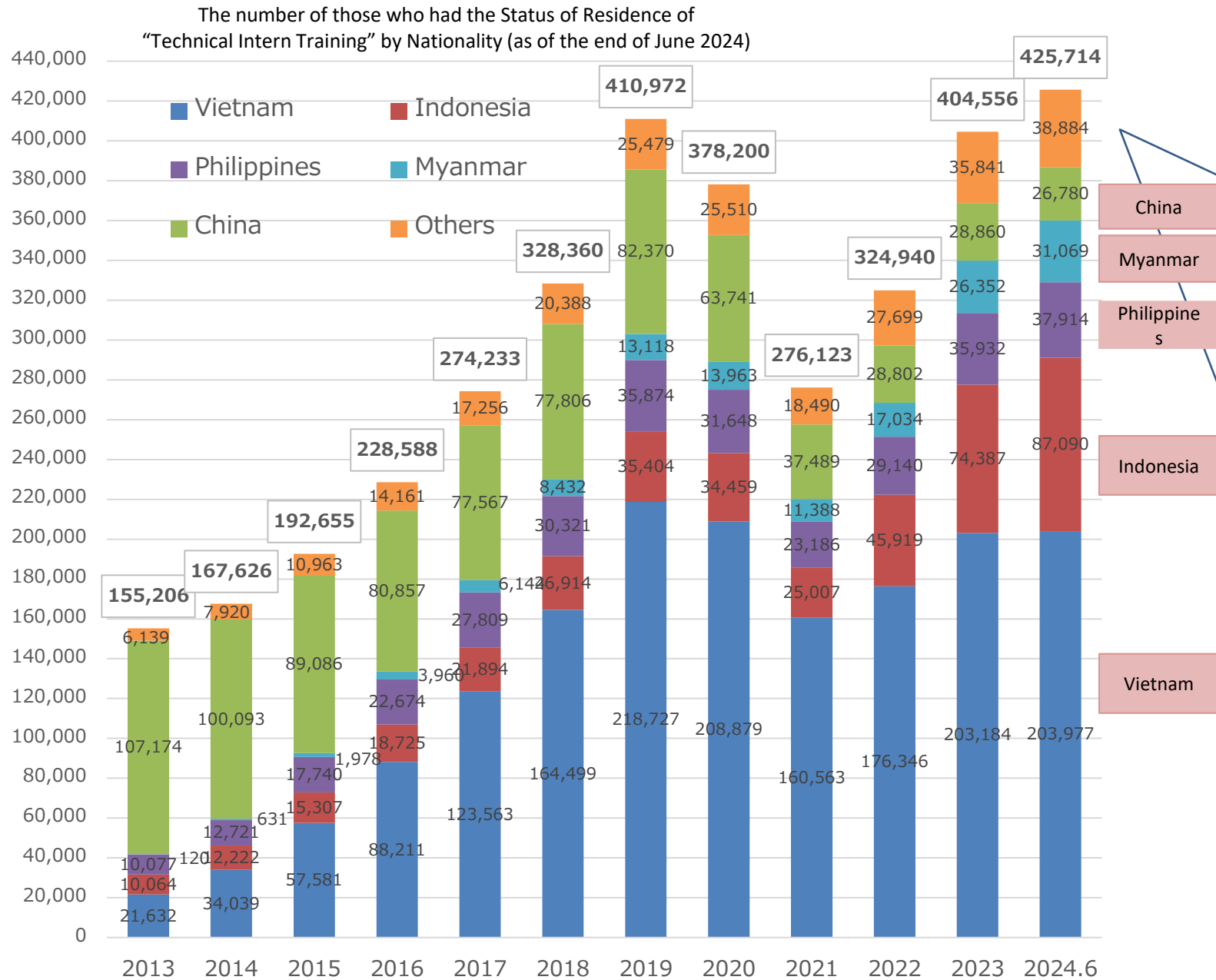


# Technical Intern Training Program



Organization for  
Technical Intern Training

# Trends in the Number of Technical Intern Trainees by Nationality



## Breakdown of "Others"

Country	No.of trainees
Cambodia	14,913
Thailand	12,025
Nepal	2,704
Mongolia	2,671
Sri Lanka	2,088
Laos	1,436
Bangladesh	1,410
India	884
Uzbekistan	304
Pakistan	123
Kyrgyzstan	83
Malaysia	54
Peru	52
South Africa	51
Mexico	49
Timor-Leste	14
Taiwan	8
Czech Republic	7
Brazil	4
Ukraine	2
Slovakia	1
Stateless	1

(Data from Ministry of Justice)

# Contents of the Revision of the Technical Intern Training Program

Strengthen management and supervisory system and protect technical intern trainees in order to accomplish the purpose of this program, contributing to the development of human resources who would lead the economic development of their home country.

## Old system

- (1) The duties and responsibilities of supervising and implementing organizations are unclear, and the implementation systems are insufficient.
- (2) The Japan International Training Cooperation Organization (JITCO), a private organization, conducts on-site inspections without any legal authority.
- (3) The system to protect technical intern trainees is not sufficient.
- (4) The guidance and supervision of, and cooperation between the competent government agencies are not sufficient.
- (5) There are improper sending organizations such as collecting deposit from candidate trainees

## Under the new Act (Technical Intern Training Act)

(MOJ, MHLW  
Joint Jurisdiction)

- (1) Apply a **license system** to supervising organizations, a **notification system** to implementing organizations, and an **accreditation system** to every technical intern training plan
- (2) Establish “Organization for Technical Intern Training (OTIT)” (**authorized legal entity**), which performs duties such as requesting reports from supervising organizations and conducting on-site inspections
- (3) Establish **reporting counters**, introduce **penalties** against violations of human rights or other similar acts, and provide more **effective support to technical intern trainees in transferring to other implementing organizations**
- (4) **Request the cooperation** of the competent government agencies and prefectural governments **based on industrial laws** and establish **regional councils** consisting of these government agencies for cooperation
- (5) In order to remove improper sending organizations, try to make **MOC** (Memorandum of Cooperation) with sending countries.

## Main points for Excellent Organizations

- (1) Extension of the training period for Excellent Organizations
- (2) Raising the upper limit of the number of trainees received by Excellent Organizations
- (3) Expansion of job categories subject to TITP

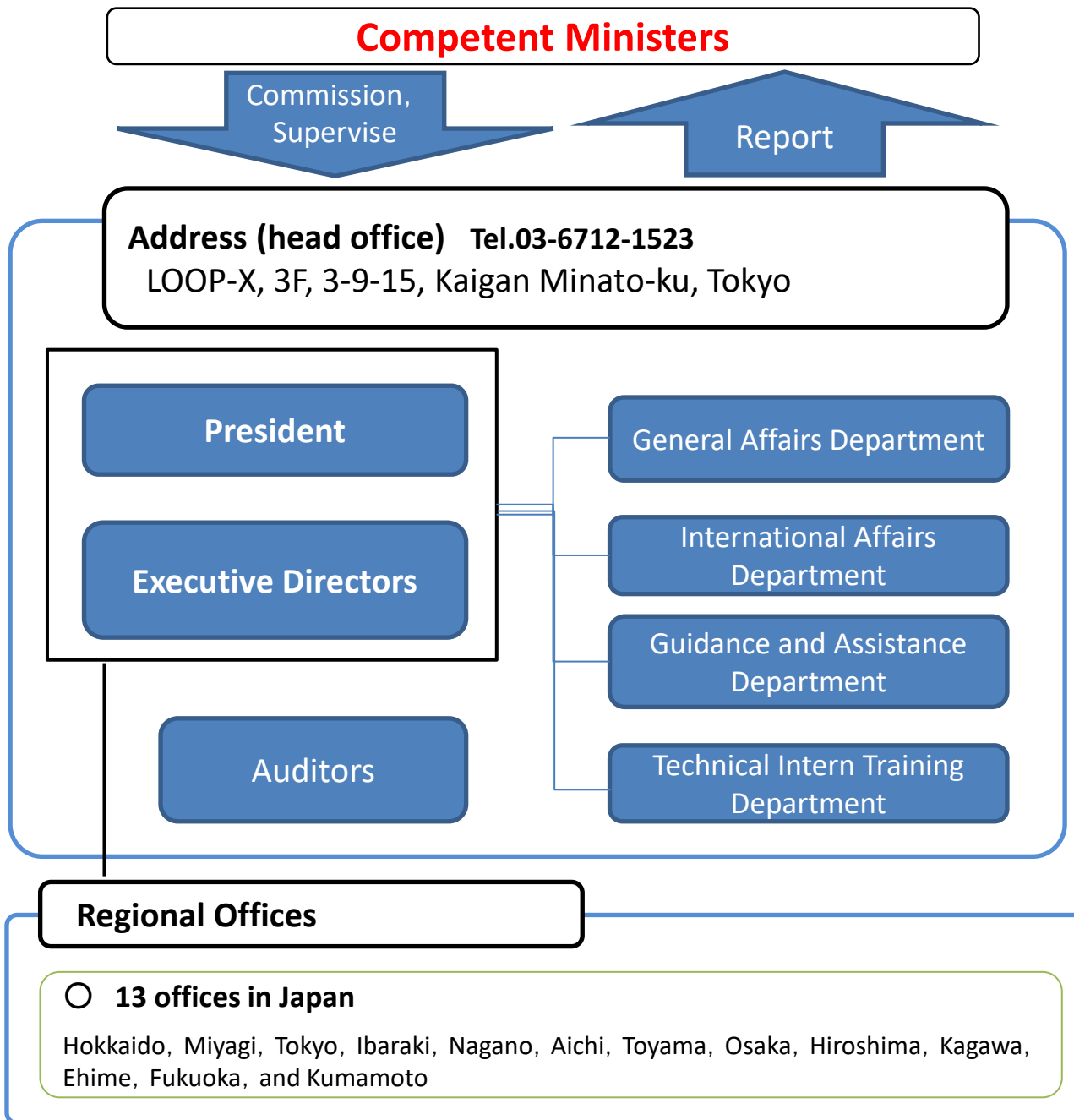
**Three years ⇒ Five years** (practical training up to two years after returning home)

Doubling the upper limit of the number of trainees received in accordance with the number of full-time employees (**up to 5% ⇒ up to 10%**)

Job categories limited by region / Enterprise’s own job categories (Utilization of intra company certification) / Measures for plural job training  
Adding new job categories and operations occasionally

“Excellent Organizations” are supervising organizations and implementing organizations that satisfy certain requirements concerning the passing rate of trade skills tests, guidance and consultation system, etc., not to mention no violation of laws and regulations

# O T I T (Organization for Technical Intern Training)



## Type of organization

- **Legal entity**  
(Competent ministers approve its establishment)

## Functions

- **Accrediting technical intern training plans**
- **Examining license applications of supervising organizations**
  - Receiving notifications from implementing organizations
- **Requesting reports from implementing organizations and supervising organizations, and conducting on-site inspections**
  - On-site inspections of every supervising organization (about 3,700 supervising organizations) every year
  - On-site inspections of every implementing organization (about 65,000 implementing organizations) every 3 years
- Receiving various reports on technical intern training (audit reports from supervising organizations, reports in case of difficulties, implementation status reports from implementing organizations, etc.)
- **Providing consultation, assisting and protecting technical intern trainees**
- Researching on the Technical Intern Training Program

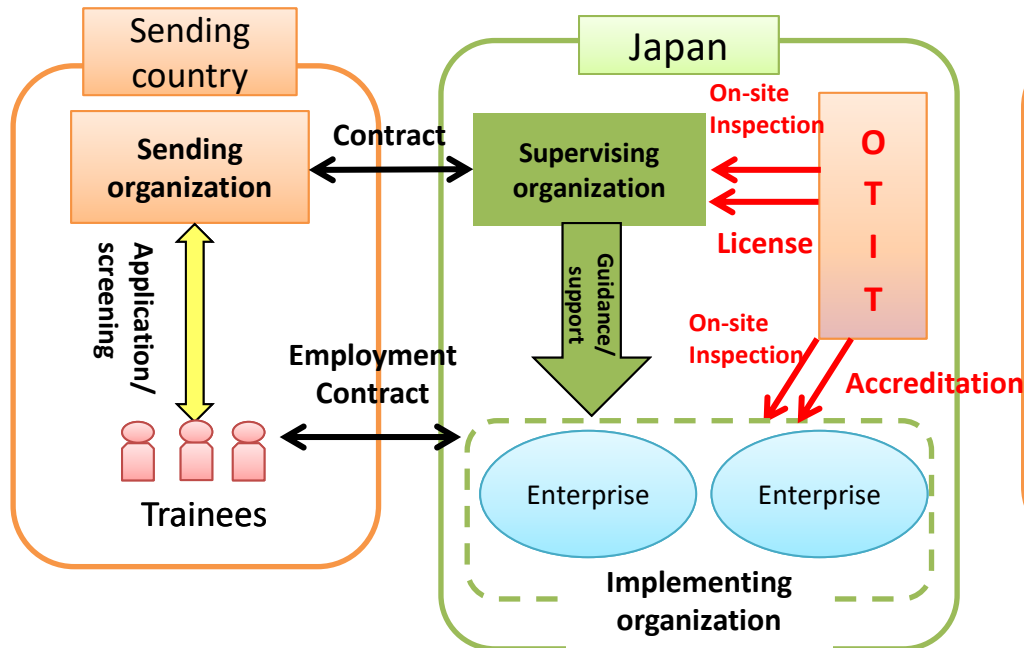
# Structure of Technical Intern Training Program

- Technical Intern Training Program aims to contribute to developing countries by accepting people from these countries for a certain period of time (maximum 5 years) and transferring skills through OJT. (This program was established in 1993.)
- Approximately 400,000 technical intern trainees (as of the end of 2023) reside all over Japan, and labour-related regulations are applied to them under employment relationships except the lecture period just after the entry.

## Types of Technical Intern Training Program

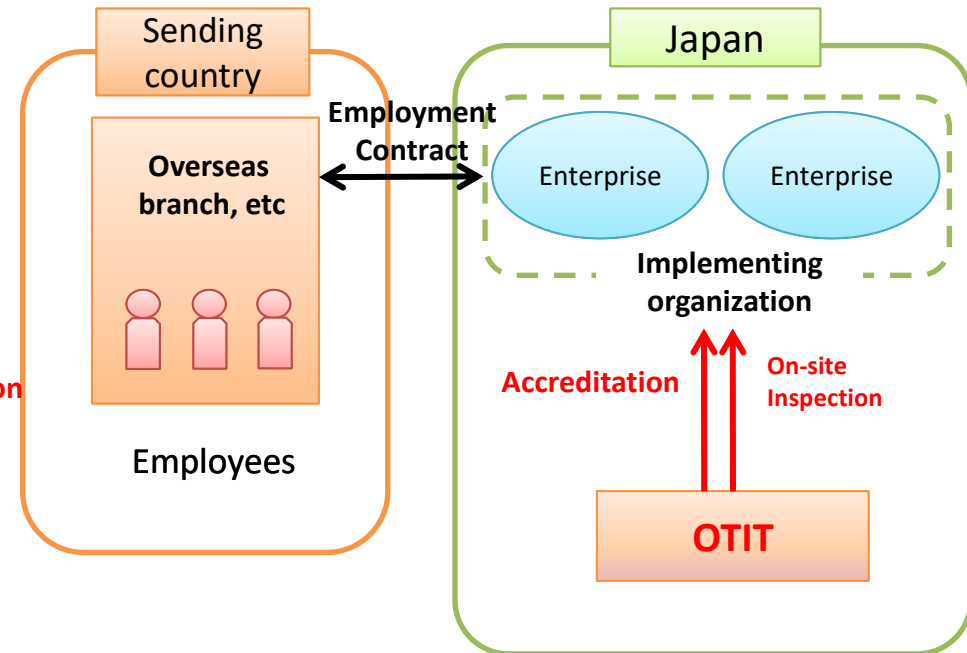
### 【Supervising Organization Type】

Non-profit supervising organizations (chambers of commerce, etc.) accept Technical Intern Trainees and each implementing organization conducts the training.

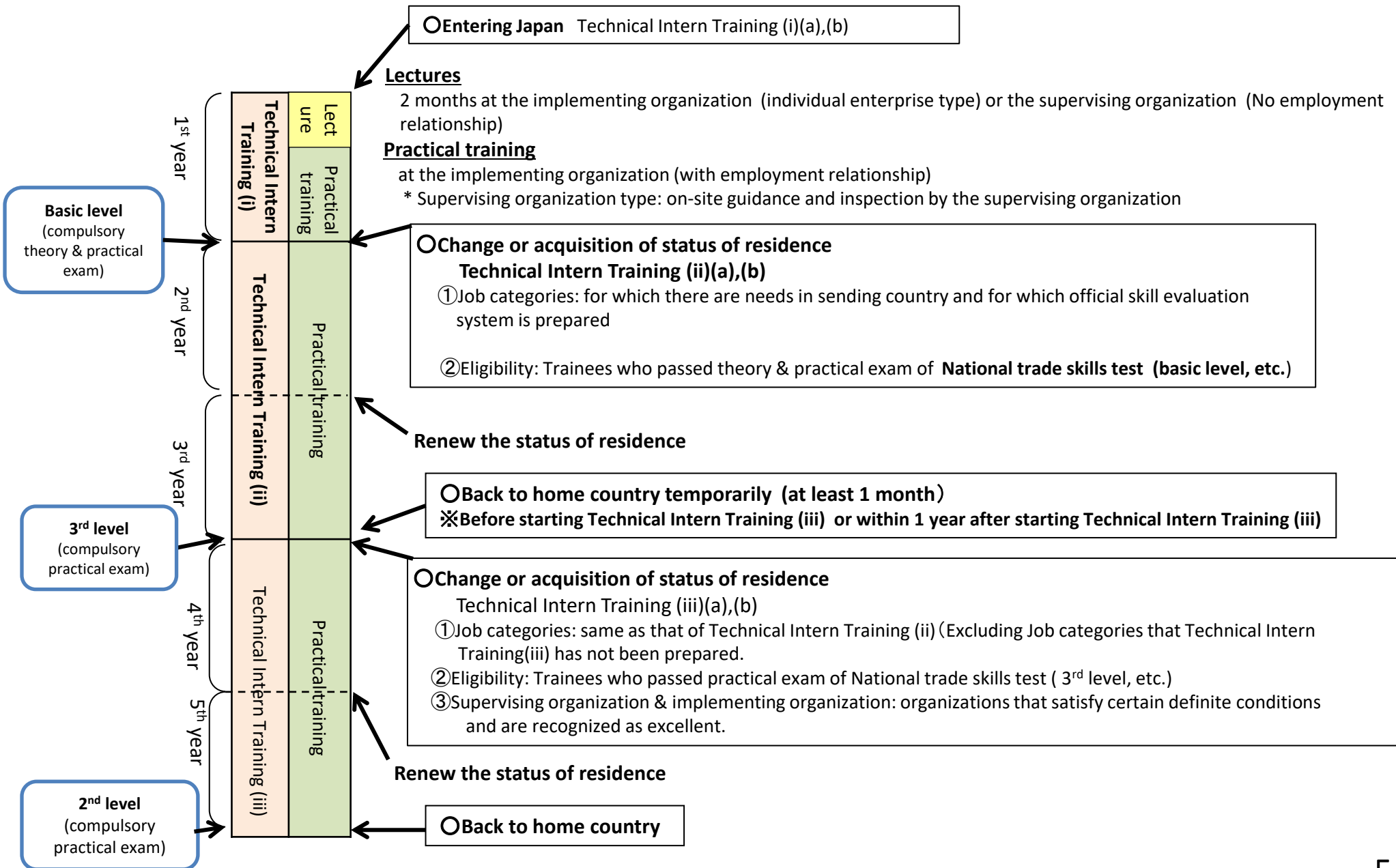


### 【Individual Enterprise Type】

Japanese companies (Implementing Organizations) accept staff members of their overseas offices, joint-ventures or business associates, and conduct the training



# Flow of the Technical Intern Training Program



Job categories & operations eligible for shifting to Technical Intern Training eligible in 91 Job categories as of 30 September 2024)

1. Agriculture and Forestry (7 operations in 3 job categories)

Job categories	Operations
Cultivation agriculture ●	Facility horticulture
	Upland field cropping/ Vegetable growing
	Fruit growing
Livestock agriculture ●	Hog raising
	Poultry farming(collecting chicken eggs)
	Dairy
Forestry	Silviculture/Production of logs

2. Fishery (10 operations in 2 job categories)

Job categories	Operations
Fishing boat fisheries ●	Skipjack pole and line fishery
	Long-line fishery
	Squid jigging
	Purse seine fishery
	Trawl and seine net fishery
	Gill net fishery
	Set net fishery
	Crab and shrimp basket fishery
	Stick-held-dipnet fishery△
	Scallop and oyster farming
Aquaculture ●	

3. Construction (33 operations in 22 job categories)

Job categories	Operations
Well drilling	Percussion type well drilling operation
	Rotary type well drilling operation
Building sheet metal work	Duct sheet metal operation
	Interior and exterior sheet metal operation
Freezing and air conditioning apparatus installing	Freezing and air harmonizing equipment installation work
Fixture making	Hand processing work of wooden fixture
Carpentry	Carpentry construction work
Frame working	Framing construction work
Reinforcing bar construction	Assembling reinforced rod bar work
Scaffolding	Scaffolding building work
Building stone construction	Stone processing work
	Work of putting out stones
Tiling	Tiling work
Tile roofing	Tile-roofing work
Plastering	Plasterers work
Plumbing	Construction piping work
	Plant piping work
Heat insulation	Heat-retention and cool-retention construction work
Interior finishing	Plastic-material floor finishing construction work
	Carpeting floor finishing construction work
	Metal-made foundation construction work
	Board finishing construction work
	Curtain installation work
Sash setting	Building sash installation work
Waterproofing	Sealing water-proof construction work
Concrete pressure feeding	Concrete pressure transfer construction work
Well point construction	Well-point construction work
Paper hanging	Painting work
Application of construction equipment ●	Dozing work
	Loading work
	Excavating work
	Road rolling work
Furnace installation	Furnace installation work

4. Food Manufacturing (18 operations in 11 job categories)

Job categories	Operations
Can seaming for canned foods ●	Can seaming for canned foods
Poultry processing industry ●	Poultry processing
Marine Heated fishery processed foodstuff manufacturing work ●	Extract manufacturing
	Heated dried product manufacturing
	Flavored product manufacturing
	Smoked product manufacturing
	Salted product manufacturing
Non-heated fishery processed foodstuff manufacturing work ●	Dried product manufacturing
	Fermented foodstuff manufacturing
	Half cooked product manufacturing
	Raw food product manufacturing
	Boiled fish paste producing work
Fish paste making	
Beef and pork processing industry ●	Primal cut of beef and pork processing
	Retail cut of meat processing work of beef and pork△
Ham, sausage and bacon making	
Production work of ham, sausage and bacon	
Bread Baking	
Bread baking work	
Ready-made meal manufacturing work ●	
Ready-made meal processing	
Agricultural pickles processing ● △	
Agricultural pickles processing work	
Meal processing for Medical and welfare facilities ● △	
Meal processing work for Medical and welfare facilities	

5. Textile (22operations in 13 job categories)

Job categories	Operations
Spinning operation ●	Pre-spinning work
	Spinning process
	Winding process
	Twisting and doubling work
Weaving operation ●	Sizing and warping work
	Weaving process
	Inspecting work
Dyeing	Thread permeation dyeing work
	Fabric and knit dyeing
Knit goods manufacturing	Socks producing work
	Round knitting producing work
Warp knitted fabrics manufacturing ●	Warp knitting producing work
Ladies' and children's dress making	Sewing work of ready-made clothes for ladies and children
Tailoring men's suit making	Sewing work of men's ready-made clothes
Underwear manufacturing ●	Underwear manufacturing operation
Bedclothes making	Bedding products work
Carpet manufacturing ● △	Woven carpet producing work
	Tufted carpet producing work
	Needle punched carpet producing work
Canvas product making	
Canvas cloth products related work	
Cloth sewing	
Dress-shirt producing work	
Seat product sewing ●	
Car seat product sewing work	

6. Machinery and Metals(34 operations in 17 job categories)

Job categories	Operations
Casting	Casting iron and article operation
	Casting nonferrous metal and article operation
Forging	Hammer type forging operation
	Press type forging operation
Die casting	Hot chamber die-cast work
	Cold chamber die-cast work
Machining	Engine Lathe operation
	Milling machine operation
	Numerical Control Lathe Operation
	Machining Center Operation
Metal press operation	
Metal press operation	
Iron work	
Steel processing operation for structure	
Factory sheet metal work	
Machine sheet metal operation	
Electroplating	
Electric plating work	
Meltdown zinc plating work	
Aluminum anodizing	
Anode oxidation treatment work	

6. Machinery and Metals(continue)

Job categories	Operations
Finishing	Melting equipment finishing work
	Metal mold finishing work
	Machine assembling finishing work
Machine inspection	Machine inspection work
Machine maintenance	Machine maintenance work
Electronic equipment assembling	Electronic devices assembling work
Electric equipment assembling	Spinning electric machine assembling work
	Transformer assembling work
	Control panel and distribution panel assembling work
	Open-close control device assembling work
Print wiring board manufacturing	Spinning electric cord-reel producing work
	Print distribution panel design
Print distribution panel production	
Aluminium Rolling , Extrusion Product Manufacturing	Drawn processing work
	Finishing work
Metal Heat Treatment ●	Bulk metal treatment work
	Surface heat treatment (carburizing, carbonitriding, nitriding) work
	Partial heat treatment (Induction heat treatment, Flame heat treatment) work

7. Others (38 operations in 21 job categories)

Job categories	Operations
Furniture making	Hand processing on furniture making
Printing	Off-set printing work
	Gravure printing ● △
Book binding	Binding work
Plastic molding	Compressing forming work
	Injection forming work
	Inflation forming work
	Blow forming work
Reinforced plastic molding	Hand-loaded layer forming work
Painting	Construction painting work
	Metal painting work
	Metal bridge painting work
	Spray painting work
Welding ●	Manual welding
	Semi-automatic welding
Industrial packaging	Industrial wrapping work
Carton box and corrugated card board box making	Printing box punching work
	Printing box producing work
	Paste box producing work
	Cardboard producing work
Industrial manufacturing of pottery ●	Roller jigger forming work
	Pressure casting work
	Pad printing work
Automobile repair and maintenance ●	Automobile repair and maintenance work
Building cleaning management	Building cleaning management work
Care worker ●	Care worker
Linen supply ● △	Linen supply finishing work
Precast concrete manufacturing ●	Precast concrete manufacturing work
Accommodation ● △	Hospitality/Sanitary management
Refuse derived paper & plastics densified fuel making ●	Refuse derived paper & plastics densified fuel work
Railway facility maintenance ●	Track maintenance
Rubber product manufacturing ● △	Molding processing work
	Extrusion processing work
	Mixing & Rolling processing work
	Composite laminate processing work
Rolling stock maintenance ●	Maintenance of bogie system
	Maintenance of brake system
Wood processing ● △	Sawing work

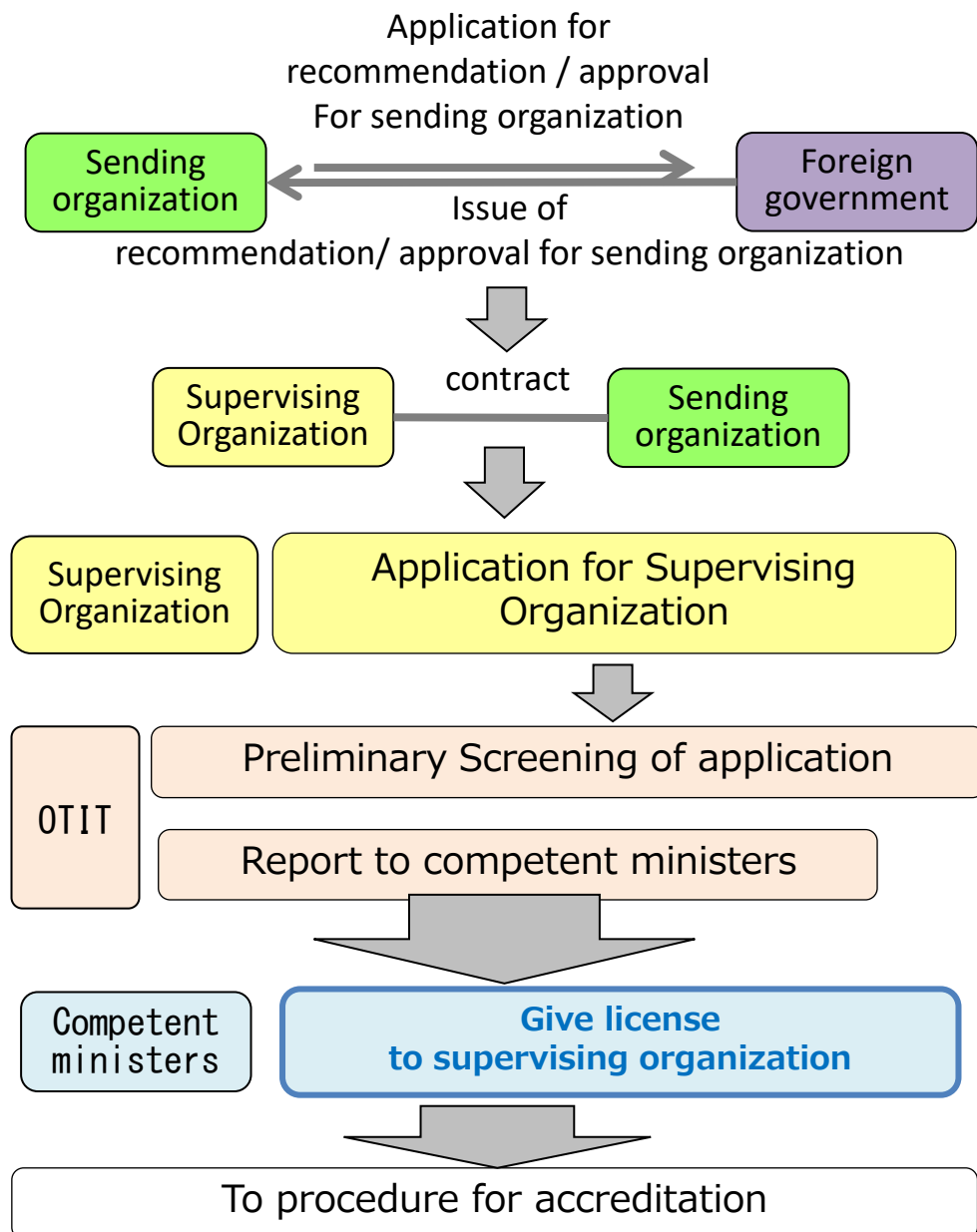
○ Job categories/Operations in-house test type (4 operations in 2 job categories)

Job categories	Operations
Airport ground handling ●	Aircraft ground support work
	Cargo handling work
	Cabin cleaning work△
Boiler maintenance ● △	Boiler maintenance

Job categories marked with ● indicate ones pertaining to technical intern training evaluation examination,  
Job categories and Operations marked without △indicate the ones enable up to Technical Intern Training (iii).

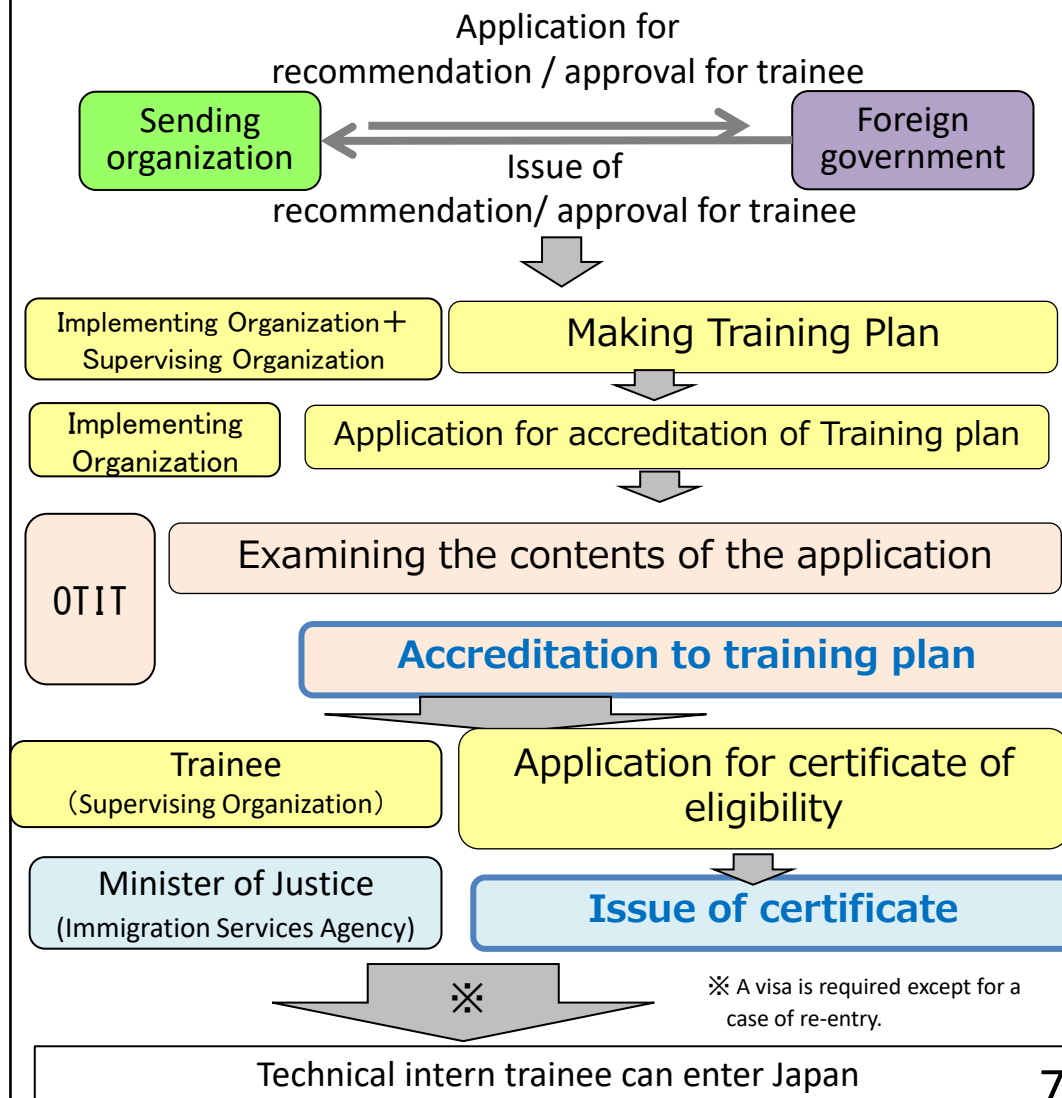
# Procedures of application for License / Accreditation

## License for Supervising Organization



## Accreditation for Technical Intern Training Plan

※ After the commencement of MOC, procedure of foreign government can be changed.





# Criteria for Accreditation of the Technical Intern Training Plan

- A person who intends to conduct technical intern training shall prepare a technical intern training plan for each technical intern trainee, and shall submit it in order to seek accreditation. The criteria for accreditation have been established in order to ensure the appropriateness of the technical intern training plan. (Article 9 of the Act)

## Main criteria to be met for accreditation of the Technical Intern Training Plan

- ① **The skills, etc. which the technical intern trainee is to acquire would be difficult to acquire in the home country of the technical intern trainee**
- ② **Goals of the technical intern training**
  - (Goal of technical intern training (i)): to pass the practical test and paper test of the basic trade skills test or an equivalent technical intern training evaluation examination, etc.
  - (Goal of technical intern training (ii)): to pass the practical test of the grade 3 trade skills test or an equivalent technical intern training evaluation examination
  - (Goal of technical intern training (iii)): to pass the practical test of the grade 2 trade skills test or an equivalent technical intern training evaluation examination
- ③ **Content of the technical intern training (\*)**
  - The skills, etc. cannot be acquired mostly through the repetition of simple work.
  - In cases of technical intern training (ii) and technical intern training (iii), they are related to the occupations and operations listed in the Appended Table of the ordinance of the competent ministries.
  - It is work that is normally performed at the place of business which conducts the technical intern training.
  - In cases relating to occupations and operations subject to transfer the required work is one-half or more of the total number of hours spent engaging in the work, the related work is one-half or less of the total number of hours spent engaging in the work, and the peripheral work is one-third or less of the total number of hours spent engaging in the work.
  - The technical intern trainee has experience of engaging in the same kind of work in a foreign country as the work the trainee intends to engage in while in Japan, or there are special circumstances necessitating the technical intern trainee engage in the technical intern training (only in cases pertaining to supervising-organization-type technical intern training).
  - The technical intern trainee plans to engage in work requiring the skills etc. acquired in Japan after returning to his or her home country.
  - In cases of technical intern training (iii), the technical intern trainee returned to his or her home country for one month or more after completion of technical intern training (ii), or for one month or more and less than one year within one year after starting technical intern training (iii).
  - The technical intern trainee or a family member, etc. has not entered into a contract which stipulates the paying of a deposit or penalties, etc. (this shall be made clear through a document prepared by the technical intern himself/herself).
  - Post-entry lectures on subjects such as Japanese language, and immigration and labor related laws and regulations shall be conducted for technical intern trainees (i).
  - In cases of multiple occupations, these are all occupations subject to transfer, they are related to each other, and there is a rational reason as to why they should be implemented together.

- ④ The period of implementing the training (within one year for technical intern training (i), and within two years for technical intern training (ii) and (iii))
- ⑤ The goals set for the technical intern training at the previous stage (the goal of technical intern training (i) for technical intern trainees (ii), and the goal of technical intern training (ii) for technical intern trainees (iii)) have been achieved.
- ⑥ Implementation of appropriate evaluation of the skills, etc. (to be evaluated through a trade skills test or a technical intern training evaluation examination, or other equivalent examination)
- ⑦ Establishment of an appropriate structure and equipment for the place of business and appointment of managers (\*)
  - Appointment of the following persons for each place of business
    - “Technical intern training manager” (person in charge of the implementation of the technical intern training): a full-time officer or employee who is able to be in the position of supervising the staff involved in the technical intern training and who has completed the course for technical intern training managers within the past 3 years.
    - “Technical intern training instructor” (person responsible for instruction for the technical intern trainees): a full-time officer or employee who has at least 5 years experience with regard to the skills which the trainee is to acquire (a person who belongs to a place of business where technical intern training is conducted).
    - “Living guidance instructor” (person responsible for everyday living guidance for the technical intern trainees): a full-time officer or employee (a person who belongs to a place of business where technical intern training is conducted).
  - The applicant has not committed an act of human rights violation or used a forged or altered document within the past 5 years
  - The place of business is equipped with the machinery, equipment, and other facilities necessary for the acquisition of the skills
- ⑧ The implementing organization is to undergo supervision from a supervising organization that has obtained a license <in the case of supervising-organization-type technical intern training>
- ⑨ Ensuring appropriate treatment of the technical intern trainees, such as paying no less remuneration than a Japanese national would receive for the same kind of work (\*)
  - The amount of remuneration is no less than a Japanese national would receive for the same kind of work (documents must be attached to prove this, and the applicant must be asked to give an explanation).
  - Appropriate accommodation facilities have been secured, and measures have been taken to enable the technical intern trainees to concentrate on their post-entry lectures.
  - An agreement has been reached with the technical intern trainee on an appropriate amount with regard to the expenses to be paid for regularly by the technical intern trainee regardless of whether they are food expenses, accommodation expenses, or other expenses (a description of the items and amount of the costs must be given in the technical intern training plan, A document should be attached indicating that the technical intern trainee has understood and that the amount is appropriate).
- ⑩ Compliance with the requirements of excellence <Cases of technical intern training (iii) > (See Attachment 1)
- ⑪ Must not be in excess of the maximum number of technical interns to be accepted (\*) (See Attachment 2)

(\*) With regard to ③ ⑦ ⑨ ⑪, in cases where the competent minister for the business pertaining to specific occupation has specified additional requirements through a public notice, the implementing organization -or the supervising organization for the occupation is also required to meet the criteria of the additional requirements.

# Licensing Criteria for the Supervising Organizations

- A person who intends to conduct supervision business is required to obtain license-from the competent minister. Licensing criteria have been established for the license, and license will not be granted unless the criteria have been met. (Article 23 and Article 25 of the Act)

## Main licensing criteria for the supervising organizations

### ① A juridical person not for the purpose of profit (\*)

A Chamber of Commerce and Industry, Chamber of Commerce, Small Business Association, vocational training corporation, agricultural cooperative, fisheries cooperative association, public interest incorporated association or public interest incorporated foundation, etc.

### ② Sufficient ability to adequately execute business in accordance with the criteria for conducting the work of a supervising organization (the following I-IV are representative examples) (\*)

I. Periodic audits of the implementing organization of the technical intern training (the frequency with which the audit must be conducted is at least once every three months as with the current program, and the audit must be conducted through the following methods)

- a. Onsite check of the implementation status of the technical intern training
- b. Receipt of reports from the technical intern training manager and technical intern training instructor
- c. Interviews with at least one-quarter of the currently enrolled technical intern trainees
- d. Checking of the facilities at the place of business, and inspection of the books and records, and other articles.
- e. Checking of the accommodation facilities and other living environment of the technical intern trainees

II Implementation of post-entry lectures for technical intern trainees (i) (clarification that it can be entrusted to an appropriate person)

III Guidance on preparing the technical intern training plan

- For the guidance, checking of the place of business which will be implementing the technical intern training and the accommodation facilities for the technical intern trainees
- From the perspective of ensuring the technical intern trainees acquire the skills, etc. appropriately and effectively, a person who has a certain amount of experience pertaining to the skills, etc. is to be put in charge of the guidance.

IV Responses to consultations from the technical intern trainees (giving of advice, guidance and taking of other necessary measures in order to respond appropriately to a consultation from a technical intern trainee.)

### ③ Existence of a financial base which is sufficient to ensure sound implementation of the supervision business

### ④ Necessary measures are being taken to properly manage personal information

### ⑤ Implementation of measures for external officers or external audits

### ⑥ A contract pertaining to mediation for technical intern trainees has been entered into with a sending organization in a foreign country which meets the criteria

### ⑦ Compliance with the requirements of excellence <Cases of conducting supervision business for technical intern training (iii) > (See Attachment 1)

### ⑧ In addition to ① to ⑦, possessing the capability to properly carry out the supervision business

The supervising organization shall be deemed not to have the capability to properly carry out the supervision business if it does not satisfy the following items

- A supervision fee of an appropriate type and amount is collected after a clear indication of the use and amounts has been given beforehand (Article 28 of the Act)
- It has not let another person carry out the supervision business through use of its name (Article 38 of the Act)
- An appropriate supervision manager has been appointed for each place of business (Article 40 of the Act) \* The supervision manager must be a full-time employee who belongs to the place of business and has the capability to properly carry out the work for supervision managers. In addition, the supervision manager must be a person who has completed a course for supervision managers within the past 3 years.

(\*) With regard to ① and ②, in cases where the minister having jurisdiction over the business has specified the requirements through a public notice, the supervising organization for the occupation is required to meet the criteria of the requirements.

- For implementing organizations, compliance with the criteria specified in an ordinance of the competent ministries as meeting the required high standards of capability to have the technical intern trainees acquire the skills, etc. (Article 9, item (x) of the Act)
- For supervising organizations, compliance with the criteria specified by an ordinance of the competent ministries as meeting the high standards of capability to conduct the audit of the implementation status of the technical intern trainees, and other work (Article 25, paragraph (1), item (vii) of the Act)

In both cases, if the score is 60% or more of the total score, the organization will be deemed to comply with the criteria for excellent implementing organizations or supervising organizations.

Requirements of excellent implementing organizations

(Full score: 150 points)

- ① Achievements relating to acquisition of skills, etc. (70 points)
  - Pass rate of the basic trade skills test, grade 3 trade skills test and grade 2 trade skills test in the past 3 years, etc.
- ② Structure to implement the technical intern training (10 points)
  - Record of training course attendance of the technical intern training instructors and living guidance instructors within the past 3 years
- ③ Treatment of technical intern trainees (10 points)
  - Comparison of the wages of the technical intern trainees and the minimum wage
  - Wage raise rate at each stage of the technical intern training
  - Efforts to improve the living environment for technical intern trainees
- ④ No violations of laws and regulations, or problems (5 points (deducted significantly if there has been any violation, etc.))
  - History of improvement orders, percentage of absconding trainees within the past 3 years
  - Whether or not there were any absconding trainees attributable to the fault of the implementing organization within the past 3 years
- ⑤ Consultation and support structure (45 points)
  - Securing of counselors who are able to provide consultations in the technical intern trainee's mother tongue
  - History of acceptance of trainees who had difficulty continuing their training at another organization etc.
- ⑥ Harmonious coexistence with the local community (10 points)
  - Japanese language education support for the trainees
  - Opportunities for interactions with the local community, and provision of opportunities to learn about Japanese culture

Requirements of excellent supervising organizations

(Full score: 150 points)

- ① Structure to conduct an audit of the implementation status of the technical intern training and other work (50 points)
  - Ratio of full-time officers and employees involved in the supervision business to the number of implementing organizations to be supervised
- Record of training course attendance of employees involved in the audit other than the supervision manager etc.
- ② Achievements related to acquisition of skills, etc. (40 points)
  - Pass rate of the basic trade skills test, grade 3 trade skills test and grade 2 trade skills test in the past 3 years etc.
- ③ No violations of laws and regulations, or (5 points (deducted significantly if there has been any violation, etc.))
  - History of improvement orders, percentage of absconding trainees within the past 3 years
- ④ Consultation and support structure (45 points)
  - Registering to the effect of cooperating with the acceptance of trainees for whom it has become difficult to continue with the technical intern training at another organization
  - History of acceptance of trainees who had difficulty continuing their training at another organization
  - Efforts to improve the living environment for technical intern trainees etc.
- ⑤ Harmonious coexistence with the local community (10 points)
  - Japanese language education support for the trainees
  - Opportunities for interactions with the local community, and provision of opportunities to learn about Japanese culture

## Basic fixed number of trainees

Total number of full-time staff of the implementing organization	Number of technical intern trainees
301 or more	1/20 of the total no. of full-time employees
Between 201 and 300	15 trainees
Between 101 and 200	10 trainees
Between 51 and 100	6 trainees
Between 41 and 50	5 trainees
Between 31 and 40	4 trainees
30 or less	3 trainees

## Basic fixed number of trainees under the old system (reference)

Total number of full-time staff of the implementing organization	Number of technical intern trainees
301 or more	1/20 of the total no. of full-time employees
Between 201 and 300	15 trainees
Between 101 and 200	10 trainees
Between 51 and 100	6 trainees
50 or less	3 trainees

## Fixed number of trainees (supervising-organization-type)

\* The number of full-time staff does not include technical intern trainees ((i), (ii), or (iii))

For Normal Implementing Organizations		For Excellent Implementing Organizations		
Technical intern trainees (i) (1 year)	Technical intern trainees (ii) (2 years)	Technical intern trainees (i) (1 year)	Technical intern trainees (ii) (2 years)	Technical intern trainees (iii) (2 years)
Basic fixed number of trainees	Double the basic fixed number	Double the basic fixed number	Four times the basic fixed number	Six times the fixed number

## Fixed number of trainees (individual-enterprise-type)

Enterprises	For Normal Enterprises		For Excellent Enterprises		
	Technical intern trainees (i) (1 year)	Technical intern trainees (ii) (2 years)	Technical intern trainees (i) (1 year)	Technical intern trainees (ii) (2 years)	Technical intern trainees (iii) (2 years)
Enterprises that the Director General of Immigration Services Agency and the Minister of Health, Labor and Welfare recognize as having a structure that allows continuous and stable technical intern training	Basic fixed number of trainees	Double the basic fixed number	Double the basic fixed number	Four times the basic fixed number	Six times the basic fixed number
Enterprises other than those above	1/20 of the total no. of full-time staff	1/10 of the total no. of full-time staff	1/10 of the total no. of full-time staff	1/5 of the total no. of full-time staff	3/10 of the total no. of full-time staff

- In addition, neither supervising-organization-type nor individual-enterprise-type technical intern training may exceed the number of trainees given below. ((Technical intern trainees (i) the total no. of full-time staff; technical intern trainees (ii): double the total no. of full-time staff; technical intern trainees (iii): triple the total no. of full-time staff)
- For occupations with special circumstances, the number of trainees provided for in the notice specified by the competent minister for the business pertaining to the specific occupation-
- When accepting technical intern trainees who have transferred from another implementing organization due to unavoidable circumstances, it is possible to accept them separately from the above number of trainees.

## Requirements of the Previous Experience (Regarding Article 10, paragraph (2), item (iii) (e) of the Ministerial Ordinance)

Under the supervising-organization-type, the technical intern trainees are required to have ‘experience of engaging in the same kind of work in a foreign country as the work to be engaged in while in Japan’, or ‘special reasons to engage in the supervising-organization-type technical intern training’. (Article 10, paragraph (2), item (iii)(e) of the Ministerial Ordinance)

### Experience of engaging in the same type of work

A technical intern trainee is required to have experience in the sending country of engaging in the work related to the skills that the trainee intends to mainly acquire through the technical intern training in Japan. However, the names of the work in the sending country and in Japan do not need to be identical.

### Special reasons to engage in supervising-organization-type technical intern training

#### **① Having completed a curriculum related to the same type of work at an educational institution (including cases of expected completion)**

Any type of institution is acceptable, but the period of education needs to be at least **six months or 320 hours**. It is also necessary to submit all the following documents.

- Documents giving a summary of the educational institution (showing that the content of education is relevant)
- Documents certifying that the trainee has completed the relevant curriculum at the educational institution (including proof of expected completion)

#### **② Being able to give a detailed explanation of the necessity to engage in the training, and having received the minimum training required for the training**

The examples of “a detailed explanation” are as follows.

- Need to engage in the training to take over the family business
- Need to engage in the training because of hoping to work in a rapidly growing field in the home country

In such cases, it is necessary to submit a written statement of reasons that concretely describe the necessity to engage in the technical intern training.

In addition, **the minimum training needs to be at least 320 hours over a period of at least 2 months, of which at least 160 hours over a period of at least 1 month must be Pre-entry lecture and at least 160 hours over a period of at least 1 month must be a course (both classroom learning and practice are acceptable ) related to the technical intern training.**

#### **③ Being recognized that there is a particular need for technical cooperation between the implementing organization or supervising organization, and the sending country**

In this case, it is recognized that the implementation of the technical intern training is based on an agreement to the effect of human resources development utilizing the technical intern training program between the implementing organization or supervising organization, and a public organization of the sending country. It is necessary to submit materials that demonstrate the necessity of technical cooperation between these organizations.

# Requirements of Sending Organizations of Foreign Countries

## ○ The term, "Sending Organizations of Foreign Countries" (Article 23, Paragraph 2, Item 6 of the Act)

It is the organization that conforms to requirements specified by the ordinance of the competent ministries as an organization being able to forward applications for a job pertaining to supervising organization type technical intern training from the people who would like to be a supervising organization type technical intern trainee.

## Requirements of Sending Organizations of Foreign Countries

- (1) Being recommended from a public body of the sending country as an organization that is able to appropriately forward applications for technical intern training to Japanese supervising organizations
- (2) Appropriately selecting only the people who would like to receive technical intern training after understanding the purpose of the program, and then sending them to Japan
- (3) Regarding commission fees and other costs collected from technical intern trainees, making public the calculation criteria after clearly establishing the criteria, as well as clearly specifying these costs to technical intern trainees and making sure they fully understand
- (4) In order for the people who returned to their country after completing technical intern training to appropriately utilize the acquired skills, implementing necessary support such as finding a job
- (5) Responding to requests, including cooperation in follow-up surveys, from the Minister of Justice, the Minister of Health, Labour and Welfare, or the organization for Technical Intern Training
- (6) The relevant organization and its officers should not have the experience of being sentenced to imprisonment or a more severe punishment or an equivalent punishment under the laws and regulations of Japan or a foreign state where the organization is located within the preceding five years
- (7) Conducting business regarding technical intern training in accordance with laws and regulations of the country where the organizations are located
- (8) Within the preceding five years, not taking control of money or other properties of technical intern trainees or their relatives in relation to sending the trainees to Japan, irrespective of collecting deposits or other nominal terms
- (9) Within the preceding five years, regarding default of a contract pertaining to technical intern training, not concluding a contract to enact penalties or a contract to unreasonably transfer money or other properties
- (10) Confirming that the acts of (8) and (9) have not been conducted to technical intern trainees or their families, etc.
- (11) Not having conducted acts, such as using forged or altered documents, in relation to the technical intern training program within the preceding five years
- (12) In addition, having other necessary abilities to appropriately forward applications for technical intern trainings to Japanese supervising organizations

## The Countries that created Memorandum of Cooperation

The government of the sending country examines whether or not sending organizations meet the above (1) - (12) requirements, and approves appropriate organizations.



# MOC (Memorandum of Cooperation)

## Purpose

To promote cooperation between Japan and sending countries to ensure proper and smooth technical intern training

## Main commitments

### Japanese side

- To properly give the license to supervising organizations and accredit technical intern training plans in accordance with the criteria described in the Technical Intern Training Act.
- To make the information about approved and revoked sending organizations publicly available. To accept only those technical Intern trainees who are sent by approved sending organizations.
- To notify the sending organization of the result when the Ministries of Japan revoke the license of a supervising organization or invalidate training plans, and issue an order against a supervising organization or an implementing organization.

### Sending Countries side

- To examine whether or not sending organizations meet the Approving Standards as follows
  - To appropriately select only those who are motivated to engage in training with understanding of the objectives of the Technical Intern Training Program
  - To provide trainees with necessary support such as finding a job after going back to their home country.
  - Not to collect deposit and to conclude any contracts that impose monetary penalties.
  - Not to do human rights infringement against trainees
- To notify the Ministries of Japan of the result when the Ministry of sending country revokes the approval.
- To conduct investigation, to provide necessary guidance and to report the result to the Ministries of Japan, when the Ministry of sending country receive a report on an improper sending organization by the Ministries of Japan.

### Both sides

- To hold periodical meetings about the Technical Intern Training Program

**16 countries signing on MOC**  
(As of October 2024)

Viet-Nam (June 2017), Cambodia (July 2017), India (October 2017), Philippines (November 2017), Laos (December 2017), Mongolia (December 2017), Bangladesh (January 2018), Sri Lanka (February 2018), Myanmar (April 2018), Bhutan (October 2018), Uzbekistan (January 2019), Pakistan (February 2019), Thailand (March 2019), Indonesia (June 2019), Nepal (January 2024), Timor-Leste (October 2024)



If a supervising organization receives money not covered by the supervision fee from persons involved in the technical intern training including the sending organization (e.g., a supervising organization receives a kickback from the sending organization), the supervising organization is subject to **revocation of its license** and can be subject to penal provisions.

\* This action violates the provision of Article 28 of the Technical Intern Training Act, and the supervising organization is subject to revocation of its license, as well as to imprisonment with work for not more than 6 months or a fine of not more than 300,000 yen in accordance with the provision of Article 111 of the Technical Intern Training Act.

If a supervising organization concludes an improper contract with a sending organization such as one with a provision of imposing penalties on the sending organization for default of contract and one with a provision that brings unjustified profits, such as kickbacks, its license can be revoked.

\*For example, a contract to the effect that if a technical intern trainee has disappeared in Japan, the sending organization is supposed to pay money penalty to the supervising organization as a sanction.

# Protection of Technical Intern Trainees

## 1 Consultation system and support system

### **(1) Establish a report and consultation hotline in trainees' native languages**

- Trainees can use email as well as phone.
- ✂Chinese, Vietnamese, Indonesian, Filipino, English, Thai, Cambodian, Burmese

### **(2) Develop a support system to change implementing organizations**

- The Technical Intern Training Act obliges implementing organizations and supervising organizations to submit a form in case of facing difficulties to continue the technical intern training (Articles 19 and 33) and to take measures for the trainees to continue their training (Article 51).
- In response to consultation from trainees, OTIT offers support such as seeking new implementing organizations using available information.

### **(3) Offer trainees temporary accommodation facilities**

- In case that a trainee is unable to use accommodation facilities provided by the supervising organization or the implementing organization, OTIT offers the trainee temporary accommodations.
- OTIT helps the trainee find a new implementing organization.

### **(4) Help trainees do the procedure for taking examinations, such as the skill test**

- OTIT gives support, such as contacting designated testing agencies and grasping pass/fail results promptly, based on the application from supervising organizations

## **2 Penalties**

Penalties	Supervising organization	Implementing organization
Imprisonment for not less than one year but not more than 10 years, or a fine of not less than 200,000 yen but not more than 3,000,000 yen	① <u>Forcing a technical intern trainee to engage in technical intern training through the use of assault, intimidation, confinement, or any other means which unfairly restrict the mental or physical freedom of the technical intern trainee</u> (Article 46)	Similar provision in the Labor Standards Act (Article 5)
Imprisonment for not more than 6 months or a fine of not more than 300,000 yen	② <u>Stipulating penalties or predetermines compensations</u> (Article 47, paragraph 1) ③ <u>Entering into a contract assuming control of the savings of the technical intern trainee</u> (Article 47, paragraph 2)	Similar provision in the Labor Standards Act (Article 16, Article 18, paragraph 1)
	④ <u>Retaining the passport or residence card of a technical intern trainee</u> (Article 48, paragraph 1) ⑤ <u>Imposing unfair restrictions on the technical intern trainees' freedom in their personal lives</u> (Article 48, paragraph 2) ⑥ Subjecting the technical intern trainee to disadvantageous treatment, due to the trainee having reported the fact of violating the law to the Commissioner of the Immigration Services Agency and the Minister of Health, Labour and Welfare (Article 49, paragraph (2))	

\* With regard to ④, punishment imposed in cases of doing against the trainee's will.

\* With regard to ⑤, punishment imposed in cases of indicating dismissal or other labor-related disadvantages and putting a restriction on going out outside of the training hours.

# Consultation and information transmission for trainees

**“Native language consultation” provides trainees with consultation services in their native language by phone or email on the specified days of week. Phone and face-to-face consultation services are also available at regional offices and branch offices (weekdays 9:00 to 17:00). In addition, they can get information on various support for trainees in their native language on social media (Facebook, Twitter) and “Technical Intern Trainee Handbook” app (URL: <https://www.otit.go.jp/sns/index.html>).**

## Native language consultation

Any technical intern trainees can file a claim or consult in eight languages by phone, email, online call (Zoom), or letter. Telephone charges are free by using the toll-free number. From 21 April 2021, the dedicated desk (technical intern training SOS / emergency consultation desk \*) was opened to handle consultations on human rights violations such as assault and intimidation.

\* After dialing the following number, press "1" after the automatic voice announcement.

Language	Date & time	Tel. No. ※After hours, answering machine only	Native language consulting URL ※Use for Email consultation
Vietnamese	Mon- Fri: 11:00-19:00 Sat : 9:00-17:00	0120-250-168	<a href="https://www.support.otit.go.jp/soudan/vi/">https://www.support.otit.go.jp/soudan/vi/</a>
Chinese	Mon, Wed, Fri: 11:00-19:00	0120-250-169	<a href="https://www.support.otit.go.jp/soudan/cn/">https://www.support.otit.go.jp/soudan/cn/</a>
Indonesian	Tue, Thu: 11:00-19:00 Sat : 9:00-17:00	0120-250-192	<a href="https://www.support.otit.go.jp/soudan/id/">https://www.support.otit.go.jp/soudan/id/</a>
Tagalog	Tue, Thu: 11:00-19:00 Sat : 9:00-17:00	0120-250-197	<a href="https://www.support.otit.go.jp/soudan/phi/">https://www.support.otit.go.jp/soudan/phi/</a>
English	Tue, Thu: 11:00-19:00 Sat : 9:00-17:00	0120-250-147	<a href="https://www.support.otit.go.jp/soudan/en/">https://www.support.otit.go.jp/soudan/en/</a>
Thai	Thu: 11:00-19:00 Sun : 9:00-17:00	0120-250-198	<a href="https://www.support.otit.go.jp/soudan/th/">https://www.support.otit.go.jp/soudan/th/</a>
Khmer	Thu: 11:00-19:00	0120-250-366	<a href="https://www.support.otit.go.jp/soudan/kh/">https://www.support.otit.go.jp/soudan/kh/</a>
Burmese	Tue: 11:00-19:00	0120-250-302	<a href="https://www.support.otit.go.jp/soudan/mm/">https://www.support.otit.go.jp/soudan/mm/</a>