

1st Day (Saturday, February 7th)
Place : MSF-Japan Office

		Topic	Time	Net Time	Speaker/Facilitator
Program /Events	<i>registration</i>	-	8:45- 9:15	-	-
	Opening	greeting	9:15 - 9:25	0 h 10	Richard SEBEL
	Orientation	administrative issue	9:25 - 9:35	0 h 10	Chihiro KUDO
	Introduction	ice-break	9:35 - 10:35	1 h 00	Mikiko DOTSU
	<i>break</i>	-	10:35-10:45	0 h10	
	Dadoo Village	cultural awareness	10:45- 12:15	1 h 30	Chihiro KUDO Chieko MORIWAKI Mikiko DOTSU
	<i>lunch</i>	-	12:15- 13:15	1 h 00	-
	Intercultural Communication	cultural awareness	13:15 - 14:45	1 h 30	Kaoru YAMAMOTO
	<i>break</i>	-	14:45 -14:55	0 h10	
	Intercultural Communication	cultural awareness	14:55 - 16:25	1 h 30	Kaoru YAMAMOTO
	<i>break</i>	-	16:25-16:35	0 h15	
	Health on mission	management	16:35 - 17:25	0 h 50	Chihiro KUDO
	Stress Management	management	17:25 - 18:10	0 h 45	Chihiro KUDO
	<i>break</i>	-	18:10-18:20	0 h10	
	Mission Experience	field activity	18:20 - 19:20	1 h 00	Ex-expat (Doctor)
Q&A	-	19:20 - 19:30	0 h 10	FHR staff	

2nd Day (Sunday, February 8th)
Place : MSF-Japan Office

		Topic	Time	Net Time	Speaker / Facilitator
	Space	group dynamics	8:30 - 9:40	1 h 10	Mikiko DOTSU
	Function of MSF	organizing work	9:40 - 10:00	0 h 20	Richard SEBEL
	Working with an int'l team, Managing local staff	organizing work	10:00 - 11:20	1 h 20	Richard SEBEL
	<i>break</i>	-	11:20 - 11:30	0 h10	-
	support roles: Logistician & Administrator	support roles	11:30 - 13:00	1 h 30	Etienne QUETIN Charlotte MOTTEZ
	<i>lunch</i>	-	13:00 - 14:00	1 h 00	
	To be volunteer	decision making	14:00 - 15:20	1 h20	Jean-Luc Anglade
	<i>break</i>	-	15:20 - 15:30	0 h 10	
	To be volunteer	decision making	15:30 - 17:00	1 h30	Jean-Luc Anglade
	<i>break</i>	-	17:00 - 17:15	0 h 15	
	Mission Experience	field activity	17:15 - 18:15	1 h 00	Ex-expat(Ns)
	<i>Party</i>		19:00 ~21:00		all

*Actual schedule/speaker may change without notice.

3rd Day Monday, February 9th)

Place : MSF-Japan Office

		Topic	Time	Net Time	Speaker / Facilitator
	Life on mission		8:30 - 9:50	1 h 20	Chihiro KUDO Mikiko DOTSU
	<i>break</i>	-	9:50 - 10:00	0 h 10	
Program /Events	What is MSF	MSF activity	10:00 - 12:00	2h 00	Eric OUANNES
	<i>lunch with MSF-J staff</i>	-	12:00 - 13:20	1h 20	-
	Security	Security management	13:20 - 14:05	0 h 45	Jean-Luc Anglade
	Communication	role of Com	14:05 - 14:55	0 h 50	Asako ITO
	MSF Associative Life	association	14:55 - 15:35	0 h 40	Nadia Crescente
	<i>break</i>	-	15:35- 15:45	0 h 10	-
	General Q&A	-	15:45- 16:25	0h 40	Eric OUANNES MSF-J staff
	Evaluation	-	16:25 - 17:20	0 h 55	Mikiko DOTSU Chihiro KUDO
	Closing	-	17:20 - 17:30	0 h 10	

Speaker/Facilitator

MSF-Japan Office

Eric OUANNES
Richard SEBEL
Jean-Luc Anglade
Etienne QUETIN
Charlotte Mottez
Asako ITO
Nadia Crescente
Chihiro KUDO
Minoru KATSUNO
Mikiko DOTSU

General Director
Director of Field Human Resource FHR Department
Program Manager Operations Department
Logistic Supervisor Operations Department
Field Human Resources Officer Operations Department
Press Manager Communication/Fundraising Department
Association Coordinator
Recruitment Coordinator FHR Department
Departure Officer FHR Department
Recruitment Officer FHR Department

Guest speaker

Kaoru YAMAMOTO
Chieko MORIWAKI
Ikuko KOSUGI
Tomoaki TAOKA

Intercultural Consultant
Ex-expat/Logistician
Ex-expat/Surgeon
Ex-expat/Nurse