
- Headache

2) People who suffer from chronic diseases (diagnosed or undiagnosed) or pregnant women are not allowed to participate in the program. Those individuals run a higher risk of rapid aggravation and developing severe symptoms if they acquire infection diseases. They would need exceptional physical and mental health, if they participate as a member of the group, to follow the tight schedule that includes long-hour travels.

If chronic diseases (diagnosed or undiagnosed) or pregnancy is discovered after arriving in Japan, the program's insurance does not cover the medical expenses that may occur, putting the patient accountable for all the high costs.

5. Emergency Contact Information

Let your family know the following as the contact phone number in Japan.

This number is basically for emergency only. Do not call the number for inquiries such as confirming your arrival or any minor concerns. If your family wants to know your arrival in Japan, you should call your family yourself on arrival.

- JICE Headquarters: 0081-3-6838-2730
Japan International Cooperation Center (JICE) Headquarters (English only)
Monday-Friday, 9:30-18:00

6. Notes and Regulations

- Follow the instructions of the supervisor or JICE staff during the program.
- Be Punctual.
- Take care of valuables (money, passport, etc.) on your own.
- Do not Smoke or Drink Alcohol during the official program including the lunch and dinner time. Smoking and drinking alcohol is prohibited by Japanese Law in case you are under the age of 20.
- The schedule is fixed. You will not have time to meet your relatives or friends in Japan.

7. Preparation List (for reference)

ESSENTIAL items	
Passport	Essential to travel to Japan
Handbook	This handbook
Small Bag	See 3-(2)
Clothes	See 3-(3) Bring your shoes which protect your toes completely.
Cash	See 3-(4)
Towel	Small towel or a bath towel may be helpful in some programs such as home-stay or exchange program.
Amenity Kit	Shaving kit, toothbrush, comb etc. may not be equipped at accommodation.
Stationery	Notebook, pen, pencils, etc.
Medicine	Bring any medicine you take daily. You are advised to prepare medicine for air- and car- sickness for long journeys.
Umbrella	A folding umbrella is recommended than an ordinary umbrella due to convenience of its size.
Photos, Cards, and Personal memorabilia	It is good to bring some photos, post cards and goods for introducing your life, family and country on occasions such as school visit and home-stay. Post cards and goods can be souvenirs as well.
Food	All meals will be provided during your stay in Japan. However, it is recommended that you bring some ready-to-eat food (snacks, instant noodles, etc.) just in case you cannot eat food provided in Japan because of allergy or simply because it does not suit your taste. Remember that there are some restrictions on bringing meats, fruits and seasonings to Japan. In particular, seasonings may be confiscated if they contain some prohibited additives.
Recommended items	
Camera	You may enjoy taking memorable photos.
Watch	It may be useful to bring a watch, since punctuality is required throughout the program.
Laptop computer	Laptop should be helpful for action plan writing in workshop.
Plug adapter	See Chapter 3-2.-(3).

* A Japanese conversation book (Nihongo Kaiwa-cho) will be provided on arrival.

*The above list is just for your reference. Bring any other things that you think are necessary.

* DO NOT accept any gifts for your friends or relatives in Japan in order to avoid any unexpected trouble (you may possibly get involved in trouble without knowing it).

Chapter 3

Introduction to Japan



1. Travel Information

(1) Currency and exchange

The unit of Japanese currency is the yen. Coins are available in denominations of 1, 5, 10, 50, 100 and 500 yen and bank notes in four denominations of 1,000, 2,000, 5,000 and 10,000 yen.



(2) How to make a call

1) Domestic calls

Public telephones accept 10 yen and 100 yen coins and/or telephone cards. A local call (within Tokyo's central 23 Wards and some other metropolitan cities) costs 10 yen per minute. If you put in two 10-yen coins and speak for less than one minute, one of the coins will be returned to you. No change is given for partial use of a 100-yen coin. Prepaid telephone cards cost 1,000 yen from vending machines, kiosks at train stations, and convenience stores. Charges for inter-city calls vary according to the distance.

Telephone numbers in Japan consist of an area code and a phone number (exchange number + subscriber's number). For example: (03) 1234-5678.

2) International calls

A direct overseas call can be made from a public telephone displaying an international and domestic telephone sign. These phones are not common in some regions, but can be found at airports, hotels, and other key facilities. Using pre-paid phone cards are more convenient than direct dial overseas calls to call your own country even after moving to the provinces, as you can make a phone call with any telephone.

【Number of direct dial calls】

Telephone company	Direct dial	Collect operator-assisted &	Inquiries
KDDI	001-010	0051	0057
SoftBank Telecom	0061-010	-	(0120)-030061
NTT Communications	0033-010	-	(0120)-505506

【Pre-paid phone cards】

The popular cards are KDDI or Brastel. Please take out the first “o” from the telephone number you are calling.

A: KDDI Super World Card

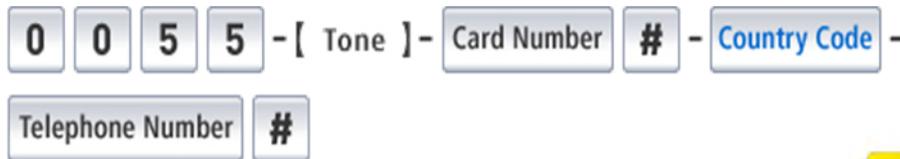


Where to buy

At a hotel reception or a convenience store. The price is 1000 yen, 3000 yen or 5000 yen.

How to make a phone call

Scratch off the silver part on the back of the card with a coin. The card number will be revealed. Insert 10 yen coin in a public phone (it will be back after the call). Push the button as below.



B: Brastel Card



Where to buy

The Brastel Smart Phone card is also distributed for free at Mini stop, Circle K, Coco Store, Save on, and Family mart. You need to charge the card there. The payment amount can be set at 2000, 3000, 5000 or 10000 yen.

How to make a phone call

Insert 10 yen coin in a public phone (it will be back after the call). Push the button as below. The Access Code is the number shown on the back of the card.

- 1 **00912022** + Country Code + Area Code + Phone Number
- 2 **4#** (for guidance in English)
- 3 **Access Code** + **#**
- 4 The call will be completed after remaining minutes information.

(3) Electricity

The voltage used throughout Japan is uniformly 100 volts, A.C. There are two kinds of frequencies in use; 50 Hertz in eastern Japan and 60 Hertz in western Japan (including Nagoya, Kyoto and Osaka). There are no columnar-shaped plugs or 3-pin plugs used in Japan but 2-flat-pin plugs are used instead. It is therefore advised to purchase a plug adapter beforehand.



Reference: shapes of plugs used in the world
Japan uses type A.

タイプ	C	B	B3	SE	BF	A	O
プラグ 形状							
コンセント 形状							

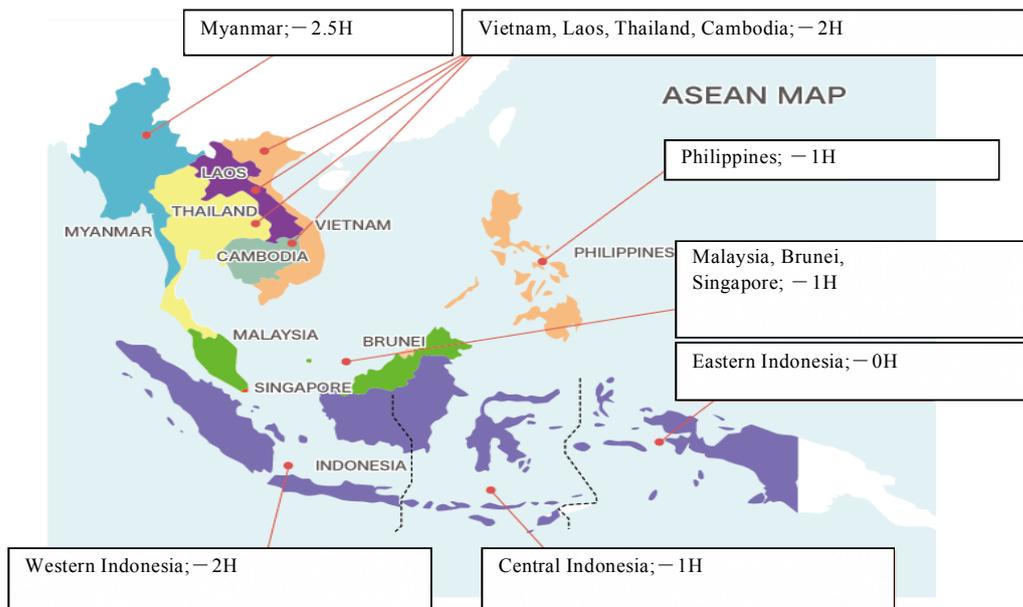
(4) Time difference

Japan only has a single time zone. Daylight saving time is not adopted in Japan. The Japan Standard Time is 9 hours ahead of the Greenwich Mean Time.

< ASEAN > the time difference between Japan and each country is as shown below.

< Timor-Leste > There is no time difference between Japan and Timor-Leste.

< India > The time difference between Japan and India is 3.5 hours. (Japan is 3.5 hours ahead.)



2. Japanese Lifestyle

Please read thoroughly the following information on Japanese lifestyle/customs, which will be very useful during your home-stay experience in Japan.

(1) Food

Typical Japanese meals consist of rice, a main dish (fish or meat), side dishes (usually vegetables), soup (miso soup or clear soup), and pickled vegetables. However, dietary habits of Japanese people in recent years have been increasing variety. People can enjoy not only western food but also other types of cuisine from across the world, such as Chinese and ethnic food.

Japanese people say "Itadakimasu" before eating. This is a phrase expressing one's gratitude for the person who has prepared the meal. People say "Gochisosama" when they finish eating. This is also an expression of gratitude for a delicious meal.

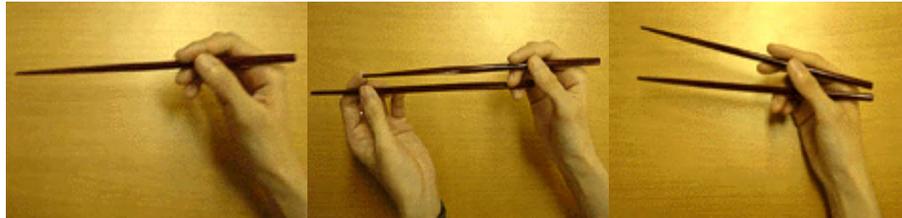


Typical Japanese breakfast

Typical Japanese supper

How to use chopsticks

Firstly, hold the upper stick in the way that you hold a pencil; hold it at about a third of the way down the stick. Then, put the other stick on your ring finger and hold it at the base of the thumb. Make sure the both sticks are oriented in the same direction. Move up and down the upper stick with your thumb, index, and middle finger. Hold food between the two sticks.



(2) Housing

Since lowland is limited in Japan, houses are concentrated in places with a good environment and convenient places. It is difficult to have a large house with a garden in a large city; instead, many people live in high-rise condominiums or apartments. Most houses are a mixture of Japanese and western styles, where there are both tatami rooms and wood-floored rooms.

[Note] When you visit a Japanese home, you should take off your shoes and wear slippers. When entering a tatami room, take off the slippers and put them on the corridor neatly.

(3) How to use the toilet

There are two types of toilets in Japan: "Japanese style" toilets and "Western style" toilets. Public washrooms are usually equipped with Japanese style toilets, but the number of public washrooms with Western style toilets has been increasing, especially in tourist areas. Public washrooms with both Japanese and Western style toilets are also commonly found.

In Japan, people use toilet paper and do not use water for cleansing. As toilet paper is sometimes not provided in public washrooms, it is recommended that you always carry a small pack of tissues with you. Similarly, as paper towels or dryers are not always provided to dry your hands, it is recommended that you carry a handkerchief. Many modern toilets feature luxury options such as a heated seat, a built-in washer and dryer and an automatic lid opener.

Used toilet paper should be flushed into toilets, and nothing else should be flushed other than toilet paper.

After you use the restroom, it is sanitary to wash your hands at the sink. Be careful not to leave the surroundings wet (especially at your home stay house).

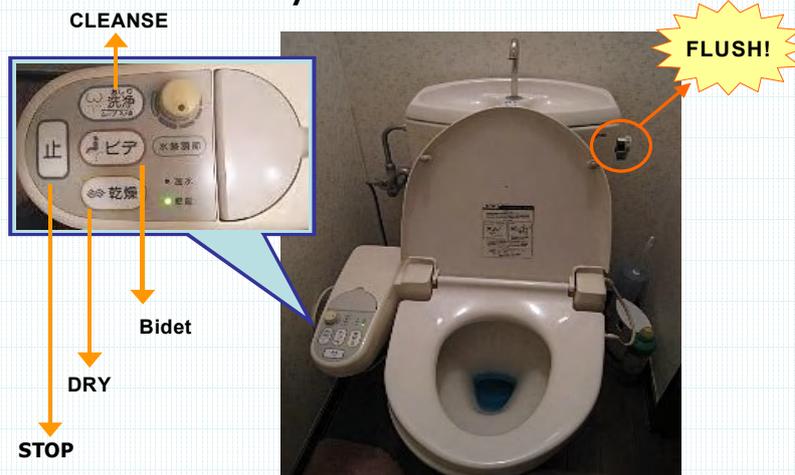


Japanese style toilet: squat facing the bowl

How to use Japanese style toilet



Western style toilet (Wash air seat)



3. URL about JAPAN

Visit the following website and get much information about JAPAN!

(1) We Are Tomodachi (Vol.24)

<http://www.japan.go.jp/letters/ebook58/book.pdf>

"We Are Tomodachi" is an official online magazine that introduces Japan's attraction and its deep multifaceted ties with the rest of the world to our country's friends (*tomodachi*) across the globe. In the latest number, we titled the featured topic "Raising the Banner of Free Trade." We focus on Japan's international trade, with articles that highlight Toray Industries' investments in the U.S. for its carbon fiber business, the market for foreign automobiles in Japan, and Japan's efforts to boost exports of agricultural, forestry and fishery products and foods. Other articles cover such topics as Rugby World Cup 2019 taking place in Japan, and the opening of "Japan House" as an overseas point for communicating Japanese culture.

(2) Highlighting JAPAN (Vol. 110 July 2017)

http://dwl.gov-online.go.jp/video/cao/dl/public_html/gov/pdf/hlj/20170701/20170701all.pdf

"Highlighting JAPAN" is an official monthly online magazine to promote understanding of Japan for the people around the world, with variety of themes such as "Safety First," "The World of Japanese Cuisine," "Living Heritage".

The feature of the July issue, titled "Evolving Traditions," focuses on modern-day approaches to the traditional performing arts such as "kabuki", "noh" and "Awaji ningyo joruri" (Awaji puppet theater) and on the efforts of long-standing companies to preserve and build on their original technologies.

(3) Design Tomorrow, Infrastructure with Japan

<http://www.japan.go.jp/infrastructure/>

"Design Tomorrow, Infrastructure with Japan" is an official promotion video to introduce Japanese quality infrastructure. We add new videos such as High Speed rail system, Digital Broadcasting, Communication Satellites, ICT for Disaster Management and Postal Service. Japan's high speed rail system is one of the world's safest system with no fatalities since its first run over 50 years ago. Furthermore, through developing the Shinkansen, Japan has not only realized comfortable and streamlined travel, but also a variety of convenient services in and around stations, creating a contemporary lifestyle. These videos show the strengths of Japanese infrastructure through various examples.

(4) Japan Video Topics

<http://web-japan.org/jvt/index.html>

Japan Video Topics offers various aspects of Japanese culture, nature, science and technology, etc. Narration is provided in English, French, Spanish, Chinese, Arabic, Portuguese and Japanese. The videos have been provided for various TV networks in the world so that they can be broadcast for free.

(5) JICA's World (July 2017)

<https://www.jica.go.jp/english/publications/j-world/c8h0vm0000bc52gl-att/1707.pdf>

JICA's World is the quarterly magazine published by JICA. It introduces various cooperation projects and partners along with the featured theme. The latest issue features "Gender Issues in Conflict and Disaster - Supporting the weak and vulnerable in our society".

(6) The World Heritage in Japan

<http://www.okinoshima-heritage.jp/en/>

As of 2017, 21 properties in Japan have been inscribed on the World Heritage list. At the 41st Session of the UNESCO World Heritage Committee, a decision was made to inscribe on the World Heritage List "The Sacred Island of Okinoshima and Associated Sites in the Munakata Region", which Japan had nominated as a candidate for the list, on July 9th in 2017.

(7) Videos on Japan's Foreign Policy

<https://www.youtube.com/watch?v=btaNiEB5pHs>

These videos introduce Japan's contribution to the international community. The latest video, upon the 50th anniversary of the founding of ASEAN in 2017, features Japan's role in the development of ASEAN.

(8) Playbook for Investment in "Quality ICT Infrastructure"

http://www.soumu.go.jp/english/gisb/index.html#gisb_06

The Ministry of Internal Affairs and Communications (MIC), Japan formulated a playbook regarding investment in "Quality ICT Infrastructure" in July 2017, based on the outcomes of the G7 ICT Ministers' Meeting in Kagawa, Takamatsu in April 2016.

"Quality ICT Infrastructure" may first appear costly. However, since it is easy to use and durable, "Quality ICT Infrastructure" is indeed cost-effective in the long run, contributing to economic development and social problem solving.

By providing the basic concept of "Quality ICT Infrastructure", useful suggestions and best practices to develop "Quality ICT Infrastructure" for ICT policy makers, procurement managers, and personnel in charge of ICT infrastructure, this playbook is expected to increase awareness and needs for "Quality ICT Infrastructure" and to help develop the capacity of ICT infrastructure building.

JAPANESE LESSON

□ Here's a list of common greetings and useful expressions.
Try to say it out loud!!

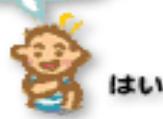
1. How do you do (1)

hajimemashite!



2. Yes

hai



3. No

iiie



4. Good morning

ohayougozaimasu

おはようございます



5. Good afternoon

konnichiwa

こんにちは

6. Good evening

konbanwa

こんばんは

7. Good night

oyasuminasai

おやすみなさい



8. Thank you

arigato ♡



ありがとう

9. Please

onegaishimasu

おねがいします



10. Treat me kindly

yoroshiku

よろしく

11. I am sorry

gomennasai

ごめんなさい



12. Good bye

sayonara



さようなら

13. Good bye (2)

ittekimasu

いってきます



14. I'm home

tadaima

ただいま





Share knowledge and experience. For our world. For the future.

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無断転載を禁じます。

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