

Business Reform Policy
at the National Institute of Advanced Industrial Science and Technology

Establishment: April 1st, 2019

Last Revision: April 24th, 2020

National Institute of
Advanced Industrial Science and Technology (AIST)

1. The purpose of this policy

For the purpose of fulfilling our mission of “solving societal problems as a pioneering institute in the world, and creating innovations contributive to the national economic growth and industrial competitiveness”, it is essential to review incessantly every single affair in AIST and seek for its practical and effective executions.

There is no end in this effort. We must correspond to the change in our surrounding social conditions, continuously identify new issues and conquer them through the promotion of Business Reform.

With the aim of all the executives and employees comprehending this as their duties and pushing ahead actively and independently with efforts in Business Reform, we stipulate the future vision of our institute and basic action policies.

Besides, we set out concrete activities as an “action plan”.

2. The future vision of AIST by Business Reform

As specified in the 5th Medium and Long-Term Goals of AIST (set for the period from the fiscal year 2020 to 2025) under the title “IV. Issues on the improvement of business operational efficiency”, our Business Reform aims to transform AIST. To be an institute where we realize sustainable institutional operations by improving work efficiency (i.e., creating satisfying workplace operated by the minimum cost and optimum distribution of resources). Also, to be strongly trusted by the nation (i.e., maintaining transparency and effectiveness of business, and reinforcing the governance).

By means of re-allocation of resources saved by an efficient business operation to research activities, implementational activities of research results, and the business which supports the formers, we contribute to the execution of our mission.

We, executives and employees of AIST must engage ourselves in our daily duties to increase productivity, with a clear awareness that we can achieve the entire institutional goals nothing but by demonstrating full performance in their respective affairs, and promoting not only operational but also institutional reform.

3. Basic action policies for Business Reform

Business Reform action refers to all the activities executed with the goals to increase business productivity. More concretely, keeping in mind that business productivity is calculated by the following formula, it is Business Reform activities to maximize it.

$$\text{Business results (numerator) / Business cost (denominator)}$$

This business productivity is evaluated by the user (i.e., activity implementer of the post-process) who enjoys its result. Based on this concept, Business Reform activities at AIST are to be executed.

Furthermore, as fundamental activities to increase business productivity, the whole institute tackles with the following three points.

- (1) Development of institutional climate to find out inefficiency and deal with it by putting ingenuity.
- (2) Establishment of an efficient business environment utilizing IT tools.
- (3) Cultivation of people who can dedicate themselves to the reform with an awareness of issues.