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| Form 1　　　　　　　　　　　　**Interview application form**Fill out the following items and send to Public Relations Office, kouhou0@nies.go.jpPlease circle the applicable items. |
| Preferred dates of interview (Provide us a few dates) |  |
| Due date of answering propriety  | DD/MM/YYYY AM/PM  |
| Interview method  | Face to face (place ) / call / email / others / |
| Duration of interview  | For hour(s) minutes(s) |
| Recording video or voice  | Video recording Yes / No Voice recording Yes / No |
| ScheduledPublishing/ Broadcast | The day of Broadcast/ Publishing: fill out the time of finish if it’s broadcast.DD MM YYYY DAY time from : Until : Media List of Publishing or channel of broadcast ：「　　　　　　　　　　　　　　　　　」(Let Public Relations office know if you have others later )Description* It will air on (TV/ RADIO) and it will be ( live / recorded / comments only )
* It will appear in the (magazine/ newspaper )

・Others （　　　　　　　　　　　　　　　　　　　　　　　　　　　） |
| Interviewer  | Company name : Department: Detail of Person in charge of interview Position :Name:TEL：　　　　　　　　　Email： |
| Purpose of interview  (Attach the proposal if any) |  |
| Interviewee  | Department： Name：  |
| Copy right notice to our website (if it’s broadcast on TV) | Permitted /unauthorized copy is prohibited(permitted under certain conditions) / All rights reservedDetail of policies and procedures : |
| Others  |  (Remarks: if there are any special equipment and/or vehicles to use, fill out specific detail and/or time) |
| For Interviewer: Please provide us the magazine, the newspaper and/or the DVD for just our record purpose. (Size of attachment file is up to 6MB. If it’s larger than 6MB, notify us in advance )Shipping address : 6-2 Onogawa Tsukuba-Shi Ibaraki prefecture 305-8506 National Institute for Environmental Studies .planning department Public Relations office.Email :kouhou0@nies.go.jp  |
| (For office use only )**Report of interview**  |
| Summary of interview  | Describe the contents which you answered in the interview in a clear and concise manner. If there are any issues, describe here.* There was a video recording (video shooting)
* There was a photo shooting for newspaper and/or magazine)
* There was a voice recording using recorder etc.
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For interviewer, if there are any changes from the application form, kindly cross out/ strike-through and revise the part(s).

For interviewee, please send these to Planning department kikakubu@nies.go.jp shuzai@nies.go.jp as soon as possible.