

Awarded the Minister Prize in Equal Employment/Work and Family Harmonization for Fiscal Year 2011, Excellence Award (Family-friendly Enterprises Category), MHLW

Sharp Corporation

Location : Osaka city, Osaka prefecture

Type of industry : Manufacture of Electrical Machinery, Equipment and Supplies

Number of employees: About 23,000

- **Launched activities aimed at achieving 30% rate for male employees to take child care leave, starting from fiscal year 2010.**
- **Conducts a questionnaire of employees on the work-life balance support system implemented in the company in order to improve the system and its operation.**

1 Basic Guidelines on Work-life Balance

- ◇ Stipulated the activities for achieving work-life balance in the company's code of conduct to promote them.
- ◇ The company was granted the "Kurumin" certification logo, based on the Act for Measures to Support the Development of the Next Generation, in 2007 and 2009.

2 The Child Care Leave System

- ◇ Content of system The child care leave may be taken **in 2 separate periods either until the last date of March after a child turns 1 year old or until the child becomes 1 year and 6 months old.**
When the leave is taken for 3 or more days, salary (100%) is paid for the first 10 days. After that, a Child Care Support Subsidy of 60,000 yen is provided per month.
- ◇ Status of use The numbers of men and women taking child care leave in the last 3 years were 158 (the percentage of men taking the child care leave was 8.8%) and 183 (the percentage of women taking the child care leave was 95.0%) ,respectively.

3 The Family Care Leave System

- ◇ Content of system The family care leave may be taken **for 2 years per one subject family member.**
Subject family members are not required to live together with persons taking family care leave and/or to be supported by them as dependent family members.
- ◇ Status of use 19 men and 11 women have been taken on family care leave in the last 3 years

4 Measures of the short working hour system, etc.

- ◇ system for child care
 - ① **The short working hour system** (The system may be used until the end of March when a child is in the 6th grade at the longest. Regular working hours may be shortened by 30 minutes up to a maximum of 3 hours per day.)
In the last 3 years, 3 men and 213 women have used the system.
 - ② **The flextime system, under which working hours can also be shortened,** is adopted. The flextime system can be used until the end of March when a child is in the 6th grade at the longest.)
- ◇ system for family care

- ① **The short working hour system** (**No restriction is placed on the length in which the family care system may be used until reasons for family care cease.** Scheduled working hours can be shortened by 30 minutes up to a maximum of 3 hours per day)
- ② **The flextime system, under which working hours can be shortened,** is adopted. (No restriction is placed on the length in which the system may be used until reasons for family care cease)

5 Other Systems

- ◇ **The guarantee system for re-employment of those who retired due to child birth and child care is introduced.**
- ◇ Preparatory care leave (Preparatory care leave may be taken for the initial one month at maximum after a child is admitted to day care centers, until the last date of April after a child reaches 1 or until the child is 1 year and 7 months old)
- ◇ The periods of child care and family care leaves are excluded from the target of evaluation for promotion so that taking the leaves does not affect employees' promotion.

6 Improvement of In-company Environment

- ◇ **Promotion of taking child care leave for male employees** (including sending "e-mail messages regarding guidance on taking child care leave;" requesting via director for the submission of "plan for taking child care leave;" and introducing male workers' messages on experience of taking child care leave, etc.)
- ◇ After clarifying the degree of familiarity with the family care leave system via the company questionnaire, revises the system, including extending the family care leave period, and effectively informs of it. Moreover, sets up counseling counters within and outside the company and conducts seminars on the family care system.
- ◇ Established a team for promoting diversity within Personnel Department, which also functions as the "counseling counter for work-life balance."
- ◇ Introduces various guide books on work-life balance support and role models through the company intranet, "**Win-Win Network**"