Practical AI Governance
from the Hiroshima AI Process

— Building a Culture of Transparency for Trusted AI —

As AI use expands, organizations face growing expectations to manage risks, ensure accountability, and maintain transparency.
This handbook offers a practical guide to AI governance based on the Hiroshima AI Process (HAIP).
It helps organizations manage AI risks, accountability, and transparency through clear steps and worksheets,
emphasizing honest self-assessment, continuous improvement, and embedding responsible AI practices into everyday operations.

The first half, "Overview," introduces the importance of
AI governance and outlines of the HAIP framework.
The second half, "PracticalGuide," explains the concrete
steps from preparing to reporting under HAIP.
The accompanying worksheet can be completed using
existing materials, making it easy for any organizations to use.
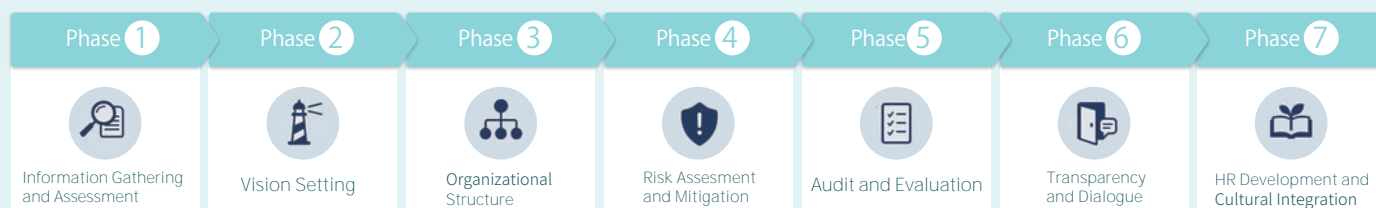
Handbook

Transparency Report for AI Governance
Handbook (Version 1.0)

Worksheet

for Download

Seven Phases to AI Governance

Phase ①	Phase ②	Phase ③	Phase ④	Phase ⑤	Phase ⑥	Phase ⑦
Information Gathering and Assessment	Vision Setting	Organizational Structure	Risk Assessment and Mitigation	Audit and Evaluation	Transparency and Dialogue	HR Development and Cultural Integration

What's HAIP?

The Hiroshima AI Process (HAIP) is an international governance framework led by the OECD, launched following the G7 Hiroshima AI Summit, as a practical example of enhancing tranparency.
It is designed as a platform for cooperation and trust, enabling AI developers and providers to share practices and learn across national and regulatory boundaries.

Benefits for Companies

Impact on Global Trust, Procurement, and Investment

Disclosing AI governance information enhances credibility in procurement and investment decisions and contributes to stronger ESG evaluations.

Practical Impact for SMEs and Startups

There is no legal obligation or audit requirement, allowing even SMEs to participate in an international framework with minimal preparation.

Strengthening Internal Governance and Risk Management

It clarifies policies and responsibilities, promoting effective risk management and the establishment of an ethical culture.

Impact on Recruitment, Customers, amd Public Trust

A sincere approach to AI use builds trust with employees and customers, enhancing corporate value.

Alignment and Practical Significance in Japan

It aligns with Japan's AI Promotion Act, ensuring trust and effectiveness both domestically and internationally.

Participanting Companies

Microsoft
"clear objective to advance shared international norms for responsible AI"

NTT Corporation
"AI risks management is not a competitive area but a collaborative one"

KDDI Corporation
"delivering trustworthy AI is essential to achieve our vision and HAIP plays a key role in making the vision a reality"

SoftBank Corp.
"aiming to advance both the social implementation and ethical use of AI"

Preferred Networks, Inc.
"HAIP gave us the opportunity to reflect the perspectives of LLM Developers"