

General Survey on Working Conditions (2013)

Definitions of Major Terms

1. Prescribed working hours

Prescribed working hours from opening time to closing time with rest time deducted, as specified in office regulations.

2. Weekly days off system

(1) Six-day work week or Six-day and a half day work week

a. Six-day work week refers to a system where employees have weekly one day off (for example, every Sunday is off).

b. Six-day and a half day work week refers to a system where employees have weekly one day off and almost half day off (for example, Sunday is off and Saturday afternoon is off every week).

(2) Some type of five-day work week

a. Five-day work week refers to a system where employees have weekly two days off.

b. System where employees have less than five-day work week refers to a system weekly two days off three times a month, weekly two days off every two weeks, and weekly two days off once a month.

(3) System where employees have more than five-day work week refers to such as a system some type of weekly three days off.

3. Annual paid leave

(1) Annual paid leave refers to vacation specified in Labour Standards Law, Article 39.

(2) Grant day refers to the number of holidays actually given to the worker in that year or fiscal year, excluding balance brought forward from the previous year.

(3) Acquired day refers to the number of holidays actually used by the labour in the given period.

4. Mandatory retirement age systems

(1) Employment extended system refers to continual employment without having to retire the person who has reached the retirement age.

(2) Re-hiring system refers to a system that the persons who have reached the retirement age temporarily retire, and re-hire them.

5. Wage system

(1) Overtime work refers to signifies that the employer has its employees work longer than the statutory work hours (8 hours a day, 40 hours a week).

6. Retirement benefit (lump-sum/pension) system

(1) “Retirement benefit (lump-sum/pension) system” refers to a system through which a business owner, or an organisation contracted by the business owner, pays a certain amount of money to an employee (or a person having a specific relationship with the relevant employee) due to elimination of their employment relationship as a result of voluntary retirement, compulsory retirement, termination, death, or other reason.

(2) “Lump-sum payment system” refers to a system in which a lump sum (retirement benefit, retirement pay, retirement bonus for meritorious service, etc.) is paid in one payment at the time of a person’s retirement.

(3) “Retirement pension system” refers to a system through which a certain amount of money is paid as a pension for a certain period or for life following an employee’s retirement.

(4) “Smaller enterprise retirement allowance mutual aid system” refers to a retirement allowance mutual aid system that is based on the Small and Medium Enterprise Retirement Allowance Cooperative Law.

(5) “Specific retirement allowance mutual aid system” refers to a program that is operated by a public interest corporation that has operation of a retirement allowance mutual aid program as a primary objective, such as a municipality (including special ward), chamber of commerce, or prefectural federation of small business associations, with the approval of the tax office director.

(6) “Employees’ pension fund system” refers to a retirement pension system in which an employees’ pension fund is established with the approval of the Minister of Health, Labour and Welfare; this fund pays a portion of the employees’ pension for the aged that is established under the Employees’ Pension Insurance Law as a substitutional benefit on behalf that is in accordance with the enterprise’s performance.

(7) “Defined-benefit pension plan” refers to a defined benefit-based corporate pension system that establishes regulations based on labour-management agreement and is operated by a business owner or a corporate pension fund based on the Defined-Benefit Pension Plan Law, which stipulates protection of pension rights.

(8) “Defined-contribution pension plan (enterprise-type)” refers to a system in which contributed premiums are clearly classified by each individual and in which benefit amounts are determined based on the total amount of premiums and their interest income.