

**STRATEGIC PLANNING DEPARTMENT**



Chair  
**NAGAHAMA, Yoshitaka**

*Vice-Chairs* UENO, Naoto  
 NISHIMURA, Mikio  
*Professor* WADA, Masamitsu  
*Associate Professor* KODAMA, Ryuji  
*Postdoctoral Fellow* KURATA, Tomoko  
*Technical Assistants* MUKOHDA, Yasuyo  
 OTA, Misaki  
 TANAKA, Megumi  
 EMDE, Jason R.

The Strategic Planning Department was founded in April 2005 as a central office for the efficient management of cooperational activities with other organizations, the distribution of scientific information to the public, planning and managing conferences, workshops and other extramural activities. The department also assists the director-general in preparing for NIBB's evaluation procedure and in planning a long-range strategy for the institute.

**The main activities of the Department in 2007**

*1) Supporting international conferences*

On-line registration, web page construction, brochure editing, hotel reservation, meal and party arrangement, photographic recording, etc., for international conferences held at NIBB (Table 1)

*2) Management of education-related programs*

Internship Program 2007  
 The First International Practical Course (Jan. 2007)

*3) Press Release*

News on scientific achievements are sent to newspaper and magazine reporters via e-mail and [a? our?]  
 password protected web page. For some of the releases, we arranged a press conference.

*4) Editing of publications*

Introductory Pamphlet of NIBB (in Japanese)  
 Introductory Pamphlet of NIBB (in English)  
 Educational Booklet "Organisms sustaining research" (in Japanese)  
 Bulletin of NIBB 2007/08 (in Japanese, in preparation)  
 Annual Report of NIBB 2007 (in English, with proof reading)

*5) Production of posters and leaflets*

Design and distribution of posters for international conferences and advertisements for the graduate school's entrance examination (Figure1)

*6) Updating and maintenance of NIBB web page*

*7) Publication of "NIBB News"*

(Intra-institutional newsletter in Japanese)

*8) Maintenance of the achievement archives of NIBB*

*9) Assisting visitors (in collaboration with Technical Division)*

Name	Date	Title	Organizer
5th Okazaki Biology Conference	March 11-16	Speciation and Adaptation -Ecological Genomics of Model Organisms and Beyond-	K. Shimizu I. Dworkin
6th Okazaki Biology Conference	December 2-8	Marine Biology	N. Satoh B.J. Swalla D.R. Levitan
5th NIBB-EMBL Meeting	May 24-26	Cell and Developmental Biology	N. Ueno S. Cohen

Table 1. International conferences managed by Strategic Planning Department in 2007

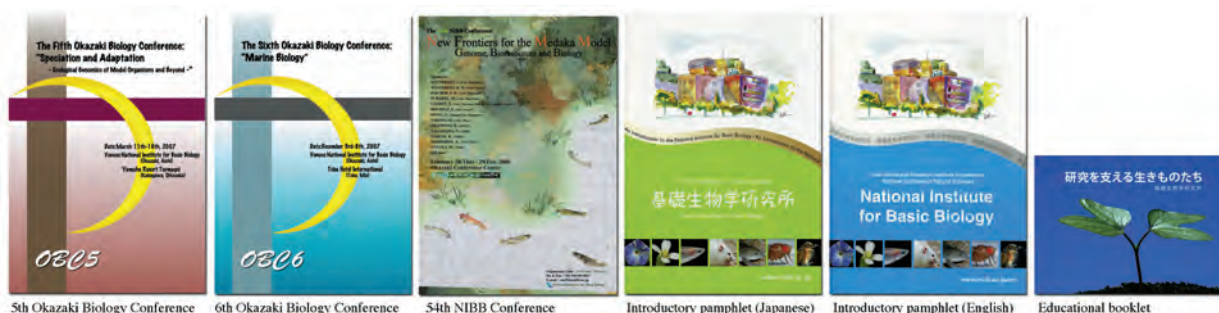


Figure 1. Examples of posters, pamphlets and abstract books produced by the Strategic Planning Department in 2007