

rowings used, the name and address of any lender and the amounts lent.

The rules require that reports are filed within 5 working days of acquiring share in excess of or which take the investor's total holding into the scope of the 5% rule.

Amending Reports

The new rules require substantial owners (ie those holding 5% or more) to report any increase or decrease of 1 percentage point or more in their shareholding or any material change in the facts previously set out in the report filed with the Ministry of Finance. Special rules apply to financial institutions such as banks, security companies and insurance companies which permit them to file quarterly reports.

In February, the FTC published the new set of guidelines. The BCCJ, in cooperation with the British Embassy, is currently considering a response, which will also be co-ordinated with that of the EBC.



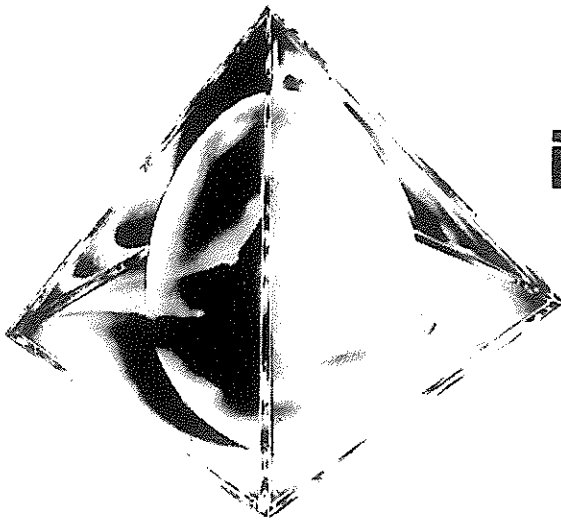
Books

TAKING CHARGE IN JAPAN

TAKING CHARGE IN JAPAN by Thomas J. Nevins is a practical new guidebook for expatriate executives on how to manage, recruit, reward, rehabilitate and reduce Japanese staff — "must" reading to successfully operate their companies in Japan.

Mr Nevins is also author of *LABOR PAINS AND THE GAIJIN BOSS*, a popular handbook for executives in Japan since it was published by The Japan Times in 1984. *TAKING CHARGE IN JAPAN* is also published by The Japan Times in December, 1990.

Mr Nevins is a leading expert on Japanese Rules of Employment and personnel policy and practices. He shares with you the knowledge and experience he has gained in Japan since 1972 working as a researcher with Cornell University and the Japan Institute of Labor and, since 1978, as president and founder of TMT Inc., a leading Executive Search and



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Personnel Policy consulting firm in Japan.

Mr. Nevins has helped many foreign-capitalized companies in Japan overcome their productivity and personnel problems. He believes that many of the problems could have been avoided. This book will help readers avoid the costly mistakes other foreign executives have made.

The book is a compilation of articles, advice and case histories which Mr Nevins has dictated over several years — often recording his impressions as the problems evolve and are brought to their respective conclusions. This “verbalized diary” approach helps give the book a refreshingly spontaneous and personal tone as the author experiences the changes while they were occurring and records his thoughts and emotions. The various segments were transcribed and those with a common thread were brought together into separate sections. This book basically relates a series of episodes in a man’s life as he goes about doing business in Japan while helping others with the difficulties they experience — and he draws some very illuminating and

helpful conclusions from this to pass on to others.

TAKING CHARGE IN JAPAN offers the foreign businessman working in Japan useful advice which can help both newcomers and “old hands” alike, as well as giving general readers an insider’s views on aspects of some unique business practices in Japan. □

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Fax: (03) 3280-0447

Office: Tel: (03) 5496-2791

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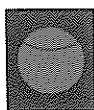
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26 Christchurch Cresnet,

Radlett, Herts. WD7 8AJ

Tel: (0923) 854244

Fax: (0923) 856363



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