

INQAAHE Conference 2025 Tokyo Proposal



Japan University Accreditation Association

KEY INFORMATION

Host City	Tokyo (Japan)
Host Agency	JUAA
Venue	Akasaka Intercity Conference Center (AICC)
Proposed Month	May 2025
Expected Delegates	300-350

CONTACT

Host Agency Contact Person

Ms. Kazuyo Hara
Director of Evaluation and Research Department
Japan University Accreditation Association
2-7-13 Ichigayasadohara-cho, Shinjuku-ku, Tokyo, 162-0842
Japan

Tel: 81-3-6228-1315

Fax: 81-3-3260-3667

E-mail: k_hara@juaa.or.jp

Web: <https://www.juaa.or.jp/en/>



Contents

Letter of Invitation.....	4	Administration and Coordination.....	22
Letters of Support.....	5	Management Structure.....	22
Official Support.....	7	Staffing.....	22
Host Agency: JUAA.....	7	Governance.....	22
Sponsoring Ministry and Agency.....	7	Marketing and Promotion.....	23
Proposed Dates and Venue.....	8	Conference Website and Promotion.....	23
Proposed Dates.....	8	Onsite Materials.....	23
Venue.....	8	Post-Conference Promotion.....	23
Social Program.....	13	Special Attendees.....	24
Networking Reception.....	13	Board Guests.....	24
Gala Dinner.....	13	Keynote Speakers and Pre-Conference Workshop Facilitators.....	24
Pre and Post Conference Cultural Events.....	14	Local Delegates.....	24
Hotel and Transportation.....	15	Contribution of the INQAAHE event to enhancing QA in HE in the host country.....	25
Hotel.....	15	About the City - Tokyo.....	27
Transport Access.....	16	City Overview.....	27
Visa Assistance and Invitations.....	18	Safest City in the World.....	27
Proposed Fees.....	19	Sustainability.....	27
Conference Fees.....	19	Track Record of Conferences Held in Tokyo.....	28
Workshops Fees.....	19	Getting to Know Tokyo.....	29
Budget.....	20	Tip for Your Visit to Japan.....	32
Payment Mechanism.....	21		
Tracking System.....	21		

LETTER OF INVITATION

Japan University Accreditation Association



2-7-13 Ichigayasadohara-cho, Shinjuku-ku, Tokyo, 162-0842 Japan
Tel: +81-3-6228-1315 Fax: +81-3-3260-3667 URL: <https://www.juaa.or.jp/en/> E-mail: intl@juaa.or.jp

28 April 2023

Dr. Deborah Adair
President
The International Network for Quality Assurance Agencies
in Higher Education



Dear President Dr. Deborah Adair,

On behalf of the Japan University Accreditation Association (JUAA), I am very pleased to submit the full proposal to host the International Network for Quality Assurance Agencies in Higher Education (INQAAHE) Conference 2025.

JUAA was founded in 1947 by 46 universities as an association of universities. Our mission is to promote the qualitative improvement of higher education institutions in Japan through the voluntary efforts and mutual assistance of member institutions and to contribute to international cooperation such as educational and research activities in higher education institutions. With our mission and the fundamental principle that the primary responsibility for assuring the quality of higher education is on the higher education institution, we engage in enhancing the quality of higher education by developing standards, accreditation, research, international cooperation, and other activities.

As an INQAAHE GGP Aligned Agency, JUAA is proud to host the INQAAHE Conference 2025 in Tokyo. The conference will highlight the importance of quality assurance in higher education to the people of Japan and will be an opportunity to rediscover the need for strategic action to promote the quality of higher education in the future. We also believe that it will contribute to promoting quality culture in higher education institutions in the Asian region.

We look forward to welcoming the INQAAHE delegates in 2025 and ensuring that the conference is a great success.

Sincerely,

Dr. Kyosuke Nagata
President
Japan University Accreditation Association

LETTERS OF SUPPORT

NEW
IDEAS
START
HERE



April 18, 2023

Dr. Deborah Adair, President, The International Network for Quality Assurance Agencies in Higher Education (INQAAHE)
Enric Granados 33, 08007 Barcelona, Spain

Dear Dr. Adair,

It is with the greatest pleasure that I write to extend my full support for Tokyo's bid to host the International Network for Quality Assurance Agencies in Higher Education (INQAAHE). Tokyo's world-class convention facilities and accessibility, diverse modern and traditional attractions, and its broad range of accommodation options will surely contribute to the success of this important event.

I am also confident that you and all of your delegates will appreciate Japan's impeccable service, our exemplary public safety and, most of all, our world-renowned friendliness and hospitality.

We acknowledge that international conferences are a key factor in vitalizing our industry, and the intensive exchange of knowledge and studies will contribute to the global development in academic fields of higher education.

It would be an honor to host this important conference in Japan for the first time. As president of the Japan National Tourism Organization, I am convinced that holding the INQAAHE Conference 2025 in Tokyo, Japan would ensure a memorable and successful meeting. I encourage you to select Tokyo as the site for your conference and I look forward to the pleasure of welcoming you and your delegates to our country in 2025.

Yours very sincerely,

Atsumi GAMO
President
Japan National Tourism Organization



Japan. Meetings & Events
New ideas start here

<https://www.japanmeetings.org/>



Tokyo Convention & Visitors Bureau

24 April, 2023

Dr. Deborah Adair
President
The International Network for Quality Assurance Agencies
in Higher Education (INQAAHE)



Dear Dr. Deborah Adair,

On behalf of the Tokyo Convention and Visitors Bureau (TCVB), I would like to express my gratitude for considering holding the INQAAHE Conference in Tokyo in 2025.

TCVB would be highly honored to offer full support for the INQAAHE Conference 2025. Tokyo is known for a safe and reliable destination among many international meeting hosts, equipped with state-of-the-art conference facilities, attractive and unique reception venues, and staff with world-class professionalism and exceptional services. Tokyo offers more than you would expect.

Tokyo offers abundant sightseeing attractions for delegates, such as *Asakusa Sensoji* Temple, *Meiji Jingu* Shrine, and the Imperial Palace East Garden. Shopping and dining are other big attractions of Tokyo. Last year, Michelin gave a total of over 200 stars to restaurants in Tokyo, ranking us at the top in the world, proving that the city is a gourmet paradise.

Tokyo is also an easily accessible city. Narita International Airport connects flights to 90 cities as of November 2022. Within 15 minutes from central Tokyo, Tokyo International Airport (Haneda) is connected with 60 major international cities.

Together with our industry professionals in Tokyo, we will ensure that the INQAAHE Conference 2025 will be a great success. We genuinely hope to have the honor of hosting your prestigious event in 2025.

Yours sincerely,

Shingo Kaneko,
Chairman
Tokyo Convention and Visitors Bureau

Tokyo Convention & Visitors Bureau

Nisshin Bldg 6F 346-6 Yamabukicho, Shinjuku-ku, Tokyo 162-0801, Japan
TEL: +81-3-5579-2684 FAX: +81-3-5579-2685 <http://www.businesseventstokyo.org>

OFFICIAL SUPPORT

HOST AGENCY: JUAA

The Japan University Accreditation Association (JUAA) is a voluntary organization of higher education institutions. Taking several accreditation agencies in the U.S.A as a model, it was founded in 1947 with 46 initial member institutions.

Our mission is to promote the qualitative improvement of higher education institutions in Japan through member institutions' voluntary efforts and mutual assistance and to contribute to international cooperation such as educational and research activities in higher education institutions.

The JUAA joined INQAAHE as a full member in 1996 and was certified as a GGP Aligned Agency in March 2023. JUAA is also a full member of the Asia-Pacific Quality Network (APQN) and the Council for Higher Education Accreditation (CHEA) International Quality Group (CIQG). It also participates as an associate member of the Association of Asia-Pacific Business Schools (AAPBS).



SPONSORING MINISTRY AND AGENCY

The Tokyo Convention & Visitors Bureau (TCVB) has already provided advice on venue selection and the social program, and we will apply for grant support from the Tokyo Metropolitan Government once we officially become the host.

The Japan National Tourism Organization (JNTO) and the Ministry of Education, Culture, Sports, Science and Technology (MEXT) will also be sponsoring the event.



PROPOSED DATES AND VENUE

PROPOSED DATES

It is proposed that the INQAAHE Conference 2025 will be held in 13-16 May 2025.

In Japan, April 29-May 6 is consecutive national holidays, so the appropriate period for holding the conference would be after holidays.

VENUE

Akasaka Intercity Conference Center

<https://aicc.tokyo/en/>

3F and 4F, Akasaka Intercity AIR, 1-8-1, Akasaka,
Minato-Ku, Tokyo 107-0052



Two stations and three train lines are accessible: Tameike-Sanno Station, which is directly connected to the venue via underground, and Kokkai-Gijidomae Station. It is within 10 minutes even from a major central Tokyo station.

From Haneda and Narita airports, limousine buses will take participants to nearby hotels, offering outstanding convenience for both domestic and international participants.

The facility is barrier-free and designed for ease of use, so that conferences and events can be completed on a single floor.

LOCATION

Kasumigaseki is the center of politics; Roppongi is the center of culture including art museums; and Akasaka is, the international business area with many embassies and foreign-affiliated companies. The venue is located on the 3rd and 4th floors of the landmark Akasaka Intercity AIR in the center of these areas.

CAPACITIES

- 12 meeting rooms of various sizes (from 20 theater style to 500 delegates theater style)
- All the breakout sessions can be held on one floor. No waste of moving time.

FLOOR INFORMATION



PLENARY ROOM

the AIR



Total area: 545m² / Ceiling height: 4.8m

school style 304 seats/ theater style 500 seats
A 250-inch screen and 180-inch screen

AVAILABLE BREAKOUT ROOMS, POSTER SESSIONS

the Amphitheater



Total area: 230m²/ Ceiling height:4.7m
school style: 65 seats

the Green



Total area: 138m²/ Ceiling height:4.0m
school style 72 seats/ theater style 96 seats

Conference rooms 401 & 301



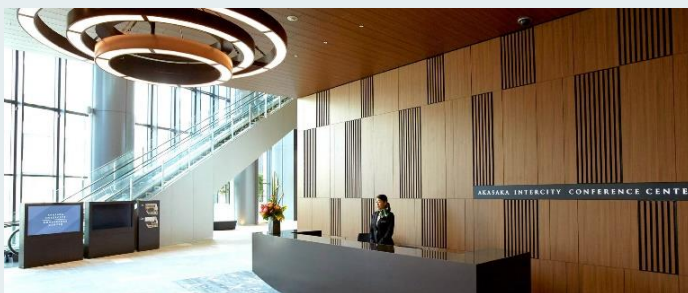
Total area: 200m²/ Ceiling height:4.0m
school style 100 seats/ theater style 144 seats

Conference rooms 402 & 404 (poster sessions)



Total area: 92m²/93m²/ Ceiling height:4.0m

REGISTRATION AREA



BOARD ROOM



20 seats
98-inch monitor & 15.6-inch sub-display monitor

*We will arrange the Board meeting on Day 4 in the hotel. (If prefer)

PRE-CONFERENCE WORKSHOPS

the Air & Conference room 401



REFRESHMENTS



The meal will consist of traditional and international cuisine, including vegetarian and Halal choices to meet the needs of the participants.

AUDIO VISUAL AND TECHNOLOGY



The touch panel installed in the venue can be used to turn up and down the volume, switch images, and change lighting patterns.



High-speed Wi-Fi and abundant power supply in all venues. Video and audio from the main venue can be simultaneously distributed to sub-venues and monitored in the waiting room.

SOCIAL PROGRAM

The JUAA welcomes the delegates of all countries with hospitality. Tokyo has several venues for the social program, from traditional to contemporary buildings, and the JUAA will be working on arrangements to ensure that all participants have a great time in Japan.

NETWORKING RECEPTION

ANA Intercontinental Hotel Tokyo (Proposal)



GALA DINNER

ANA Intercontinental Hotel Tokyo (Proposal)



Gala Dinner for 300 participants



PRE AND POST CONFERENCE CULTURAL EVENTS

TOKYO CITY TOUR

Official Supporting Agency, the TCVB will provide several city tours (half-day) for delegates before, during, or after the conference. Accompanying persons can also participate. No charge for participation.



UNIVERSITY VISIT

The JUA has a membership system with more than 410 members (national, local, and private universities) that account for 42 % of all the universities in Japan. We can arrange for delegations to visit universities in Tokyo.



TRANSPORT ACCESS

AIRPORT ACCESS

Tokyo has two international airports, Narita and Haneda, with extensive direct flights from abroad.

NARITA INTERNATIONAL AIRPORT

Narita International Airport connects flights to 90 cities as of November 2022. The number of cities connected was 103 in 2019; thus, the number is expected to increase during the post-Covid-19 recovery period.

Region	City
Europe, Middle East & Africa 17 cities	Abu Dhabi, Addis Ababa, Amsterdam, Astana, Baku, Brussels, Doha, Dubai, Frankfurt, Helsinki, Leipzig, Liege, Luxembourg, Milan, Paris, Warsaw, Zurich
North & South America 22 cities	Anchorage, Boston, Chicago, Cincinnati, Dallas/Fort Worth, Fort Worth, Honolulu, Houston, Los Angeles, Louisville, Memphis, Mexico City, Montreal, Newark, New York, Oakland, San Diego, San Francisco, Seattle, Toronto, Vancouver, Washington D.C.
Oceania & South Pacific 8 cities	Auckland, Cairns, Gold Coast, Guam, Melbourne, Noumea (New Caledonia), Saipan, Sydney
Asia 43 cities	Amoy, Bangalore, Bangkok, Bandar Seri Begawan, Beijing, Busan, Cebu, Chengdu, Chongqing, Clark, Colombo, Dalian, Delhi, Denpasar, Fuzhou, Gangwondo, Guangzhou, Hangzhou, Hanoi, Harbin, Ho Chi Minh City, Hong Kong, Jakarta, Jinan, Kaohsiung, Kathmandu, Kuala Lumpur, Kunming, Macau, Manila, Mumbai, Nanjing, Qingdao, Seoul, Shanghai, Shenzhen, Singapore, Taipei, Tianjin, Ulaanbaatar, Wuxi, Xian, Zhengzhou

Source: https://www.narita-airport.jp/en/city_list

TOKYO INTERNATIONAL AIRPORT

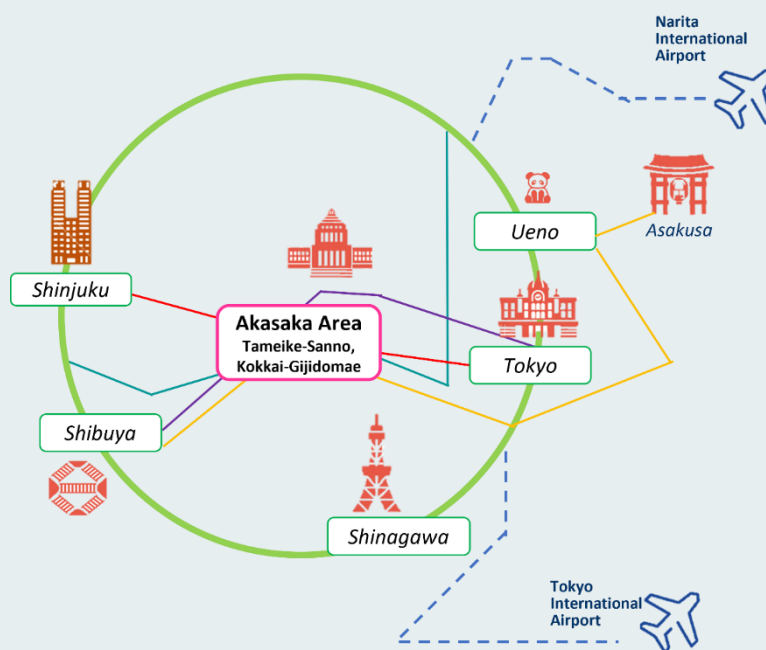
Tokyo International Airport (Haneda) connects flights to 55 cities as of April 2023.

Region	City
Europe 12 cities	Copenhagen, Frankfurt, Helsinki, Istanbul, London, Milan, Moscow, Munich, Paris, Rome, Vienna, Vladivostok,
North & South America 19 cities	Atlanta, Chicago, Dallas, Detroit, Honolulu, Houston, Kona, Los Angeles, Minneapolis, Newark, New York, Portland, Salt Lake City, San Francisco, San Jose, Seattle, Toronto, Vancouver, Washington D.C.
Asia 19 cities	Bangkok, Beijing, Da Nang, Dalian, Delhi, Guangzhou, Hanoi, Ho Chi Minh City, Hong Kong, Jakarta, Kuala Lumpur, Manila, Qingdao, Seoul, Shanghai, Shenzhen, Singapore, Taipei, Tianjin
Middle East and Africa 2 cities	Doha, Dubai
Oceania and Micronesia 3 cities	Brisbane, Melbourne, Sydney

Source: https://tokyo-haneda.com/en/flight/city_list.html

LOCAL TRANSPORTATION

Narita International Airport is about 60km from central Tokyo and is easily accessed by either the Narita Express in just 40 to 60 minutes or the new Sky Access line in 36 minutes. Haneda International Airport is even more convenient, located within 15km (15 minutes by train) from central Tokyo. Within the city, a well-developed public transportation network allows easy and convenient movement in and around the city. Major modes of transportation include trains, subways, buses, and taxis.



ACCESS WITHIN TOKYO

An extensive network of trains and subways runs through central Tokyo, offering convenient and easy commuting. The unique numbering system of the Tokyo Metro, which identifies the metro line as well as each station, makes it easy even for first-timers to know which line to get on.

In addition, the safety and cleanliness of the trains and subway cars means that visitors have no hesitation about making full use of the transportation system, even at night. Taxis run widely in Tokyo and can be hailed from the street. They also wait at cab pools or taxi ranks in front of hotels, train stations, and large buildings. Taxis are clean and comfortable, offering white-glove service and lace seat covers.

Airport	Time to City Center	Method of Transportation	Cost
Narita International Airport	approx. 55 minutes	Narita Express Train (NEX)	JPY 3,070 (approx. USD 23.08)
	approx. 120 minutes	Airport Limousine Bus	JPY 3,200 (approx. USD 24.06)
Tokyo International Airport (Haneda)	approx. 20 minutes	Train	JPY 480 (approx. USD 3.60)
	approx. 45 minutes	Airport Limousine Bus	JPY 1,300 (approx. USD 9.77)

* USD 1 = JPY 133 as of April 2023

VISA ASSISTANCE AND INVITATIONS

Japan has a visa waiver agreement with 69 countries and regions, where delegates with valid passports can enter the country for a short-term stay without a visa. The table below shows countries included in the visa waiver program with Japan (as of April 2, 2023). For delegates who require a visa, the host agency will provide registered delegates with an invitation letter and other necessary documents to support their visa applications.

For details, please refer to the website of the Ministry of Foreign Affairs of Japan.

http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html

Asia	North America	Europe	
Brunei (14 days)	Canada	Andorra	Liechtenstein
Indonesia	United States	Austria	Lithuania
Malaysia	Latin America and the Caribbean	Belgium	Luxembourg
Republic of Korea	Argentina	Bulgaria	Malta
Singapore	Bahamas	Croatia	Monaco
Thailand (15 days)	Barbados	Cyprus	Netherlands
Hong Kong	Chile	Czech Republic	Norway
Macao	Costa Rica	Denmark	Poland
Taiwan	Dominican Republic	Estonia	Portugal
Oceania	El Salvador	Finland	Romania
Australia	Guatemala	North Macedonia	San Marino
New Zealand	Honduras	France	Serbia
Middle East	Mexico	Germany	Slovakia
Israel	Surinam	Greece	Slovenia
Qatar	Uruguay	Hungary	Spain
Turkey	Africa	Iceland	Sweden
United Arab Emirates	Lesotho	Ireland	Switzerland
—	Mauritius	Italy	United Kingdom
—	Tunisia	Latvia	—

PROPOSED FEES

CONFERENCE FEES

	INQAAHE Member		Non-Member	
	Standard	Early Bird	Standard	Early Bird
Individual	500 USD	400 USD	550 USD	440 USD
Group of 3 or 4 individuals	425 USD	340 USD	470 USD	375 USD
Group of 5 or more individuals	400 USD	320 USD	440 USD	350 USD

- JUAA welcomes the participation of delegates from less developing countries. We will offer a discount of \$200 per person for their registration fee.

WORKSHOPS FEES

	INQAAHE Member		Non-Member	
	1 WS	2 WSs	1 WS	2 WSs
Individual	150 USD	200 USD	200 USD	250 USD
Group of 3 or 4 individuals	125 USD	170 USD	175 USD	220 USD
Group of 5 or more individuals	115 USD	160 USD	165 USD	210 USD

BUDGET

Revenues	Budget	Budget
Number of Delegates		
Total Delegates Attending	300	350
Workshop Participants	200	200
Revenue from Delegates (USD)		
Member (individual)	110,000	125,000
Member (individual) Early Bird	17,200	23,200
Member (Group of 3 or 4)	3,825	3,825
Member (Group of 3 or 4) Early Bird	2,040	2,040
Member (Group of 5 or more)	2,000	2,000
Member (Group of 5 or more) Early Bird	0	1,600
Non-Member (individual)	1,650	1,650
Non-Member (individual) Early Bird	1,320	1,320
Non-Member (Group of 3 or 4)	1,410	1,410
Non-Member (Group of 3 or 4) Early Bird	1,125	1,125
Non-Member (Group of 5 or more)	2,200	2,200
Non-Member (Group of 5 or more) Early Bird	0	0
1 Workshop (Member) (individual)	12,000	12,000
1 Workshop (Non-Member) (individual)	4,000	4,000
2 Workshops (Member) (individual)	16,000	16,000
2 Workshops (Non-Member) (individual)	5,000	5,000
Delegates Total	179,770	202,370
Fund from Host agency (JUAA)	70,000	70,000
Total Revenue	249,770	272,370
Expenses (USD)		
AV Equipment Hire	3,560	3,560
Credit Card Fees	3,470	4,040
Decorations (signboard, posters)	430	430
Events at Gala Dinner	2,310	2,310
Food & Beverage	3,080	3,470
Food & Beverage - Reception	10,770	10,770
Food & Beverage -Gala Dinner	46,160	53,850
Food & Beverage - Lunch (3days)	15,390	17,310
Onsite promotion (notebooks/bag)	2,310	2,700
Name Tags	180	210
PCO Fees	23,080	23,080
Photography	2,460	2,460
Printing	40	40
Return to INQAAHE (@70\$)	21,000	24,500
Speaker Gifts	540	540

Speaker Cost (Travel/Accommodation/Taxi)	35,220	35,220
Venue Hire	67,810	67,810
Website	10,410	10,410
Total Conference Expenses	248,220	262,710
Surplus	1,550	9,660

- Estimated by 4 facilitators and 6 keynote speakers.
- The JUAA will be responsible for any overspending.
- The JUAA will work on finding sponsors for the event.
- The JUAA will consider the possibility of holding an exhibition.

PAYMENT MECHANISM

The JUAA will prepare the following options for payment of the participation fee.

- Credit card payment
- Telegraphic Transfer (TT) or Direct Transfer

The JUAA will set up a refund and cancellation policy.

TRACKING SYSTEM

The JUAA will open a Conference specific account, manage the funds rigorously, and report regularly to the INQAAHE office.

ADMINISTRATION AND COORDINATION

MANAGEMENT STRUCTURE

Based on the assignment from the JUAA President, an Organizing Committee headed by the Managing Trustee for International Affairs shall be established within the JUAA. The Committee shall be composed of a small number of members to functionally manage the Committee and shall consist of five members: the Executive Director, the Deputy Managing Director, the Director of the Evaluation Research Department, and the Director of the General Affairs Department.

The Office for International Planning will play a main role in coordinating with Tokyo Convention & Visitors Bureau, PCOs, and suppliers, etc.



STAFFING

The experienced staff of the Office for International Planning will serve as coordinators for the INQAAHE committees and secretariat and will be responsible for the administrative procedures of conference operations and for liaising with PCO.

The JUAA organizes and manages general meetings, symposiums, and various seminars every year, and we believe that we have a good track record in conference hosting. However, since this INQAAHE Conference will be an important one, we plan to manage it with the cooperation of PCO, etc. In addition, the JUAA has 30 full-time staff members, who will serve in several roles on the day of the conference.

GOVERNANCE

The Local Organizing Committee will work with INQAAHE's Event Program Committee to work towards the success of the conference.

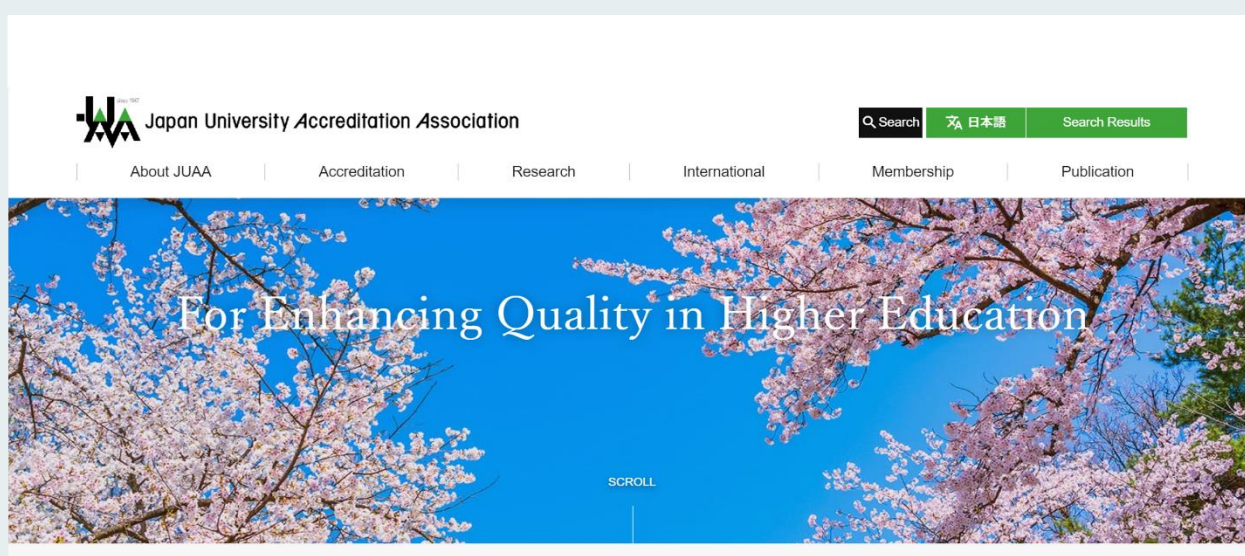
MARKETING AND PROMOTION

CONFERENCE WEBSITE AND PROMOTION

The JUAA will create a special website for the conference that will provide information on the program, speakers, venue, accommodations, transportation and visa assistance, and welcome messages from INQAAHE leadership and hosts, etc. Participants will be able to register on the website.

When information is updated, it will be announced on social media such as Twitter and on the website.

We will distribute flyers and actively promote the event at conferences on international networks, etc.



ONSITE MATERIALS

We will prepare mementos for conference participants and post the program and related materials on the JUAA's original Cloud system for sharing.

POST-CONFERENCE PROMOTION

Workshops and each session will be recorded via video/photography and shared with participants and others after the conference on the website and appropriate media.

SPECIAL ATTENDEES

BOARD GUESTS

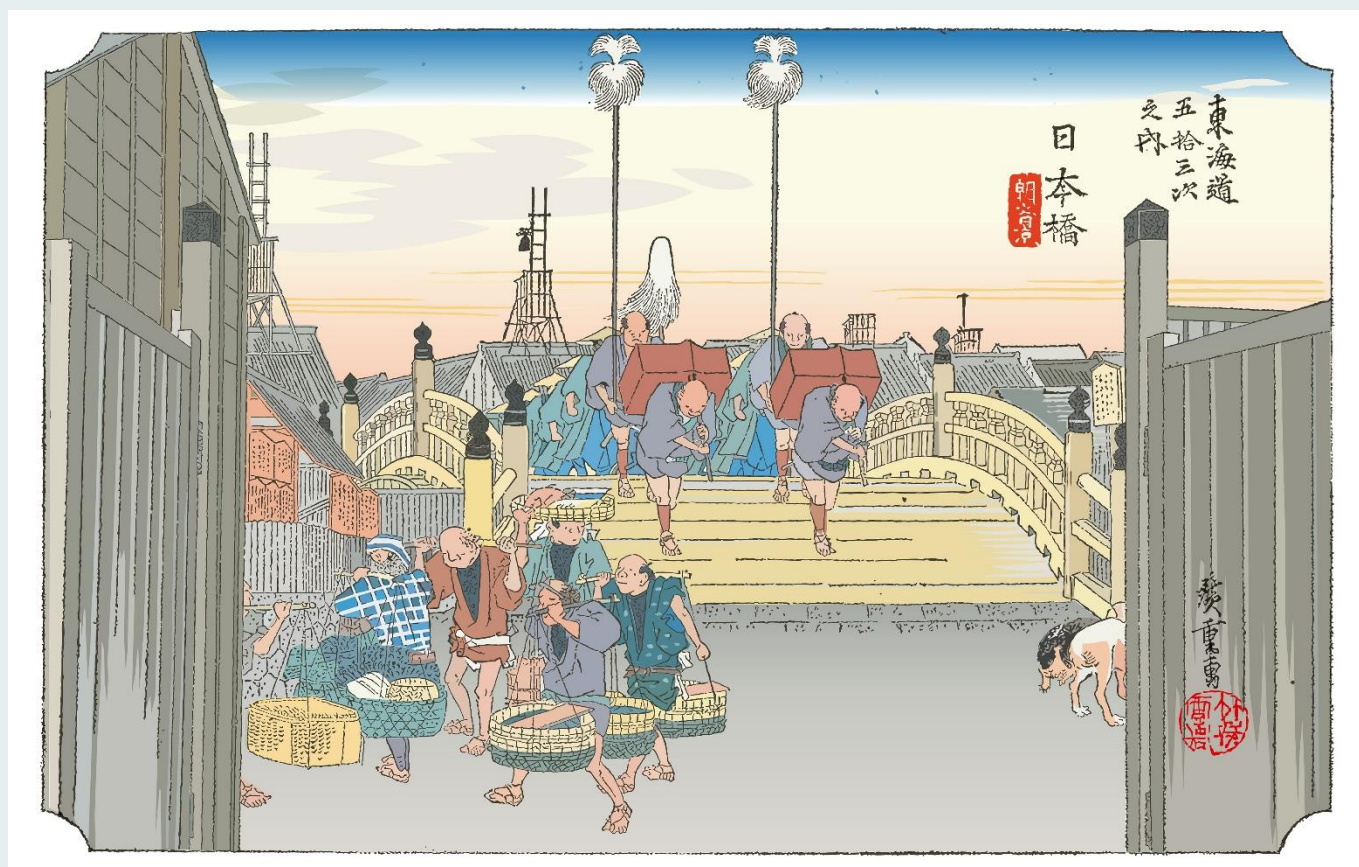
The JUA A welcomes the guest of the INQAAHE Board.

KEYNOTE SPEAKERS AND PRE-CONFERENCE WORKSHOP FACILITATORS

Without facilitators and keynote speakers, the conference would not be successful, and the JUA A will make every effort to ensure that they are relaxed and comfortable during their stay in Tokyo during the conference.

LOCAL DELEGATES

This is a valuable opportunity for Japanese higher education stakeholders to learn about the efforts of other countries in quality assurance and to exchange opinions, and the JUA A will encourage Japanese participants to make the most of this opportunity, while considering the balance of Japanese and international attendees. In particular, we strongly encourage our full member universities to participate actively in this conference. We will also try to make use of the online system when the number of participants becomes too large.



CONTRIBUTION OF THE INQAAHE EVENT TO ENHANCING QA IN HE IN THE HOST COUNTRY

The world has changed dramatically since the pandemic of the COVID-19, and the use of digital transformation, driven by the dramatic advances in ICT and digitization, has led to discontinuous changes in various fields. The picture is similar in the educational and research activities of higher education institutions around the world. Distance education has spread rapidly, and we have learned about the advantages and disadvantages of face-to-face and online delivery. At the same time, we recognize that we face challenges in class delivery, assessment, internationalization, and campus design.

Even before the COVID-19, the international community had experienced globalization, cross-border connections in all fields, mobility of people and global competition for talent. With the emergence of Asian countries, and we are entering a different phase of the international community than in the past, which was centered on Europe and the United States. In this context, Japan, as a country with advanced issues, is expected to play a role in responding quickly to the challenges that countries around the world will face in the future, such as declining birthrates, aging populations, environmental problems, and stagnant economic conditions, and to work with other countries to create and share even better solutions by providing them with models. This means that the role of higher education institutions will be more diverse than ever before. Not only will they support the societies and economies of their countries, but they will also be responsible for solving the challenges facing the world.

On the other hand, how can quality assurance agencies contribute to the achievement of the UN Sustainable Development Goal "Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all" (4 Quality Education)? The quality assurance agencies in each country should be better developed and their activities should be carried out in line with international standards. We also need to consider how accreditation can help higher education institutions respond to changes in the social environment and pursue sustainable development.

Japan's higher education and quality assurance systems are moving through a transformational phase, and the MEXT's report of March 2021 indicates that "accreditation needs to be enhanced to become more objectivity-based and internationally acceptable."

On July 24, 2002, the JUAA held an international symposium and adopted the Tokyo Declaration. In this declaration, the JUAA clearly stated that it aims to cooperate with overseas quality assurance agencies and make international contributions within the framework of INQAAHE. We would like to continue our efforts to enhance the international acceptability of Japanese higher education institutions through advanced reforms of the evaluation system. We would also like to further collaborate with quality assurance agencies in other countries, especially in Asia region, where countries are at different stages of development, and contribute to further fostering quality culture in the region, while respecting the historical and cultural context of each country.

For these reasons, we will host INQAAHE Conference 2025 in Japan to discuss and share knowledge and ideas on quality assurance initiatives among countries, and to promote the development of higher education and quality assurance systems in the region.

[Tokyo Declaration]

It is important to enhance the international validity of the evaluations performed by the higher education quality assurance agencies of each country for promotion and development of sophisticated and diverse education and research by higher education institutions throughout the world. In addition, towards further activation of the distribution of services and goods that goes beyond national borders there is a strong need for the establishment of a system for mutual recognition between countries of higher education institutions and programs, which forms a base of international harmonization of qualifications.

International collaboration among higher education quality assurance agencies around the world will be indispensable for actively promoting efforts towards the enhancement of the international validity of evaluations and the establishment of such a system of mutual recognition among agencies.

In the European region, coupled with efforts towards the creation of a unified economic region in the form of consolidation of the European Union, studies are continuing on encouraging the establishment of quality assurance arrangements for promoting competitiveness and attractiveness of European Higher Education. "Transparency" and "Equivalence" are key words of the Bologna Declaration. The need for the establishment of higher education quality assurance systems, including mutual recognition, is growing rapidly in the Asian-Pacific region as well. The higher education quality assurance agencies of Japan are trying to work together towards establishment of a higher education quality assurance network in the region, and desire to make international contributions while obtaining understanding and cooperation from higher education quality assurance agencies of related countries.

The Japan University Accreditation Association (JUAA) is a university accreditation association that fulfills the role of assuring the quality of higher education in Japan through transversely evaluating national, public and private universities. In addition, JUAA hopes to make international contributions within the framework of the International Network for Quality Assurance Agencies in Higher Education (INQAAHE) collaborating with the quality assurance agencies in the region. At the same time, JUAA is engaged in a broad-based reform of its university accreditation system in order to enhance the international validity of Japanese universities.

Maria Jose Lemaitre (President of INQAAHE) Secretary General of the National Commission for Programme Accreditation, Chile

Marjorie Peace Lenn (Board Member of INQAAHE) Executive Director of the Center for Quality Assurance in International Education, U.S.A.

Richard Lewis (Board Member of INQAAHE) Co-Director of the Centre for Higher Education Research and Information, U.K.

Ton Vroeiensstijn (Secretary and Board Member of INQAAHE) Secretary of the Association of Universities in the Netherlands, Netherlands

David Woodhouse (Former President and Board Member of INQAAHE) Executive Director of the Australian Universities Quality Agency, Australia

Peter P.T. Cheung Secretary General of the University Grants Committee, Hong Kong

Antony Stella Adviser of the National Assessment and Accreditation Council, India

Masateru Ohnami President of JUAA

Tsutomu Kimura President of National Institution for Academic Degrees (NIAD)



ABOUT THE CITY - TOKYO

CITY OVERVIEW

Tokyo, Japan's bustling capital city, is a modern, vibrant megalopolis that combines business, knowledge, creativity, and innovation. The city is the epitome of fusion, where over 400 years of Japanese history are juxtaposed with modern Tokyo, providing a unique experience for all visitors. There is something for everyone - visitors can choose from over 100,000 restaurants, including 200 Michelin-starred restaurants, enjoy one of its 80-plus parks, immerse themselves in the aesthetics of Japanese tea ceremony, or indulge in a night of unique Japanese culture at a Kabuki theatre. According to TIMES, Tokyo was selected as one of the World's 100 Greatest Places of 2021. And for the 2017 installment of its annual Quality of Life Survey, Monocle magazine ranked the livability of some of the world's largest cities according to 60 metrics, and Tokyo claimed the number one spot.

SAFEST CITY IN THE WORLD

Japan is widely known for its low violent crime rate among the 196 U.N countries, according to the survey by UNODC (United Nations Office on Drugs and Crime). The Economist, the Safe Cities Index 2021, ranks Tokyo as the fifth safest city in the world, with first place in Health Security and fifth place in Infrastructure Security. Visitors can walk on the streets and not be afraid even at night time. Many international visitors have lovely stories of returned lost wallets with everything intact. Police boxes are scattered throughout the city, at most train stations and major city intersections. Booking.com selected Tokyo as one of the cleanest cities on the globe.

Due to the high hygiene levels and exceptional all-around cleanliness, Japan coped very well with the global pandemic. The business events industry had strict guidelines to secure a safe and hygienic environment for all visitors during Covid-19.

In coexisting with COVID-19, AI robots have been introduced to maintain the city's comfortable environment. At the new Takanawa Gateway Station in south-central Tokyo, cleaning robots sweep and disinfect the floor while security robots patrol the station premises. As for hospitality, guide robots and personal mobility vehicles support visitors in transporting luggage.

SUSTAINABILITY

Tokyo is a beautiful city filled with stunning greenery. The green coverage ratio is 50.5%, and the city is advancing developments incorporating both tangible and intangible universal design.

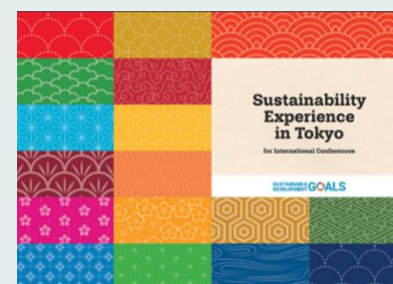
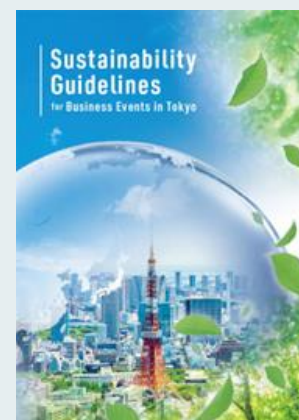
The Tokyo Metropolitan Government continuously takes pioneering measures for further climate change mitigation and energy saving. In July 2016, the government released Tokyo's Environmental Policy, setting concrete goals for 2030 in areas including expanding renewable energy, using sustainable materials, and creating a green environment. The government also supports installing home energy management systems to reduce carbon dioxide emissions.

Regarding transportation, Tokyo ranks 1st in the world for efforts to lower transport emissions and 2nd for electric vehicle incentives (Sustainable Cities Mobility Index 2017, Arcadis). All this connects to the creation of a bright future for Tokyo.

To contribute to the Sustainable Development Goals (SDGs) with aspiration, Tokyo is actively engaging in reducing waste and greenhouse emissions and putting great emphasis on respecting diversity. During the U20 Tokyo Mayors Summit in May 2019, the Tokyo Metropolitan Government declared a “Zero Emission Tokyo” goal to contribute to the world’s net-zero emissions by 2050. To achieve this, Tokyo aims to cut greenhouse gas emissions by 50% while increasing the use of electricity generated from renewable sources to 50% by 2030. Additionally, the government has been working hard to raise public awareness of a sustainable society.

The Business Events Tokyo team at the Tokyo Convention & Visitors Bureau (TCVB) is also keen on sustainability measures. We focus on supporting meeting organizers to make events in Tokyo more sustainable. To raise awareness of the importance of sustainability in the business events industry, we published the “Sustainability Guidelines for Business Events in Tokyo” in 2019. It provides continuing education to meeting organizers and the local sector to guide how to make business events in Tokyo more sustainable.

TCVB also offers "Sustainability Experience in Tokyo" - a selection of exciting programs that integrate the SDGs perspectives with the essence of Tokyo's rich traditional culture and history and the City's environmental and social aspects. One of the exquisite programs is "Tokyo's Rooftop Honeybees." The program allows participants to visit a bee farm on the building rooftop in the Ginza district -Tokyo's most famous upscale shopping area in central Tokyo- and learn how the tiny creatures bring honeydew from the Imperial Palace and Hamarikyu Gardens. All eleven programs were created so that visitors can enjoy Tokyo's charms and, at the same time, contribute to the future of the City.



TRACK RECORD OF CONFERENCES HELD IN TOKYO

Tokyo hosted 305 international congresses in 2019, making it the 6th most popular city in the world for association meeting organizers, according to the Union of International Associations (UIA). As Japan's capital and the center of economics, culture, and politics, Tokyo is distinctively and traditionally Japanese. Its quality of service and expertise in organizing meetings and events makes Tokyo a destination of choice for event planners.

When faced with the unprecedented challenges of COVID-19, Tokyo quickly adapted to hybrid meetings, utilizing the latest technology. While numerous hybrid conferences have been held in Tokyo, the city is already welcoming back in-person participants from overseas, ensuring safety with stringent hygiene measures.

Year	Name of Conferences held in Tokyo	Attendees	International Attendees
2014	World Ophthalmology Congress	20,000	9,000
	International Bar Association General Meeting	6,300	5,600
2015	9th UIC World Congress on High-Speed Rail	1,200	1,000
	OpenStack Summit October 2015 Tokyo	5,000	3,500

2016	46th Annual Meeting of the International Continence Society	2,100	1,600
	ISQua 33rd International Conference	1,200	1,000
2017	19th International Congress of Neuropathology	1,000	800
2018	2018 IWA World Water Congress & Exhibition	10,000	7,000
	SIGGRAPH Asia 2018	9,700	1,800
2019	29th International Cartographic Conference (ICC2019)	1,100	750
	FASAVA (Federation of Asian Small Animal Veterinary Association) 2019 Congress	2,200	950
2021	SIGGRAPH Asia 2021	4,400	2,400
	ACTA 2021 TOKYO (7th Asian Conference on Tumor Ablation)	1,000	400
	IEEE International Conference on Micro Electro Mechanical Systems-MEMS -	700	500
2022	IIW Annual Assembly & International Conference 2022	1,000	900
	22nd International Congress of Nutrition	4,500	2,000
2023	1st International Societies for Investigative Dermatology	2,500	2,000
	International Congress of Industrial and Applied Mathematics 2023	3,000	2,500
	World Trauma Congress 2023	800	500
2024	World Congress of the International College of Neuropsychopharmacology 2024	2,500	1,500
	SIGGRAPH Asia 2024	10,000	2,400
	World Veterinary Cancer Congress 2024	900	300
2025	25th IFFS World Congress	4,000	1,500
	World Congress on Disaster and Emergency Medicine 2025	1,200	700
2026	33rd International Congress of Actuaries	2,000	1,500

Note: The table also includes conferences scheduled for the future.

GETTING TO KNOW TOKYO

IRRESISTIBLE CUISINE

The Japanese quest for excellence extends to its kitchens, whether in five-star hotels or local noodle shops. Food lovers will be pleased to know that *washoku*, or authentic Japanese cuisine, which includes the globally popular sushi and tempura, was designated as an Intangible Cultural Heritage in 2013 by UNESCO. There is no better place in the world than Tokyo to enjoy these authentic Japanese delicacies.

Saveur magazine has named Tokyo the “world's best food city,” paying homage to the fact that visitors can find delicious food in all price ranges with high consistency. Of course, Tokyo also offers various meals besides Japanese cuisine. The number of vegetarian and Muslim-friendly restaurants is also expanding. The Tokyo Convention & Visitors Bureau can provide the “Tokyo Muslim Travelers' Guide,” including prayer rooms and restaurant information for your Muslim delegates, as well as the “Tokyo Vegan & Vegetarian Guide.”



TOKYO CUISINE ON A BUDGET

Although Tokyo used to be perceived as one of the most expensive cities in the world, prices are no longer high compared with other big cities. To satisfy the demanding tastes of locals and international visitors, restaurants, cafes, and bars strive to serve quality food and drinks at affordable prices. Tokyo offers quality goods and services suited for all budgets, and participants will surely find good value for money.

If you need more information about eating out in Tokyo, please visit: <http://www.menu-tokyo.jp/>

EXPLORE ARTS AND CULTURE

Tokyo has dozens of museums spanning nearly every topic and interest. For the more contemporary-minded, there is an impressive number of smaller museums and galleries showcasing home-grown artists. Museum fans with limited time should consider visiting Ueno Park, where various first-class museums are closely located/ Among them are the Tokyo National Museum, the National Museum of Western Art, the Tokyo Metropolitan Art Museum, and the National Science Museum.

Tokyo also has 27 theaters, including the Kabuki Theater, the only theater in the world dedicated to Kabuki. Kabuki is a traditional theater performed by men in stunning makeup and gorgeous costumes accompanied by live music.

The Suntory Hall is home to Tokyo's six professional orchestras. This concert hall has been highly valued by musicians and audiences, with Maestro Herbert von Karajan calling it "a jewel box of sound."



TOKYO AT NIGHT



As dusk falls, Tokyo is transformed into a city of bright lights. Many observation decks in towers and tall buildings are open late, providing excellent vantage points for lovely night views. An evening stroll through the streets of Shinjuku, Ginza, or Shibuya – Tokyo’s best-known nightlife districts – is a great way to see the city after dusk and enjoy the myriad of neon lights. The Blue Note Tokyo is the largest club in Tokyo for first-class jazz, Latin world, and soul acts. Billboard live – where musicians on their world tours converge – offers a wide range of different genres of music, from classic to jazz to pop to R&B. Visitors who want to enjoy a more local atmosphere can patronize the izakaya (local pubs) for a Japanese beer and yakitori (grilled chicken on a skewer), or enjoy their private sing-a-song party in a karaoke lounge.

TOKYO TOURIST INFORMATION

The Tokyo Metropolitan Government operates Tokyo Tourist Information Centers at five locations in the city. The center provides sightseeing information, transportation tips and other recommendations in various languages. All centers offer complimentary internet service as well. Please feel free to stop by with any travel inquiries!

- Haneda Airport International Terminal, 2F
- Tokyo Metropolitan Government Building No. 1, 1F (Shinjuku area)
- Shinjuku Expressway Bus Terminal 3F (Shinjuku area)
- Keisei Ueno Station (Ueno area)
- Ecute Tachikawa 3F (Tachikawa area)

TIP FOR YOUR VISIT TO JAPAN



Voltage

Japan uses 100 Volts, different from North America (120V), central Europe (230V), and most other regions of the world. Japanese electrical plugs have two non-polarized pins.

Time zone

Japan Standard Time (JST) is 9 hours ahead of Coordinated Universal Time (UTC). This time zone is in use during standard time in Asia.



Currency

The currency of Japan is written 円 in Japanese. Its currency sign is ¥ and is written "Yen" or "JPY" in foreign characters.



The consumption tax in Japan is 10%. There are six coins (1, 5, 10, 50, 100 and 500 yen) and four banknotes (1,000, 2,000, 5,000 and 10,000 yen). Foreign currency can be exchanged at exchange counters, banks, and hotels. Banks are open Monday to Friday, 9:00 am to 3:00 pm.



Smoking

In Tokyo, smoking is banned in most public spaces, taxis, and public transport. Smoking is only allowed in designated areas.

Car rental

An International Driver's License is necessary for delegates who wish to rent a car, as foreign driver's licenses are not accepted.



Tipping

Tipping is not expected in Japan, but delegates may wish to tip for special services or kindness.



Tap water

Tap water is drinkable and very safe. The national water infrastructure is reliable, and purification facilities are well maintained.

Emergency services

The emergency phone number for the police is 110. The emergency phone number for fire and ambulance services is 119.



Suica / Pasma card

Smart cards "Suica" and "Pasma" can be used on almost all rail and bus lines in the Tokyo metropolitan area and are also accepted by many taxis. "Suica" IC cards are available at JR stations, while "Pasma" cards are available at subway, private railway stations, or bus depots. You can also use these cards for shopping with electronic money at an increasing number of registered shops.



We look forward to
seeing you in
TOKYO

