

Welcome to HIFA



Guideline How to Join and Volunteer in the Hino City International Friendship Association

HIFA was founded in 1993 in conjunction with Hino City's Peace Activities. Our purpose is to cultivate the international exchange of culture and friendship with local citizens at the grassroots level, and contribute to international goodwill and world peace.

▲ Membership

Membership is open to anyone who approves of the association's purpose and would like to participate in our activities. (Students not yet in High School should be enrolled through a family membership.)

- ★ A nominal annual membership fee will be charged to help defray the cost of volunteer insurance fees. (Details can be found on the next page)

▲ Membership Benefits Include:

- 1、 A discount for special events
- 2、 The monthly newsletter "Echo letter" which informs members of upcoming events, language classes, volunteer activities, and other news
- 3、 Volunteer insurance coverage
(Details can be found on the next page)

▲ Application Procedure

Office hours: 9:00 am~5:00 pm (The procedure will take about 15 minutes)

1. Fill in the membership application form.
2. Submit the membership fee.
3. Your membership card will then be processed and you will shortly receive your card through postal mail.

※ Applications are also accepted by postal mail. Please enquire at the office for the procedures.

▲ For Further Inquiries

Office Hours: Monday to Saturday 9:00 AM~5:00 PM

TEL: 042 - 586 - 9511 Fax: 042 - 586 - 9543

Mail Address: hifa-office@ab.auone-net.jp

▲ Annual Registered Membership Fee

Please submit the fee on the same day you submit your application form. The fee will be valid until the end of the fiscal year each March. During your second year of membership, we will announce to you a membership fee submission deadline through the Echo letter. If we do not receive your membership fee by that time, we will assume that you wish to cancel your membership.

Individual membership	¥2,000
Family membership	¥3,000
Student membership	¥1,000
Organization membership	¥10,000~ (Group)

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(Membership fees will be changed to reflect equality between all members, with discounts or a waiving of fees available on an as-needed basis.)

▲ Volunteer Insurance

HIFA will offer Activity Insurance Coverage for all members. This covers all activities of the association as well as transportation between each member's residence and the location of the event.

Hospitalization: 3,000 ¥/day
Non-hospitalization: 2,000 ¥/day
Death / Physical impediment: Up to ¥2,000,000

(As of 2010/09/01)

The insurance will be valid upon completion of the admission procedures.

▲ Major Volunteer Activities

HIFA volunteers plan and manage all association activities. To facilitate this process, the association is organized into four divisions.

◇ Friendship Exchange Division ◇

Members come together, plan, and manage association events with the aim of cultivating international cultural exchange and friendship with the local community.

【 1 - Day Bus - Tour 】 Visit sites of cultural, historical, and regional interest

【 Cross-cultural Salon 】 Experience the wide world of culture through workshops and presentations, and widen your cultural knowledge and experience.

【 International Cooking Activity 】 Experience the world through the culinary arts.

【 Friendship Exchange Activities 】 We promote international culture exchange and friendship through Seasonal Events, Potluck, Outdoor Activity, etc.

【 Orientation for new members 】 We would like to have a chance to describe our planned activities and events. Don't worry if you don't have much experience with community activities. This is also a good chance to make new friends, and just have a chat.

◇ Japanese Class ◇

【Japanese Language Classes】 We support Japanese language students through small group classes.

Class Schedule

For those applicants who would like to join as language students, please inform the office in advance. Classes can be joined directly after joining this association.

Class	Day	Time	Location
Hirayama Class	Tue	10am – 12am	Hirayama Community Centre
Tuesday Class	Tue	2pm– 4 pm	Danwashitsu HIFA Club House
Saturday Class	Sat	10 am –12 am	Danwashitsu HIFA Club House
Kids Class	Sat	10 am –12 am	Danwashitsu HIFA Club House

- HIFA Club House ⇒Seikatsu-hoken Centre (Life & Health Centre) 4F Danwashitsu ⇒8 minutes on foot from JR Hino Station
 - Hirayama Community Centre (Hirayama Suesige-fureaikan)
⇒In front of Keio Hirayamajoshi-koen Station (5-18-2Hirayama, Hino-shi)
- ※We support Japanese language student volunteers through workshops for building teaching techniques

◇ Cooperative Division ◇

We cooperate with schools and the local community to help foster international exchange.

【Collaborate with other NPO's and local organizations】 We support educational institutions such as local schools and community educational programs, and also help with planning for international education and foreign cultural activities.

【Interpretation and Translation】 We provide Language translation and interpretation as support for local government services, schools, and other local organizations.

【 C o n s u l t a t i o n 】 Foreign residents receive assistance in dealing with daily life.
Apply at HIFA office

◇ Public Relations Division ◇

We inform the public about our organization and activities through various media.

【 Global Echo 】 We publish quarterly news, the “Hino Global Echo” for the local community.

【 Homepage 】 We provide information concerning HIFA, our activities, and our projects.

【The Peace Exhibition HEIWATEN】 We participate in local events and introduce our activities through panel exhibitions.

【The Industrial Festival SANGYO-MATSURI】 We participate in local events and introduce our activities through panel exhibitions.

◇ Member-Organized Language Classes ◇

Language classes are managed by registered members. These classes have been established for the purpose of putting communication skills to good use in the association’s activities.

Classes

All members may participate in any of the classes listed below. The fee is different for each course. Please inquire about each class at the office.

Class	Day	Time
English (beginners’) A	Mon (3 times/month)	10:00 - 12:00am
English (beginners’) B	Fri (4 times/month)	10:00 - 11:30pm
English A	1st and 3rd Wednesday	10:30 - 12:00am
English B	2nd and 4th Wednesday	10:30 - 12:00am
Chinese	2nd and 4th Sun	1:30 – 3:30 pm
Korean	Mon (4 times/month)	1:00 – 2:30 pm
Spanish (beginners’)	Tue (4 times/month)	10:30 - 12:00am
Spanish	2nd and 4th Sun	10:00 - 12:00am
Japanese Public Speaking Class	Mon (2 times/month)	14:40 – 16:00pm

◇ Activities and events◇

【International Exchange Party 】 Enjoy our yearly international party.

【The Industrial Festival SANGYO-MATSURI】

We participate in local events and introduce our activities through panel exhibitions.

【 Memorial Events 】 Special Events, Celebrations, or

Anniversaries.

【 Intercity Exchange 】 Enjoy cultural exchange with the Le Havre Minato Association (France), and other similar activities.

【Exchange Activities with Other Organizations】

Collaboration with other local organizations.

◇ How to Join Our Events ◇

Throughout the year, HIFA offers a variety of events. All information, including admission procedures, is available in the “Echo Letter”. Please feel free to contact the office any time by phone, fax, or email.

In the case of a few selected events, the number of participants will be limited, so please register early.

Hino City International Friendship Association (HIFA)

O p e n : 9 : 00am ~5 : 00pm (mon. - Sat.)

C l o s e : Sunday, national holiday, and beginning & end of the year

A d d r e s s : Seikatsu-hoken Centre (Life & Health Centre)

4F 1-6-2 Hino-Honmachi, Hino-shi

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Mail Address: hifa-office@ab.auone-net.jp

H o m e p a g e : <http://www.hifa-tokyo.jp/>