

<div> <div>Business report</div> <div>acceptance no.</div> </div>	
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Business Report

Date:

To the Director of the Organization for Technical Intern Training

Business report provider
 (Seal)

I hereby submit a business report relating to the supervising business as given below pursuant to the provisions of Article 42, paragraph (2) of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees.

Description

1. Applicable technical intern training business year of the report		FY: (From to)
2. License no.		
3. Supervising organization	① Name with furigana	
	② Address	Postal code - (Tel. - -)
4. Place of business engaging in the supervising business	① Name with furigana	
	② Location	Postal code - (Tel. - -)
	③ Business branch no.	
5. No. of implementing organizations of supervising-organization-type		Implementing organizations of supervising-organization-type technical intern training: persons / juridical persons

technical intern training being supervised					
6. No. of supervising-organization-type technical intern trainees whose training is being supervised		Total no. of trainees: (technical intern training (i): , technical intern training (ii): , technical intern training (iii))			
7. Nationalities (countries or regions) and the number of supervising-organization-type technical intern trainees whose training is being supervised of each nationality		(trainees)			
		(trainees)			
		(trainees)			
8. No. of employees engaging in the practical affairs of the supervision business		Total: persons (full-time employees: , part-time employees:)			
9. Technical intern training structure		Name of candidate	Course name	Course date	
	① Course attendance history of supervising manager				
	② Course attendance history of officers and employee other than the supervising manager				
10. Status of taking	Exam category		Number of candidates (A)	No. of successful candidates (B)	Pass rate (B / A)
	① Around the basic grade		No. of trainees:	No. of trainees:	%
	② Around grade 3	Paper test	No. of trainees:	No. of trainees:	%
		Practical test	No. of trainees:	No. of trainees:	%
	③ Around grade 2	Paper test	No. of trainees:	No. of trainees:	%
		Practical test	No. of trainees:	No. of trainees:	%
11. State of occurrence of absconding trainees		No. of absconded trainees: (Percentage of absconded trainees: %)			
12. Status of acceptance of technical intern trainees for whom it has become difficult for another implementing organization to continue conducting the technical intern training, and registration in a		Trainees	No. of persons:		
		Registration	Yes / No		

portal site for support to change the technical intern training site.			
13. Status of implementation of measures aimed at harmonious co-existence with the local community		Summary	
	① Japanese language education support		
	② Provision of opportunities for interaction with the local community		
	③ Provision of opportunities to learn about Japanese culture		
14. Track record of collecting supervision fees	① No. of implementing organizations from which fees were collected	Persons / juridical persons	
	② Amount of supervision fees per technical intern trainee	Technical intern trainee (i)	Technical intern trainee (ii)
		yen / month	yen / month
	③ Breakdown	Collected amount	Paid amount
	<input type="checkbox"/> Grand total		yen
	II Job placement fees	Total	yen
		Personnel costs	yen
		Transportation costs	yen
		Fees paid to dispatching organizations in foreign countries	yen
		Other ()	yen
	III Course fees	Total	yen
		Facility usage costs	yen
		Remuneration to	yen

		instructors and interpreters		
		Teaching materials	yen	yen
		Allowances paid to technical intern trainees	yen	yen
		Other ()	yen	yen
	IV Audit guidance fee	Total	yen	yen
		Personnel costs	yen	yen
		Transportation costs	yen	yen
		Other ()	yen	yen
	V Other expenses	Total	yen	yen
		()	yen	yen
		()	yen	yen
		()	yen	yen
15. Remarks				

Notes.

1. Do not write anything in sections that have this mark ✕
2. Section 1. Give the details for the applicable technical intern training business year pertaining to the report.
3. Section 4 ③. Fill this section in if you have a business branch number.
4. Section 5. Give details of the number of implementing organizations of supervising-organization-type technical intern training which was supervised within the applicable technical intern training business year pertaining to the report.
5. Section 6. Give details of the number of supervising-organization-type technical intern trainees whose training was supervised within the applicable technical intern training business year pertaining to the report.
6. Section 7. Give details of the nationalities (countries or regions) and the number of supervising-organization-type technical intern trainees whose training was being supervised of each nationality. If you do not have enough space to fill in all of the required information within the designated sections, write “As given in the attached paper” in the section, and attach a separate sheet.
7. Section 9. Give details of all of the persons who attended the course within the applicable technical intern training business year pertaining to the report. If there were two or more persons, and you do not have enough space to fill in all of the required information within the designated sections, write “As given in the attached paper” in the section, and attach a separate sheet.
8. Section 10. Give details of all of the supervising-organization-type technical intern trainees whose training was being supervised, who took the trade skills tests, etc. within the applicable technical intern training business year pertaining to the report.
9. Section 11. Give details of the supervising-organization-type technical intern trainees whose training was being supervised, who absconded within the applicable technical intern training business year

pertaining to the report, and with regard to the rate of absconded persons given in the description in Section 7, give details calculating the applicable supervising-organization-type technical intern trainees whose training was being supervised pertaining to whom the report is to be given in the form of a percentage.

10. Section 12. Give details of persons engaging in the supervision of technical intern training having received new accreditation of a technical intern training plan for technical intern trainees whose training was previously being supervised by another supervising organization.
11. Section 13. Give details in the summary section if there are any applicable parts, and attach a separate sheet where necessary so that the contents can be clearly understood.
12. Section 14 ①. Give details of the number of implementing organizations from which fees were collected within the applicable technical intern training business year pertaining to the report.
13. Section 14 ②. Give details of the average amount per month having calculated the amount per technical intern trainee at each stage of the technical internship training for the supervision fees collected within the applicable technical intern training business year pertaining to the report.
14. Section 14. Give a breakdown of the supervision fees. In addition, with regard to V of the same section, if there is any item that does not fall under □ to □, please give specific details of the item.
15. Section 15. Write the name, job title and contact information of the person in charge pertaining to the report. If there are any other matters which need to be notified, write those as well.
16. Attach documents which clearly show that the supervising organization which was granted the supervising license pertaining to general supervision business meets the criteria of Article 31 of the Ordinance for Enforcement of the Act on Proper Technical Intern Training and Protection of Technical Intern Trainees.