2013 Annual Report
From January 1, 2013 to December 31, 2013

Non-Profit Organization
Bridge Asia Japan
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We present the annual report for 2013:

We are thankful for all of the support given by BAJ members and other supporters for our various activities. BAJ celebrated its 20th establishment anniversary in November, 2013. In 2013, the Tokyo headquarters implemented some works regarding to our basic administration, including preparing for changes within our articles of association and other additional regulations. In February 2014, we were renewed as the authorized non-profit organization without any issues.

In our foreign operations, we closed our activities in Ho Chi Minh City, Vietnam. We continued the projects of recycling agriculture and income improvement for low-income farmers in Hue City and it went quite well. We also started a new project, agricultural reinforcement and animal husbandry, which will run from 2014 to 2018.

In Myanmar, which has attracted much attention recently, we proceeded preparation for the opening of a technical training school in Hpa-An, Karen state. In January 2014, we successfully started On the Job Training with 30 trainees. In addition, school construction project is going smoothly in Sittwe, West Rkhine. Currently, we are on the 2nd year of school construction and are building 20 schools, as well as processing research for the 3rd year of the project.

The age of adulthood in Japan is 20 years. We become independent and part of society at this age. At this turning point in 2013, we have reconsidered and renewed our commitment for the future and will always try our best for the local people.

Any guidance and encouragement for us would be highly appreciated always.

Bridge Asia Japan
President
Etsuko Nemoto

Our Mission
1. Providing opportunities for skill acquirement and ability enhancement
2. Assisting in income improvement
3. Setting environmental foundations for local development
4. Preserving the environment and increasing awareness

Our Programs
1. Providing vocational training to youth without access to educational opportunities
2. Settling the infrastructure by OJT, and encouraging and accepting active local participation
3. Providing technical training for women in low-income households
4. Excavating new tube-wells and maintaining old tube-wells to acquire stable water supplies for daily life
5. Building schools where children can play and learn safely
6. Practicing health and environmental education for life improvement
7. Encouraging out-of-school children to attend school, and assisting in their learning
8. Supporting low-income farmers to improve their household income
9. Practicing recycle farming techniques between cities and farm villages
10. Recycling second-hand clothes and books
I.  ACTIVITIES IN MYANMAR

SUMMARY

Myanmar Government is making steady progress on the reform and hosted South East Asian Games successfully in December 2013. Myanmar is also chairing Association of Southeast Asian Nations (ASEAN) in 2014 and has been able to show its presence as a member of international society.

BAJ signed MoU with the counterpart, Ministry of Border Affairs (Department of Rural Development; DRD), to carry out Water Supply Programmes, but after the reorganization of government ministries, BAJ has signed new MoUs with two ministries, namely Ministry of Livestock-Fisheries for Water Supply Programmes and with Department of Education and Training (DET), Ministry of Border Affairs for School Construction Project.

In Rakhine State, we have constructed 227 permanent shelters for the affected people who lost their homes, and created jobs for more than 300 people, which contributed to the stabilisation of the community. In the Primary School Construction Project with the funding from Nippon Foundation, we have constructed 10 schools which were planned for the first year and in 2014, we are planning to construct 20 schools which have already been started.

In the Central Dry Zone, we excavated 7 new deep wells and repaired 12 existing wells, and also provided trainings for long-term maintenance and management of wells. We arranged 11 coordination meetings with the central government and local governments, mainly focussing on determining the detailed needs and smooth communications. We also constructed one primary school with the donation from Dears Brain Corporation and supported the travel arrangements for 22 employees who participated in the trip as part of their trainings.

In the South Eastern borders, we completed 10 new water supply facilities, and repaired existing wells at 15 sites. 7,084 people benefited from trainings and information sessions, allowing 35 litres of clean water per day. For the knowledge related to water and sanitation, the level of understanding was about 58% before the training, but increased to 80% after the training. This helped in maintaining hygienic environment in villages.

In our new project of Hpa-an Technical Training School, we opened the Construction Course in January 2014. 30 youths mainly from Karen backgrounds who had no previous educational opportunities attended the classes.

1. Northern Rakhine State Community Development Program

Rakhine State is located on the westernmost coastal area of Myanmar, stretching from north to south along the Bay of Bengal and sharing its northern border with Bangladesh. About one million out of the total three million state populations are Muslims and live in the border area near Bangladesh. Having no citizenship and restricted freedom of movement, they live precarious lives. The region of today’s Rakhine State was homes of former Rakhine kingdoms. Buddhists, called ethnic Rakhine, and Muslims have a long history of conflicts. This is why a small incident can easily trigger and develop into unrest and riots there. Plenty of Muslims had fled the area as refugees in the past.

There was a widespread unrest in 2012, which left some hundreds of people dead and thousands of houses burnt down, making 6000 families homeless. Responding to the situation, BAJ temporarily closed its workshop while providing emergency relief and constructed shelters. BAJ resumed the maintenance service of vehicles and other machineries in its workshop in early 2013. We also provided a training course on single-cylinder engine and welding skills in July, 2013.
1-1. Programs around Maungdaw  【Funding: UNHCR and Nippon Foundation】

(1) Maintenance of Machineries such as Vehicles
BAJ workshop in Maungdaw has been providing maintenance service of machineries such as vehicles, generators and outboard motors for UN organizations, international NGOs and Myanmar government institutions operating in the region, supporting their activities. In addition to the workshop in Maungdaw, another workshop was opened in Sittwe in January 2013.

(2) Training for Single-Cylinder Engine Maintenance and Welding Skills
A training course on single-cylinder engine maintenance and welding skills was launched. In response to the advertisement in July, more than 70 people applied for 20 positions available, showing a strong demand for this kind of training. 15 out of 20 trainees successfully finished the two-month course from September and received graduate certificates.

(3) Infrastructure Construction Projects
Construction of community centers has been suspended due to the 2012 unrest but was resumed in May, 2013. Two centers among the three, which originally planned, were completed. Building of the last one was not permitted to resume and halted.
Construction of shelters for those who lost their homes created fixed-term employment for more than 300 people. Local residents who participated could gain construction skills.

1-2. School Construction  【Funding: Nippon Foundation】

In Nippon Foundation School Construction Project, which started in October 2012, we completed the construction of 10 schools planned in the first year in November 2011. In each school, we also provided 10 sets of desks and chairs. During construction, we encouraged residents in villages to participate such as building fences around the school site.
At construction sites, under the instruction of the site manager and skilled workers such as carpenters and plasterers, around 10 local youths participated to gain skills through OJT (on-the-job training). Among the participants, those who excelled in these skills could also participate in the second year of the project.
In September 2013, we began our second year of planned construction of 20 schools, and as of December 2013, we have started constructing 8 more schools. Along with the expansion of the project, we set up an office in Toungup. We have also relocated our Sittwe office due to high rental fees. The new office accommodates staff staying overnights.

The tables below show the progress of each school’s construction per year:

<table>
<thead>
<tr>
<th>Township</th>
<th>Area</th>
<th>Size and construction type</th>
<th>Start date</th>
<th>% of completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sittwe</td>
<td>Kywae Village</td>
<td>60ft × 30ft, reinforced concrete construction</td>
<td>2012/10/6</td>
<td>100%</td>
</tr>
<tr>
<td>Sittwe</td>
<td>Tin Taung Village</td>
<td>110 ft × 30 ft, reinforced concrete construction</td>
<td>2012/10/7</td>
<td>100%</td>
</tr>
<tr>
<td>Pauktaw</td>
<td>Ward 1</td>
<td>90 ft × 30 ft, reinforced concrete construction with evacuation center functions</td>
<td>2012/11/8</td>
<td>100%</td>
</tr>
<tr>
<td>Pauktaw</td>
<td>Yuwa Chaung Gi Village</td>
<td>90 ft × 30 ft, reinforced concrete construction with evacuation center functions</td>
<td>2012/12/8</td>
<td>100%</td>
</tr>
<tr>
<td>Ponnagyun</td>
<td>Che Tow Village</td>
<td>60 ft × 30 ft, reinforced concrete</td>
<td>2013/1/17</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>Township</td>
<td>Area</td>
<td>Size and construction type</td>
<td>Start date</td>
</tr>
<tr>
<td>---</td>
<td>----------</td>
<td>---------------------</td>
<td>------------------------------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>6</td>
<td>Ponnagyun</td>
<td>Aung Mya Lay Village</td>
<td>60 ft × 30 ft, reinforced concrete construction with evacuation center functions</td>
<td>2013/2/13</td>
</tr>
<tr>
<td>7</td>
<td>Mrauk-U</td>
<td>Taung Oo Village</td>
<td>110 ft × 30 ft, reinforced concrete construction</td>
<td>2013/5/13</td>
</tr>
<tr>
<td>8</td>
<td>Mrauk-U</td>
<td>Kyat Zay Village</td>
<td>120 ft × 30 ft, reinforced concrete construction</td>
<td>2013/5/27</td>
</tr>
<tr>
<td>9</td>
<td>Kyauktaw</td>
<td>Pyin Hla Village</td>
<td>90 ft × 30 ft, reinforced concrete construction</td>
<td>2013/5/21</td>
</tr>
<tr>
<td>10</td>
<td>Kyauktaw</td>
<td>Daung Taw Yoe Village</td>
<td>60 ft × 30 ft, reinforced concrete construction</td>
<td>2013/5/21</td>
</tr>
</tbody>
</table>

**Second Year (from September 1, 2013 to December 31, 2013)**

<table>
<thead>
<tr>
<th>Township</th>
<th>Area</th>
<th>Size and construction type</th>
<th>Start date</th>
<th>% of completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Toungup</td>
<td>King Taung Village</td>
<td>90 ft × 30 ft, reinforced concrete construction</td>
<td>2013/9/1</td>
</tr>
<tr>
<td>2</td>
<td>Toungup</td>
<td>Than Pu Yar Kine Village</td>
<td>40 ft × 30 ft, reinforced concrete construction</td>
<td>2013/9/2</td>
</tr>
<tr>
<td>3</td>
<td>Thandwe</td>
<td>Gone Min Chaung Village</td>
<td>60 ft × 30 ft, reinforced concrete construction</td>
<td>2013/9/9</td>
</tr>
<tr>
<td>4</td>
<td>Gwa</td>
<td>Ale Chaung Village</td>
<td>40 ft × 30 ft, reinforced concrete construction</td>
<td>2013/9/9</td>
</tr>
<tr>
<td>5</td>
<td>Gwa</td>
<td>Laung Kyo Village</td>
<td>60 ft × 30 ft, reinforced concrete construction with evacuation center functions</td>
<td>2013/10/22</td>
</tr>
<tr>
<td>6</td>
<td>Sittwe</td>
<td>Pyar Lay Chaung Village</td>
<td>60 ft × 30 ft, reinforced concrete construction</td>
<td>2013/9/11</td>
</tr>
<tr>
<td>7</td>
<td>Maungdaw</td>
<td>Pyar Thar Village</td>
<td>60 ft × 30 ft, reinforced concrete construction</td>
<td>2013/10/8</td>
</tr>
<tr>
<td>8</td>
<td>Gwa</td>
<td>Tha Phyu Chaung Village</td>
<td>60 ft × 30 ft, reinforced concrete construction</td>
<td>2013/12/16</td>
</tr>
</tbody>
</table>
2. Daily life water supply project in the Central Dry Zone

Various projects were implemented in the Central Dry Zone throughout 2013. Over the dry season, we received an increased number of requests from local administrative agencies to conduct geological surveys and lend crane vehicles. In order to accommodate such requests, we managed to adjust our original implementation plan. Due to the replacement of project staff at the BAJ Magway Office, the BAJ Yangon Office assisted in delivering the “Water and Good Hygiene Practice Project” (Plan Fund) and the “New Deep Tube Well Drilling Project” (Watabe Fund). Meanwhile, under the Ministry of Foreign Affairs of Japan Grant Assistance for Japanese NGO Projects (NAG8), we launched the “New Tube Well Drilling Project” in May, and completed installation of five tube wells in December. Furthermore, various training sessions on long-term well maintenance and operation management took place in December. Under these projects, a total of seven new deep tube wells were installed, and 10 existing tube wells were repaired.

2-1. New deep tube well drilling projects

[Funding: Plan International; Mr. Takao Watabe; Ministry of Foreign Affairs of Japan Grant Assistance for Japanese NGO Projects]

The table below lists details of tube wells that were drilled and constructed in 2013:

<table>
<thead>
<tr>
<th>No.</th>
<th>Village</th>
<th>Township</th>
<th>Donor</th>
<th>Drilling Start date</th>
<th>Drilling End date</th>
<th>Pump capacity (in gal/hr)</th>
<th>Water tank capacity (in gal)</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>114</td>
<td>San Pya</td>
<td>Nyang-U</td>
<td>Plan International</td>
<td>1/19</td>
<td>2/17</td>
<td>2,250</td>
<td>5,000</td>
<td>Complete</td>
</tr>
<tr>
<td>115</td>
<td>U Yin (West)</td>
<td>Chauk</td>
<td>Mr. Takao Watabe</td>
<td>2/21</td>
<td>4/8</td>
<td>2,250</td>
<td>5,000</td>
<td>Complete</td>
</tr>
<tr>
<td>116</td>
<td>Su Pyit San</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>5/3</td>
<td>6/1</td>
<td>2,200</td>
<td>5,000</td>
<td>Complete</td>
</tr>
<tr>
<td>117</td>
<td>Shar Saung Kan</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>6/13</td>
<td>6/30</td>
<td>2,500</td>
<td>5,000</td>
<td>Complete</td>
</tr>
<tr>
<td>118</td>
<td>Nyaung Pin</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>8/4</td>
<td>8/29</td>
<td>2,250</td>
<td>5,000</td>
<td>Complete</td>
</tr>
<tr>
<td>119</td>
<td>Da Hat Kan</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>9/12</td>
<td>10/4</td>
<td>2,500</td>
<td>5,000</td>
<td>Complete</td>
</tr>
<tr>
<td>120</td>
<td>Wet Toe</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>11/7</td>
<td>12/11</td>
<td>2,250</td>
<td>5,000</td>
<td>Complete</td>
</tr>
</tbody>
</table>

In August, the board chairperson and four board members of Plan Japan inspected the tube well that was constructed in the San Pya Village in February. Tube well drilling in the Su Pyit San Village faced challenges due to a phenomenon called “fluid loss”. While a borehole is being drilled, water-based mud (a type of drilling fluid) is circulated within the borehole to aid the drilling process. When fluid loss (leakage of the water-based mud) occurs, it impedes fluid pumping and eventually halts circulation. Because frequent fluid loss occurred during borehole drilling in the Su Pyit San Village, a large volume of mud was thrown into the borehole to solve this problem. Additionally, a tube well drilling plan for another village was cancelled due to a lack of unanimous agreement on the plan among residents in the village. This led us to drill a well in another village while consulting with administrative agencies of former village.
2-2. Existing deep tube well repair projects

[Funding: Ministry of Foreign Affairs of Japan Grant Assistance for Japanese NGO Projects; etc.]

The table below lists details of tube well repairing activities in 2013:

<table>
<thead>
<tr>
<th>Village</th>
<th>Township</th>
<th>Funding</th>
<th>Pump capacity (in gal/hr)</th>
<th>End date</th>
<th>Repair method</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Before repair</td>
<td>After repair</td>
<td></td>
</tr>
<tr>
<td>Gway Kone</td>
<td>Yenangyaung</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>0</td>
<td>2,000</td>
<td>4/10 MONO pump parts replacement</td>
</tr>
<tr>
<td>Tha Pyay San</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>0</td>
<td>Unrestored</td>
<td>5/31 Well hole cleaning and brushing</td>
</tr>
<tr>
<td>Hpa Yar Pyo</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>0</td>
<td>1,400</td>
<td>5/24 Pump replacement; engine and dynamo inspection</td>
</tr>
<tr>
<td>Tet Wun</td>
<td>Natmauk</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>0</td>
<td>1,300</td>
<td>7/10 MONO pump parts replacement</td>
</tr>
<tr>
<td>Kan Thit</td>
<td>Magway</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>1,600</td>
<td>2,500</td>
<td>7/5 MONO pump parts replacement; engine replacement</td>
</tr>
<tr>
<td>Kyauk Khwet</td>
<td>Natmauk</td>
<td>Self-funded preliminary inspection</td>
<td>0</td>
<td>Unrestored</td>
<td>8/29 Borehole photo inspection</td>
</tr>
<tr>
<td>Lin Ka Toe</td>
<td>Natmauk</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>0</td>
<td>Unrestored</td>
<td>8/29 Pump and pipe removal</td>
</tr>
<tr>
<td>Gyo Gyar Kan</td>
<td>Chauk</td>
<td>Self-funded</td>
<td>Unspecified</td>
<td>2,250</td>
<td>8/20 Pump removal and inspection</td>
</tr>
<tr>
<td>Lei Kyin Yoe</td>
<td>Yenangyaung</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>100</td>
<td>2,000</td>
<td>10/26 MONO pump parts replacement</td>
</tr>
<tr>
<td>Hpa Lan Pin</td>
<td>Natmauk</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>1,000</td>
<td>2,250</td>
<td>11/9 MONO pump parts replacement</td>
</tr>
<tr>
<td>Chaung Boet</td>
<td>Chauk</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>1,800</td>
<td>2,250</td>
<td>11/13 MONO pump parts replacement; engine replacement</td>
</tr>
<tr>
<td>Se Kan</td>
<td>Chauk</td>
<td>Ministry of Foreign Affairs of Japan (NGO cooperation)</td>
<td>0</td>
<td>Unrestored</td>
<td>12/13 Pump removal; borehole photo inspection</td>
</tr>
</tbody>
</table>

Restoration of four tube wells was unsuccessful, as is indicated in the table above. We determined in April that repair work was unnecessary for the tube well in the Chaung Boet Village. However, re-inspection of the well after six months revealed defects that required repair. The efficacy of BAJ’s borehole camera was well demonstrated in performing inspection tasks.
2-3. Long-term tube well maintenance and operation management project

【Funding: Plan International】
In March, we implemented a tube well operation management and basic technical training program over seven days for the San Pya Village Water Management Committee. In addition, all members of the committee carried out an information sharing workshop and received good hygiene practice training that was offered by Plan’s expert staff.

【Funding: Watabe Wedding Corporation; Mr. Takao Watabe】
We offered basic training on pump and engine operations over three days in March for nine villages where we drilled and constructed tube wells. In addition, we carried out an information sharing workshop on tube well operation management for village water management committees.

【Funding: Ministry of Foreign Affairs of Japan Grant Assistance for Japanese NGO Projects】
In November, we offered the “Workshop on Water and Good Hygiene Practices” for 13 villages (this workshop took place in each of the villages). In addition, three members from each village’s water management committee (a total of 39 members) attended an information sharing workshop, an operation management training session, and a lecture on engine and lifting pump operation techniques. These events took place at the BAJ Magway Office.

2-4. Elementary school building construction and international exchange
【Funding: Dears BRAIN Corporation; Shared Smile Japan】
Due to funds donated by the Dears BRAIN Corporation, we completed construction of a new elementary school building in the Hlyaw Taw Village. In order to celebrate handing over the new building to villagers, 22 students from Japan, who had been guaranteed a job at the Dears BRAIN Corporation after graduation, planned and hosted an event in the building. This was also a great opportunity for the villagers to learn more about Japan and its people.

2-5. Little Library Project 【Funding: Individual supporters】
A number of individual supporters kindly made donations for the “Little Library 100 Project” that was launched in December 2012. Due to these donations, approximately 2,000 books (240 per school) and book shelves were donated to elementary schools in nine villages in the Central Dry Zone. Also, teachers at these schools received training to familiarize themselves with book lending procedures. We were impressed with the children’s keen interest in book reading at each of the schools and touched by their and villagers’ deep gratitude.

2-6. Coordination with governmental and administrative agencies
In delivering our water supply projects, we operated in tandem with our counterpart, the Department of Rural Development (DRD), and also received a number of service requests from Magway Regional Development Affairs (RDA) and Township Development Affairs (TDA). The requested services included lending crane vehicles and dispatching crane operators, conducting electric exploration of groundwater, lending well repair equipment, conducting electric logging of aquifers, and inspecting wells with our borehole camera. We accommodated as many of the agencies’ requests as possible.
3. Water Supply Projects in the South Eastern Boarder

In January 2012, the Union of Myanmar reached a historical cease-fire agreement with Kayin National Union (KNU). Since then, access to the state of Kayin has been eased and support from overseas has dramatically increased. Japan Platform (JPF) signed an MOU with newly established Myanmar Peace Center (MPC). NGOs operating in Japan as members of JPF have began their activities in Kayin State.

BAJ, as one of the partnering organizations to UNHCR, has implemented water supply projects in Kayin and Mon states from 2004. However in 2013, local offices in Taungoo and Myeik were forced to close down due to a large budget cut, leaving only Mawlamyine office to operate. In 2013, BAJ completed 10 new water supply facilities, 15 repairs for existing wells and various training sessions. As a result, 7,084 local residents can now access more than 35L of safe water on average per day throughout the year. The number of local residents who access one water supply facility reduced from 304 to 46. The distance from home to water supply facility also reduced from 754 meters to 26 meters on average. Women and children who used to spend time and effort to obtain water are freed from such work and now spend their time to do more productive work or study.

As a new project, BAJ has been preparing to open the vocational school in Hpa-An, Kayin State, which targets youths who do not have educational opportunities. We selected a potential construction site and prepared for fundraising, as well as negotiated with our counterpart, DET (Department of Education Planning and Training, Ministry of Border Affairs) and signed MOU.

3-1. Water Supply and Hygiene Projects  
【Funding : UNHCR】

(1) Construction of New Water Supply Facilities  
We completed 10 new water supply facilities, 5 facilities each in Kayin and Mon states, including 3 open wells, 5 tube-wells (one features solar panel) and 2 gravity flow pipe systems.

(2) Geological Survey  
We completed geological studies and data analysis at 78 sites and selected water supply systems best suited to each area.

(3) Repairs of Existing Wells  
We repaired wells with problems, originally constructed by BAJ, at 15 places in total; 9 places in Kayin State, 6 in Mon State.

(4) Water Supply Committee Revitalization Training Program  
Causes of water facilities not being properly managed can sometimes be attributed to water management committees not functioning as they should be. In some cases, committees have ceased to exist as members migrated overseas for work. BAJ provided trainings to revitalize water management committees in 10 villages where we made repairs.

(5) Maintenance Program for Water Supply Facility and Hygiene Training Sessions  
Targeting villages where new water supply facilities were constructed, BAJ asked villages to discuss engine and pump operations and maintenance, and roles of water management committee, as a part of maintenance and management training. Furthermore in hygiene training sessions, we chose 20 highly motivated residents to deepened their understanding of the importance of keeping “water, cooking, toilets and hands” clean. 5 individuals from those residents were also selected to act as hygiene promoters to entrench hygiene knowledge in the village.
3-2. Emergency rescue
【Funding: funds for initial response to an emergency, emergency donation】

The Mawlamyaing division has delivered relief goods to 3073 people (371 families) from 3 villages that had the biggest damage caused by flooding in late July to the beginning of August.

3-3. Arrangement for opening the Hpa-An Engineering Training Academy
【Funding: Japan NGO charge-free financial assistance】

The Karen area is 30,000 square km, bordered by Thailand, and with a population about 1,500,000. After Myanmar attained independence, the conflict between the national army and Karen National Union (KIU) continued, until they signed a cease-fire agreement in 2012. This conflict resulted in a large number of displaced persons within the country (about 230,000 people), and their repatriation and resettlement is one of the area’s main problems. Also, Karen is expected to develop economically on its own as a key point of East-West Economic Corridor.

Since the beginning of 2014, BAJ started to inspect the planned site for the construction of a school as we preceded the dialogue with DET (Department of Education Planning and Training, Ministry of Border Affairs). After being supplied with 6ha of land, which is located in industrial development area of Karen, we signed a note with DET (Department of Education Planning and Training, Ministry of Border Affairs) and started construction in January 2014.

The course plan up to 2015 is below:

<table>
<thead>
<tr>
<th>Course</th>
<th>Period</th>
<th>Starting season</th>
<th>Candidate</th>
</tr>
</thead>
<tbody>
<tr>
<td>① Building (plastering, carpentry)</td>
<td>6 months</td>
<td>First year (2014) ~</td>
<td>N/A</td>
</tr>
<tr>
<td>② Automobile Engineering</td>
<td>6 months</td>
<td>Second year (2015) ~</td>
<td>Finished 8th grade</td>
</tr>
<tr>
<td>③ Electric Engineering</td>
<td>6 months</td>
<td>Second year (2015) ~</td>
<td>Finished 10th grade</td>
</tr>
<tr>
<td>④ Welding Engineering</td>
<td>3 months</td>
<td>Second year (2015) ~</td>
<td>Finished 8th grade</td>
</tr>
<tr>
<td>⑤ Electronic Gasoline Injection</td>
<td>1 month</td>
<td>Second year (2015) ~</td>
<td>Students with good grades from the automobile engineering course</td>
</tr>
</tbody>
</table>

This is a boarding school with 30 students in each course. English and Computer classes are also planned, as well as field trips and lectures by visiting professors. Students will listen to advanced lectures and acquire high-level skills (for example, the construction curriculum will include 375 hours of classroom lectures, and 285 hours of practical skills) equal to the level of qualified architect of the second class, automobile mechanic of the third class, or electrical engineers (Japanese national certification). OJT trainees will construct their Engineering Training Center’s building by themselves together with instructors. We will also have a Workshop for students who finished the electric and automobile engineering courses to help them find a job on the outside. The students who finished the course will get a diplomat certificate from the government.
4. Yangon Office

Yangon office is in charge of liaising with each local office, negotiating with our counterparts on Myanmar side, and communicating with JICA and the Ministry of Foreign Affairs in Japan, as well as BAJ Tokyo Office. Furthermore, it follows up on South Eastern Border Project, attends to visitors from Japan, and consolidates accounting of all Myanmar operations.

Up until 2013, local staff members were claiming their own tax returns individually. In 2013, responding to the request from our donor, UNHCR, we began incorporating tax payment by employer and started using online accounting software. We have delays inputting data in the system due to poor network connections at local offices, however, we expect to see increased speed on this task and improvements in accountability.

Through coordination with local offices, Yangon office proceeded with following work:

① Received the donation of solar operated compact lights
② Supported the Small Library Project
③ Documentations for receiving prospective employees from Dears BRAIN Corporation
④ Supported registration for International NGOs
⑤ Supported Chin State school construction
II. ACTIVITIES IN VIETNAM

SUMMARY
A Government Decree on Registration and Operation of Foreign Non-Governmental Organizations (NGOs) in Vietnam was promulgated in March 2012 and enforced in June 2012. Accordingly, the BAJ Tokyo Head Office and Vietnam (Hue) Office carried out administrative procedures and submitted paperwork to apply for an “operation registration certificate”, which replaces our “operating permit” issued under an earlier regulation. The operation registration certificate, granted in July 2013, authorizes us to continue our operations in Vietnam until July 3rd, 2016. Such governmental authorization for foreign NGO operations influences visa issuance and bank account management for our Japanese staff. An operation registration certificate is valid for three years, which is two years longer than the one-year validity period of an operating permit, required under previous regulation (this regulation was replaced by the Government Decree). Furthermore, administrative procedures in granting operation authorization have become somewhat simplified under this Decree.

We completed environmental improvement projects in the An Khanh Ward in August after relocating residents in the ward and local staff’s resignation at our liaison office in Ho Chi Minh. We had conducted these projects for 10 years since the office was established in March 2003. Since 2011, we have been implementing environmental projects in areas within the Thua Thien Hue Province from the BAJ Hue Office.

We installed a total of 29 biogas digesters, which process livestock manure, for underprivileged farming households in the Thuy Xuan Ward, Hue, between 2011 and 2013 under our biogas digester promotion project. In September, five representatives from a bio-farmer group in the Thuy Xuan Ward visited organic farmers in the Khon Kaen Province, Thailand, and gained knowledge of organic farming methods.

We formulated a project plan to enhance agriculture and livestock industry management for farmers in three rural districts on the outskirt of Hue. As this project was approved for implementation by JICA, under the JICA Partnership Program (Partner Type), we have been carrying out administrative procedures in order to gain official approval from the Thua Thien Hue Province, and plan to commence our project activities from April 2014.

1. Activities in Ho Chi Minh

The BAJ Ho Chi Minh Office conducted the “Bajiko Class for Children Project”, the “Environmental Education and Science & Craft Activities at Ngoi Sao School Project”, and the “Support for Thien An Warm House for Visually Impaired Children Project”. Upon our local staff’s resignation at our Ho Chi Minh office, we completed these projects and closed the office in August 2013. We want to thank you all for your support for these projects, which helped us offer valuable educational opportunities for children. Supported by “Shine! Children of Asia” Fund, we are continuing our educational support for children from underprivileged families and children with disabilities in the Thuy Xuan Ward, Hue, as well as areas surrounding the ward.

Projects completed in August 2013 are as follows:

1-1. Bajiko Class for Children 【Funding: Takeda Fund】

Since 2012, we conducted Bajiko Class in the late afternoon every Tuesday, Wednesday, and Friday, as well as every Saturday morning and afternoon. Twenty-two children, ranging from second to fifth grade, participated in the classes.
1-2. Environmental Education and Science & Craft Activities at Ngoi Sao School

[Funding: Takeda Fund; LIXIL Corporation]

We offered environmental studies as well as science and craft activities at the Ngoi Sao School (an unified lower and upper secondary school) until mid-May. Students attending university and graduate school in Ho Chi Minh took a leading role in teaching 18 classes in Grades 6 to 11 every Monday through Friday. Topics and activities covered in class included discovering local areas and drawing maps, learning about water use in our daily lives, waste issues, environmental pollution issues in Japan, as well as conducting electric field experiments and light and sound experiments.

2. Life Improvement Project in Hue City

Hue City is an ancient city known as “Kyoto of Vietnam”, where the Royal Palace, the Royal Tombs and ancient temples scatter around the region. It is a city that focuses on tourism, but it has a high percentage of the impoverished. BAJ has been working with the Hue City People’s Committee and the People’s Committee in the Phu Binh Ward and Huong Long Ward since 2002 to implement Life Improvement projects.

2-1. Education Assistance and Scholarships

[Funding: “Shine! Children of Asia” Fund, LIXIL Corporation, Canon Inc., Japan Fund for Global Environment, Eco Point Program]

We provided Environmental drawing classes in the Thuy Bieu and Thuy Xuan wards (until June 2013) and An Gia Hamlet, Sia Town, Quang Dien District in Thua Thien Hue Province (until April 2013).

The details of drawing classes for each area are shown below:

<table>
<thead>
<tr>
<th>Place</th>
<th>Student subject</th>
<th>Class Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thuy Bieu Ward, Hue City</td>
<td>20 Children from Grades 2 to 8</td>
<td>Every Sunday</td>
</tr>
<tr>
<td>Thuy Xuon Ward, Hue City</td>
<td>15 children from Grades 1 to 9</td>
<td>Every Saturday</td>
</tr>
<tr>
<td>An Gia Hamlet, Sia Town, Quang Dien District</td>
<td>8 children from Grades 1 to 4</td>
<td>Every other Friday</td>
</tr>
</tbody>
</table>

The details of Environmental Education activities in each area (Thuy Bieu ward, Thuy Xuan ward, An Gia Hamlet in Sia Town) are outlined below:

<table>
<thead>
<tr>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calculating the amount of Carbon sinks in trees planted in home gardens</td>
</tr>
<tr>
<td>Making Bahn Nam (Traditional Hue dish of steamed rice powders wrapped in banana leaves)</td>
</tr>
<tr>
<td>Hunting for farmers who practice natural farming methods through a game and mapping the findings</td>
</tr>
<tr>
<td>Water quality tests, making composts, observations of wells</td>
</tr>
<tr>
<td>Visiting farmers who practice natural farming methods</td>
</tr>
<tr>
<td>Observation of gardens, fields, vegetables and insects at farms</td>
</tr>
<tr>
<td>Observations and hearing of how to harvest chili</td>
</tr>
<tr>
<td>Investigations of “sounds” in the area</td>
</tr>
<tr>
<td>Interactive sessions of children from the Thuy Bieu and Thuy Xuan wards</td>
</tr>
</tbody>
</table>

Underprivileged households in coastal regions of the Thua Thien Hue Province (Phu Loc District and Phu Vang District) earn their livelihoods by farming and fishing. They are forced to live on an unstable income due to natural disasters, such as annual flooding, which regularly strike the regions. Moreover, well water that these families use in their daily lives contains a large amount of iron and thus requires purification for
drinking. Despite residents’ concerns about health impacts of the water pollution, they continue to use the unpurified water because they are unable to afford water purification systems.

To resolve this issue, BAJ installed water purification systems for 40 underprivileged households in the districts. The system installation was partially funded by BAJ, and the remaining cost was covered via funds raised through online cloud-funding website.

In addition, we offered water education classes for children in Anzer Village. The table below shows topics covered in class:

<table>
<thead>
<tr>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water circulation</td>
</tr>
<tr>
<td>Ways to keep water clean</td>
</tr>
<tr>
<td>Surveying commercial waste</td>
</tr>
<tr>
<td>Local products made using water</td>
</tr>
<tr>
<td>Exploring local water sources; studying water quality</td>
</tr>
<tr>
<td>Surveying water quality</td>
</tr>
</tbody>
</table>

In November 2013, we launched an environmental education activity program for an elementary school in the Thuy Xuan Ward, Hue City and a middle school in Vinh My Commune, Phu Loc District, Thua Thien Hue Province. The program was offered as part of the school’s regular curriculum for each class at Thuy Xuan Elementary School and as an extracurricular activity at Lam Mong Quang Middle School. Topics covered in this program (including topics to be covered in the future) are water, soil, plant, waste, energy, toilet, agriculture and food.

The implementation status of the program is shown in the table below:

<table>
<thead>
<tr>
<th>Place</th>
<th>Participants</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thuy Xuan Elementary School, (Thuy Xuan Ward, Hue City)</td>
<td>116, Grade 1 students (3 classes) 75, Grade 2 students (3 classes) 85, Grade 3 students (3 classes) Total: 276 students</td>
<td>Monday through Thursday in the first and third weeks; 2 sessions for each class per month</td>
</tr>
<tr>
<td>Lam Mong Quang Middle School (Vinh My Village, Phu Loc District)</td>
<td>21, Grade 6 students (1 group)</td>
<td>The second and fourth Tuesdays</td>
</tr>
</tbody>
</table>

2-2. Livelihood improvement for livestock farmers

Funding: “Shine! Children of Asia” Fund; LIXIL Corporation; Canon Inc.; Japan Fund for Global Environment; Eco Point Program; etc.

We have been carrying out a project to promote biogas digester use for processing livestock manure in the Thuy Xuan Ward. Twenty-nine biogas digesters have been installed since we launched this project in 2011, including 10 that were installed for a total of 11 farming households in 2013. Livestock farmers who have the biogas digesters formed a group and have continued to engage in information exchange and workshops. Furthermore, the group has been carrying out business tie-ups for pork and processed food development sales. The farmers are currently considering starting a cooperative association in order to increase the stability of their business organization.

From September 16 through 21, 2013, five representatives from the farmer group visited farmers who employ organic farming methods for crop cultivation in the Khon Kaen Province, Thailand. During this visit, the group representatives from the Thuy Xuan Ward gained knowledge in soil improvement and sales channel development.
### Visit to Organic Farmers in Thailand

<table>
<thead>
<tr>
<th>Date</th>
<th>Visit details</th>
<th>Stop</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 16</td>
<td>Travelled from Hue, Vietnam to Savannakhet, Laos by land.</td>
<td>Savannakhet, Laos</td>
</tr>
<tr>
<td>September 17</td>
<td>Travelled from Savannakhet to Khon Kaen, Thailand. Observed joint marketing activities by a farmer group in Khon Kaen Province.</td>
<td>Khon Kaen Province, Thailand</td>
</tr>
<tr>
<td>September 18 - 19</td>
<td>Observed two of the farmer group’s activities: 1) soil improvement that utilizes compost made by indigenous bacteria 2) organic vegetable cultivation.</td>
<td>Khon Kaen Province, Thailand</td>
</tr>
<tr>
<td>September 20</td>
<td>Travelled from Khon Kaen Province to Savannakhet, Laos by land.</td>
<td>Savannakhet, Laos</td>
</tr>
<tr>
<td>September 21</td>
<td>Travelled from Savannakhet, Laos to Hue, Vietnam by land.</td>
<td></td>
</tr>
</tbody>
</table>

### 2-3. Installation of simple septic tanks

We installed simple septic tanks at a public washing place, which had been discharging domestic wastewater, and a slaughterhouse in the Thuy Xuan Ward.
III. Domestic Activities/ Tokyo Headquarters

Along with the transfer of competent authorities to BAJ from the National Tax Agency to the Metropolis of Tokyo, BAJ began preparations for renewing acknowledgement by the Metropolis of Tokyo in order to sustain its status as a certified organization. To be specific, we went through and confirmed the accuracy of the annual reports that had been submitted to the Metropolis of Tokyo as well as the activities mentioned in the Articles of Organization. Necessary amendments to the Articles were approved at the extraordinary meeting of the board of directors and extraordinary general meeting. After that, BAJ submitted its acknowledgement renewal application to the Metropolis of Tokyo, and it was approved on January 8, 2014. All of the procedures are now completed.

In order to make an estimate of the financial perspective of the second half of 2013, we relocated the Head Office in order to reduce administration costs. BAJ also implemented a new transparent payment system and a new wage structure based on Management by Objectives (MBO).

Because of labor cost reductions, the Tokyo Office did not supply the resigned staff members with new staff members, and as the result, events were not held as actively as usual. This situation will be recovered gradually in 2014.

1. Fundraising

1-1. Subsidy, membership fees, donations, etc.

In the second half of 2013, application procedures for each project went smoothly. As a result, our applications for two projects in Myanmar were accepted, namely, the funding (60 million yen) of the new project to build and operate Hpa-An Technical Training School in Karen state and the funding (150 million yen) for School Construction Project in Sittwe, Rakhine State.

In 2013, donations from organizations were as follows:

<table>
<thead>
<tr>
<th>Project</th>
<th>Organizations and Groups</th>
</tr>
</thead>
<tbody>
<tr>
<td>Myanmar</td>
<td>Ministry of Foreign Affairs Grant Assistance for Japanese NGOs; UNHCR; The Nippon Foundation; Watabe Wedding Corp.; Shared Smile Japan; Plan International; Urayasu Foreign Residents Association; Birotas Co.; Bridgers Co. Ltd.; WAVE; Mr Takao Watabe; Yahoo Japan Corporation; Sowa Consultants Inc.; Loyalty Marketing, Inc.; Dears BRAIN Cooperation, JANIC</td>
</tr>
<tr>
<td>Vietnam</td>
<td>INAX/LIXIL Group Corporation; Environmental Restoration and Conservation Agency of Japan/Global Environment Facility; Council of Local Authorities for International Relations; Ready For?; Canon Inc.; Eco Japan Cup operations office; H.I.S. Co., Ltd.; Club Kansai; The Takeda Fund; Surugaya; JANIC Environmental Partnership Council; Katayama Giken Ltd.</td>
</tr>
<tr>
<td>Tokyo</td>
<td>Tokyo Jingu Lions Club; Ohki-gumi; Watabe Wedding Corp.; Japan Development Service Co., Ltd.; Peace In Tour; Josai International University; Gifu Nagarakawa Rotary Club; WAVE; Birotas Co.; Dynax Corp.; NPO Care Center YAWARAGI; N.L.C. Co. Ltd.; Shuho Kogyou; Sowa Consultants Inc.; Bridgers Co. Ltd.; Capital Industry Co., Ltd.; Japan Development Service; Shimane Prefectural Matsue Minami High School; Polyglu International Co. Ltd.; The Kamenori Foundation; Fuji Xerox Co., Ltd.; The Toyota Foundation; Yutaka Day Care Center; Rikkyo University; Rakuten Auction; Shanti Volunteer Association; Septeni Ventures; JANIC</td>
</tr>
<tr>
<td>Iwate, Northeast Japan</td>
<td>Give2Asia; Yahoo Japan Corporation; Staff Alpha Communications</td>
</tr>
</tbody>
</table>
Specified donations and membership fees were as follows:

<table>
<thead>
<tr>
<th></th>
<th>Membership fees, donations, ‘BAJ All Round Supporter’</th>
<th>Myanmar</th>
<th>Vietnam</th>
<th>Northeast Japan</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic</td>
<td>8,902,406</td>
<td>6,309,974</td>
<td>3,320,316</td>
<td>140,264</td>
<td>18,672,960</td>
</tr>
<tr>
<td>Overseas</td>
<td>1,691,633</td>
<td>50,000</td>
<td>26,824</td>
<td>186,707</td>
<td>1,955,164</td>
</tr>
<tr>
<td>Total</td>
<td>10,594,039</td>
<td>6,359,974</td>
<td>3,347,140</td>
<td>326,971</td>
<td>20,281,124</td>
</tr>
</tbody>
</table>

1-2. Fundraising Campaigns

In 2013, we promoted the following campaigns. We sincerely thank all the supporters involved.

<table>
<thead>
<tr>
<th>Title</th>
<th>Campaign summary</th>
<th>Total Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Library Project</td>
<td>As the 20th Anniversary project, we fund-raised a program (one lot for 50,000 yen, two lots as one set)</td>
<td>900,000 yen</td>
</tr>
<tr>
<td>(Dec 2012 – Nov 2013)</td>
<td>to provide libraries and special library shelves to 9 primary schools in Myanmar.</td>
<td></td>
</tr>
<tr>
<td>Relief Funds for Flooding in Mon State</td>
<td>We fund-raised relief funds for flooding in the north of Myanmar in August. We used the left over relief funds from Northeast Japan for the initial response.</td>
<td>327,000 yen</td>
</tr>
<tr>
<td>(Aug – Oct 2013)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Safe water for coastal areas in Hue</td>
<td>A campaign was ran on an online donation website, READY FOR?, to raise funds for setting up water purifier systems in the disadvantaged areas of Phu Vang District, Phu Loc District, Thua Thien Hue Province</td>
<td>424,000 yen</td>
</tr>
<tr>
<td>(Oct – Dec 2013)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Winter Campaign</td>
<td>We ran a winter campaign to call for donations to support overall BAJ activities.</td>
<td>362,000 yen</td>
</tr>
<tr>
<td>‘New Year Gifts for Children in the World’</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Dec 2013 – Feb 2014)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1-3. Activities in Tokyo

In 2013, we boosted our activities for the clothes recycling project, ‘Furu-Kuru’. We also started ‘HAPPY BOOK’ project with the partnership with the second-hand book store, Bookoff Corporation Limited.

Our application to the special funding program under the Toyota Foundation’s Asian Neighbors Program ‘Proposals for the Future’ was granted and we organized workshops and symposium, inviting Myanmar and Vietnamese staff. In November 2013 for the commemoration of the 20th Anniversary of BAJ, we held a special commemoration program.

(1) Furu-Kuru Project/ HAPPY BOOK Project

Furu-Kuru project, which started from 2011 with the help from Nikko Bussan, has marked 2 years into the project and is now well-established. In the months when the project was featured in magazines, we had great responses, resulting in a dramatic increase in boxes donated. We are also seeing promotional events for collecting second-hand clothes at large department stores, where buyback amounts for clothes are donated to BAJ. There was an increase in users for discounted postal service through Rakuten Auction.

The number of boxes accepted at BAJ warehouse and the amount earned in 2013 are indicated below:

<table>
<thead>
<tr>
<th>Jan - Dec</th>
<th>No. of Boxes</th>
<th>Weight (Kg)</th>
<th>Amount (Yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>8,115</td>
<td>62,112.80</td>
<td>646,497</td>
</tr>
</tbody>
</table>

For HAPPY BOOK Project (donations of books, CDs, DVDs and games), we will continue our efforts to promote and expand the project.
Proposals for the Future

BAJ has been implementing international cooperation projects in Vietnam, Myanmar and Sri Lanka. Taking the opportunity of the commemoration of the 20th anniversary of BAJ’s establishment, the application to the special funding program under the Toyota Foundation’s Asian Neighbors Program ‘Proposals for the Future’ was submitted and granted. The topic of the application was ‘Grassroots activities in Asia: Leading the visions for the future from successes and failures’.

Specifically, based on the discussions of our working experiences at each office in Vietnam, Myanmar and Tokyo, local staff from Vietnam and Myanmar, Japanese staff, and staff from NPO in Tohoku area whom BAJ supported, visited affected sites in Tohoku during April 8th to 13th. We also organized exchange sessions as workshops and presented our results at the debrief session (forum) to further expand our discussions. Moreover, things learned through exchange activities were summarized into a booklet titled ‘Proposals for the Future’ and these booklets were distributed to our supporters and related persons in development industry. On Friday, December 13th, in the 20th anniversary event, we incorporated the book as a textbook for the symposium to deepen our discussions.

Operations and projects held are listed below:

| 1. Site visits of disaster affected areas and exchange session in Otsuchi, Iwate Prefecture | Day 1 April 8th | Exchange with local organizations
| | | Introduction of staff from ‘Oraga Otsuchi Yumehiroba’ and BAJ, and orientation; tasting session of the new menu development at ‘Fukko Shokudo (reconstruction cafeteria)’; visiting and doing exchange with the local farmers in the affected areas; site visit of disaster affected areas; appreciation of traditional culture ‘Tramai (Dancing Tiger)’
| Day 2 April 9th | Visited ‘Warabi Gakuen’, a facility for people with disabilities. The personnel in charge of reconstruction from Otsuchi town office gave an explanation of the reconstruction planning framework and implementation, as well as the current situation and challenges. As a workshop, we separated into two groups and exchanged views on a) reviewing site visits; and b) reconstructions involving children and importance of infrastructure and soft components.

| 2. Exchange Workshops at Bunkyo Ward Residents Center and Bunkyo Civic Hall, Tokyo | Day 1 April 10th | Presentation of activities in Myanmar and Vietnam, challenges and future approaches. The following group works were held:
| | | 1. Brainstorming strength of activities in each country and presenting the ideas as a group
| | | 2. BAJ’s trends from strength in each country
Through these activities we found 7 common topics among the countries we work in, namely a) long-term approach; b) approaching from the same viewpoint as local residents; c) needs-based approach; d) utilizing technologies and experiences from Japan; e) human resource development; f) learning from each other (children/local residents/staff); g) building trust and cooperation with local governments.
| Day 2 April 11th | Presentations by two NPO organizations in Tohoku on their activities, challenges and future approaches. A workshop ‘Finding common grounds between Japan and Asia’ was held where staff were separated into two groups to discuss 7 topics from Day 1, and reviewed conditions and approaches necessary to achieve goals, as well as their merits and demerits.

| 3. Forum ‘Connect Asia with Grassroots’ – | April 13th Part 1 Tohoku | In ‘Learning from the Disaster’, a discussion was held among staff from Oraga Otsuchi Yumehiroba, San-san no kai and BAJ.
Panel members: Mr. Shoji Araishi (in charge of BAJ Tohoku), Mr. Toru Hijii
<table>
<thead>
<tr>
<th>Assistance needed from here on’ held at JICA Global Plaza Conference room Total: 48 participants</th>
<th>and Mr. Masamichi Tanaka (Oraga Yumehiroba), Mr. Shingo Kikuchi and Ms. Sachiyu Sato (San san no kai)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part 2 Asia</td>
<td>On the topic of ‘Achievements and Challenges Ahead’, BAJ Myanmar and BAJ Vietnam staff presented their activities and challenges.</td>
</tr>
<tr>
<td>Part 3 Panel Discussion</td>
<td>On the general topic of ‘Assistance needed in Asia from here on’, we discussed following topics: 1) long-term approach; 2) cooperation with local governments and residents; 3) nurturing people; 4) as a third-party Panel members: Ms. Etsuko Nemoto (Chairman, BAJ), Ms. Akiko Mori (Country Representative, BAJ Myanmar), Ms. Emiko Katayama (BAJ Vietnam Liaison Officer), Mr. Shoji Nakamura (Research Fellow, Ryukoku University)</td>
</tr>
</tbody>
</table>

(3) Reconstruction Assistance after the Great East Japan Earthquake
Reconstruction Assistance projects commenced in April 2011 and ended in May 2013 with the final assistance to Otsuchi-cho, Iwate Prefecture ‘Oraga Otsuchi Yume Hiroba’ funded by Give2Asia. However, provision of assistance to ‘San San no Kai’ in Ofunato City, Iwate Prefecture, has been continuing such as donor relations and management of annual general meeting and board meetings.

Activities in Year 2013 at ‘Machikata Dome’ by Oraga Otuchi Yume Hiroba:

<table>
<thead>
<tr>
<th>Month</th>
<th>Activities at ‘Machikata Dome’ Community Center</th>
</tr>
</thead>
</table>
| Jan | PC Workshop (40)  
Photo Workshop(6)  
Buckwheat Noodle Making Workshop (7) |
| Feb | Tea Ceremony Workshop (10)  
PC Workshop (36)  
Handcraft Workshop (35)  
Buckwheat Noodle Making Workshop (7) |
| Mar | Paper Flower Workshop (14)  
Buckwheat Noodle Making Workshop (7)  
Aroma Therapy Event (13)  
Facebook Seminar (5) |
| Apr | PC Workshop (39)  
Buckwheat Noodle Making Workshop (7)  
Aroma Therapy Salon (8)  
Paper Cutout Workshop (5) |
| May | Paper Flower Workshop (16)  
Wool Felting Workshop (9)  
Nail Art Workshop (24)  
Handcraft Workshop (21) |

※( ) represents number of attendees

(4) BAJ 20th Anniversary Project
In November 1993, BAJ began post-war reconstruction assistance in Vietnam by establishing a voluntary organization, ‘Indochina Civic Cooperation Center’. From 1995, we started providing assistance to the returnees in Rakhine Sate, Myanmar, and in January 2003, we began providing reconstruction assistance to the area under LTTE in North Sri Lanka. In March 2003, we provided full-scale assistance in Vietnam by allocating a liaison officer in Ho Chi Minh City. To show our appreciations to our supporters who have supported BAJ over the past 20 years, we held a symposium and presentation sessions of our activities at The
Nippon Foundation Hall on December 13th. At this symposium, we reviewed our activities in the last 20 years and presented new projects, using ‘Proposals for the future’ as our textbook.

Anniversary Event Program:

<table>
<thead>
<tr>
<th>Program Contents</th>
<th>Presented by</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Opening Speech</td>
<td>Nemoto</td>
</tr>
<tr>
<td>2 Slide show of 20 year history of BAJ activities</td>
<td>Nemoto</td>
</tr>
<tr>
<td>3 Anniversary Symposium</td>
<td></td>
</tr>
<tr>
<td>'From 8 Proposals (Toyota Foundation's Asian Neighbors Program)' Panel: Prof. Hidetoshi Kitawaki, Mr. Akio Takahashi, Mr. Shoji Nakamura, Ms. Akiko Mori, Ms. Emiko Katayama, Ms. Etsuko Nemoto</td>
<td></td>
</tr>
<tr>
<td>4 Presentation from BAJ:</td>
<td></td>
</tr>
<tr>
<td>- Kayin State Hpa-An Vocational Training School Opening; Rakhine State Local School Handover Ceremony; Joining ICVA, - Farm and Livestock Management Support Project in Hue City - Furu-Kuru Project and Happy Book</td>
<td>Mori Katayama Naomi</td>
</tr>
<tr>
<td>5 Reception Party (at The Nippon Foundation Hall 8F):</td>
<td></td>
</tr>
<tr>
<td>Message from participants; display of traditional Myanmar fabrics; string quartet music performance</td>
<td></td>
</tr>
</tbody>
</table>

2. Public Relations

2-1. Sharing Information

(1) Publishing BAJ Newsletters and BAJ E-mail Magazines
From 2013, we issued “BAJ Newsletters” four times a year, which is a crucial tool to connect our supporters and donors to our activities in Myanmar and Vietnam. In this way, we could update our activities more frequently through the use of e-mail magazines and blogs in between the paper issues. In 2013, we issued four newsletters, No. 107 – 110, with No. 110 being a special edition to celebrate the 20th anniversary of the establishment of BAJ.

For BAJ e-mail magazines, we aimed to send it fortnightly, and as a result, we sent 19 issues in total this year, from No. 21 (sent during Jan 18th–20th) to No. 39 (during Dec 25th–27th). As of February 2014, the registered emails reached over 2,400 addresses, so we sent it across three days.

(2) Meetings, events, lectures and seminars
Prior to celebrating 20th anniversary of BAJ in November, we organized a series of pre-celebration events funded by the Toyota Foundation’s International Grant Program (former “Asian Neighbours Program”). To make our best efforts in public relations, we arranged exchange programs and site visits to the affected areas in Tohoku, and hosted symposiums, debrief sessions and events.
The contents of major events are as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Participant</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 28</td>
<td>Meeting with visiting researchers from Toyo University</td>
<td>Katayama</td>
<td>Hakusan Main Campus, Toyo University</td>
</tr>
<tr>
<td>Feb. 1</td>
<td>Debrief session for activities in Vietnam ‘Active Farmers Create the Community’</td>
<td>Katayama</td>
<td>Chikyu Kankyo Partnership Plaza</td>
</tr>
<tr>
<td>Feb. 6</td>
<td>Informal Meeting with UNHCR</td>
<td>Hara</td>
<td>Wesley Centre</td>
</tr>
<tr>
<td>Feb. 16</td>
<td>Show booth at Event for PAL System members</td>
<td>Takahashi /Ito</td>
<td>Seikatsu Club Seikyo</td>
</tr>
<tr>
<td>Mar. 3</td>
<td>Terra People Act Kanagawa Regular Meeting – BAJ Activities</td>
<td>Nemoto</td>
<td>JICA Yokohama</td>
</tr>
<tr>
<td>Mar. 9</td>
<td>1. Debrief session for Tohoku ‘Two years with the locals’</td>
<td>Shoji/Yoshioka</td>
<td>Hatsudai Town Hall, Shibuya</td>
</tr>
<tr>
<td></td>
<td>2. Debrief session for Myanmar ‘Aiming for stability in Rakhine State’</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mar. 20</td>
<td>Let's make Papier-Mache of Burmese Animals</td>
<td>Sekiguchi/Takahashi</td>
<td>Tokyo Toy Museum</td>
</tr>
<tr>
<td>Apr. 9–10</td>
<td>Toyota Foundation Asian Neighbors Program: Visiting Otsuchi in Iwate Prefecture</td>
<td>Takahashi</td>
<td>Oraga Otsuchi Yume Hiroba</td>
</tr>
<tr>
<td>Apr. 11–12</td>
<td>Toyota Foundation Asian Neighbors Program: Exchange workshop</td>
<td>Takahashi</td>
<td>Bunkyo Town Hall</td>
</tr>
<tr>
<td>Apr. 13</td>
<td>BAJ Commemoration Forum ‘Bringing Asia Together through Grass Roots Activities’</td>
<td>Takahashi</td>
<td>JICA Chikyuu Hiroba</td>
</tr>
<tr>
<td>May. 18</td>
<td>Show booth at Myanmar Japan Festival 2013</td>
<td>Takahashi</td>
<td>ASEAN Center</td>
</tr>
<tr>
<td>May. 24</td>
<td>Debrief session: JANIC Long–term Study Program</td>
<td>Yamaki</td>
<td>JANIC</td>
</tr>
<tr>
<td>Jun. 6</td>
<td>Introduction of BAJ to Dears Brain</td>
<td>Nemoto/Yamaki</td>
<td>Dears Brain</td>
</tr>
<tr>
<td>Jun. 22</td>
<td>People’s Forum on Burma – BAJ’s Activities</td>
<td>Nemoto</td>
<td>Ikebukuro Seikatsu Sangyo Plaza</td>
</tr>
<tr>
<td>Jul. 12</td>
<td>Debrief session: Council of Local Authorities for International Relations 2013</td>
<td>Ito</td>
<td>The Nippon Foundation Building</td>
</tr>
<tr>
<td>Jul. 19</td>
<td>Toyota Foundation Asian Neighbours Program – Mid-term Workshop</td>
<td>Yamaki</td>
<td>JANIC</td>
</tr>
<tr>
<td>Jul. 24</td>
<td>Mitsubishi Corporation’s Charity Bazaar</td>
<td>Sekiguchi</td>
<td>Mitsubishi Corporation</td>
</tr>
<tr>
<td>Jul. 25</td>
<td>Debrief session on Myanmar ‘Management of Technical Training School Program’</td>
<td>Mori</td>
<td>Mitsubishi CSR Station</td>
</tr>
<tr>
<td>Sep. 10</td>
<td>Lecturing at PARC – BAJ Activities in Myanmar</td>
<td>Nemoto</td>
<td>PARC</td>
</tr>
<tr>
<td>Oct. 16</td>
<td>Canon Inc’s Book Fair – Introducing BAJ Activities</td>
<td>Ito</td>
<td>Canon Inc.</td>
</tr>
<tr>
<td>Oct. 19</td>
<td>Yokohama Festival (Cancelled due to rain on Oct 20)</td>
<td>Sekiguchi</td>
<td>Zou–No–Hana Terrace, Yokohama</td>
</tr>
<tr>
<td>Oct. 30</td>
<td>Teaching at The Metropolitan High School of Chihaya ‘BAJ NGO Activities’</td>
<td>Yamaki</td>
<td>The Metropolitan High School of Chihaya</td>
</tr>
<tr>
<td>Nov. 9</td>
<td>Utsunomiya Fair Trade Festival (Mr. and Mrs. Hirata)</td>
<td>Ito</td>
<td>Utsunomiya Chamber of Commerce and Industries</td>
</tr>
<tr>
<td>Dec. 3</td>
<td>Lecturing at JANIC Conference ‘BAJ Activities in Myanmar’</td>
<td>Nemoto</td>
<td>JANIC Chikyuu Hiroba</td>
</tr>
<tr>
<td>Dec. 4</td>
<td>Informal Meeting with Mr. Guterres from UNHCR</td>
<td>Yoshida</td>
<td>Lower House Diet Member’s Office</td>
</tr>
<tr>
<td>Dec. 13</td>
<td>BAJ 20th Anniversary Commemoration Event ‘Proposals for the Future’</td>
<td>Nemoto</td>
<td>The Nippon Foundation Building</td>
</tr>
<tr>
<td>Dec. 16</td>
<td>Waseda University Daimon Seminar – BAJ Activities in Myanmar</td>
<td>Nemoto</td>
<td>Waseda University</td>
</tr>
<tr>
<td>Dec. 19</td>
<td>Mitsubishi Corporation’s Charity Bazaar</td>
<td>Ito/Matsuguchi</td>
<td>Mitsubishi Corporation</td>
</tr>
</tbody>
</table>

(3) Publications

Here is the book published this year:
“Civil Societies in Asia and NGO” by Tatsuya Hata (Editor), Koyo Shobo (Publisher), 3000 yen

For the last 10 to 20 years, there have been growing numbers of diverse civil societies in the Asian countries. The book captures this trend from perspectives of Japanese NGOs and local NGOs. Besides Thailand, Cambodia, the Philippines and Indonesia, our president, Ms. Nemoto, reports on the realities of human resource development in Myanmar, based on BAJ’s activities.

(4) Acceptance of Interns and Volunteers

For prospective volunteers and interns, we held “BAJ café” meetings to introduce BAJ activities and asked them to volunteer in simple tasks while having tea and snacks. In 2013, we held five such café meetings and a total of 53 people attended.
3. General Affairs and Administration

Due to financial conditions, new personnel and wage systems were provided in April. At the same time, we started to prepare for the unification of these systems. We also amended our office regulations, for example, separating vacations from childcare leave, and looking over wordings.

To reduce administration costs in Tokyo, our office was moved on August 1st to Room 303 at the Shintoshin-Mansion, which had previously been used as a warehouse as well as accommodations. Thereafter, we used a rental warehouse to keep documents and a rental office for meetings.

3-1. Staff Trainings
Staff members had information collecting and network building training according to their needs. Under the “Long-term Study Program on NGO” of the Ministry of Foreign Affairs, Hiromi Sekiguchi of the Tokyo Office participated in the training course held in Thailand run by “The Population and Community Development Association (PDA),” from December 14 through March 10, 2014.

This table shows a list of other trainings.

<table>
<thead>
<tr>
<th>Date</th>
<th>Program</th>
<th>Person in charge</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 26, 27</td>
<td>PCM Training</td>
<td>Ito</td>
<td>JICA at Ichigaya</td>
</tr>
<tr>
<td>Jan. 30</td>
<td>NPO Support Center: Making an application for a subsidy.</td>
<td>Katayama</td>
<td>TKP Shinbashi</td>
</tr>
<tr>
<td>Feb. 3, 13, 20</td>
<td>NPO Support Center: Persistent Supporting Project</td>
<td>Sekiguchi</td>
<td>NPO Support Center</td>
</tr>
<tr>
<td>Feb. 7</td>
<td>JANIC: Lectures on Mental Health</td>
<td>Nemoto</td>
<td>Waseda Hoshien</td>
</tr>
<tr>
<td>Feb. 9</td>
<td>Special Report on Human Rights in Myanmar by the United Nations</td>
<td>Hara</td>
<td>Human Rights Now</td>
</tr>
<tr>
<td>Apr. 24</td>
<td>MOFA’s briefing on ‘Cooperation with NGOs’</td>
<td>Yamamoto</td>
<td>Ministry of Foreign Affairs</td>
</tr>
<tr>
<td>May 23</td>
<td>Study meeting by diet members caucus on NPO/NGOs</td>
<td>Sekiguchi</td>
<td>The Members Hall</td>
</tr>
<tr>
<td>June 18</td>
<td>Briefing on Plan Japan’s Activities</td>
<td>Yamaki</td>
<td>MC Forest</td>
</tr>
<tr>
<td>June 24</td>
<td>Tourism industry of the Katu Tribe in Vietnam</td>
<td>Ito</td>
<td>Arts Chiyoda</td>
</tr>
<tr>
<td>Aug. 2</td>
<td>Cultivation of JANIC trainers: International Standard for the Humanitarian Support</td>
<td>Mori</td>
<td>Waseda Hoshien</td>
</tr>
<tr>
<td>Nov. 5</td>
<td>20th Anniversary Event of the NPO Ayus</td>
<td>Nemoto</td>
<td>Honryuji Temple</td>
</tr>
<tr>
<td>Nov. 14</td>
<td>Briefing session on JICA’s Grass-Roots Accounts Processing</td>
<td>Kasahara, Ito</td>
<td>JICA at Ichigaya</td>
</tr>
<tr>
<td>Nov. 9, 10</td>
<td>Training for PCM Monitoring</td>
<td>Kasahara</td>
<td>IC Net Training Center</td>
</tr>
<tr>
<td>Nov. 20</td>
<td>Briefing by Rikkyo Univ. interns</td>
<td>Sekiguchi</td>
<td>Rikkyo Univ. at Niiza</td>
</tr>
<tr>
<td>Dec.14~Mar. 9</td>
<td>Training at the PDA of Tai NGO under the ‘Overseas Study Program in the fiscal year 2013’ by the Ministry of Foreign Affairs</td>
<td>Sekiguchi</td>
<td>Thai PDA</td>
</tr>
</tbody>
</table>
4. Support for Overseas Activities

(1) Procurement of machinery and materials
Both in Myanmar and Vietnam, we supplied machinery and materials needed on the spot, made quotations, and addressed acquisition requests, and requests for mending equipment. In addition to estimating prices of spare-parts for the well drilling machine, measuring tape for geological survey and water quality test kits, we estimated the price of materials for the Technical Training School in Hpa-An, Kayin State in Myanmar.

(2) Business trips and invitations
Various staff members conducted essential business trips. Three staff members from Vietnam and four members from Myanmar were invited to Japan under the Toyota’s Neighborhood Program. Please refer to the “Proposal for the future” of the activities in Tokyo for details.

(3) Sending specialists
Two specialists (Mr. Hirosi Kita and Mr. Toshikatsu Kiuchi) from Tokyo were dispatched to Sitwe, Rakhine State, for ten days from May 10th to 20th to supervise school building construction, which was started in September 2011.

### Income and Expenditure (January 1, 2013 – December 31, 2013)

#### Income

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Northern Rakhine State Regional Development Project</th>
<th>School Building Construction and Community Development in Rakhine State</th>
<th>Secure Water Supply Programme in the Central Dry Zone</th>
<th>Southeastern Border Project in Hpa-an, Karen State</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Membership Fees</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2. Donations</td>
<td>2,179,684</td>
<td>286,966</td>
<td>10,270,617</td>
<td>58,458</td>
<td>2,888,987</td>
</tr>
<tr>
<td>3. Grants and Contributions</td>
<td>0</td>
<td>107,573,896</td>
<td>5,838,475</td>
<td>0</td>
<td>795,609</td>
</tr>
<tr>
<td>4. Project Earnings</td>
<td>280,984</td>
<td>23,055</td>
<td>964,553</td>
<td>4,697</td>
<td>1,069</td>
</tr>
<tr>
<td>5. Foreign Exchange Profit</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>6. Other Income</td>
<td>36</td>
<td>0</td>
<td>0</td>
<td>45</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>111,848,510</td>
<td>107,883,917</td>
<td>64,133,073</td>
<td>21,977,011</td>
<td>5,003,093</td>
</tr>
</tbody>
</table>

#### Expenditure

<table>
<thead>
<tr>
<th>ITEM</th>
<th>Northern Rakhine State Regional Development Project</th>
<th>School Building Construction and Community Development in Rakhine State</th>
<th>Secure Water Supply Programme in the Central Dry Zone</th>
<th>Southeastern Border Project in Hpa-an, Karen State</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Personnel Cost</td>
<td>33,414,536</td>
<td>11,317,066</td>
<td>15,662,685</td>
<td>6,572,563</td>
<td>12,178</td>
</tr>
<tr>
<td>(2) Other expenses</td>
<td>141,145,229</td>
<td>467,985</td>
<td>40,247,998</td>
<td>9,473,771</td>
<td>98,314</td>
</tr>
<tr>
<td>Travel expense</td>
<td>4,464,329</td>
<td>1,047,907</td>
<td>1,854,877</td>
<td>2,050,560</td>
<td>98,287</td>
</tr>
<tr>
<td>Communication and Shipment</td>
<td>2,231,890</td>
<td>12,859</td>
<td>1,270,722</td>
<td>396,334</td>
<td>930</td>
</tr>
<tr>
<td>Repairs</td>
<td>19,899,001</td>
<td>40,972</td>
<td>2,897,096</td>
<td>5,853,075</td>
<td>1,900</td>
</tr>
<tr>
<td>Rental fees</td>
<td>7,668,508</td>
<td>0</td>
<td>2,704,590</td>
<td>2,306,704</td>
<td>0</td>
</tr>
<tr>
<td>Depreciation</td>
<td>0</td>
<td>0</td>
<td>154,221</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Insurance</td>
<td>481,784</td>
<td>717,941</td>
<td>414,276</td>
<td>352,256</td>
<td>3,526</td>
</tr>
<tr>
<td>Research and Training</td>
<td>69,620</td>
<td>3,914</td>
<td>418,382</td>
<td>5,410</td>
<td>182</td>
</tr>
<tr>
<td>Accounting</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Tax and public charge</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Commission paid</td>
<td>381,072</td>
<td>37,725</td>
<td>110,711</td>
<td>36,709</td>
<td>9,361</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>109,234</td>
<td>9,068</td>
<td>380,353</td>
<td>255,465</td>
<td>421</td>
</tr>
<tr>
<td><strong>Subtotal for Other expenses</strong></td>
<td>178,495,729</td>
<td>2,375,583</td>
<td>51,626,815</td>
<td>21,232,970</td>
<td>215,063</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>211,910,265</td>
<td>13,692,650</td>
<td>67,289,500</td>
<td>27,805,533</td>
<td>227,241</td>
</tr>
</tbody>
</table>

1. Notes on Financial Statement

1. Key accounting policies

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

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

(1) Depreciation method of fixed assets

Tangible fixed assets are depreciated using the straight-line method based on regulations of corporate tax.

(2) Reserve account recording standard

- Severance benefits reserve amount

To be prepared for the severance benefits for staff, estimated amount of contribution by the organization is shown, of which mutual aid premium is excluded from term-end necessary payments for voluntary resignation based on work regulation.

(3) Accounting method of GST

All accounts are GST inclusive.

2. Breakdown on donations constrained on usage

<table>
<thead>
<tr>
<th>Project detail</th>
<th>Transaction amount (Unit: Yen)</th>
<th>Notes</th>
<th>Deferred public funds &amp; grants and accrued grants / Project Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repairs of Community Centers in Rakhine State, Myanmar / UNHCR</td>
<td>0 31,893,333 31,464,266 0 429,067</td>
<td>Project period</td>
<td>2013/1/1~2013/12/31</td>
</tr>
<tr>
<td>Constructions of Shelters in Rakhine State, Myanmar / UNHCR</td>
<td>0 78,146,906 77,503,154 0 643,752</td>
<td>Project period</td>
<td>2013/12/1~2014/3/31</td>
</tr>
<tr>
<td>Reconstruction Projects of Water Supply Facilities in Southeastern States / UNHCR</td>
<td>0 22,463,102 19,291,458 0 3,171,646</td>
<td>Project period</td>
<td>2013/12/1~2013/12/31</td>
</tr>
<tr>
<td>Secure Water Supply Program in Magway, the Central Dry Zone, Myanmar / Ministry of Foreign Affairs</td>
<td>0 47,059,429 47,059,429 0 0</td>
<td>Project period</td>
<td>2013/12/25~2013/12/26</td>
</tr>
<tr>
<td>Management of Technical Training School in Hpa-an City, Karen State, Myanmar / Ministry of Foreign Affairs</td>
<td>0 59,884,592 49,188,716 0 54,875,876</td>
<td>Project period</td>
<td>2013/12/1~2014/11/30</td>
</tr>
<tr>
<td>Environmental Education in Vietnam / LIXIL Corporation</td>
<td>197,425 1,500,000 792,893 0 891,538</td>
<td>Project period</td>
<td>2013/4/1~2014/3/31</td>
</tr>
<tr>
<td>School Construction in the Central Dry Zone / Authorized NGO Shared Smile Japan</td>
<td>0 4,500,000 4,500,000 0 0</td>
<td>Project period</td>
<td>2013/5~2013/12</td>
</tr>
<tr>
<td>Secure Water Supply Program in the Central Dry Zone, Myanmar / Watabe Wedding Corporation</td>
<td>0 3,500,000 3,500,000 0 0</td>
<td>Project period</td>
<td>2013/4/1~2014/3/31</td>
</tr>
<tr>
<td>Secure Water Supply Programme in the Central Dry Zone (2013) / Mr. Takan Watabe</td>
<td>3,750,000 0 3,750,000 0 0</td>
<td>Project period</td>
<td>2013/1/1~2013/6/30</td>
</tr>
<tr>
<td>School Construction and Community Development Program in Rakhine State / Nippon Foundation</td>
<td>52,994,933 153,248,343 107,537,896 0 98,869,380</td>
<td>Project period</td>
<td>2012/9/1~2013/8/31</td>
</tr>
<tr>
<td>Secure Water Supply Program in the Central Dry Zone (Plan Japan)</td>
<td>6,369,810 0 6,369,810 0 0</td>
<td>Project period</td>
<td>2013/9/1~2014/8/31</td>
</tr>
<tr>
<td>“Community Space” Management for residents in temporary housing in Hlae Prefecture / Give 2 Asia</td>
<td>924,252 0 924,252 0 0</td>
<td>Project period</td>
<td>2013/4/15~2013/12/31</td>
</tr>
<tr>
<td>Distribution of Emergency Supplies for Flood Affected Victims in Sakh Phyu, Magway, Myanmar / Japan Platform</td>
<td>633,646 0 633,646 0 0</td>
<td>Project period</td>
<td>2013/12/1~2014/2/3/3</td>
</tr>
<tr>
<td>Management of Multipurpose Community Center and Cooking and Distribution of Balanced Nutritional Meals for Residents Living in Temporary Housing in Dagon City, Sittwe, Rakhine State / Japan Platform</td>
<td>506,733 0 506,733 0 190,922</td>
<td>Project period</td>
<td>2013/2/11~2013/2/10/12</td>
</tr>
<tr>
<td>International Grant Program “Building bridges of hope in Asia – Outlook for the Future” / The Toyota Foundation</td>
<td>1,220,000 1,070,000 2,097,649 0 192,225</td>
<td>Project period</td>
<td>2012/11/1~2013/10/31</td>
</tr>
<tr>
<td>Overseas Study Program / Ministry of Foreign Affairs</td>
<td>0 209,033 81,291 0 127,742</td>
<td>Project period</td>
<td>2013/12/14~2014/3/9</td>
</tr>
</tbody>
</table>

3. Details on transactions with directors and close relatives

<table>
<thead>
<tr>
<th>(Account Statement)</th>
<th>Amount shown in the financial statement</th>
<th>Transaction amount for which permission has been obtained (Yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership Fees</td>
<td>1,880,000 100,000</td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td>27,890,548 492,000</td>
<td></td>
</tr>
<tr>
<td>Management – Rental fees</td>
<td>13,738,616 480,000</td>
<td></td>
</tr>
<tr>
<td>Management – Write-up expenses</td>
<td>43,509,164 1,070,000</td>
<td></td>
</tr>
</tbody>
</table>

4. Balance details for fixed assets

<table>
<thead>
<tr>
<th>(Tangible fixed assets)</th>
<th>Initial</th>
<th>Acquired</th>
<th>Depreciation</th>
<th>Terminal</th>
<th>Accumulated</th>
<th>Term-end book value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machinery and equipment</td>
<td>15,422,173 0</td>
<td>0 15,422,173</td>
<td>14,805,285</td>
<td>616,888</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drilling machine for wells</td>
<td>2,051,385 0</td>
<td>0 1,116,510</td>
<td>934,875</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vehicle</td>
<td>2,051,385 0</td>
<td>0 1,116,510</td>
<td>934,875</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Great East Japan Earthquake</td>
<td>17,473,358 0</td>
<td>0 1,116,510</td>
<td>15,422,173</td>
<td>1,574,160</td>
<td>616,888</td>
<td></td>
</tr>
</tbody>
</table>
## Balance Sheet (As of December 31st, 2013)

### ASSETS

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount (Unit: Yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cash</strong></td>
<td>580,271</td>
</tr>
<tr>
<td><strong>Deposits</strong></td>
<td>57,527,868</td>
</tr>
<tr>
<td><strong>Cash and Deposits in Myanmar</strong></td>
<td>154,534,304</td>
</tr>
<tr>
<td><strong>Cash and Deposits in Vietnam</strong></td>
<td>4,671,746</td>
</tr>
<tr>
<td><strong>Advance</strong></td>
<td>47,196</td>
</tr>
<tr>
<td><strong>Accounts Due</strong></td>
<td>106,521</td>
</tr>
<tr>
<td><strong>Temporary Payment</strong></td>
<td>500,000</td>
</tr>
<tr>
<td><strong>Machinery</strong></td>
<td>616,888</td>
</tr>
<tr>
<td><strong>Vehicle</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Investments</strong></td>
<td>218,584,794</td>
</tr>
</tbody>
</table>

### LIABILITIES

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount (Unit: Yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accrued Amount Payable</strong></td>
<td>29,743</td>
</tr>
<tr>
<td><strong>Accrued Corporate Tax Payable</strong></td>
<td>70,000</td>
</tr>
<tr>
<td><strong>Deferred Membership Fees</strong></td>
<td>70,000</td>
</tr>
<tr>
<td><strong>Deferred Donations</strong></td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Deferred Grants</strong></td>
<td>99,552,255</td>
</tr>
<tr>
<td><strong>Deferred Public Funding</strong></td>
<td>59,248,081</td>
</tr>
<tr>
<td><strong>Deposits Payable</strong></td>
<td>648,334</td>
</tr>
<tr>
<td><strong>Temporary Receipt</strong></td>
<td>142,200</td>
</tr>
<tr>
<td><strong>Accrued Retirement Benefits</strong></td>
<td>3,820,815</td>
</tr>
</tbody>
</table>

### Net Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount (Unit: Yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance brought forward from Previous Year</td>
<td>57,625,255</td>
</tr>
<tr>
<td>Balance for Current Year</td>
<td>-2,624,889</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>55,000,366</td>
</tr>
</tbody>
</table>

### Total Liabilities and Net Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount (Unit: Yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>163,584,428</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>218,584,794</td>
</tr>
</tbody>
</table>
## ACTIVITIES ACCOUNT STATEMENT FOR 2013
(From January 1st, 2013 to December 31st, 2013)

### INCOME (Unit: Yen)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Membership Fees *1</td>
<td>1,880,000</td>
</tr>
<tr>
<td>2. Donations *2</td>
<td>27,890,548</td>
</tr>
<tr>
<td>3. Grants</td>
<td>117,490,256</td>
</tr>
<tr>
<td>Grants *2</td>
<td>304,515,294</td>
</tr>
<tr>
<td>Public Funding *3</td>
<td>187,025,038</td>
</tr>
<tr>
<td>4. Project Earnings</td>
<td>3,528,430</td>
</tr>
<tr>
<td>5. Other profits</td>
<td>13,835,164</td>
</tr>
<tr>
<td><strong>Total Income (A)</strong></td>
<td>351,649,436</td>
</tr>
</tbody>
</table>

### EXPENDITURE (Unit: Yen)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Project Cost</td>
<td>69,788,517</td>
</tr>
<tr>
<td>Personnel Cost</td>
<td>334,402,252</td>
</tr>
<tr>
<td>Other Cost</td>
<td>264,613,735</td>
</tr>
<tr>
<td>2. Management Cost</td>
<td>10,578,827</td>
</tr>
<tr>
<td>Personnel Cost</td>
<td>19,872,073</td>
</tr>
<tr>
<td>Other Cost</td>
<td>9,293,246</td>
</tr>
<tr>
<td><strong>Total Expenditure (B)</strong></td>
<td>354,274,325</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance for 2012 (A) - (B)</td>
<td>-2,624,089</td>
</tr>
<tr>
<td>Balance Brought Forward from 2011 (C)</td>
<td>57,825,255</td>
</tr>
<tr>
<td>Balance Brought Forward to 2013 (A) - (B) + (C)</td>
<td>55,000,366</td>
</tr>
</tbody>
</table>

### 1. Breakdown of Membership Fees (Unit: Yen)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Individuals</td>
<td>1,280,000</td>
</tr>
<tr>
<td>2. Corporations</td>
<td>600,000</td>
</tr>
<tr>
<td><strong>Total Membership Fees</strong></td>
<td>1,880,000</td>
</tr>
</tbody>
</table>

### 2. Breakdown of Donations/Grants (Unit: Yen)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. BAJ Donation</td>
<td>10,040,208</td>
</tr>
<tr>
<td>2. All Round Supporter</td>
<td>1,682,000</td>
</tr>
<tr>
<td>3. Myanmar Donation</td>
<td>127,750,375</td>
</tr>
<tr>
<td>4. Vietnam Donation</td>
<td>3,434,009</td>
</tr>
<tr>
<td>5. &quot;Shine! Children of Asia&quot; Fund</td>
<td>1,128,000</td>
</tr>
<tr>
<td>6. East Japan Earthquake Donation</td>
<td>1,346,212</td>
</tr>
<tr>
<td><strong>Total Donations/Grants</strong></td>
<td>145,380,804</td>
</tr>
</tbody>
</table>

### 3. Breakdown of Public Funding (Unit: Yen)

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. United Nations High Commissioner for Refugees (UNHCR)</td>
<td>31,884,651</td>
</tr>
<tr>
<td>Myanmar Rakhine State: Mechanical Workshop and Infrastructure Project</td>
<td>77,503,154</td>
</tr>
<tr>
<td>Myanmar South Eastern Region: Rehabilitation and Construction of Water Supply Project</td>
<td>21,913,812</td>
</tr>
<tr>
<td>2. Environmental Restoration and Conservation Agency</td>
<td>47,059,429</td>
</tr>
<tr>
<td>Myanmar Magway, the Central Dry Zone: Secure Water Supply Program</td>
<td>4,988,716</td>
</tr>
<tr>
<td>Myanmar Hpa-an City, Karen State: Management of Technical Training School</td>
<td>801,291</td>
</tr>
<tr>
<td>Long-term Study Program</td>
<td>192,000</td>
</tr>
<tr>
<td>4. The Metropolis of Tokyo</td>
<td>700,000</td>
</tr>
<tr>
<td>Support for Work-Life Balance Scheme for Small and Medium sized Enterprises</td>
<td>187,025,038</td>
</tr>
<tr>
<td>Support for Raising Children Scheme for Small and Medium sized Enterprises</td>
<td>187,025,038</td>
</tr>
</tbody>
</table>
Authorized Non-profit Organization

Bridge Asia Japan

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