Tokyo facility
5F, Business Tower, Toranomon Hills, 1-17-1, Toranomon, Minato-ku, Tokyo 105-6405
TEL: +81-3-6273-3991

Nearest Stations
- Directly connected with Toranomon Station of Tokyo Metro Ginza Line
- Directly connected with Toranomon Hills Station of Tokyo Metro Hibiya Line
- Approx. 6 minutes’ walk from Kasumigaseki Station of Tokyo Metro Chiyoda Line, Marunouchi Line or Hibiya Line

Osaka facility
2F, Osaka Nakanoshima National Government Building, 1-1-60, Fukushima, Fukushima-ku, Osaka City, Osaka Prefecture 553-0003

Nearest Stations
- Approx. 9 minutes’ walk from Fukushima Station of Japan Railways
- Approx. 6 minutes’ walk from Shin-Fukushima Station of Japan Railways
- Approx. 4 minutes’ walk from Fukushima Station of Hanshin Electric Railway
- Approx. 5 minutes’ walk from Watanabe-bashi Station of Keihan Nakanoshima Line

Mail: info@idrc.jp
URL: https://idrc.jp/
President
Yoshimitsu Aoyama

The Japan International Dispute Resolution Center (JIDRC) was established in February 2018 as an agency to contribute to the further activation of international arbitration and international mediation in Japan. Our main business is to provide affordable exclusive facilities in Tokyo and Osaka which are accessible and enabling safe stay, as the venue for hearings to arbitration and mediation institutions all over the world as well as ad hoc proceedings.

JIDRC operates its facilities so that all related parties, such as the party companies who are the users of international arbitration and mediation, their counsels as well as arbitrators and mediators, are able to find satisfaction in terms of convenience of use.

The business of JIDRC is not limited to provide facilities. Its utmost aim is to promote international arbitration and mediation in Japan. We would like to gain global trust and good reputation in international arbitration and mediation in Japan through smooth and efficient progression of arbitration and mediation proceedings in Japan as well as through uninterrupted and stable recognition and enforcement of arbitral award and other outcome of the resolution in any country.

For the purposes of the above, JIDRC engages in various businesses for the arrangement of systemic, personnel and physical foundations.

We sincerely ask all users and those involved in the businesses of JIDRC to provide their candid opinions regarding our facilities and businesses. JIDRC wishes in earnest to receive such opinions and to develop into an agency which is further used and beloved by everyone.

The facilities of JIDRC may be used for events related to various hearings of institutional arbitrations and mediations and ad hoc arbitrations and mediations as well as events related to international arbitration and mediation. Users are asked to check the status of vacancy. If users can confirm a vacancy, they may use the facilities by submitting a prescribed application form and making a reservation. Users with inquiries about terms and conditions of use can refer to Terms of Use, etc., displayed on the website or make an inquiry to the JIDRC secretariat. (For hours of use and venue fees, etc., please see page 6, and for the contact to make inquiries, please see the back cover.)

General flow from inquiry to use (two months to one month prior to the use)

General flow from inquiry to use

1. Inquiry for checking vacancy status
2. Providing provisional estimate and taking temporary reservation
3. Confirmation of temporary reservation
4. Making reservation with necessary documentation
5. Sending final estimate and on-site tour, if requested
6. Use

Hearing Rooms and Breakout Rooms Suitable for Hearings for International Arbitration and Mediation

The Tokyo facility is equipped with two hearing rooms suitable for hearings and six breakout rooms. All rooms are fully equipped with large screen projectors or large monitors and audio equipment.

Latest Equipment Such as Personal Computers and Tablets

We also lend out personal computers and tablet style terminals. At the hearing room, it is also possible to display on the tablet style terminal at your hands images separate from the large monitor.

Maximum Capacity of 170 Persons

The JIDRC facilities may be used for symposiums, seminars, workshops, study sessions and the like related to international arbitration and mediation. When the two hearing rooms at the Tokyo facility are connected, it can accommodate a maximum of 170 persons.

Hearings and Events Utilizing Videoconference Platforms

By connecting separate venues domestic and overseas, it is possible to hold virtual hearings (online hearings) as well as hybrid style hearings and events with the coexistence of participants within and outside the venue. Various videoconference platforms such as Zoom, Webex and Teams can be used (our staff will support settings and connection).

Simultaneous Interpretation Booths at Hearings and Events

At hearings and events, the permanently installed simultaneous interpretation booths and receivers may be used. The sound of voice of the simultaneous interpretation booths may also be heard by participants outside the venue through the videoconference platform.

Easy Access to Nearby Hotels and Stations

There are sufficient hotels and other surrounding facilities in the vicinity of the Tokyo and Osaka facilities, and those who visit for the first time may use the facilities without any inconvenience to accommodation or transportation, etc.

Catering Services

Users of the facilities may also use catering services of the businesses in the vicinity designated by JIDRC. Please inquire the JIDRC secretariat for details.
OVERVIEW OF THE FACILITIES

It is possible to hold seminars and the like with a capacity of approximately 170 persons by connecting the two hearing rooms. It is also possible to hold seminars and the like combining "real" and "virtual" by using the videoconference platform.

Hearing Room Seminar Specifications

The Tokyo facility is equipped with six breakout rooms, which may be used for waiting rooms for arbitrators and witnesses and conference rooms. The monitors equipped in the breakout rooms can also display images of the hearing rooms.

Breakout Rooms

JIDRC has an Osaka facility in the Osaka Nakanoshima National Government Building to serve as a venue for arbitration and mediation proceedings as well as ADR related events. Grand Cube Osaka (Osaka International Convention Center) is also available for the same purposes.

Osaka facility

The Tokyo facility is equipped with two hearing rooms. At each hearing room, a 120-inch main monitor is installed. It is possible to utilize the simultaneous interpretation booth connected to the hearing room or the on-time dictation services. JIDRC is equipped with major videoconference platforms, and it is possible to hold virtual hearings (online hearings) connected to the outside. It is also possible to hold hearings and the like by connecting the Tokyo and Osaka facilities online or connecting multiple rooms within the Tokyo facility online.

Reception

Staff in charge of the facility at the reception will show the facility to the users.

Simultaneous Interpretation Booths

It is possible to use the permanently installed simultaneous interpretation booths and we can lend out the receivers.

Utilities

Users may use utilities such as multifunction machines (copying, scanning) (with charge).

Osaka Nakanoshima National Government Building

From Osaka District Public Prosecutors Office:

www.kensatsu.go.jp/kakuchou/osaka/page1000060.html

Osaka Nakanoshima, Kita-ku,
Osaka City, Osaka Prefecture
530-0005

Grand Cube Osaka

5-3-1,
Nakanoshima,
Kita-ku,
Osaka City,
Osaka
Prefecture
530-0005
VENUE FEE

**JIDRC-Tokyo**
- The facilities can be used, in principle, on everyday
- **Morning Set:** from 9:00 am to 1:30 pm
- **Afternoon Set:** from 1:30 pm to 6:00 pm
- The service charges per four and half hours for the use of the facilities are:
  - **Main room:** 50,000 JPY
  - **Medium room:** 25,000 JPY
  - **Small room:** 20,000 JPY

Large conference room (hearing room) means the room of approximately 90 square meters with a capacity of 20 to 25 persons. It is also possible to connect the two large conference rooms of the Tokyo facility. Each large conference room is equipped with a simultaneous interpretation booth. The four middle size conference rooms (middle size breakout rooms) and two small conference rooms (small breakout rooms) each has a capacity of 16 persons.

Free Wi-Fi or wired LAN service in each conference room.

Venue fees for the large rooms (hearing rooms) include the use of simultaneous interpretation booth and lease of receiver.

We can also lend out tablet style terminals. It is included in the fees of each conference room (however, the number is limited).

**JIDRC-Osaka**
- The facilities at Osaka Nakanoshima National Government Building can be used, in principle on weekdays:
  - **Morning Set:** from 9:00 am to 1:30 pm
  - **Afternoon Set:** from 1:30 pm to 6:00 pm
- The service charges per four and half hours for the use of the facilities are:
  - **Main room:** 50,000 JPY
  - **Medium room:** 10,000 JPY
  - **Small room:** 5,000 JPY

Please note that a Corporate Support Member of JIDRC which has two or more memberships is entitled to a 60% discount on the above-noted fees for the use of the Osaka facility.

In addition, Grand Cube Osaka is available from 9:00 to 21:00 including Saturdays, Sundays and holidays. Please make an inquiry for fees, etc. as it may differ depending upon factors such as the size of the conference room to be used.

Free Wi-Fi service at the Osaka facility and Grand Cube Osaka.

PURPOSES AND ORGANIZATION

**Purposes**
JIDRC was established to become one of the centers for international arbitration and mediation promotion in Japan in the civil sector, based upon the interim report of the “Liaison Conference of Relevant Ministries and Agencies Toward Invigoration of International Arbitration” of the Japanese Government. JIDRC performs operations of arbitration and mediation hearing facilities, education of professionals such as arbitrators and mediators, as well as public relations and raising awareness towards domestic and overseas companies and legal professionals.

**Organization**
The business execution of JIDRC is performed by the board composed of the maximum of 15 directors including the representative director. It also has an advisory board composed of experts both in Japan and overseas, which is entrusted to provide advice to the board from time to time regarding the operations of JIDRC in response to the inquiries of the board.

The advisory board has two permanent sub-committees corresponding to the two main businesses of this organization; the facility operations sub-committee and the arbitration promotion sub-committee.

**Businesses**

**Facility Operations Business**
JIDRC operates the international arbitration and mediation hearing facilities in Tokyo and Osaka. These facilities may be used for hearings of institutional and ad hoc arbitration and mediation as well as various symposiums, seminars and other events related to arbitration and mediation.

**Other Businesses**

**Capacity Building**
JIDRC provides education for professionals with expertise in international arbitration and mediation proceedings in the form of study groups in various fields (such as international business and sports) and levels (such as preliminary stage and advanced stage) in collaboration with domestic and overseas arbitration and mediation institutions as well as arbitration and mediation related organizations. JIDRC also prepares and provides e-learning study movies which may be viewed online. It also cooperates in convening moot arbitration events targeting students interested in international arbitration.

**Raising Awareness**
JIDRC presents, both in metropolitan and local cities, various symposiums and seminars comprehensively explaining the significance, contents, and procedural flow of the dispute resolution procedures of international arbitration and mediation, towards business enterprises and sport related parties who are the users of such procedures, in collaboration with domestic and overseas arbitration and mediation institutions, other arbitration and mediation related organizations, bar associations, and furthermore, economic organizations and sport organizations.

**Overseas Promotions**
JIDRC performs various promotions overseas to induce people make proactive use of Japan, which has sufficient legal systems related to international arbitration and which is fully equipped with hearing facilities, as the seat of arbitration and hearing venue, through participation in international events related to international arbitration and mediation, as well as convening in foreign countries joint seminars with overseas arbitration and mediation institutions, international arbitration and mediation related organizations, and legal associations, etc. In doing such things, we promote Tokyo and Osaka which are cities with numerous direct flights from overseas and facile access from the airport, and furthermore, which are safe and secure cities with various adequate convenient infrastructures.