

August 10, 2023

## **Basic Policy and Rules**

### **For the Asian Social Welfare Workers' Training Program**

International Center  
Japan National Council of Social Welfare (JNCSW)

#### **1. Basic Policies:**

- Japanese language will be one and only common language throughout the Program.
- Trainees are expected to learn Japanese language as well as Japanese life styles, customs and way of thinking through communication with staff members or users of social service facilities for OJT.
- The placement for OJT will be chosen by JNCSW based on the interest of trainees, though it may not be fully in line with their intention.
- During the OJT at the social service facilities, trainees might be requested to practice nursing care for persons with disabilities and/or elderly persons, etc.
- Trainees are expected to abide by the Program Plan and the Schedule set by JNCSW.
- Please understand that the aim of the Program is not just to nature professional skill/knowledge of their interested field in narrow sense but rather to provide trainees with opportunities to be exposed to broader sphere of social welfare/services in general.

#### **2. Rules for Daily Life:**

##### **(1) Lodging and Meals:**

- ① Trainees share rooms in flats designated by JNCSW. Please follow the rules of JNCSW, and strive to COVID-19 infection prevention.
- ② In principle, trainees are expected to cook for themselves while staying at the designated flats.
- ③ During the OJT at social welfare facilities, trainees will be staying at the designated accommodation provided by the facility, and means during the OJT will be instructed before going to OJT.

##### **(2) Allowance:**

- ① Monthly allowances provided during the training period is mainly to covering expenses for food and other daily commodities, i.e. vegetables, sweets, detergent and tissue, etc., as well as to cover miscellaneous costs

for training, i.e. stationery, communication costs with the International Center, etc.

② It is strictly forbidden to neither make savings nor make remittance to home country.

(3) Religion:

① Trainees, if they want, may pray or perform religious services but it should not be during the training time.

② Please be noted that during the OJT at social welfare facilities, trainees may be requested to assist feeding care for elderly persons and/or persons with disabilities, and trainees may need to feed pork and/or beef etc. which may be religiously restricted for the trainee.

### **To Recommenders**

Please let all the applicants read and agree with the above-mentioned policies and rules. In case they are selected, they are to follow these rules.

Thank you for your cooperation.