BACKGROUND

- Government experience
- Commercial experience
- Not-for-profit experience
- Consulting experience
LINEAR ORGANIZATION

- Oldest and simplest form
- Decision taken by owner

ADVANTAGES
- Simple
- Disciplined
- Economical
- Quick

DISADVANTAGES
- Over-dependence
- Heavy burden
- Rigid
- Coordination challenges
Matrix Organization

- Organization divided by function
- Multi-layered decision making

**Advantages**
- Sound decision
- Specialization
- Freedom from management
- Greater individual responsibility

**Disadvantages**
- High operational cost
- Lack of unity of command
- Span of control issues
- Potentially de-motivating
ENGAGEMENT PHILOSOPHY

I can’t give you a sure-fire formula for success, but I can give you a formula for failure: Try To Please Everybody All The Time

-- Herbert Bayard Swope, three-time recipient of Pulitzer Prize for Reporting
TEN COMMANDMENTS

Thou shalt not lead with technology
Thou shalt generate quick wins
Thou shalt remember lessons learned rarely are
Thou shalt remember it is all about change management
Thou cannot overcommunicate

Thou shalt not take the “Big Bang” approach
Thou shalt be bold, be brief and be gone
Thou shalt write in simple language
Thou shalt not horde data
Thou shalt not store documents on the local drive
SIX PILLARS OF KM ENGAGEMENT STRATEGY

1. Value
2. Efficiency
3. Trust
4. Consistency
5. Relevance
6. Communication
VALUE – “MUST HAVE” CONTENT

Production Stages:
- Knowledge Group (KG) continuously monitors the immigration landscape and flags items of interest.
- KG and SMEs collaborate to understand change and impact to clients and firm.
- KG and SMEs collaborate to understand change and impact to clients and firm.
- KG works with SME to finalize draft.
- Alert is published.

VALUE CONTINUUM

Reactive
- “What”

Reflective
- “So What”

Proactive
- “What Now”

Predictive
- “What Next”

Prescriptive
- “What If”
EFFICIENCY
OUR INTERNAL KNOWLEDGE SHARING PLATFORM

Collect information, data & documents
Seek expertise from SMEs, Departments & Teams

Monitor & Update:
• Daily Monitoring
• Quarterly Reviews
• Annual Audit

Analyze, standardize:
• Data analytics
• Single taxonomy
• Common language

Critical Knowledge:
• Laws & Processes Data
• Best Practices
• Firm and External Immigration Data

Knowledge Services for Clients & Teams
On time
Accurate
Efficient
Economic
TRUST
DATA AND ANALYTICS

Trends for Average BM1a - BM1g Times (Calendar Days)

What is Permissible for Business Visitors

A majority of countries allow visitors to engage in many typical "Mode 4" activities.
Consistency

- **Well-defined frameworks**
- **Dependable, repeatable processes**

### Document Checklist

**Japan: Specialist Residence Status**

Please note that the general documentation requirements listed below are subject to additional requirements based on specific circumstances.

<table>
<thead>
<tr>
<th>Company (Host and/or Home)</th>
<th>Company Brochures</th>
<th>Copy of Balance Sheet and Profit &amp; Loss Statement</th>
<th>Copy of Foreign National’s Employment Contract or Assignment Letter</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Only required for Category 4 α</td>
<td>Only required for Category 4 α</td>
<td>Only required from home entity</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Company (Host)</th>
<th>Copy of Balance Sheet and Profit &amp; Loss Statement</th>
<th>Copy of Latest Company Profile</th>
<th>Copy of Lease Contract of the Japan Office</th>
<th>Copy of Notice of Settling the Company of Compensation</th>
<th>Copy of the Latest Tax Withholding Sheet (Honte Chosho Goukethyo)</th>
<th>Original Company Registration Certificate</th>
<th>Photos of Company’s Office in Japan</th>
<th>3-year Business Plan</th>
<th>Copy of Articles of Incorporation</th>
<th>List of Company Shareholders</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

- **Consistency**
  - Well-defined frameworks
  - Dependable, repeatable processes
We monitor the world for changes to make sure that our knowledge is always accurate and that staff is always up-to-date and informed.
COMMUNICATIONS

“It is not about you, it is about them”

- Variations in media
- Variations in style
- Variations in periodicity
- Variations in voice
- Variations in mode
- Variations in theme
Scott Leeb has over the past 25 years created, managed and grown the global business intelligence/knowledge management programs at four Fortune 500 companies (Prudential Retirement, The McGraw-Hill Companies, KPMG and Ingram Micro), a leading international philanthropy (The Rockefeller Foundation) and a global law firm (Fragomen). He also advised the Saudi Arabian and US federal government on how to build and sustain their knowledge capabilities.

Scott has spoken in Europe, Asia, Africa, Australia, North and South America on a wide range of topics including competitive intelligence, business intelligence, market intelligence, strategy and knowledge management. He began his career as a senior intelligence analyst for the US Army, specializing in East Asian political-military affairs. Scott holds MA from The Australian National University and Columbia University, a BA from Yale University and a language certificate from Beijing University.