

2017 Annual Report

From January 1, 2017 to December 31, 2017



Non-Profit Organization
Bridge Asia Japan

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Major achievements from 1995 to 2017

Myanmar

Basic Infrastructure Construction

● 536 wells

Have been built in CDZ, SE, and MGD

● 465 broken wells

Have been repaired in CDZ

● 312 bridges, footbridges, and culverts

Have been built in MGD and STW

● 4 piers

Have been built in MGD

● 273 schools

Have been constructed and repaired in MGD, STW, HPN, YGN, and CDZ

● 457 shelters and houses

Have been constructed in MGD and SE

● Community facilities construction

- 16 community centres in MGD

- 99 basic infrastructures (toilets, roads, etc) in MGD, STW, and SE

Technical Training Workshops

● Workshop on Water Well Management in CDZ and SE

- Over 50 workshops

- Over 2000 participants

● Vehicle maintenance and repair

- 85 trainings

- 895 participants

● Alumni of the technical training school/ STW and HPN

Automobile maintenance course: 330

Construction course: 129

Electrical construction course: 271

Welding: 225

Others: 87

● Women's economic empowerment project

- Over 5945 participants in sewing trainings (including livelihood/maternal and child health project)/MGD

- Over 2000 participants in workshops for promoting support for women/MGD and STW

● DRR education project

- 198 schools conducted the DRR education programme

- 5942 children learned about DRR

Environmental education

● Tree planting

- 10,000 trees were planted in AYWD

● Donation of books and toys (Book & Toy project)

45 schools in YGN, CDZ, AYWD, HPN, and STW received books and toys

Note: CDZ : Central Dried Zone

SE: Southeastern Myanmar

MGD : Maungdaw

STW : Sittwe

HPN : Hpa-An

YGN : Yangon

AYWD : Ayeyarwady

Vietnam

Support for children

● 3,222 people

Participated in environmental activities in HUE and HCM

- 2263 people in HUE

- 959 people in HCM

● 785 children

Received support to improve access to basic education in HUE and HCM

Farm Management Support

● 86 Bio-gas digester were installed in HUE

● 59 farmers

Started selling their products at direct sales shops

Note: HUE: Huế

HCM: Ho Chi Minh City

Greetings from Etsuko Nemoto, Chairperson of Bridge Asia Japan

Here is the annual report for 2017.

This year, the projects in Myanmar were severely hit by the La Cain incident and unfortunately some of our activities had to be suspended or cancelled due to the circumstances. Although we had to curtail our activities, as of April 2018, we are continuing our projects in the Maungdaw office by mainly engaging in workshops. Following the situation, we reviewed our safety measures, however, the local situation is still unstable with more than 700,000 Muslim refugees leaving the state.

On the other hand, the school building project in La Cain is steadily progressing. One hundred schools have been built in the safety zone in the past five years. Moreover, we are aiming to build another 80 schools in the same area in the next five years during phase two.

Regarding the technical training school project in Hpa-an, Kayin state, the additional construction of a ceremony hall and practical training building was completed. The fourth year of the project began in 2018. The biggest issue in front of us is the delivery to our counter parts in 2020, and we are implementing the necessary preparation and coordination with relevant parties.

We handed over our water supply project in the central arid region to a local organization, which former BAJ local staffs established. From now on, BAJ will support the organization to be able to manage the project independently. The government of Myanmar, which shifted to the civil administration, is now building their administration system in various areas. Therefore a number of revision notices concerning foreigner employment laws, labor laws, minimum wage laws, and application procedures are being issued. As for the long-stay visa, we are facing difficulties since they require us to submit various documents to gain permission and the inspection takes several months.

Three main projects are progressing in Hue-city, Vietnam. The first one is the environmental education project. The second is the project to promote school attendance of poor children by utilizing funds from 'Shine! Children of Asia Fund Supporter' which is kindly funded by our supporters. The project is steadily growing in collaboration with local schools.

The third project is the 'Management Support Project for Small Scale Farmers to Strengthen Agriculture and Livestock Industry.' This project involves the installment and management of biogas digesters, the expansion of direct sales shops for agriculture produce and livestock products, and the implementation of farming trainings. We plan to offer a farmer experience by engaging in direct farming, managed by the direct details shops in collaboration with local farmer groups.

For projects in Tokyo, we have been implementing various programs in cooperation with private companies, such as the 'Furu-kuru Project,' the 'Shine! Children of Asia Fund Supporter,' the 'BAJ volunteer café,' and 'Happy Book.' We revamped our website as one of our public relations efforts, and we are sending out more than 4500 email newsletters to our supporters twice a month. In regard to the 'Furu-kuru Project,' thanks to the many companies who have supported it, we happily feel that the activity has now taken root among the public.

Overall, in terms of fund raising, the subsidies to the mid-long term projects in Myanmar have increased dramatically, however, the public funding declined by one-third compared to last year.

Your support enabled us to continue these projects. We sincerely appreciate your further support in advance.

Etsuko Nemoto
Chairperson
Bridge Asia Japan, Non-Profit Organization

BAJ's Four Missions

We are facing borderless and global difficulties such as poverty, displacement of refugees, environmental destruction, and terrorism nowadays. BAJ is exploring solutions by initiating region-oriented thoughts and actions for these problems considered to be impossible to settle. In order to live together (coexist) with other Asian people, who have a deep relationship with Japan, we have formulated four missions, and promote our activities in our hope to create a bridge of mutual understanding beyond whatever differences in politics, ethnicity, religion, language, or culture there may be.

1. Providing opportunities for skill acquisition and ability improvement
2. Assisting in income improvement
3. Setting environmental foundations for local development
4. Preserving the environment and raising awareness

I. Activities in Myanmar

SUMMARY

Maungdaw, Rakhine State, in the northwest of Myanmar, borders Bangladesh and it is an area where many Muslims live. After the large-scale outflow of Muslim refugees in 1992, BAJ began its activities in Maungdaw as a project implementing partner of the United Nations High Commissioner for Refugees (UNHCR). During this period, we have implemented a number of technical trainings as needed in the Central Dry Zone and southeast border regions according to the requests from the Government of Myanmar and UNHCR. The project in Myanmar celebrated the 22nd anniversary in 2017.

However, this region suffered from an extremely severe situation in 2017. After the simultaneous attacks by Muslim armed groups to more than 30 military and government facilities in August, the security situation in Rakhine State deteriorated with several fire attacks. Many people were wounded or killed. As of March 2018, more than 700,000 Muslim people have fled to Bangladesh and have become refugees. After this incident, our Japanese staff was not allowed to be stationed in Maungdaw so the project is currently being carried out by the local staff.

The school construction project funded by The Nippon Foundation started in 2012. By August 2017, five years later, 100 schools were constructed. The project faced many difficulties such as a heavy rain in the rainy season and a restriction on entering due to the aforementioned attack. However, we confirmed a big achievement in the education field by conducting on-the-job training (OJT) with locals and participatory evaluation after the construction.

The Hpa-An Technical Training School Project, which started in Kayin state in 2013, has now commenced phase 2 with a duration of three years. In 2017, four technical specialists were dispatched from Japan and technical instructions to the local instructors and revision of textbooks were implemented. The successful employment after graduation from these classes is catching people's attention in the country. Currently, we are preparing to hand the project over to local people with the goal of doing so by 2020. This hand-off is the highlight of the project.

In June 2017, we handed over the water supply project in the central arid region, which began in 1999, to a locally managed organization named the 'National Water Service Group.' BAJ will provide necessary backup support and proceed with the initial goal which is the localization of the project.

The government of Myanmar, which shifted to a civil administration 6 years ago, is now revising their law system in various areas, such as investment law, labor law, minimum wage law, foreigners' law, and foreign

employment law. Therefore, it is necessary for us to continuously collect information and deal with the changes.

Activities in Rakhine State

The Northern part of Rakhine State, which is vulnerable to natural disasters, was hit by Cyclone Mora in May. It damaged many public facilities, so BAJ repaired 7 school buildings.

The Peaceful Cohabitation Project aimed at Muslims and other tribes in La Cain was cancelled due to an attack on the border guard by a group named the Arakan Rohingya Salvation Army (ARSA) on 25th of August. The maintenance of vehicles and machineries project is partially disturbed due to restrictions on movement of Muslim population and the lack of workforce caused by the refugee outflow, but staff in Rakhine are still engaging in this project.

In August the school building project reached its goal of constructing 100 schools in five years. We are aiming to build another 80 schools in the next five years as the first stage of phase 2. We will also empower the functioning of parents and teachers associations and implement disaster prevention activities.

1. For Peaceful Cohabitation

Activities in Rakhine State [Funding: UNHCR] January 2016 to August 2017

i. For peaceful cohabitation

With the aim of interethnic collaboration by having Rakhine, Muslim, and other ethnic minorities learn together, we have been providing several training programs such as sewing, computer skills, and machinery trainings since 2016. The trainings were, however, temporary suspended due to the attacking incident on the border guard in October 2016. Thus, training in 2016 was delayed and finally completed in February 2017. Successively, the training for 2017 started in March but we had to call off or partially suspend all the activities in Maungdaw due to the large-scale attack to the border guard and other governmental facilities on the 25th of August, 2017.

(1) Sewing Training for Women

In 2016, we provided 10 different training courses over 629 days including sewing, Myanmar characters, mathematics, and hygiene (general and advanced level combined). The activities that were suspended due to the attack resumed in February 2017 and finished all of the curriculum.

We planned 7 trainings in 2017 and started them in March. As of the 25th of August, 2 projects were completed and 5 others were underway. Unfortunately, all the trainings had to be canceled due to the incident. In terms of content, in addition to the courses provided last year, we added gender equality training at general and advanced levels.

Number of graduates by ethnicity

Ethnicity	January 2016 to February 2017 (10 projects in 584 days)	March to July 2017 (2 projects in 120days)	In total
Rakhine	81	17	98
Muslims	95	14	109
Thet	7	—	—
Hindi	5	—	—
total	188(people)	31(people)	207 (people)

(2) Computer Training

The basic computer training, such as how to use word and excel for middle and high school students was provided. All 4 courses were completed in 2016. 7 courses were planned to be implemented in 2017. While 2 courses were completed as planned, the other courses had to be cancelled as of 25th of August.

Number of graduates by ethnicity

Ethnicity	August 2016 to February 2017 (4 projects, 512 hours)	April to August 2017 (2 projects, 212 hours)	In total
Rakhine	24	8	32
Muslims	25	15	40
Daing-net	4	—	—
In total	53 (people)	23 (people)	73 (people)

(3) Machinery Training

We provided trainings on repair methods for motorcycle and single cylinder engines for young Rakhine, Muslim, and other ethnic minority men. Four courses were completed during FY2016 (finished at the end of January 2017), and another 3 were planned in 2017. However, we could only complete one course and had to call off other ongoing courses which started in July. Two Rakhine, 10 Muslim, and 8 Khamee people completed the course.

ii. Maintenance of vehicles and machineries

We provided more than 500 instances of supports (maintenance of vehicles, generators, outboard motors, etc,) and fuel filtering services for the United Nations, international NGOs, and Myanmar government authorities through workshop at Maungdaw office. After the attack on 25th of August, the workshop was handled by the staff from Rakhine only.

iii. Agricultural machine training

In 16 villages located in Maungdaw, Buthidaung, and Rathidaung Township, we provided trainings to 56 inhabitants on repair methods for single cylinder engines, which is essential for agricultural machinery

repairs. The training was suspended due to the attack in October but it was completed in February 2017 after extending its period.

2. Safe Environment for Learning 【funding: The Nippon Foundation and self-funding】

i. School Construction Project

The school construction project that started in September 2012, funded by The Nippon Foundation, to build 100 school buildings in 5 years was finally completed in August 2017. Based on BAJ's policy, which is to have local participation, nurture human resources, and increase the revenue, 10 young villagers were selected and hired at the construction site. A lecture-style study combined with on-the-job training took place to construct the school buildings. Young motivated locals who obtained skills through the construction were hired at the next construction site for further contribution. There were 1,278 on-the-job training participants in total over 5 years, and the project benefitted 21,188 students in total.

Phase 2 (September 2017 to August 2022) of this school construction project was decided by The Nippon Foundation, and we are aiming to build another 80 schools in the next 5 years. We started to empower the functioning of parents and teachers associations, and implement disaster prevention (including educational tree garden) activities. Together with the Sittwe and Maungdaw offices, the Toungup office will be involved in this project.

ii. Restoration of School Buildings which were hit by a cyclone

The repairing and reconstruction of 7 school buildings which were hit by Cyclone Mora on the 30th of May was conducted in the support of The Nippon Foundation and our own funding.

Activities in Kayin State

After Myanmar became independent from England in 1948, leaders of ethnic Kayins had aimed to establish an independent nation and have continued their armed anti-government movement since 1949. However, after the transition to the civilian rule in January 2012, Kayins made cease-fire agreement, which continues up to the present, with the Government who was pushing forward peace process with armed minority groups.

In December 2013, BAJ began a project to operate a technical training school in the capital of Kayin State, Hpa-An, for disadvantaged youths who had no learning opportunities. The school provided four courses, namely Construction, Electrical Trade, Automobile Maintenance and Welding. It operated as a boarding school with no school fees. As a continuous project for 6 years, the Japanese Ministry of Foreign Affairs' Grant Assistance for Japanese NGOs funded the first 3 years of this project. From 2017, The Nippon Foundation has funded this project and we plan to implement the project until the end of 2019.

Human Resources Development for Growth

1. Hpa-An Technical Training School Project **【Funding: The Nippon Foundation】**

i. Enhancing the Training Content

In providing technical trainings, we seconded specialists from Japan for each subject. They provided direct guidance to trainees to be trained as instructors and developed materials for textbooks. We also invited external instructors to give ‘Special Saturday lectures’ and ‘English lectures’ with an aim to broaden the knowledge of trainees besides their technical skills.

The training contents of each course in the fourth year were as follows:

Course	Period	Enrolment	Graduates	Training content (theory & practice)
Construction				
Fifth-year term	Jan 9 th – Jun 30 th	22	19	How to use tools; concrete materials and setting skills; fabrication of steel
Sixth-year term	Jul 17 th – Dec 29 th	20	19	reinforcements; introduction to wood work and wood working skills; brick layering skills
Electrical Trade				
Fifth-year term	Jan 9 th – Jun 30 th	30	27	Basic knowledge; Interior electrical wiring, Installation of air conditioner (basic); basic
Sixth-year term	Jul 17 th – Dec 29 th	20	20	mathematics; how to use hand tools; how to use multi-meter
Welding				
Third-year term	Jan 9 th – Jun 30 th	30	26	How to use tools and instruments; arc welding; gas welding and cutting; metal
Fourth-year term	Jul 17 th – Dec 29 th	20	20	fabrication skills; how to handle cylinders, safety
Automobile Maintenance				
Fifth-year term	Jul 17 th – Dec 29 th	30	28	Basic knowledge; safety and careful work; jack-up safety; 4-cycle engine operations

ii. Special Saturday Lectures

Other than technical training, we invited external instructors to give various seminars to broaden the knowledge of trainees. With the need for English, we provided two 90-minute lectures to trainees in June and December.

iii. Employment Promotion of Graduates

On the total land area of 2.5 hectares provided by the Kayin State Government, we built various buildings from classrooms and training workshops to halls, dormitories and kitchens. From there, we produced 159 youths who graduated in 2017 (fourth-year) and in the last 4 years, we produced a total of 428 graduates.

According to our monitoring records at the end of 2017, 344 graduates equating to around 80% came into the workforce in one way or another.

The selection process of prospective trainees is extremely important to avoid trainees failing in their courses. Both our counterparts, the Department of Education and Training (the Ministry of Border Affairs) and the Kayin State Government together with BAJ, formed a trainee selection committee to select prospective trainees based on the selection criteria. In the interviews in particular, we paid special attention to their passion to acquire technical skills, family circumstances and attitudes towards their future.

In 2017, we constructed new Construction training building, Electrical Trade building, and a ceremonial hall that were all pending projects. We also enhanced the contents of practical work.

Training Course	Enrolment	Graduates	Employed	Employment Rate	Main Employers
Construction (first- to fifth-year term)	130	110	83	75%	Construction sites, BAJ school construction projects
Electrical Trade (first- to fifth-year term)	140	133	113	85%	Electrical work sites, electronics shops, Japanese companies
Automobile Maintenance (first- to fourth-year term)	117	106	89	83%	Automobile maintenance factories, Japanese automobile companies
Welding (first- to third-year term)	85	79	59	75%	Welding factories, construction sites, Japanese construction companies, etc.
Total	472	428	344	80%	

iv. Towards the Handover

We are frequently having meetings with our counterpart, Education and Training Department (the Ministry of Border Affairs) to discuss details of the handover and make progress. We received site visits from the Minister, the Kayin State Governor, the Deputy Minister and leaders from related agencies, and engaged in dialogue with them. We also received site visits from our Japanese donor, the chairman of The Nippon Foundation, and other involved parties.

Providing Water that Sustains Life

Secure Water Supply Program in the Central Dry Zone

【Funding: Ministry of Border Affairs, villages, individuals, BAJ Donation】

In our village water supply activities that started in 1999, we have built 126 deep tube wells and repaired 465 wells, and since June 2017, we handed over this work to the local group. Since the start of this project, we had considered localizing this project, and the local staff that was involved with BAJ until the end established a new group called NWSG (National Water Service Group) to continue as a business to install and repair wells and sell parts. BAJ is providing back office support such as operations, sales and technical matters for two years to support independence of this group.

In 2017, they installed four new deep tube wells and repaired eight wells. They also provided trainings for long-term operations and maintenance in villages that they repaired the wells for.

Yangon Office, vital to BAJ's Myanmar operations

Yangon Office, in cooperation with the BAJ Tokyo Office, provided support for BAJ's regional operations in Myanmar in the areas of personnel, accounting, and general affairs. The Office also held training for international and local staff to promote their working morale and accommodated many visitors.

We held the following meetings and discussed our future strategies and mid-term plan. In the meeting, attended by Japanese staff only, we had reports from regional offices and discussed the issues faced by each of them. We also held Skype meetings as necessary.

	Date	title	Attendees	Location
1	March 20 -22	Myanmar Annual Meeting	Senior members and resident staff	MES Yangon Office
2	October 9 and 10	General Operations Meeting	BAJ Chairperson, Secretary General, Country heads, etc.	BAJ Yangon Office
3	October 11 and 12	Japanese staff meeting	Attendees from number 2 in this table + Japanese staff	BAJ Yangon Office

1. Book & Toy Business Project 【funded by BAJ, Tokyo Toy Museum, and others】

In rural areas of Myanmar, there are insufficient books, toys, etc, available to children. As part of the “BAJ Book and Toy Library 100” project, BAJ is distributing books and toys to 100 schools.

In 2017, with donations received from the public, we gave 200 books, as well as cup and ball sets (KENDAMA), Go-game sets, ring toss sets (WANAGE), and other supplies to 30 schools. Since the inception of the program, we made similar donations to 46 schools and also provided training to local teachers and parents on how to use them properly so that the books and toys can last for a long time.

2. Elementary School Building Project 【funded by Kumagai Gumi Corporation】

The Kumagai Gumi Corporation is undertaking a project to re-build elementary schools as part of their effort to contribute to local communities and they hired BAJ for execution of the project. BAJ will continue to carry out this project under the name of “KUMAGAI STAR PROJECT” and build elementary schools with help from other interested parties. This project received the “No. 12 Japan Partnership Award” in March and also received the “Global Smile Award.”

3. Mangrove Windbreak Tree-planting Project 【funded by Kao Corporation, Kao Pocket Club】

In cooperation with local villagers and “FREDA” (NGO) who have been planting trees in Myanmar, BAJ planted windbreak trees in order to protect elementary school buildings in Bogale county in the Ayeyarwaddy Delta. So far, we planted 10,000 one-year-old plants, mostly mangrove, surrounding school buildings there.

II. Activities in Vietnam

SUMMARY

In 1983, five years after the end of the Vietnam War, Masahiro Araishi, the founder of BAJ, received an invitation from Ho Chi Minh City in Vietnam, where he was supporting restoration, and visited Vietnam for the first time. After this, he sent liaison staff to Ho Chi Minh City from Japan and continued the supporting activities for children and the disabled. In 1993, he established a private organization called Indochina Citizen Cooperation Center and the supporting activities began in full scale.

In 2002, BAJ sent two coordinators to Ho Chi Minh City and implemented the "Investigation of garbage in nine cities in Vietnam" project consigned by the Japan Bank for International Cooperation (JBIC). Investigation on processing garbage in each city was performed and reported. Garbage sorting and collecting activities by residents were performed as a pilot project in An Khanh Ward, the second ward in Ho Chi Minh City. In this location, migrant workers from rural areas lived in huts along the Second Ward River across Saigon River with no electricity or water supply. There were many underprivileged children, some of whom helped their parents by selling lottery tickets and some of whom relied on relatives because their parents' whereabouts were unknown.

BAJ rented a temple site along the river and opened drawing classes for children who lived in the slums. We told parents about the importance of education, took procedures for children to go to school, and opened learning classes for them. For parents, we used micro-credit to support them, installed toilets, and continued to sort and collect garbage. After six years of activities in this region, some children went on to study in high schools and universities.

In 2009, the Vietnam government began in earnest to develop this region. Residents, including children, moved so BAJ decided to move the activity headquarters to Hue City in Thua Thien Hue Province.

In Hue City, there are residents who live in huts along the castle wall and poor residents live in ships on Red River and engage in seasonal labor. Many people had infectious diseases due to poor sanitary conditions with no electricity and waterworks. BAJ promoted visiting hospitals and distributed medicine. Furthermore, BAJ engaged in life support by micro-credit to improve income and established joint waterworks and shower facilities.

Children living on the river cannot go to school since they must help their parents work while their boats move during the seasons for collecting river sand. BAJ constructed a school along the river for children living in boats, and opened private study classes so that children can catch up with school work.

Many schools in the area focus on memorizing and thinking and acting is not often taught. BAJ stayed classes for learning the environment, with actual experiments and observation.

BAJ has been implementing projects in consultation with the local government. In agricultural land in the suburbs, there are many farmers that sell the land and abandon agriculture, due to problems such as complaints from local people about land pollution and smell. This contributes to urbanization and aging farmer population. To cope with the situation, BAJ started up a new project.

BAJ continued to assist with school attendance with an "environment study class" and the "shine Asian children fund" for children involved in BAJ-coordinated activities in Hue City in 2017. In addition, from 2014 BAJ started installation of bio-gas digester in cooperation with Hue administration for farmers in the "Project to support strengthening of agriculture and livestock industry management." BAJ also implemented "Operation of direct sales stores" by farmers aiming to promote sales of agricultural and livestock products and "Technical training project of organic farming" for safe production of agricultural products. Now there are two direct sales stores and the sales are going well.

1. Environmental Education is fun.

i. Environmental Education at Schools [Funding: Eco Point, Canon Inc., "Shine! Children of Asia" Fund]

In 2017, due to an increase of requests for environmental education from schools, we conducted this type of education for 333 students in primary school and 63 students in junior high, which is 396 students in total. Especially in the Thuy Xuan Primary School in Hue City, as a part of the curriculum "Activities to Strengthen the Power of Living", we took a full year to conduct environmental education for third to fifth grade students in 11 classes in primary school.

The content of the classes regard water and air pollution, trash separation, etc. We also made handmade New Year's cards that will be sent to supporters in Japan at the end of the year. In addition, two environmental groups of children from the region learned how to separate trash by playing games.

In Lam Mong Quang Junior High School in the Phu Loc District and Pham Quang Ai Junior High School in the Quang Dien District, we conducted environmental education lessons for all 63 students by using environmental education text that BAJ prepared. The contents regard water and air pollution, circulation of water, and how to make natural soaps. We also led a tour to see a Biogas Digester.

Comments from two children who took the environmental education lesson:

- It was fun that I made New Year's cards in class and drew a picture of Vietnam's new year. I thought that it is important to separate trash. I would like to study about the environment more. My dream is to be a doctor and I would like to help sick, disabled, and poor people in the future. (Dang Ai Quynh Nhu, 3rd grade student)

●The most enjoyable lesson was to pick up trash. I was used to throwing trash away anywhere, but now I never do so. It’s fun for me to study a lot of useful things. In the future, I would like to be someone who helps people around. And, by becoming a famous singer, I would like to sing songs for my father and my mother. (Nguyen Bao Anh Tam, 4th grade student)

ii. Education Support Program **【Funding: “Shine! Children of Asia” Fund】**

Upon consulting with the Lam Mong Quang Junior High School and the Pham Quang Ai Junior High School, we selected students, granted scholarships, and held award ceremonies in September. Award ceremonies for the Thuy Xuan Primary School and Environmental Group will also take place in 2018.

Target group	Grade granted	Number of students	Scholarship/person
Lam Mong Quang Junior High School	1st-4 th grade	20	500,000 VND
Pham Quang Ai Junior High School	1st-4 th grade	15	500,000 VND
Thuy Xuan Primary School	1st-5 th grade	20	300,000VND
Ca Hat group	—	6	450,000VND
Tu Hieu group	—	6	450,000VND

* 100,000VND ≒ 495yen

2. Strengthening Agriculture

i. Management Support Project to Strengthen Agriculture and Livestock Industry **【Funding: JICA Grassroots Technical Cooperation Program, BAJ Donation】**

Three years have passed since the “Management Support Project for Small Scale Farmers to Strengthen Agriculture and Livestock Industry” in Hue City started in 2014 with a 5-year plan. So far, BAJ has built 86 biogas digesters (BD) for those farmers who requested BDs and it has also promoted recycling-oriented agriculture. The cost of installing BDs is collected and accumulated through a micro-credit financial program, and it is used to fund those farmers who wish to install new BDs.

In addition, we set up stores to expand the sales channels of agriculture and livestock products, with the aim to improve income through direct sales and add a second store. We also conducted four new trainings on organic farming techniques, to improve quality of produce and to consider business management in the future. In order to practice the knowledge on these techniques, we hired fields operated by the direct sales store and promoted technical trainings mainly with local farmers' groups.

(1) Installation of BDs

We conducted a survey on livestock farms in three districts of Hue City, Thuy Xuan Ward, Thuy Bieu Ward, and Huong Long Ward, and installed BDs together with 10 selected farmers. We are discussing to conclude a memorandum on the transfer of BDs with the Department of Economics in the Hue City government that provides subsidies for installing BDs.

(2) Expanding Direct Sales Shops for Agriculture and Livestock Products

The direct sales store on Hai Ba Trung street in Hue City, which opened in 2014, is operated mainly by ten farmer suppliers, and BAJ touched up the store's interior with the renewal of the lease contract of the shop. Along with the increase in demand, we opened a second direct sales store on Phung Hung street in October 2016 and both stores are growing in sales.

(3) Organic Cultivation Technical Training Project

【Funding: Asia Consumer Co-operative Cooperation Fund】

We started implemented the project "Organic Cultivation Technical Training and Strengthening Organizational Power" as a result of the site visit training at the organic vegetable sales companies in Da Lat, Lam Dong Province and Hoi An, Quang Nam Province conducted in 2016. In 2017, we hired fields in Thuy Bieu Ward in Hue City, and the volunteer farmer group and local staff began growing vegetables in July. In August, we began supplying vegetables to the direct sales stores. In the near future, we are considering to arrange 'farming experience tours' to utilize those fields.

(4) Acceptance of Interns

As projects in Vietnam are easily accessible for visitors, we have proactively accepted interns so far. In particular for university student interns, we arrange practical trainings at the Tokyo office and set training assignments at the Vietnam office, and have these interns report after the training.

The list of the main site visits in 2017 is shown below.

	Period	Organisations accepted (number of people)	Description
1	Jan 18 th - 20 th	MSM International Women's College (2)	Site visits to fields, direct sales stores, and farmers
2	Mar 1 st - 14 th	Utsunomiya University (1)	Monitoring of environmental education, comparative studies among direct sales stores in the city
3	Aug 8 th - 12 th	Rikkyo University Students (4), Teaching staff (1)	Hands-on public relations of direct sales store, implementation report
4	Sep 6 th	People's Committee of Vinh My Village	Discussions of possible installation of BDs

III. Activities in Tokyo Headquarters

SUMMARY

In 2017 we operated the Tokyo Office with minimal staff by fully utilizing Skype and the internet. We had some of our staff working from home and also utilized part-time staff when necessary. We no longer have meetings based on papers and adopted a monthly Skype meeting attended by all our overseas staff to discuss the status of different projects, trip reports, monthly donations received, etc. In addition, we hold unscheduled Skype meetings when necessary in order to ensure smooth operation of our activities.

With respect to the Tokyo Office's Furu Kuru Project, which was launched in 2011 for the purpose of collecting used clothes, the Gap Corporation ran a special campaign on our behalf to collect used clothes in its 130 stores throughout Japan during the period of March through May, 2017. This resulted in a substantial increase in the volume of used clothes collected. Also, the collection of used clothes by the Lumine Corporation, which operates consolidated shops near train stations, has become a routine project and has generated ¥6 million yen in donations in 2017 which is the 6th year since the program's inception.

As for our home page updating project, we selected a service provider, decided on a design and layout, and then released a new home page in January, 2018. There was criticism that our old home page did not explain our activities clearly enough. Thus, one of the primary objectives of the home page renewal project was to make it easier for readers to clearly follow our activities.

In May we noticed a sudden increase in small donations that we could not readily identify. Our study revealed that our BAJ bank account was being used by a remittance fraud group. We contacted our bank and tried to identify genuine donations and found many remittances that could not be traced to legitimate donors. We reported the case to the police and changed our bank account. We did not expect this sort of irregularity to take place by placing our bank account on our home page.

In August there was a large-scale terror attack on the police in Rakhine State, Myanmar. We closed the BAJ Maungdaw Office immediately because of it. We reopened the Office with only local staff and have since been running workshops. But to our regret we still do not see Muslim staff returning to the Office. The Japanese staff who were originally working in the Office still cannot get permission to return. Even a short visit by Japanese staff is not permitted. Since this terrorist attack, the BAJ Tokyo Office received a number of media inquiries, but we ourselves do not know what has happened or what is happening in the area. However, we can still continue our operations, although on a limited scale. We believe this is possible because of the mutual trust that we have established with local people in different fields. Our position is to think together with people, irrespective of religious or political differences, and come up with the best solutions to help those people who are suffering at the moment. All we can say at this point is that the BAJ

operations have undergone some changes because of the incident. We hope we have your understanding.

Projects in 2018 are underway. We hope we have your kind understanding and continued support of our activities.

1. BAJ Tokyo Office operations

BAJ operations are funded by donations and membership fees paid by supporters like you. BAJ therefore tries to keep you informed of our activities using periodic briefings, bulletins, home page posts, mailed magazines, and other communication tools. We are also seeking governmental subsidies to help fund our operations.

Below is a list of the organizations from which BAJ received donations in the fiscal year 2017. The names of individuals are not listed to protect their privacy. Furu Kuru donors are also not listed.

	Organizations
Myanmar * 1	UNHCR, The Nippon Foundation, Kao Corporation, Kao Heart Pocket Club, Yahoo!, Kumagai Gumi, Tokyo Hakuzen, UI21, the SMBC Volunteer Fund, Jodo Shu Tomoiki Foundation, The Osaka Marathon Organizing Committee
Vietnam * 2	JICA partnership program, Canon Inc., Consumer Co-operative Institute of Japan, A.N. Lab Joint Stock Company, Ohki Gumi, JACCS, "Shine! Children of Asia" Fund
BAJ * 3	Japan Development Service, Nikko Bussan Co., Ltd., Ohki Gumi, Yutaka Nursery, Birotasu Co., Dynax Corporation, Hosyu Kogyo, NPO Care Center YAWARAGI, Bridgers Co. Ltd., Capital Industry Co., Ltd., Kokusai Kogyo Co.Ltd., Sowa Consultants Inc., LIXIL, Bookoff Corporation Limited, Yahoo! Volunteer, Gap Inc., JANIC, gooddo, LIFULL Co., Ltd., NPO Japan Good Toy Association, TEARS OF JOY, footfeel, Social Funding, LUMINE Omiya, LUMINE Yurakucho, TerraCycle Japan, Hanabishi-sewing Co. Ltd.

* 1 : Book & Toy, Donation to School Construction (KUMAGAI STAR PROJECT), Improving Livelihoods of Women, Water Donation

* 2 : "Shine! Children of Asia" Fund, Children's Dream Support Fund, BAJ All-Round Supporter

* 3 : Membership fees, Donations, BAJ All-Round Supporter, Full-kuru Project, Newsletter Subscription, HAPPY BOOK, Winder Donation, Summer Donation

i. Please refer to the table below for the names of major donors

	Project	Period	Donor	Amount
1	Rakhine state, Myanmar/repairs and maintenance of machineries including vehicles and agricultural machinery, sewing training	Jan-Dec 2017	United Nations High Commissioner for Refugees (UNHCR)	\$38,820
2	Rakhine state, Myanmar/school construction and community	September 2016-August 2017	The Nippon Foundation	\$2,310,800

	development, first phase of fifth year			
3	Bago region / school building construction project	November 2017- March 2018	Kumagai Gumi Tokyo Hakuzen, UI21	¥7,550,000 ¥500,000 円
4	Kayin state, Myanmar / technical training school operation project fifth year	January-December 2017	The Nippon Foundation Funds on hand	\$715,000
5	Irrawaddy region, Myanmar / planting , mangrove windbreaks for schools	January-December 2017	Kao Corporation Kao Heart Pocket Club	¥400,000
6	Hue City, Vietnam / agriculture and livestock strengthening support project for small scale farmers in Hue City	May, 2014-April 2019	JICA partnership Program	¥48,016,247
7	Hue City, Vietnam / trainings for organic vegetable farming and strengthening organizational capability	April, 2017-February, 2018	Consumer Co-operative Institute of Japan	¥850,000
8	Vietnam / children's dream support fund	January-December 2017	Canon Inc, JACCS	¥600,114
9	Tokyo / secondhand clothing collection (Furu-kuru)	January ~ December 2017	Nikko Bussan Co.Ltd., Gap LUMINE etc.	¥1,202,575

ii. Please refer to the table below for membership fees, donations, grants, and subsidies

(Unit : Yen)

	2012	2013	2014	2015	2016	2017
Individual/ corporations membership fees	1,830,000	1,880,000	1,420,000	1,390,000	1,480,000	1,300,000
Donations	33,480,635	27,890,548	22,425,503	21,569,580	27,124,712	27,086,536
Grants	100,331,232	117,490,256	165,092,341	186,342,192	212,060,867	328,963,935
Public funding	116,134,104	187,025,038	213,837,396	143,315,088	112,673,288	44,122,338
Revenue from project operations	8,995,613	3,528,430	8,840,774	7,611,554	10,109,152	5,807,733
Other revenue	4,398,060	13,835,164	5,916,524	691,939	6,026,322	1,237,259
Total	265,169,644	351,649,435	417,532,538	360,920,353	369,474,341	408,517,801

iii. Tokyo Operations

The Tokyo Office's workload has increased substantially due to an increase in overseas projects exceeding the capacity of current staff. In order to fund its operating costs, including personnel expenses, we have been running the "Furu Kuru" and "Marugoto" projects that are unique to the Tokyo Office. It takes time and effort to expand on these projects, but in 2017 companies began to cooperate with us.

(1) Furu Kuru Project (collection of used clothes)

We had more than 200 companies and organizations participate in this project. We also saw some individuals who made repeat donations of used clothing, and Some of the individual donor have started making cash donations as well. We will further publicize this project with new PR activities and make it one of the core projects of the Tokyo Office. Here are the changes in performance of these projects since 2014.

	2014	2015	2016	2017
Weight (kg)	67,178	50,971	43,604	74,554
Price (JPY)	713,713	776,720	701,209	1,202,575

(2) Supporter Programs

We are seeing a gradual increase in the number of supporters who make fixed amount donations every month to the "Shine! Children in Asia" and "All-round Supporter" programs. In the "Shine! Children in Asia" program, 34 supporters are currently making donations of ¥84,000 a month to children in Vietnam. We are planning to make a similar donation program for children in Myanmar in the future. In the "All-round Supporter" program, we are receiving ¥151,000 a month from 61 supporters. These funds are important and used to cover emergency expenses as well as administrative expenses as needed. We are planning to further expand on this program.

(3) Book & Toy Library 100

Since 2016, we have been collecting book and toy donations as a joint project with the Tokyo Toy Museum. We initiated a crowdfunding program starting in 2016. BAJ was also designated as one of the organizations to receive contributions from the Osaka Charity Marathon event. Income from these programs along with public donations that BAJ has collected amounted to ¥8,744,915 through the end of January 2017.

(4) Donation Collection Campaign

The chart below shows the results of the donation collection campaigns we ran from 2016 through 2018. The campaigns are run twice a year; one in summer and the other in winter. We collected more donations in winter campaigns.

Donation Title	Period	Amount (JPY)
Winter donation: Open up the future with your own hands	November, 2016-February, 2017	650,500

Summer donation : Feel Rich Asia tattooing lace seminar	June-August, 2017	338,000
Winter donation: Step by step	November, 2017-February 14th, 2018	605,600

2. Public Relations

i. Publishing information

To expand the circle of our activities and to connect supporters with project sites, we utilize many promotional channels. As paper mediums, we issued 1000 copies of 'BAJ Newsletter' 4 times a year, 1200 copies of 'BAJ Annual Report' once a year, and 2000 copies of 'BAJ Leaflets' which introduces our projects briefly. For our online presence, we updated the 'BAJ Website', sent 'E-mail Magazines' twice a month and managed our 'FaceBook page'. We currently send about 4,700 e-mail magazines.

To increase the number of our supporters, we proactively held or participated in debrief sessions to give lectures to promote our activities whenever we had opportunities, including 5 debrief sessions by expatriate staff who temporarily returned from project sites, four report sessions by seconded specialists, two debrief sessions by interns, five presentations at debrief sessions held by other organizations, and four invited lectures/lessons.

ii. Accepting Volunteers and Interns

Accepting volunteers is important for NGOs in terms of securing business transparency. Along with packing our newsletters, BAJ holds 'Volunteer Café' to introduce its activities while providing tea and snacks. In addition, we have strived to expand supporters by organizing 'volunteer introduction sessions' as needs arose. There are also volunteers who help with office work regularly.

In January, we held 'Volunteer Café - Expanded' focusing on introducing our activities in a spacious venue. It was very successful with 25 participants with many other volunteers, which consequently gave us thoughts and challenges for the future. In 2017, five volunteer cafés were held and 67 people participated, and a cumulative total of 80 regular volunteers supported us, leading to the annual total of 147 volunteers.

For interns, we need to devote considerable time in tasks such as goal setting, evaluation and reporting, so we narrowed the number we accepted to two working adults and five students due to the constraints in BAJ's capacity. In the future, we are planning to further expand our capacity.

iii. Networks

We proactively participated in meetings organized by various organizations such as international cooperation agencies, government agencies and NGOs/NPOs to share information and to make recommendations. The organizations that BAJ participated in 2017 are listed below.

Organizations/Groups	Description
J-FUN	Exchange of opinions and sharing information among NGOs cooperating with UNHCR

Tokyo Toy Museum	Donate toys and book cases as a joint project of 'Book & Toy Library 100'
NGO & Ministry of Foreign Affairs Regular Consultative Meeting	Proposal to and dialogue with the Ministry of Foreign Affairs, Japan
Yawaragi Care Center	Promotion of projects for senior citizens
NGO & JICA Consultative Meeting	Exchange of opinions and sharing information among JICA and NGOs
Japan NGO Center for International Cooperation (JANIC)	Association of international cooperation NGOs; making recommendations to the government
Biomedical Science Association	Information sharing on sanitation projects in Vietnam
Japan Civil Society Network on SDGs	Information sharing and recommendation activities in cooperation with the United Nations SDGs Project
International Council of Voluntary Agencies (Organisation for advocating humanitarian support)	Association of NGOs implementing humanitarian support in cooperation with UNHCR
Appropriate Technology Forum Japan	Dissemination of appropriate technology and recommendation activities to aim for a sustainable world

3. General Affairs and Management

BAJ established goals to 'improve the quality of activity results' and 'strengthen operational management abilities'. To achieve these goals, our staff participated in upskilling trainings and seminars as required to improve their skills. In addition, we utilize these opportunities to establish networks with other organizations and collect information.

For other management affairs, we held boards of directors meetings and an annual general meeting, handled human resources matters and business trips, and proceeded with office work including recruitment and visa acquisition related to secondments in cooperation with overseas offices. We also procured supplies according to the demands of project sites and made appropriate arrangements for our visitors.

Financial Report (January 1, 2017 – December 31, 2017)

INCOME AND EXPENDITURE

ACTIVITIES ACCOUNT STATEMENT FOR FY 2017 (From January 1st, 2017 to December 31st, 2017)

INCOME	(Unit: Yen)
1. Membership Fees *1	1,300,000
2. Donations *2	27,086,536
3. Grants	328,963,935
Grants #2	44,122,338
Public Funding *3	284,841,597
4. Revenue from Project Operations	5,807,733
5. Other Revenues	1,237,259
Total Income (A)	408,517,801

EXPENDITURE	(Unit: Yen)
1. Project Cost	97,420,753
Personnel Cost	370,261,947
Other Costs	272,841,194
2. Management Cost	11,175,412
Personnel Cost	22,386,187
Other Costs	11,210,775
Total Expenditure (B)	392,648,134

Changes in Net Assets (A) – (B)	15,869,667
Balance Brought Forward from 2016 (C)	77,116,331
Balance to be Brought Forward to 2018 (A) – (B) + (C)	92,985,998

*1 Breakdown of Membership Fees (Unit: Yen)

1. Individuals	970,000
2. Corporations	330,000
Total Membership Fees	1,300,000

*2 Breakdown of Donations and Grants (Unit: Yen)

1. BAJ Donation	1,984,016
2. All Round Supporter	1,770,000
3. Myanmar Donation	21,703,409
4. Vietnam Donation	625,111
5. "Shinel Children of Asia" Fund (Vietnam)	1,004,000
6. Nippon Foundation (School Building Construction in Rakhine State)	255,227,858
7. Nippon Foundation (Hpa-an Technical Training School Operation Project)	72,886,077
8. Asia Consumer Co-operative Cooperation Fund (Vietna	850,000
Total Donations and Grants	356,050,471

NB: For all major donations, please refer to the table in "Domestic Activities Report
1. NPO Authorization Status and Fundraising (1) Fundraising"

*3 Breakdown of Public Funding (Unit: Yen)

1. United Nations High Commissioner for Refugees (UNHCR)	
Myanmar Rakhine State: Repairs and Maintenance of Machines including Vehicles, and Peaceful Coexistence Project	35,309,848
2. Japan International Cooperation Agency	
Vietnam Hue City: Support small-sized farmers to strengthen Management of Agriculture and Livestock Industry	9,223,558
3. Ministry of Foreign Affairs, Japan	
Myanmar Hpa-an City, Karen State: Management of Technical Training School (Refunded)	-411,068
Total Public Funding	44,122,338

BALANCE SHEET

Balance Sheet (As of December 31st, 2017)

ASSETS		(Unit: Yen)	
	Cash	391,762	
	Deposits	124,369,196	
	Cash and Deposits in Myanmar	231,892,300	
	Cash and Deposits in Vietnam	6,463,437	
Current Assets	Merchandise	1,469	364,719,227
	Advances	11,397	
	Accounts receivable	0	
Current Assets	Advance Payment	0	
	Temporary Payment	1,589,666	
	Contributions for Imcompleted Constructio	0	
Fixed Assets	Tangible Fixed Assets		
	Machinery	1	1
	Investments and Other Asset: Rental Deposit	0	
Total Assets			364,719,228
LIABILITIES			
	Accrued Taxes	70,000	
	Other Accounts Payable	183,489	
	Deferred Membership Fees	20,000	
	Deferred Donations	0	
Current Liabilities	Deferred Grants	262,283,172	269,263,931
	Deferred Public Funding	3,364,005	
	Other Advances received	0	
	Deposits Payable	1,300,497	
	Suspense Receipts	2,042,768	
Fixed Liabilities	Accrued Retirement Benefits		2,469,299
Total Liabilities			271,733,230
Net Assets			
	Balance brought forward from the Previous Year		77,116,331
	Changes in Net Assets		15,869,667
Total Net Assets			92,985,998
Total Liabilities and Net Assets			364,719,228

Notes on Financial Statement

Notes on Financial Statement

1. Key Accounting Policies

The financial statement is prepared according to NPO Accounting Standard (by NPO Accounting Standard Committee on July 20th, 2010).

In this standard, Income and Expenditure Account Statement in Article 28, Paragraph 1 of the Act to Promote Specified Non-profit Activities is called Statement of Activities.

(1) Depreciation method of fixed assets

Tangible fixed assets are depreciated by the straight-linedepreciation method according to regulations of corporate tax.

(2) Accounting standard for reserves

*Reverses for severance benefits

To prepare for severance benefits for employees, the estimated amount of contribution by the organization is shown.

The estimated amount is calculated by exempting the estimated amount of contribution to mutual aid premium from accrued benefits at the end of year according to work regulation.

(3) Accounting method of GST

All accounts are GST inclusive.

2. Breakdown of restricted funds and donations

Project Detail	Balance brought forward from the previous term	Amount received in the current term	Amount used in the current term	Notes	
				Closing Balance	Advances Received
Repairs and Maintenance of Machineries including Vehicles and Training for Sawing Skills in Rakhine State, Myanmar / UNHCR	2409278	35,804,036	35,309,848	0	2,903,466
School Building Constructions and Community Development Project in Rakhine State / Nippon Foundation	184509486	245,178,030	255,227,858	0	174,459,658
Management of Technical Training School in Hpa-an City, Karen State, Myanmar / Nippon Foundation	80,348,636	80,360,955	72,886,077	0	87,823,514
Support for Strengthening Management of Agriculture and Livestock Industry for Small-sized Farmers in Hue City, Vietnam /Japan International Cooperation Agency	1042097	8,642,000	9,223,953	0	460,539
Asian Students Internship Program, Grants for Asian Exchange Students / Asian Community Trust	50,504	0	50,504	0	0

3. Details on transactions with board members and close family members (Unit: Yen)

Item	Amount shown in the financial statement	Transaction amount of directors and close relatives
(Statement of activities)		
Membership Fees Received	1,300,000	90,000
Donations Received	27,086,536	267,000
Management – Rental Fees	752,520	660,000
	29,139,056	1,017,000

4. Balance details for fixed assets (Unit: Yen)

Item	Acquisition value	Asset growth	Depreciation	Term-end value	Accumulated depreciation	Term-end book value
(Tangible fixed assets)						
Machinery & equipment	15,422,173	0	0	154,221	15,422,172	1
Drilling machines for wells						

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