**\* The parts in red are required items. Please note that your notification may not be accepted if there are any omissions.**

**\* In principle, corporations and individuals participating in the Platform must be members of the Council of Industry-Academia-Government Collaboration. Corporations and individuals who have not yet registered for membership are requested to complete the member registration immediately.**

Notification of R&D Platform

Date: MM DD 20xx

Dear Secretariat of the Council of Industry-Academia-Government Collaboration,

Field for Knowledge Integration and Innovation

Taro Kenkyu, Organizer Personnel (or Team),

 R&D Platform (Seal)

We have established an R&D Platform and hereby submit the following notification in accordance with the provisions of Article 6 of the Organization Rules of the Council of Industry-Academia-Government Collaboration for the Field for Knowledge Integration and Innovation.

Description

1. Purpose of R&D Platform

(Example 1) Our purpose is to work on research and development of ○○ and to commercialize or merchandize it into △△.

(Example 2) We will contribute to the promotion of the ×× sector in Japan by working on research and development on □□ and developing our technologies into products such as ☆☆ for social implementation.

2. Name of R&D Platform

○○○○ R&D Platform

3. Organizer of R&D Platform

Taro Kenkyu,

Organization to which he/she belongs and position: , 

TEL: ○○-○○○○-○○○○

e-mail: ○○○○@○○○.jp

4. Address of principal office

-- ○○, ○○ City, ○○ Prefecture

5. Names and addresses of members at the time of establishment

\*For corporation or group members, special members and overseas members enter their official organization names, and for individual members, enter the names of organizations to which they belong and their positions and names (in both cases, please add their addresses).

\*Only organization names are required for the corporation or group members, special members and overseas members. Do not include personal names such as those of their representatives.

\*In principle, corporations and individuals participating in the Platform must be members of the Council of Industry-Academia-Government Collaboration. Corporations and individuals who have not yet registered for membership are requested to complete the member registration immediately.

(1) ○○ Corporation, Address: -- , ○○ City,  Prefecture

(2) Agricultural Production Corporation , Address: -- ○○, ○○ City, ○○ Prefecture

(3) National University Corporation , Address: -- , ○○ City, ○○ Prefecture

(4) National Research and Development Corporation ○○, Address: -- ○○, ○○ City,

○○ Prefecture

………

6. Platform management and operation body and the person in charge

\*As a prerequisite, the management and operation body must have a legal personality (voluntary organizations cannot be in charge).

○○ Corporation, Address: -- ○○, ○○ City, ○○ Prefecture

(Person in charge)  

TEL: ○○-○○○○-○○○○

FAX: ○○-○○○○-○○○○

e-mail: ○○○○@○○○.jp

7. Main contents of the project

(1) Construction of business models with commercialization and merchandizing of ○○ in mind

(2) Development of research strategies and research programs for commercialization and merchandizing of ○○

(3) Investigation of intellectual property information and development of intellectual property strategies related to commercialization and merchandizing of ○○

(4) Dissemination of information on research results, etc. and recruitment of new platform members

(5) Cooperation with other activities of the Council of Industry-Academia-Government Collaboration, Field for Knowledge Integration and Innovation, etc.

\*Enter items (4) and (5) as necessary.

\*Prepare and attach a document (about one sheet of A4-sized paper) on specific contents, goals, etc. of the research and development at present.

8. Scheduled period of activity

From MM 20xx to MM 20xx

9. Organization, etc.

(1) Regulations for R&D Platform

- As attached. (\*If you have an organization chart, please attach it separately.)

(2) Composition and roles of organizer team

(Brief personal histories, abilities, etc. of the members are as shown in Form No.1 Attachment)

1. Organizer: Taro Kenkyu
   * Responsible person for business overview and management, budget and procurement
2. Coordinator 1: Taro Chosei
   * Coordination of technologies and agricultural producers mainly in the agricultural sector
3. Coordinator 2: ○○ ○○
   * General coordination of technologies in the  sector and procurement of insufficient technologies from other companies
4. Research representative 1: ○○ ○○
   * Control of research and development in the ○○ sector
5. Research representative 2: ○○ ○○
   * Control of research and development in the ○○ sector
6. Intellectual property manager/patent attorney: ○○ ○○
   * Advice and guidance on intellectual property management

\*Enter items (ii) through (vi) as necessary.

10. History of establishment of R&D Platform

<Case 1> R&D Platform established through the activities of the Council of Industry-Academia-Government Collaboration, Field for Knowledge Integration and Innovation

MM DD 20xx

- Participated in the ○○ seminar. Did ○○. (For details, see Exhibit .)

MM DD 20xx

- Participated in the  workshop. Did . (For details, see Exhibit .)

MM DD 20xx

- Held a meeting with the founding members. Decided the establishment of the ○○ R&D Platform. (For details, see Exhibit .)

<Case 2> R&D Platform established from other project research, etc.

20xx-20xx: JST "○○○○ Project"

- The members of ○○○○ conducted research on ○○○○, and generated results of ○○ (Budget: ○○ million yen).

20xx-20xx: NEDO "○○○○ Project"

- The members of ○○○○ conducted research on ○○○○, and generated results of ○○ (Budget: ○○ million yen).

20xx-20xx: Ministry of Agriculture, Forestry and Fisheries "○○○○ Project"

- Conducted research on ○○○○, and generated results of ○○ (Budget: ○○ million yen).

(Form No.1 Attachment)

Brief Personal Histories and Abilities of Organizer Personnel (Team)

|  |  |
| --- | --- |
| 1. Brief personal histories and achievements of organizer personnel (team) | |
| Organizer:  Taro Kenkyu | MM, YYYY: Research and Development Dept., ○○ Corporation  MM, YYYY: General Business Dept., ○○ Corporation  - Realized commercialization of ○○. Achieved the sales of ○○ billion yen. |
| Coordinator 1:  Taro Chosei | MM, YYYY: Research and Development Dept., ○○ Corporation  MM, YYYY: General Business Dept., ○○ Corporation  - Realized commercialization of ○○. Achieved the sales of ○○ billion yen. |
| Coordinator 2:    | MM, YYYY:　・・・・・・・・・・ |
| Research representative 1:    | MM, YYYY:　・・・・・・・・・・ |
| Research representative 2:    | MM, YYYY:　・・・・・・・・・・ |
| Intellectual property coordinator/patent attorney:    | MM, YYYY:　・・・・・・・・・・ |

\* Columns for the coordinators 1 and 2, research representatives 1 and 2 and intellectual property coordinator/patent attorney should be filled in as necessary.

|  |  |
| --- | --- |
| 2. Abilities of organizer personnel (team) | |
| (1) Human network and achievements of commercialization and merchandizing | ・・・・・・・・・・・・・・・ |
| (2) Understanding of and motivation for agriculture, forestry, fisheries and food industries | ・・・・・・・・・・・・・・・ |
| (3) Knowledge of markets, technologies, intellectual properties, etc., and ability to develop business models | ・・・・・・・・・・・・・・・ |
| (4) Evaluation of research and development, and management capabilities | ・・・・・・・・・・・・・・・ |
| (5) Securing of fairness and neutrality, and business development that is not bound by the region | ・・・・・・・・・・・・・・・ |

Date: MM DD 20xx

**\* The parts in red are required items. Please note that your notification may not be accepted if there is any omission.**

Notification of Admission of New Members to R&D Platform

Dear Secretariat of the Council of Industry-Academia-Government Collaboration,

Field for Knowledge Integration and Innovation

Taro Kenkyu, Organizer Personnel (or Team),

○○○○ R&D Platform (Seal)

As new members have joined our R&D Platform, we hereby submit the following notification.

|  |  |
| --- | --- |
| **[Newly joined members]**   * For corporation or group members, special members and overseas members of the Council, enter their official organization names, and for individual members, enter their names, the names of organizations to which they belong and their positions (in both cases, please add their addresses). * In principle, corporations and individuals participating in the R&D Platform must be members of the Council of Industry-Academia-Government Collaboration. Corporations and individuals who have not yet registered for membership are requested to complete the member registration immediately. | |
| **Organization name**  **/Personal name/Position** | **Address** |
|  Corporation | -- ,  City,  Prefecture |
| Agricultural Production Corporation  | -- ,  City,  Prefecture |
| Hanako Nosui  Professor in the Graduate School of   at University | -- ,  City,  Prefecture  (\*In the case of an individual member, enter the address of the organization to which the member belongs, as a general rule.) |
| ・・・・・ | ・・・・・ |
| ・・・・・ | ・・・・・ |

|  |
| --- |
| **[Current members of the R&D Platform including newly joined members]**   * List all members in the column below. * For corporation/organization members and special members of the Council, enter their official organization names, and for individual members, enter their names and the names of organizations to which they belong. |
| * ・・・・・ * ・・・・・ * ・・・・・ * ・・・・・ * ・・・・・ |

Date: MM DD 20xx

**\* The parts in red are required items. Please note that your notification may not be accepted if there is any omission.**

Notification of Withdrawal of Members from R&D Platform

Dear Secretariat of the Council of Industry-Academia-Government Collaboration,

Field for Knowledge Integration and Innovation

Taro Kenkyu, Organizer Personnel (or Team),

 R&D Platform (Seal)

We hereby notify you of the withdrawal of the members from our R&D Platform.

|  |  |
| --- | --- |
| **[Members who have left]**   * For corporation or group members, special members and overseas members of the Council, enter their official organization names, and for individual members, enter their names, the names of organizations to which they belong and their positions (in both cases, please briefly describe the reason for the withdrawal). | |
| **Organization name/Personal name/Position** | **Reason for withdrawal** |
|  Corporation | Because . |
| ・・・・・ | ・・・・・ |
| ・・・・・ | ・・・・・ |
| ・・・・・ | ・・・・・ |

|  |
| --- |
| **[Current members of the R&D Platform excluding members who have left]**   * List all members in the column below. * For corporation or group members, special members and overseas members of the Council, enter their official organization names, and for individual members, enter their names and the names of organizations to which they belong. |
| * ・・・・・ * ・・・・・ * ・・・・・ * ・・・・・ * ・・・・・ |

Date: MM DD 20xx

**\* The parts in red are required items. Please note that your notification may not be accepted if there is any omission.**

Notification of Change of [the Organizer and the Management and Operation Body] of R&D Platform

(\* Delete any item that is not applicable)

Dear Secretariat of the Council of Industry-Academia-Government Collaboration,

Field for Knowledge Integration and Innovation

Jiro Tainin, Organizer Personnel (or Team),

 R&D Platform (Seal)

We hereby notify you of the change of [the organizer and the management and operation body] of our R&D Platform.

(\* Delete any item that is not applicable)

|  |  |
| --- | --- |
| **[Change of the organizer]**   * For the person who resigns, enter the date of and the reason for the resignation, and for the person who succeeds, enter his/her brief personal histories, contact information, etc. * If more than one person resigning or taking up the post, include all of them. | |
| **Organizer who resigns** | **Date of and reason for the resignation** |
| Jiro Tainin | Date: MM DD 20xx  Reason:  |
| ・・・・・ | ・・・・・ |
| ・・・・・ | ・・・・・ |
| **Organizer who succeeds** | **Brief personal history, achievements, organization to which he/she belongs, position, contact information, etc.** |
| Hanako Konin | MM, YYYY: Research and Development Dept.,  Corporation  MM, YYYY: General Business Dept.,  Corporation  - Realized commercialization of . Achieved the sales of  billion yen.  Taro Kenkyu, Manager of  Dept. at  Corporation  TEL: --  e-mail: @.jp |
| ・・・・・ | ・・・・・ |
| ・・・・・ | ・・・・・ |

|  |  |
| --- | --- |
| **[Change of the management and operation body]**   * For the body that resigns, enter the date of and the reason for the resignation, for the body that succeeds, enter the address, person in charge and contact information.   **\* As a prerequisite, the management and operation body must have a legal personality (voluntary organizations cannot be in charge).** | |
| **Body that resigns** | **Reason for the resignation** |
|  Corporation | Date: MM DD 20xx  Reason:  |
| **Body that succeeds** | **Address, person in charge, position and contact information** |
| Agricultural Production Corporation  | Address: -- ,  City,  Prefecture  Person in charge: Saburo Konin, Manager of  Dept.  TEL: -- FAX: --  e-mail: @.jp |
| **[Change of the person in charge within the management and operation body]**   * For the person who resigns, enter the date of and the reason for the resignation, and for the person who succeeds, enter the address of the place of work and contact information. | |
| **Person who reigns** | **Reason for the resignation** |
| Jiro Tainin | Date: MM DD 20xx  Reason:  |
| **Person who succeeds** | **Address of the place of work, position, contact information, etc.** |
| Hanako Konin | Address: -- ,  City,  Prefecture  Project Manager of  Section,  Division  TEL: -- FAX: --  e-mail: @.jp |