



The Institute of Actuaries of Japan

I think the Future, Manage the Risk

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June 8, 2018

Dear Sir/Madam:

Actuarial Seminar of East Asia 2018 (ASEA 2018)

We are pleased to announce that the Institute of Actuaries of Japan (IAJ) will hold the ASEA 2018 in September. The outline of the seminar is attached.

We would appreciate if you could recommend one of your actuaries to the seminar and send back the application form along with other required documents. The deadline of the application is **July 20, 2018** and all the documents must arrive at the Institute of Actuaries of Japan by then. The application arrived after the deadline will not be accepted for any reason. After the deadline, we will have a screening process and inform you of the result of the screening in the beginning of August via e-mail.

In order to accept participants from as many countries/regions as possible, and also due to capacity limit, we regretfully restrict the maximum number of participants from one country/region to 4 and from one company to 1.

If you have any questions, please feel free to contact us at ASEA@actuaries.jp.

We look forward to receiving your response.

Yours faithfully,

Hideyuki Sumi

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President

The Institute of Actuaries of Japan

Enclosures

- 1, Outline of ASEA 2018
- 2, Seminar Schedule (Draft)
- 3, Application Form

Outline of Actuarial Seminar of East Asia 2018

1. Object

The Actuarial Seminar of East Asia 2018 (ASEA 2018) is organized by the Institute of Actuaries of Japan (IAJ) in order to extend its cooperation in the development of life insurance industries in Asian regions.

2. Schedule

Period: From Tuesday, September 11, 2018 to Friday, September 14, 2018 (4 days)

Venue: IAJ (Harumi Island Triton Square, Office Tower X 2F, 1-8-10, Harumi, Chuo-ku, Tokyo)

3. Language

All lectures and instructions during the seminar will be in English.

4. Qualification of Admission

- A) Employee of an insurance company, re-insurance company, an insurance-related institution, or governmental body which administrates insurance business,
- B) **And** who has five years or more experience in actuarial practice, is healthy, and is recommended by the representative of the company or organization.

5. Seminar subject

The seminar schedule is now being developed. The seminar subjects will be mainly on life insurance topics, including product development, valuation and topics on Japanese industry.

6. Application procedure

6-1. Send, **by e-mail** the following document to IAJ (**ASEA@actuaries.jp**), by July 20, 2018.

- A) An electric copy (Word, PDF, etc.) of application form (attached),
WITH signature by the representative (CEO or equivalent position) of the company/institution
※ **【Note】** In principle, signature by the CEO or equivalent position is necessary. If you cannot get signature by the CEO or equivalent position, it is possible to get one by the general manager or general director as a substitute, but this might be disadvantageous in the screening process especially when there are many applications.
- B) One photo of the applicant (about 4.5cm X 3.5cm) *
- C) A copy of the applicant's passport showing one's name, date of birth and photograph **

- ※ 【Note】 *B) : JPG file in appropriate data size
** C) : Scanned data

- 6-2. After approval of screening by IAJ, an admission notice will be sent to the representative by e-mail in the beginning of August, along with detailed information on the seminar, travel, and accommodations in Tokyo.
- 6-3. Some participants may need to obtain a short stay VISA at an appropriate Japanese Embassy or Consulate. The documents required for VISA application can be sent upon request.

7. Certificate of Completion

A certificate of completion, signed by the representative of IAJ, will be given to participants who have successfully completed the seminar.

8. Accommodation

All participants will be asked to stay at the Hotel we prepare in Tokyo during the seminar. Regarding the details, we will inform the participants later.

9. Expenses

9-1 IAJ will cover the following:

- A) Expenses for Hotel accommodation during the seminar(4 nights, 11-14 Sep)
- B) Expenses for officially-scheduled social events
- C) Seminar tuition and related study material

9-2 Participants are responsible for the following expenses.

- A) Travel expenses coming to and leaving from Tokyo.
- B) Transportation fees between Narita (or Haneda) Airport and Hotel, which will be located at the center of Tokyo city (By using public transportation, it is around 4,000 yen).
- C) Meal expenses (There are wide ranges of restaurants in Tokyo. Price range for one meal per one person is approximately 500 yen – 2,000 yen.)
- D) Any personal expenses

10. IAJ Contact address

Secretariat
E-mail: ASEA@actuaries.jp
TEL: 81-3-5548-6033
FAX: 81-3-5548-3233

Draft Schedule of ASEA2018 *

Arrival: 11th-Sep (Tuesday)

Departure: 15th-Sep (Saturday)

11-Sep	12-Sep	13-Sep	14-Sep
	9:30 1 Social Security Programmes in Japan and their current issues	9:30 5 Standard Valuation Law & Solvency Margin in Japan	9:10 9 Actuarial Opinion
	10:50	10:50	10:30
	11:10 2 The movement of Japanese life insurance market	11:10 6 Japanese Life Insurance Accounting	10:40 10 CERA:ERM skills for actuaries
	12:30	12:30	12:00
17:20 Orientation & Opening Ceremony	14:00 3 New Products in Japan	14:00 7 Group Life Insurance and Group Pension in Japan	12:00 Farewell Lunch
18:15	15:20	15:20	14:30 Free Discussion
18:15 Welcome Dinner	15:40 4 Mortality Table in Japan	15:30 8 On IAA (by Mr. Yoshimura/ President-elect in 2017)	16:50 Closing Ceremony
		16:00 Visit to the Assigned Life Insurance Company	
20:00	17:00	16:00 ~	16:40 17:30

(*): The schedule for ASEA2018 is now being developed. The table above is for reference purpose and based on ASEA2017 programs.