

**Guidelines on Procedures for Inviting Entities to Apply for Project Subsidy under the
Fiscal 2013 Supplementary Budget Project: “Project for Decommissioning and
Contaminated Water Management (Development of Investigation Technology of Inside
of RPV)”**

May 23,2014

Management Office of the Project for Decommissioning
and Contaminated Water Management

Management Office of the Project for Decommissioning and Contaminated Water Management invites entities to apply for project subsidy under the Fiscal 2013 Supplementary Budget Project “Project for Decommissioning and Contaminated Water Management (Development of Investigation Technology of Inside of RPV)” as outlined below. In applying for project subsidy, please refer also to the Subsidy Granting Rules.

1. Purpose of Project

The purpose of this Project is to improve the standard of Japanese science and technology and to carry out smoothly measures for decommissioning and contaminated water management by way of implementing projects that support the development of technology for decommissioning and contaminated water management.

2. Content of Project

This Project has to be implemented based on “Mid- and Long-Term Roadmap towards the Decommissioning of TEPCO's Fukushima Daiichi Nuclear Power Station1-4 Reactors”.

It is essential that fuel debris be retrieved and kept safely in custody towards decommissioning TEPCO's Fukushima Daiichi Nuclear Power Station (Hereafter referred to as Fukushima Daiichi Nuclear Power Station). According to the existing Road Map, it is planned that the retrieval of fuel debris is to be carried out by way of retrieving fuel debris after having been submerged in water from the upper part of the Reactor Pressure Vessel (Hereafter referred to as RPV). However, depending upon the location of fuel debris and conditions of equipment damages, this plan may become difficult to carry out and accordingly may have to be reviewed. For this reason, it is necessary to grasp in advance the locations and

configurations of fuel debris within RPVs and the conditions of structures, etc. inside reactors.

In this Project, conditions of the distribution of fuel debris, radiological dosage and damages to equipment within and around RPVs and etc. shall be investigated with a view to contributing to the subsidy project “Development of Technologies for Retrieval of Fuel Debris and Internal Structures”. Continued and repetitive coordination efforts shall be made with entities implementing projects on “Development of Technologies for Retrieval of Fuel Debris and Internal Structures”. And investigation shall be made on the timing of research as well as on the information to be acquired. Furthermore, having regard to the expected timing of retrieval of fuel debris, investigation plans shall be worked out so that the information required for retrieval from each reactor be provided at the earliest possible time and accordingly the plan for the development of investigation equipment required shall be prepared.

The specific matters to be implemented during the current fiscal year are as follows:

(1) Preparation of RPV Investigation Plan

In coordination with entities carrying out the subsidy project “Development of Technologies for Retrieval of Fuel Debris and Internal Structures” and etc., [1]information on RPVs required for the investigation of fuel debris retrieval shall be comprehensively collected and sorted out . [2]With a view to collecting such information, a plan for investigation on RPVs and their peripheral equipment shall be worked out. In so doing, (a) information to be collected, (b) schedules, (c) technological agendas and other necessary matters to be addressed and etc. shall be sorted out for each section in the investigation and consideration shall be given to ensure that necessary information per plant be obtained at an early time by having regard to the expected timing of fuel debris retrieval.

As regards the sampling of fuel debris, its objectives and priority importance shall be sorted out and the division of work shall be specified in coordination with those concerned working for other related measures.

(For reference purposes) Concrete examples of investigation plans

【Sections to be Investigated】

- Steam drying machine、 air-water separator, upper grid
- Shroud, core fuel zone, containment annulus
- shroud support, reactor bottom
- Feed-water sparger、 core spray sparger
- Reactor well inside, head and head bolt of PCV and RPV
- RPV support skirt, etc.

【(a)Information to be Acquired】

- Distribution of fuel debris
- Information on the environment inside and around the reactor(radiological dosage, etc.)
- State of equipment (deformation and damages), etc.

【(b)Schedules】

- Timing for investigation on each section
- Period of time required for conducting investigation

【(c) Technological Agendas to be Addressed, etc. and Other Necessary Matters】

(2) Studies of Investigation Methods and Planning for the Development of Equipment for Use in Investigation

Based on the investigation plan worked out as in above (1), the following matters shall be comprehensively studied and accordingly the plan for the development of required equipment shall be prepared. In doing so, close coordination with those who develop the technology for investigating the interiors of PCVs shall be ensured to avoid the duplication of efforts.

【Matters to be Verified】

- Method of access to each section to be investigated
- Method of removing obstacles on access routes and like.
- Method of preventing radioactive substances from scatterflying
- Method of producing a wide range of photographic images in the environment of high radiological dosage and low visibility
- Method of grasping radiological dosage distribution
- Method of collecting information which must be acquired on the conditions prevailing inside and around RPVs
- Method of creating an appropriate working environment
- Other necessary matters

(3) Development of Equipment and Appliances for Investigation

In parallel with the above (1) and (2), the designing and development of equipment and appliances shall be carried out as regards those whose specifications can be defined with a view to accessing to the interior of RPVs and collecting necessary information at the earliest possible time (Based on the designing and development project implemented during the fiscal 2014, the manufacture of equipment and appliances shall be started from the fiscal 2015).

(4) Management of Research & Development, etc.

[1] Human Resources Development Undertaken from a Mid- and Long Term Perspectives

Cooperative measures such as joint research projects with universities and research institutions shall be strengthened with a view to developing human resources required in the context of mid- and long-term perspectives.

[2] Mobilization of Wisdom both Domestic and Overseas

Projects shall be implemented by way of making the best use of domestic and overseas wisdom. Especially, the introduction of necessary technologies from domestic and overseas sources shall be widely considered,

[3] Setting Performance Indexes in Terms of Goals Achieved

Easily understandable performance indexes serving as criteria for appraisal of goals achieved shall be studied and such indexes to be indicated in numerical terms shall be used to verify whether or not the goal has been achieved at the time of project termination.

[4] Establishment and Management of an External Committee, etc.

In conjunction with the implementation of this Project, a committee if necessary composed of outside experts and eminent persons shall be established whose functions are to discuss and verify research plans, implementation methods and assessment of outcomes, etc, with a view to having findings reflected in practical work.

[5] Cooperation with Decommissioning Operations and Other Research & Development Projects

Possible contribution of the results obtained to the decommissioning operations and other research & development activities shall be verified and cooperative efforts with other research & development projects towards decommissioning shall be pursued.

[6] Project Reports

As a rule a Quarterly report shall be prepared and submitted on project implementation plans, progress of projects and project outcomes, etc and at the time of project termination, a project implementation report shall be prepared and submitted.

[7] Improving Information Disclosure

More efforts shall be made to improve explanations and briefings on the contents of project implementation and its results so as to make them more easily understood by the general public.

*Strategies for fuel debris retrieval will be discussed mainly within the framework of Nuclear Damage Compensation and Decommissioning Facilitation Corporation due to come into operation shortly. In implementing projects, those concerned with projects shall participate

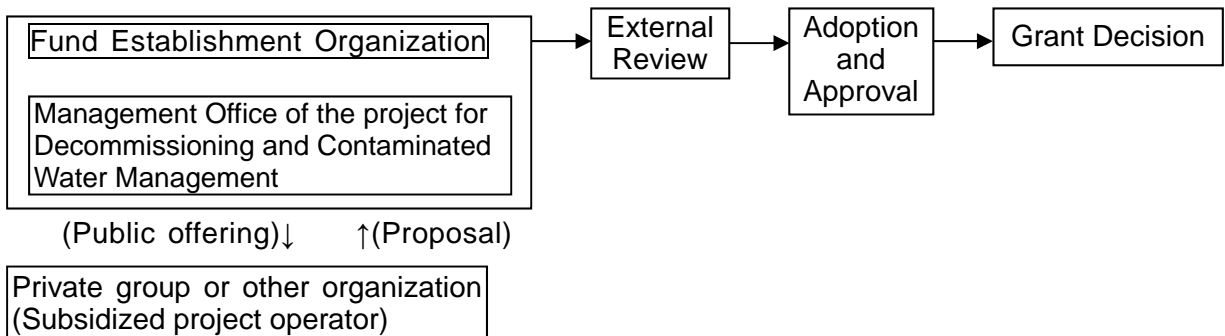
in these discussions to contribute in terms of sorting out and providing information useful to the discussions. A flexible implementation set-up shall be developed to make discussions on the Mid- and Long-Term Road Map and discussions in meetings of the Joint Office for the Meeting of the Team for Decommissioning and Counter-Measures against Contaminated Water reflected in project implementation.

3. Date of Decision on the Granting of Subsidy: March 31, 2015

This Project envisages the implementation of research & development of up to the fiscal 2015 year. Accordingly, in preparing the application documentation, please specify the project implementation plan and contents of up to the end of March 2015 covered by the current subsidization project on the preposition that research & development will be carried out up to the fiscal 2015 year and then specify the implementation plan and content of from April 2015 through the end of March 2016 when this Project is due to be terminated.

*Please note that subsidized projects may cease to be so as from the following fiscal year, depending upon the performance during each fiscal year, policy judgment and conditions of fund management and etc.

4. Project Scheme



5. Application Requirement

The private organizations etc. satisfying all of requirements (1) to (7) shown below are qualified to apply for the subsidies. Applications from consortia are also acceptable. In that case, a managing legal entity must be appointed out of each consortium and submit the project proposal. (Please note that no managing legal entity may commission the entire work to another legal entity.)

- (1) Possessing the organizational set-up for properly implementing the relevant subsidized project.
- (2) Having the capacity, knowledge and experience required for implementing the relevant subsidized project.
- (3) Having the management foundation required for smoothly implementing the relevant subsidized project and sufficient ability to control the funds and other resources.
- (4) Being able to implement the relevant project according to Japanese law and regulations and being able to follow the appropriate accounting procedures in accordance with METI's "Grant Policy for Subsidy for the Project for Decommissioning and Contaminated Water Management" and the "Subsidized Project Administration Manual"(*).
(*) http://www.meti.go.jp/information_2/downloadfiles/jimusyori_manual.pdf
- (5) Not falling under the case where Articles 70 and 71 of Cabinet Order on Budgets, the Settlement of Accounts, and Accounting are applicable
- (6) Not falling under any case where any of the requirements stipulated in the First Column of each Item of the Appended Table of the "Guidelines for the Suspension of Subsidies Controlled by the Ministry of Economy, Trade and Industry (METI) and the Suspension of Designation relating to the Contracts" is applicable.
- (7) To participate in the briefing meeting on the implementation of the Project and procedures for the application of project subsidy or to be personally briefed when receiving a copy of the Guidelines of Procedures for Inviting Entities to Apply for Project Subsidy relating to the specific project concerned
- (8) The intellectual properties and the like acquired in conjunction with the subsidized project concerned shall belong to the subsidized entities concerned, with the proviso that the fruits resulting from the subsidized project shall be made available for use in the decommissioning and contaminated water management in Fukushima Daiichi Nuclear Power Station. The terms of their use shall be agreed upon between METI and the subsidized entity concerned.

6. Terms of Subsidy Granting

(1) Number of Proposals to be Adopted : One

(2) Subsidization Rate and Amount of Subsidy

No more than one half of the cost for subsidized expenditure items

Maximum amount to be subsidized: 110 million yen (Project cost: 220, 000,000 yen)

The final implementation contents and amount of subsidy granted shall be decided upon after coordination with METI

(3) Timing of Subsidy Payment

In principle, the subsidies are paid after the project has been completed.

*Please note that the cases where the payment (i.e. the payment by estimate) prior to the completion of the project is permitted are limited.

(4) Confirmation of the Amount of Payment

The amount to be paid is decided based on the result report which is submitted by the operating entities after the project is complete as well as the results of the survey at the verification site and/or the office.

The amount to be paid will be the total of the expenses to be covered by the subsidies, which do not exceed the granted subsidy amount. For this reason, the account ledgers, receipts and other documents are necessary for supporting all the expenses. All the expenses will be strictly inspected and the expenses are strictly evaluated. Thus, the expenses not meeting the conditions mentioned above may be rejected.

7. Application Procedures

(1) Application Period

Commencement: Friday May 23,2014

Deadline: 10:00 am Monday June 23, 2014

No application accepted after the deadline

(2) Information Session

Day and time: Tuesday June 3, 2014 10:30 am-11:30 pm

Venue: Mitsubishi Research Institute, Inc (Capital Hotel Tokyo Office Building 2-10-3 Nagata-cho, Ciyoda-ku,Tokyo) 4th floor CR-C Conference Room

Map : http://www.mri.co.jp/company/info/office/headoffice_map.html

If you would like to attend the session, please inform the contact point mentioned in “12. Contact” by 10:00 am on Monday, June 2 via email.

When making contact, please title your e-mail “Register for attendance at the information session for ‘Subsidized Project for Decommissioning and Contaminated Water Management (Development of Investigation Technology of Inside of RPV)” and include the “Organization name,” “Name of the attendee,” “Department,” “Phone number,” “Fax number,” and “e-mail address” in the main text.

Due to the limited capacity of the venue, we regret we have to limit the number of attendees to 2 persons for each applying organization (In the case of a joint application from a consortium involving more than one organization, such consortium shall be regarded as one organization entitled to 2 attendees) Please note that in case the number of participants is large, more than one information session may be organized with a

readjusted schedule.

(3) Application form and other documents to be submitted

[1] Please submit the following documents as one file. Please title your file “Application for the subsidy program ‘Project for Decommissioning and Contaminated Water Management (Development of Investigation Technology of Inside of RPV)”.

- Application form (Form 1)
- Outline of Subsidy Project (Form 2)
 - Contents and implementation method of the proposed subsidy project concerned as well as project plan
 - Performance record of other subsidy projects of the same kind with the proposed subsidy project concerned or an explanatory note on the technological capability (knowledge and capabilities) for implementing the proposed subsidy project
 - Explanatory note on accounting set-up for the implementation of the proposed subsidy project(Including accounting capability, set-up for filing and keeping in custody documentary evidence and others relating to expenditures as well as the state of finance)
 - Proposed cost estimate corresponding to the amount of subsidy applied for (including unit cost estimate standards) and financial planning document, if asked
- Other documents
 - Outlines of corporation or organization (Name, headquarters, date of incorporation, major business, organizational chart, principal business areas and the number of employees)
 - The financial results, and statement of revenues and expenses (of the last year)
 - The articles of association or the act of endowment
 - Other supporting documents

*You must submit 15 copies of the application documents using A4 paper. You can describe them in Japanese or English. One CD-ROM must be submitted along with the hard copies. However, submission via email is permitted exclusively for overseas entities. As a general rule, the file format must be Ichitaro, MS-Word, MS-PowerPoint or MS-Excel. If you have unavoidable reasons not to be able to use these formats, please contact us.

[2] All the application documents submitted will not be used for any purposes other than the evaluation in the course of the selection process. Please note that the application documents submitted will not be returned. We take the utmost care to preserve confidentiality. However, if your proposal is adopted, the information except the non-disclosure information (i.e. the personal information, the information detrimental to the

legitimate interests of legal entities) may be disclosed under the “Act on Access to Information held by Administrative Organs” (Act No. 42 enacted on May 14, 1999).

[3] The costs spent for issuing the application documents and other documents will not be included in the expenses. Also, the costs spent for issuing those documents will not be compensated for regardless of whether the proposal is adopted or not.

[4] The matters described in your proposal are considered to be the fundamental policies which should be observed during the project. Consequently, please be sure to describe only the matters, which are feasible within the budget. Also, please note that even if your proposal is adopted, it may be rejected later on if you make a significant change to it at your discretion.

(4) Place of submission

The application documents must be delivered to the following address via hand-carry and postal mail, etc.

Mitsubishi Research Institute, Inc
Shinbashi JB Building 5th Floor、6-9-5, Shinbashi, Minato-Ku, Tokyo 105-0004
c/o Management Office of the project for Decommissioning and Contaminated Water Management
Persons in Charge: Matsumoto, Sugiyama, Kawai

*The application documents sent via Fax and electronic mail shall not be accepted. Incomplete documents shall be rejected and not subject to evaluation. Therefore, please carefully read and follow the procedures for application to fill out the documents correctly.

*Any application document submitted after the closing date shall not be accepted. If you send the documents by postal mail, they may not be delivered by the designated time on the closing date. Consequently, you are advised to mail them sufficiently ahead of the closing date.

8. Evaluation and adoption

(1) Method of Evaluation

Evaluation takes place at two stages: The first screening based on the application documents and the second screening involving presentation at the Decommissioning and Contaminated Water Management Project Screening and Evaluation Committee (To be held within 1 week from the day immediately after the deadline day). Due to the limited capacity, the number of participants from the applicant side shall be limited to 4 persons. If

necessary, interviews and in situ studies will be organized and the submission of additional documents may be requested.

(2) Evaluation criteria

Applications are to be comprehensively evaluated based upon the following criteria. However, the applications which have been judged not to meet the criterion③ and ④ shall be disqualified regardless of evaluation of the other criteria.

[1] Objective, Contents and Implementation Method of the Proposed Project

- Whether or not the project purpose corresponds to the Project purpose described in the “Guidelines for applying” shall be evaluated.
- Judgment shall be made as to whether the contents of the proposed project conform to the project objective and are described in specific terms.
- Whether the implementation method of the project is consistent with the purpose and contents details of the proposed project shall be evaluated.

[2] Project Implementation Schedule

- Whether or not the project implementation plan (schedule) is appropriate to the purpose and contents of the proposed project, etc. shall be evaluated.

[3] Project Implementation Set-Up

- Judgment shall be made as to whether the applicant is endowed with the institutional project implementation set-up, professional expertise as an organization, the staff with professional expertise expected to be engaged in the proposed project and a good track record in the implementation of similar projects.

[4] Financial Base and Operational Control Structure for the Implementation of the Proposed Project

- Judgment shall be made as to whether the applicant has the sound financial base and operational control structure for the implementation of the proposed project

(3) Decision on the Selection of the Successful Applicant(s) and its Announcement

The name of the selected applicant(s) shall be announced on the website of PMO (the Management Office of the project for Decommissioning and Contaminated Water Management)and is concurrently notified to the applicant(s) concerned.

9. Granting of Subsidy

The project shall be initiated only after the selected entity has submitted the notice of grant application to PMO and PMO has sent in return the notice of grant determination to the selected entity.

It should be noted that there may occasionally occur changes in the project content &

composition, the scale of the project and the amount of subsidy to be granted during the interval between the selection of the entity to be subsidized and the issuance of the notice of grant determination as a result of consultation between the PMO and METI. Please also note that the subsidy may not be granted if the granting requirements are not met.

Subsidized project operating entities may be provided with information required to implement the project after the issuance of notice of grant determination, they may be requested to observe confidentiality depending on the nature of the information provided.

10. Allocation of Expenses

(1) Classification of Expenses Covered by Subsidy

The expenses covered by the subsidy shall be those directly required for the implementation of the project whose specific items are listed below. The final expenses covered by the subsidy shall be decided upon in consultation with METI.

Items of Expense	Description
(1) Labor cost	Expenses for personnel required to implement the subsidized project
(2) Operating cost	Expenses for raw materials, consumables, design/fabrication/processing, facility/equipment, goods purchase, research, outsourcing, travel, remunerations, rent/depreciation and other necessities.

(2) Direct Expenses not to be Included in Expenses Covered by Subsidy

- Office supply equipment (furniture such as desks, chairs and bookshelves, office machinery and so forth) with which the applicants are supposed already to be provided when considering the nature of the project.
- Expenses incurred for handling accidents and disasters that have occurred during the project. (However, there are cases where cancellation fees incurred for reasons not attributable to subsidized entities may be included as direct expenses. Please consult the person in charge on this matter.)
- Expenses unrelated to the project

(3) Exclusion of Consumption Tax from Expenses Covered by Subsidy

If general and local consumption taxes (hereafter referred to as "consumption tax") are included in the subsidy amount, the applicants shall be requested to submit a report after

the settlement of tax amount, according to the granting guidelines.

This is so specified as to demand, at the time of filing an income tax return, that subsidized project operating entities should report and return the amount to which the subsidy has been applied, out of the amount of deduction for taxable purchase, so that the amount for which the subsidy has been allocated out of the amount of deduction for taxable purchase shall not be detained.

However, because the report mentioned above is based on an income tax return that will be filed after the settlement of the subsidy, occasional delinquency in reporting due to lapse of memory has been found. Also, in order to avoid the complicated office procedures that need to be followed by subsidized project operating entities, the consumption tax shall be handled as follows.

When determining the amount of subsidy applied for in the grant application, the consumption tax must be excluded from the expenses covered by the subsidy before calculating the subsidy amount and submitting the application.

However, to avoid hindrance to the implementation of the subsidized project, such subsidized project operating entities as those listed below shall be permitted to include the consumption tax in the expenses covered by the subsidy when calculating the amount of subsidy.

- [1] Subsidized project operating entities who are not classified as taxpayers under the Consumption Tax Act
- [2] Subsidized project operating entities who are tax-exempt business entities
- [3] Subsidized project operating entities who are business providers subject to simplified tax
- [4] National or local governments (limited to cases when project is conducted with a special account), or subsidized project operating entities who are corporations listed in the attached Table 3.
- [5] Subsidized project operating entities who are using the general account of a national or local government
- [6] Subsidized project operating entities who are taxable business providers that choose a refund of consumption tax, following confirmation of consumption tax and purchase tax deductions, for instance due to a low amount of taxable sales

11. Miscellaneous

- (1) Any expenses incurred before the date when the decision on grant of the subsidy is made (including expenses for order placement) shall not be covered by the subsidy program.

- (2) In the event that the subsidized project operating entity desires to make a purchase or other contract related to material procurement or involving an occurrence of cost, it shall invite open competitive bidding, as a general rule, from the viewpoint of cost effectiveness. If the subsidized project operating entity desires to outsource part of the subsidized project to a third party or conduct the project in partnership with a third party, it shall in advance make a contract on the implementation and report this to PMO.
- (3) Once informed that the decision on grant of the subsidy is made, the subsidized project operating entity shall not change the subsidy budget distribution or the details of the subsidized project nor interrupt or terminate the project without prior approval from PMO.
- (4) The subsidized project operating entity shall promptly report the progress of the subsidized project and so on whenever required to do so by PMO.
- (5) After the subsidized project is completed (or the project termination is approved), the subsidized project operating entity shall submit a project result report to the management office.
- (6) The subsidized project operating entity shall keep accounts on any expenditures for the subsidized project with dedicated account books accompanied by all written evidences in a way that is clearly differentiated from the other accounting to ensure that all incomes and expenditures are meticulously accounted for. The entity shall maintain the account books at least five years after the fiscal year in which the date of completion (or the date of approval for termination) is included so that they can be accessible whenever requested by METI, fund establishment organization and PMO.
- (7) With respect to the assets acquired or the utility of which has increased through the subsidized project (hereinafter referred to as "the Acquired Assets, etc."), the subsidized project operating entity shall manage them with due care of a prudent manager even after the completion of the subsidized project, and strive to effectively make use of them in accordance with the purpose of the grant of the subsidy. All applicable Acquired Assets, etc. shall be properly controlled using an Acquired Asset Ledger during the asset disposal restriction period, which will be separately set forth.
- (8) If the subsidized project operating entity needs to dispose of (i.e., use, transfer, loan or offer as collateral assets contrary to the purpose of the grant of the subsidy) any Acquired Asset having a unit price equal to or higher than 500 thousand yen (tax excluded) during the asset disposal restriction period separately set forth, they must obtain prior approval. In this case, the entity shall pay part of or the entire subsidy amount as a general rule. (The maximum payment does not exceed the subsidy amount for the appropriate asset to be disposed of).
- (9) After the completion of the subsidized project, the Board of Audit may visit the premises

of the subsidized project operating entity for inspection.

12. Contact

Management Office of the project for Decommissioning and Contaminated Water
Management

c/o Mitsubishi Research Institute, Inc.

Address : 6-9-5 Shinbashi, Minato-Ku, Tokyo 105-0004, Shinbashi JB Building 5th
Floor

Persons in Charge: Mstumoto , Sugiyama, Kawai

Tel.: 03-5425-2871

Fax: 03-3578-7025

E-mail: hairo-6th@mri.co.jp

Contact us through e-mail or FAX. We regret that no inquiries will be accepted via
telephone.

(Form 1)

No.	
*Leave blank.	

To: Management Office of the project for Decommissioning and Contaminated Water Management

Subsidy to be Granted under the Fiscal 2013 Year Budget Project for "Decommissioning and Contaminated Water Management (Development of Investigation Technology of Inside of RPV)

"

Application

Applicant	Company/Organization Name		
	Representative (Full Name and Title)		Seal or Signature
	Address		
Contact	Contact Person (Full Name)		
	Section/Department		
	Title		
	Telephone (Extension, if any)		
	E-mail		

(Form 2)

No.	
*Leave blank.	

Subsidy to be Granted under the Fiscal 2013 Year Budget Project for “Decommissioning and Contaminated Water Management (Development of Investigation Technology of Inside of RPV)

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Project Proposal Document

1. Objective, Contents and Implementation Method of the Proposed Project
<ul style="list-style-type: none">* Please describe the background and objective of the proposed project* Please describe the specific implementation method and content of the proposed project for each item of project content as enumerated in 2 of the Guidelines of Application for Project Subsidy* Please describe your specific suggestions to enhance the impacts of the proposed project
2. Project Implementation Schedule
<ul style="list-style-type: none">* Please describe implementation schedule (on a monthly basis) for each item of project content as enumerated in 2 of the Guidelines of Application for Project Subsidy* In so doing, please make sure that specific implementation procedures be easily understood* Please set and describe specific goals for achieving the objectives in terms of milestones.* Please schedule approximately every Quarterly progress report (Interim and final reports) meeting
3. Organizational Set-Up for Project Implementation
<ul style="list-style-type: none">* Please indicate the organizational chart for project implementation, number of the personnel in charge with their respective responsibility and role* Please indicate the curriculum vitae, field of expertise, and past performance record in the implementation of similar projects of the person with overall responsibility for project implementation and project-leader-class personnel* If outsourcing is being planned, please describe the outlines of such plan.

4. Project Performance Record
<p>* Please describe the past performance record of your organization in the implementation of similar projects. In so doing, please cover the following items</p> <ul style="list-style-type: none"> • Name of project, outlines of project, year of project implementation, outsourcing entities (If it was your own project, please indicate to that effect) <p>* Field of expertise and past performance record in the implementation of similar projects of major persons fully engaged in the implementation of the proposed project(Please exclude the persons already covered in Section 3 above)</p>
5. Financial base and Set-Up for Operational Control
<p>* Please describe the state of finance and the financial control structure (System for filing and safe-keeping of custody of documentary evidence and the like relating to expenditures as well as the personnel responsible for financial control and their respective role)</p>
6. Total Project Cost (in 1000 yen)
<p>* Please describe the required cost according to the classification of cost items as mentioned in Section 10 (1) of the Guidelines of Procedures for subsidy application. Please note that cost items mentioned there are on a for-example basis.</p>
I Labor cost
II Project Cost
<ul style="list-style-type: none"> [1] Design, manufacture, and processing [2] Consumables [3] Travel [4] Gratuity [5] Outsourcing
Total Amount (In 1000 yen) (*Please make sure that the total amount be within the maximum amount of subsidy granted)

(Note) Please make sure that the amount of each cost item be one with general and regional excise taxes deducted.

Other Documents

- [1] Outlines of corporation or organization (Name, headquarters, date of incorporation, major business, organizational chart, principal business areas and the number of employees)
- [2] The financial results, and statement of revenues and expenses (of the last year)
- [3] The articles of association or the act of endowment
- [4] Other supporting documents