

Outline of OLIS 2016 Spring

1. OLICD Center

The Oriental Life Insurance Cultural Development Center, a public interest incorporated foundation, was founded in 1967 to support the development of life insurance in the Asian region. Since then, we have held seminars on life insurance for those who work for the life insurance companies and the regulatory authorities in Asia. To date, more than 4,300 trainees have attended our seminars in Tokyo.

2. Schedule

OLIS 2016 Spring is to be held from Thursday, May 26, 2016 to Tuesday, May 31, 2016. Participants may check in at Kiyo Sakaguchi Learning Center (LC) on May 25 and check out on June 1.

3. Venue

Kiyo Sakaguchi Learning Center (LC), Todoroki, Tokyo.

4. Theme

“Marketing Strategy by Channel”

5. Language

English is the official language for this seminar. **All participants are required an adequate level of competence in English, not only to understand lectures but also to actively participate in a group discussion.**

6. Number of Participants

The number of participants to be admitted is 40.

7. Qualification

Qualifiers are those who:

- 1) belong to regulatory authorities, life insurance companies or life insurance-related institutions.
- 2) have good communication skills in English.
- 3) are able to attend the entire program.
- 4) are healthy.
- 5) are recommended by their principal officer (President/CEO).

8. Application

Application shall be processed online through www.olis.or.jp/e/ **by February 29**. The following application materials shall be submitted to OLICD Center **by March 7** via email to olis-seminar@olis.or.jp or fax at +81.3.5501.6448 otherwise your application is considered as incomplete. **Incomplete, inaccurate or late applications shall not be considered for the screening.**

- 1) Signed online application form with a photo
- 2) Résumé
- 3) Business card
- 4) A copy of passport (of the page(s) on applicant's personal data)

9. Visa Status

OLICD Center do not issue any required documents to apply for a visa to enter Japan for those who are nationals of Indonesia Hong Kong, Korea, Singapore, Malaysia, Thailand or Taiwan unless otherwise requested. Those participants are responsible to check their eligibility of Visa Exemption if certain conditions apply.

10. Certificate of Completion

A certificate of completion signed by the president of OLICD Center shall be presented to participants who

successfully complete the whole program.

11. Expenses

1) Round-trip flight

Participant's company/institution bears the cost of round-trip flight.

2) Travel insurance

It is mandatory that participant's company/institution take out travel accident/sickness insurance.

3) Expenses for the stay in Japan

i. Accommodations

Participants stay at the lodging facilities adjacent to the LC, the venue of this seminar, free of charge during the seminar period including Saturday and Sunday. No accompanying person is allowed to stay.

ii. Meals

Meals (Breakfast, Lunch and Dinner) are provided at the LC dining hall on weekdays free of charge. The dining hall is closed on Saturdays and Sundays so that there are no meals provided during the weekend. Please eat out or purchase on your own for the weekend. Cash, ¥500/weekday, will be provided instead of dinner meal only on pre request basis.

12. Screening

Screening shall take place in the week following the deadline. **The result shall be notified by March 11.** It is performed separately for applicants applying for TES (described below) and applicants not applying for TES. **Applicants not applying for TES shall take precedence.**

13. Travel Expenses Support Program (TES)

This support program is to bear actual travel expenses for the participants of OLIS seminar who are sent from companies/organizations under budget difficulties. For more detailed information, please refer to *Guideline of OLIS 2016 Spring Travel Expenses Support for Seminar Participants* or contact us for further inquiry.

14. Protection of Personal Information

Participant's name, company, job title, and email address shall be distributed among seminar participants.

15. Cancellation of Seminar

OLICD Center is not responsible for any loss or damage as a result of alteration or cancellation of a seminar for reasons beyond our control such as any acts of God, including but not limited to earthquakes, volcanic eruptions, typhoons and extreme weather, SRCC, and any other cause or circumstance that has an inevitable impact on the arrangements of the seminar. OLICD Center reserves the right to immediately alter or cancel the seminar under those circumstances. Participants shall not be entitled to any compensation for damages that result from such alteration or cancellation. Participants agree to these terms and conditions by applying for the seminar.

CONTACT US

**Public Interest Incorporated Foundation
Oriental Life Insurance Cultural Development Center**

The Prudential Tower 20F, 2-13-10 Nagata-cho,
Chiyoda-ku, Tokyo 100-0014 Japan

Telephone: 81-3-5501-6570 Fax: 81-3-5501-6448

Email: olis-seminar@olis.or.jp

URL: <http://www.olis.or.jp>