

MEMORANDUM OF COOPERATION
ON THE EMPLOYMENT FOR SKILL DEVELOPMENT PROGRAM
BETWEEN
THE MINISTRY OF JUSTICE, THE MINISTRY OF FOREIGN AFFAIRS,
THE MINISTRY OF HEALTH, LABOUR AND WELFARE AND
THE NATIONAL POLICE AGENCY OF JAPAN
AND
THE MINISTRY OF FOREIGN AFFAIRS, FOREIGN EMPLOYMENT AND TOURISM
IN SRI LANKA

The Ministry of Justice, the Ministry of Foreign Affairs, the Ministry of Health, Labour and Welfare and the National Police Agency of Japan (hereinafter referred to as “the Ministries and Agencies of Japan”) and the Ministry of Foreign Affairs, Foreign Employment and Tourism in Sri Lanka (hereinafter referred to as “Ministry in Sri Lanka”), shared the view that the purpose of the Employment-for-Skill-Development Program (hereinafter referred to as “ESDP”) is to develop and secure human resources in Employment-for-Skill-Development industrial fields in Japan and thus to promote bilateral cooperation by contributing to the human resource development in Sri Lanka, and others. Based on this view, the Ministries and Agencies of Japan and the Ministry in Sri Lanka (hereinafter referred to collectively as “both sides”) have decided as follows in order to adequately advance the ESDP:

1. Purpose

The purpose of this Memorandum of Cooperation (hereinafter referred to as “MOC”) is to protect Skill Development Employees, and to promote ESDP adequately under bilateral cooperation by setting out the commitments between both sides to sending and accepting Skill Development Employees.

It does not create legally binding obligations under international law and should be implemented subject to the laws and regulations of each country.

2. Terminologies

Unless otherwise specified, the terms used in the MOC should be interpreted in a manner consistent with the Act on Proper Implementation of Employment for Skill Development and Protection of Skill Development Employees (hereinafter referred to as the “the ESD Act”) and

the Ordinance for the ESD Act (hereinafter referred to as the “the ESD Act Ordinance”) of Japan. For the purpose of this MOC:

- (1) The term “Employment for Skill Development” or “ESD” refers to both Individual-enterprise-type ESD and Supervising-organization-type ESD;
- (2) The term “Individual-enterprise-type ESD” means the employment where a Japanese public or private organization accepts a Sri Lankan national who is an employee of their business office in Sri Lanka with the status of residence of ESD to attend necessary lectures and to work in the business office in Japan of the said organization in order to acquire skills in ESD Industrial Fields;
- (3) The term “Supervising-organization-type ESD” means the employment where a Sri Lankan national with the status of residence of ESD fulfills both of the conditions;
 - (a) The said national is accepted by a Japanese non-profit corporation to attend necessary lectures (In the case where a Japanese public or private organization accepts a Sri Lankan national who is an employee of a business office of a public or private organization in Sri Lanka that has a close business relationship with the said Japanese organization, the said Sri Lankan national must be accepted by the said Japanese public or private organization and attend necessary lectures.); and
 - (b) The said national engages in work requiring skills in the ESD Industrial Field in a business office in Japan of a Japanese public or private organization and the said business office receives supervising and support from the Japanese non-profit corporation set out in (a).
- (4) The term “Skill Development Employee” refers to a Sri Lankan national who engages in ESD;
- (5) The term “ESD Industrial Field” refers to the industrial fields in which Skill Development Employees are to be accepted in line with the ESD Act Ordinance;
- (6) The term “ESD Implementing Organization” refers to an individual or a corporation in Japan who carries out the ESD based on an ESD plan accredited in line with the ESD Act;
- (7) The term “Supervising and Support Organization” refers to a Japanese non-profit corporation that supervises the implementation of the ESD with the license granted by the Ministries and Agencies of Japan; and
- (8) The term “sending organization” refers to an organization that intends to send, is sending, or has sent Skill Development Employees to Japan, and “Approved Sending Organization” refers to a sending organization which meets Standards for Approving Sending Organization in Sri Lanka as described in Attachment 1 and is approved by the Ministry in Sri Lanka.

3. Commitments by the Ministries and Agencies of Japan

The Ministries and Agencies of Japan, in cooperation with the Embassy of Japan in Sri Lanka, where appropriate, will carry out the following commitments related to the acceptance of Skill Development Employees in line with the relevant laws and regulations of Japan:

- (a) To make publicly available in Japan the information on Approved Sending Organizations which the Ministries and Agencies of Japan receive from the Ministry in Sri Lanka;
- (b) To provide the Ministry in Sri Lanka with a list of Supervising and Support Organizations;
- (c) Not to accept Skill Development Employees who are sent by sending organizations other than Approved Sending Organizations. However, the Ministries and Agencies of Japan may not accept Skill Development Employees even if they are sent by Approved Sending Organizations in such case as the ESD plan relating to the Skill Development Employee is not approved in line with the ESD Act;
- (d) Not to require a letter of recommendation for the Approved Sending Organization issued by the Ministry in Sri Lanka on the condition that the Ministries and Agencies of Japan receive from the Ministry in Sri Lanka a full list of the Approved Sending Organizations;
- (e) Not to require a letter of recommendation for Skill Development Employees issued by the Ministry in Sri Lanka, on the condition that the Ministries and Agencies of Japan receive from the Ministry in Sri Lanka a full list of Approved Sending Organizations and the Certificate described in Attachment 3;
- (f) To make publicly available in Japan the information on the revocation of an approval of Approved Sending Organization which the Ministries and Agencies of Japan receive from the Ministry in Sri Lanka;
- (g) To conduct administrative work relating to the license and the approval in line with the Criteria for the license of Supervising and Support Organizations described in Attachment 4 and with the Criteria for Accreditation of the ESD plan described in Attachment 5 in an appropriate manner;
- (h) To take appropriate measures including revocation of license when a Supervising and Support Organization commits an act that falls under any of the items described in Attachment 6;
- (i) To take appropriate measures including revocation of accreditation of the ESD plan when a case that falls under any of the items described in Attachment 7 arises;
- (j) To require the ESD Implementing Organization or the Supervising and Support Organization submission of necessary documents regarding the Standards of Treatment of Skill Development Employees described in Attachment 8 and to take appropriate measures including revocation of the accreditation of the ESD plan in

the event that the actual treatment is found to differ from what is described in the submitted documents;

- (k) To investigate, instruct, and supervise relevant ESD Implementing Organization and to take appropriate action and communicate the results to the Ministry in Sri Lanka if the Ministries and Agencies of Japan are informed by the Ministry in Sri Lanka about the actual condition of ESD that is not in conformity with the Criteria for Accreditation described in the ESD Act or is different from the accredited ESD plan;
- (l) To notify the Ministry in Sri Lanka of the administrative measures taken as well as their results if the Ministries and Agencies of Japan take administrative measures with an order of improvement, revoking the license, or issuing an order for suspension of operation against a Supervising and Support Organization, or administrative measures with an order of improvement or revoking accreditation of an ESD plan against an ESD Implementing Organization in line with Articles 15, 16, 36 or 37, including the case of violations of Article 46 to 49 of the ESD Act;
- (m) To establish a system to provide necessary support for Skill Development Employees in order to respond to their requests, including support required when a Skill Development Employee requests to be transferred to another ESD Implementing Organization; and
- (n) To provide necessary information when any of the Ministries and Agencies of Japan receives inquiries regarding ESDP from the Ministry in Sri Lanka.

4. Commitments by the Ministry in Sri Lanka

The Ministry in Sri Lanka, in line with the relevant laws and regulations of Sri Lanka, will carry out the following commitments with regard to sending Skill Development Employees:

- (a) To prepare guidelines that detail the recruitment process and criteria for the selection and deployment of Skill Development Employees in close coordination with the Ministries and Agencies of Japan;
- (b) To ensure that public authorities other than the Sri Lanka Bureau of Foreign Employment (hereinafter referred to as “the SLBFE”) which comes under the purview of the Ministry in Sri Lanka do not make any recommendation on a sending organization’s ability to properly coordinate the applications of a Sri Lankan national who intends to engage in ESD for the Supervising-organization-type ESD to Supervising and Support Organizations in Japan (the recommendation stipulated in item 1, Article 20 of the ESD Act Ordinance);
- (c) To examine whether or not a sending organization meets Approving Standards, and to give approvals when considered appropriate;

- (d) To make publicly available the names and other information of Approved Sending Organization in Sri Lanka when the Ministry in Sri Lanka gives the approvals set out in 4(c) and to provide the Ministries and Agencies of Japan with information on the Approved Sending Organization in the form specified in Attachment 2. And until the Ministry in Sri Lanka provides the Ministries and Agencies of Japan with a full list of the Approved Sending Organizations, to issue a letter of recommendation to the Approved Sending Organizations which states that the Ministry in Sri Lanka considers appropriate to send Skill Development Employees to Japan;
- (e) To conduct investigations over the Approved Sending Organization in question, to provide necessary guidance and supervision, and to report the results to the Ministries and Agencies of Japan if the Ministry in Sri Lanka is informed by the Ministries and Agencies of Japan that the Approved Sending Organization is considered to have carried out act inconsistent with Approving Standards or other improper act;
- (f) To examine continuously whether or not Approved Sending Organizations meet Approving Standards and to provide guidance to them, so that they select and send Skill Development Employees in an appropriate manner. In addition, to revoke an approval when the Ministry in Sri Lanka considers that an Approved Sending Organization no longer meets Approving Standards, and to notify the Ministries and Agencies of Japan of the reasons and results;
- (g) To cooperate on follow-up surveys conducted by the Ministries and Agencies of Japan such as ones concerning the situation of utilization of acquired technical skills, etc. after the Skill Development Employees return to Sri Lanka, by, in particular, providing guidance to Approved Sending Organizations in order to obtain accurate feedback as much as possible from those former Skill Development Employees;
- (h) To provide the Ministries and Agencies of Japan with information required, when the Ministry in Sri Lanka receives inquiries from the Ministries and Agencies of Japan pertaining to the guidance and supervision records exercised over Approved Sending Organization, records related to approval of sending organizations, etc.; and
- (i) To take necessary measures that enable a Sri Lankan national who intends to engage in ESD to obtain official documents regarding his/her criminal records.

5. Treatment of Skill Development Employees

Both sides reconfirm the following matters:

- (a) An organization which intends to carry out ESD or a Supervising and Support Organization will explain working conditions in Japan to a Sri Lankan national who intends to engage in ESD in person or online in order that the national recognizes his/her working conditions sufficiently before he/she signs on a labour contract;

- (b) Skill Development Employees are applicable for Labor Standards Act, Industrial Safety and Health Act, Act on Equal Opportunity and Treatment between Men and Women in Employment, and other laws and regulations relating to labour, and they are protected during their work in Japan, just as Japanese workers are;
- (c) The employers are not allowed to give disadvantageous treatments such as dismissal to workers by reason of pregnancy, childbirth, etc., under Act on Equal Opportunity and Treatment between Men and Women in Employment in Japan;
- (d) It is inappropriate to include provisions regarding compulsory sending back to home country, which might encourage disadvantageous treatment prohibited by Japanese laws and regulations, in the contract among Approved Sending Organizations and Skill Development Employees or Supervising and Support Organizations by reason of pregnancy, childbirth, etc.;
- (e) If Skill Development Employees and their spouses or children are not permitted to reside in Japan, the Ministry in Sri Lanka will make efforts to take the necessary procedures together with the Embassy of Sri Lanka in Japan, such as the issuance of temporary passports, on request of the Ministries and Agencies of Japan, in order to ensure their smooth return to Sri Lanka; and
- (f) The protection under the laws in Japan will *inter alia* cover the following safeguards:
 - i. Employer responsibility for repatriation costs where termination is not due to worker's misconduct;
 - ii. Guaranteed payment of wages equal to that of Japanese worker performing equivalent work;
 - iii. Access to complaint and grievance handling mechanisms; and
 - iv. Highly recommendation for preparing an employment contract in both native and Japanese languages.

6. Designation of Contact Points

Both sides will designate respectively contact points related to communications and coordination between both countries in order to effectively implement the activities under this MOC as follows:

- (a) For Japan, the International Affairs Department of the ESD Organization (hereinafter referred to as "ESDO") (Organization for Technical Intern Training as the contact point before the ESD Act comes into effect.). Except for an intent to modify or supplement this MOC and an intent to discontinue the cooperation under this MOC, which should be addressed to the Residency Management Division, Residency Management and Support Department of Immigration Services Agency, the Ministry of Justice as well as the Office of the Counselor for Overseas Human Resources Development to the Director-General for Human Resources Development, the Ministry of Health, Labour and Welfare.

- (b) For Sri Lanka, the Ministry in Sri Lanka and the SLBFE as the contact point. The Ministry may delegate a part of the work related to this MOC to the SLBFE and the Embassy of Sri Lanka in Japan.

7. Settlement of Issues

Both sides will consult with respect to the implementation of activities under this MOC or issues arising therefrom, including occurrences of Skill Development Employees' disappearances, employee insolvency, workplace injury, premature termination and deportations of illegally-staying Skill Development Employees, and will settle such issues amicably and in close cooperation through diplomatic channels as deemed appropriate, in cooperation with each country's relevant ministries and agencies. In any event of private contractual breaches, both sides will not bear the financial liability.

8. Implementation within the Scope of Laws and Regulations

Cooperation under this MOC will be conducted within the scope of the laws and regulations in force in each country. Either side will not disclose confidential information obtained from the other side through cooperation and exchange of information within the framework of this MOC without a written consent.

9. Consultation

Representatives of both sides will consult from time to time, as necessary. Both sides will consult through diplomatic channels as deemed appropriate. ESDO and the Embassy of Sri Lanka in Japan will communicate as necessary concerning the implementation of the ESDP.

10. Temporary Suspension of Acceptance

If it is found that the Ministry in Sri Lanka has not properly implemented its commitments under 4 of this MOC and a resolution has not been reached through consultations under 7 of this MOC, after giving 30 days' prior notice, the Ministries and Agencies of Japan may temporarily suspend, by notifying in writing, the acceptance of the Skill Development Employees sent out from the Sri Lanka.

Any subsequent revocation of a suspension should be immediately notified to the other side through diplomatic channels. In such an event, both sides may seek the specific manner in which the acceptance of Skill Development Employees will resume.

11. Temporary Suspension of Sending

If it is found that the Ministries and Agencies of Japan have not properly implemented its commitments under 3 of this MOC and a resolution has not been reached through consultations under 7 of this MOC, after giving 30 days' prior notice, the Ministry in Sri Lanka may temporarily suspend, by notifying in writing, the sending of the Skill Development Employees to Japan.

Any subsequent revocation of a suspension should be immediately notified to the other side through diplomatic channels. In such an event, both sides may seek the specific manner in which the sending of Skill Development Employees will resume.

12. Temporary Suspension of Accreditation of Employment for Skill Development Plan Due to Fulfillment of Expected Acceptance Quota

The Ministries and Agencies of Japan, in cooperation with the relevant ministries and agencies, will determine and announce the expected number of acceptance in each ESD Industrial Field, and basically treat that number as the upper limit of the number of acceptance of Skill Development Employees, including those from Sri Lanka. In case that the actual number of acceptance exceeds the expected number of it in a specific ESD Industrial Field, the Ministries and Agencies of Japan may temporarily suspend the accreditation of ESD plan for Skill Development Employees in that ESD Industrial Field in line with the provisions of the ESD Act. In this case, the Ministries and Agencies of Japan will notify the Ministry in Sri Lanka of temporary suspension in writing in advance, and will take an appropriate measure in line with the laws and regulations of Japan concerning immigration with regard to matters concerning the residency status of the Skill Development Employees taking into consideration the status of the employment contract between the Skill Development Employee and their accepting organization, the state of implementation, and living conditions, etc.

13. Miscellaneous

- (1) This MOC was signed at Tokyo on 20 May 2026 and at Colombo on 23 July 2026 in two originals made in English. The cooperation under this MOC will commence on the latter date of signature. With the commencement of this MOC, the cooperation between both sides on the ESDP will be conducted under this MOC.
- (2) The cooperation under this MOC will continue for a period of five years from the latter date of signature and will be extended automatically for additional five years

unless either side communicates to the other side not to intend to extend it in a written notice sixty (60) days prior to the discontinuance date. In case either side intends to discontinue the cooperation based on this MOC before the end of the five-year period mentioned above, the cooperation may be discontinued by a written notice to the other side indicating such intent, not later than ninety (90) days before the intended discontinuance date.

- (3) The contents of this MOC may be modified or supplemented as necessary with written consent of both sides.

FOR THE MINISTRY OF JUSTICE
OF JAPAN

FOR THE MINISTRY OF FOREIGN
AFFAIRS, FOREIGN
EMPLOYMENT AND TOURISM
OF SRI LANKA

FOR THE MINISTRY OF FOREIGN
AFFAIRS OF JAPAN

FOR THE MINISTRY OF HEALTH,
LABOUR AND WELFARE OF
JAPAN

FOR THE NATIONAL POLICE
AGENCY OF JAPAN

Standards for Approving Sending Organization in Sri Lanka

A Sri Lankan Approved Sending Organization must meet all of the following standards:

- (1) To appropriately select and send to Japan only those who intend to engage in ESD with recognition of the objectives of the ESDP;
- (2) When collecting fees and other expenses from a Skill Development Employee or a Sri Lankan national who intends to engage in ESD (hereinafter referred to collectively as Skill Development Employee and Candidate) or a Supervising and Support Organization in line with the laws and regulations of Sri Lanka, to clearly define the calculation standards and publish them on a website or elsewhere, and clearly explain the details of said fees and other expenses to the Skill Development Employee and Candidate and the Supervising and Support Organization so that they can fully understand them;
- (3) To respond to requests from the Minister of Justice, the Minister of Health, Labour and Welfare, or ESDO regarding the proper implementation of the ESDP and the protection of Skill Development Employees. Such requests include follow-up surveys on the situation of utilization of acquired technical skills, and others, of those who have returned to Sri Lanka after finishing ESD;
- (4) As for a sending organization and its board members, if they had been sentenced to imprisonment or more severe penalty in Japan or in Sri Lanka, at least five years have elapsed after the penalty had been completed or the penalty had been exempted from the execution;
- (5) To carry out any related business in line with the laws and regulations of Sri Lanka;
- (6) As for a sending organization and its board members, to have never conducted any of the following acts within the preceding five years;
 - (a) In connection with ESD, the act of managing money or other property of the Skill Development Employee and Candidate, his/her spouse, lineal relatives or relatives living together, or any other person who has a close relationship in social life with the Skill Development Employee and

- Candidate, regardless of any purpose such as collecting deposits and others;
- (b) Finalizing any contracts that stipulate monetary penalties or that expect undue transfer of money or other properties, for the violation of the contracts in connection with ESD;
 - (c) Receiving expenses exceeding the amount of two months remuneration which is described in ESD plan from the Skill Development Employee and Candidate, his/her spouse, lineal relatives or relatives living together, or any other person who has a close relationship in social life with the Supervising-organization-type Skill Development Employee and Candidate;
 - (d) Infringing human rights against Skill Development Employee and Candidate such as assaults, intimidation, and restrictions of freedom*
(*including compulsory sending back to Sri Lanka by reason of pregnancy, childbirth, etc.);
 - (e) Using or providing a forged or altered document or drawing, or a false document or drawing, or putting an illegally created electronic or magnetic record into use for processing of matters of another person or using it with the intent of fraudulently obtaining permission, etc. in relation to procedures under the ESDP and procedures under the immigration control and residency management system in Japan;
 - (f) Providing money, goods, other economic benefits or entertainment or a treat beyond what is considered appropriate based on socially accepted standards, or offering or promising to do so to the ESD Implementing Organization or those who intend to conduct ESD, or the Supervising and Support Organization or those who intend to conduct supervising and support business; and
 - (g) Regarding Technical Intern Training and Technical Intern Trainees, acts listed in (a), (b), (d), and (e) of this item.
- (7) To have never allowed the practice of brokers intervening in the recruitment of Skill Development Employee and Candidate or in the process of sending and accepting Skill Development Employees between sending organizations and Supervising and Support Organizations to collect fees and other expenses from Skill Development Employee and Candidate, or the practice of brokers paying bribes or fees to Supervising and Support Organizations;

- (8) In coordinating applications for ESD to Supervising and Support Organizations, to confirm that Skill Development Employee and Candidate, their relatives or other persons concerned have never been involved in the acts set out in (a) and (b) of (6) of this item;
- (9) Acknowledging the importance of addressing illegally-staying of Skill Development Employees, to cooperate with Supervising and Support Organizations and to make efforts in order to prevent Skill Development Employees from illegally-staying;
- (10) To hold a valid license from the SLBFE under the provision of the Sri Lanka Bureau of Foreign Employment Act No.21 of 1985 as amended by the Acts No. 4 of 1994 and No.56 of 2009, and to comply with all the relevant provisions of the said Act;
- (11) To have other necessary capacities to appropriately coordinate applications for ESD to Supervising and Support Organizations; and
- (12) To send the Sri Lankan national who intends to engage in ESD only after confirming that he/she has no certain criminal record* by an official document issued by Criminal Records Division of the Police Headquarters.

*No certain criminal record means that the following does not specifically apply:

- Has been sentenced to imprisonment or equivalent punishment for violating laws and regulations in Sri Lanka. (Except when 10 years have elapsed since the day on which the execution of the sentence was completed or the sentence was commuted, or when the sentence was suspended or a measure equivalent thereto was obtained and the period of suspension or a period equivalent thereto has elapsed, when the qualification has been restored due to reinstatement of rights.)

Outline of Approved Sending Organization

Name of Organization:_____.

Name of Representative:_____.

(Address)_____.

TEL:_____.

E-mail:_____.

URL:_____.

Date of approval (Duration):_____ (Valid until:_____)

Contact point in Japan

(Name) : .

(Name of representative (In the case of a company/organization)) :.

(Address) : _____..

_____..

(TEL) ::

(E-mail) ::

Certificate

The SLBFE hereby recognizes that the Skill Development Employees who will be sent to Japan by Approved Sending Organization are appropriate to engage in ESD, other than those whom the SLBFE recognizes as inappropriate and reports to the Japanese contact point designated in 6 (a) of the MOC on ESDP.

The Sri Lanka Bureau of Foreign Employment
(Signature)

Criteria for the License of Supervising and Support Organizations

Pursuant to the provisions provided for in Article 25 of the ESD Act, an organization must meet all of the following conditions in order to obtain the license of Supervising and Support Organizations. In addition, those whose license has been revoked due to an act provided for in Attachment 6 (including those whose supervisory license has been revoked under the Technical Intern Training Program) will not be permitted to obtain a license for a period of five (5) years thereafter:

- (1) To be a Japanese nonprofit corporation as provided for in Article 44 of the ESD Act Ordinance;
- (2) To have sufficient capability to appropriately conduct the supervising and supporting business in line with the criteria as provided for in Article 45 of the ESD Act Ordinance;
- (3) To possess a sufficient financial basis to soundly conduct the supervising and supporting business in line with the criteria as provided for in Article 46 of the ESD Act Ordinance;
- (4) To have taken the necessary measures to properly manage personal information (information on an individual that can identify the specific individual) and to maintain the confidentiality of the ESD Implementing Organization of the Supervising-organization-type ESD, etc. and the Supervising-organization-type Skill Development Employees, etc.;
- (5) To have an audit by inspectors or by persons responsible for auditing the business of the corporation, and to take measures to have an audit relating to the performance of duties pertaining to the supervising and supporting business by the board members in line with paragraph (1), Article 47 of the ESD Act Ordinance, conducted by a person who does not have a close relationship with the ESD Implementing Organization of Supervising-organization-type ESD as provided for in paragraph (2), Article 47 of the ESD Act Ordinance and has knowledge or experience that enables the fair and proper execution of audits and thus satisfies the requirements as provided for in paragraph (3), Article 47 of the ESD Act Ordinance;
- (6) In cases where an organization intends to receive job applications for Supervising-organization-type ESD from a person applying to become a Supervising-

organization-type Skill Development Employee through the mediation of an Approved Sending Organization in Sri Lanka, to have a contract with the Approved Sending Organization in Sri Lanka pertaining to such mediation; and

- (7) In addition to the matters provided for in the items (1) to (6) above, to possess the capability to enable it to perform the supervising and supporting business appropriately.

Criteria for Accreditation of the ESD Plan

Pursuant to the provisions provided for in Article 9, paragraph 1 of the ESD Act, an ESD plan must meet all of the following conditions in order to have it accredited. In addition, those whose accreditation of ESD plan has been revoked due to an act provided for in Attachment 7 (including those whose accreditation of the Technical Intern Training plan has been revoked under the Technical Intern Training Program) will not be permitted to obtain an accreditation of ESD plan for a period of five (5) years thereafter:

- (1) The field in which the skills required for the work must be in the ESD Industrial Fields;
- (2) The work to be engaged in, the skills required for the work, Japanese language proficiency, and other matters specified as the goal and content of the ESD must conform to the criteria provided for in Article 13 of the ESD Act Ordinance in line with the category of ESD;
- (3) The period of the ESD will be a maximum of three years;
- (4) The evaluation of the skills and Japanese language skill, which the Skill Development Employee has acquired, should be conducted as provided for in Article 14 of the ESD Act Ordinance before the completion of the ESD;
- (5) The structure and the equipment of the place of business based on which the ESD is to be conducted must conform to the criteria provided for in Article 15 of the ESD Act Ordinance;
- (6) A person responsible for implementation of the ESD has been appointed at each place of business as provided for in Article 16 of the ESD Act Ordinance;
- (7) In cases of Individual-enterprise-type ESD, the system of audits concerning the implementation of Individual-enterprise-type ESD for the Individual-enterprise-type ESD Implementing Organization must conform to the criteria provided for in Article 17 of the ESD Act Ordinance;
- (8) In cases of Supervising-organization-type ESD, an individual or a corporation in Japan who intends to conduct ESD (hereinafter referred to as “applicant”) will be supervised or supported by a Supervising and Support Organization from which it has received guidance on preparation of the ESDP;

- (9) Treatment of the Skill Development Employees must conform to the criteria provided for in Article 18 of the ESD Act Ordinance;
 - (10) In cases where an applicant is to conduct ESD for multiple Skill Development Employees at the same time during the ESD period, such number of employees must conform to the criteria provided for in Article 19 of the ESD Act Ordinance; and
 - (11) In the case of a Skill Development Employee who has been intermediated by an Approved Sending Organization in a foreign country, the maximum expenses paid by the Skill Development Employee to the Approved Sending Organization must not exceed the amount of two months remuneration which is described in the ESD plan.
- * In addition to the above, the ESD plan in the case where a Skill Development Employee works in the form of worker dispatch, or in the case where a Skill Development Employee transferred to another ESD Implementing Organization, must conform to the standards of Article 9, paragraph (2), Article 9-2 or Article 9-3 of the ESD Act.

Revocation of the License of Supervising and Support Organizations

Pursuant to the provisions provided for in Article 37 of the ESD Act, the Minister of Justice and the Minister of Health, Labour and Welfare of Japan may revoke the license to supervise if a Supervising and Support Organization falls under any of the following cases:

- (1) It is deemed that the Supervising and Support Organization no longer conforms to any of the items listed in paragraph (1), Article 25 of the ESD Act;
- (2) The Supervising and Support Organization falls under one of the items listed in Article 26 of the ESD Act (excluding item (ii), item (iii), and item (v) (c) and (d));
- (3) The Supervising and Support Organization has violated the conditions attached to the license to supervise pursuant to the provisions of paragraph (1), Article 30 of the ESD Act; and
- (4) The Supervising and Support Organization has violated the provisions of the ESD Act or laws relating to immigration or labour that are provided for by a Cabinet Order, or an order or disposition based on these provisions.

* If the Supervising and Support Organization receives a give of money, objects, or other economic benefits or provided entertainment or a treat beyond what is considered appropriate based on socially accepted standards from the Approved Sending Organization, or requests to the Approved Sending Organization or accepts such offers, the license of the Supervising and Support Organization may be revoked.

In addition, if a Supervising and Support Organization receives any money that does not fall under the category of fees for supervision and support from any person related to ESD, including Approved Sending Organizations, the license may be revoked, and in line with the provisions of Article 111 of the ESD Act, the person may be punished with imprisonment for not more than 6 months or a fine of not more than 300,000 yen.

Revocation of Accreditation of the ESD Plan

Pursuant to the provisions provided for in Article 16 of the ESD Act, the Commissioner of the Immigration Services Agency and the Minister of Health, Labour and Welfare of Japan may revoke the accreditation of the ESD plan in following cases:

- (1) In case that the ESD Implementing Organization is deemed to have not conducted the ESD in line with the accredited ESD plan;
- (2) In case that the accredited ESD plan is not deemed to conform to any of the items of Article 9, paragraph(1) or (2), any of the items of Article 9-2, any of the items of Article 9-3 of the ESD Act;
- (3) The ESD Implementing Organization has come to fall under one of the items of Article 10 of the ESD Act;
- (4) The ESD Implementing Organization has omitted to give a report or to submit or present books or records pursuant to the provisions of paragraph (1), Article 13 of the ESD Act, has given a false report or submitted or presented false books or records, or has not given an answer or has given a false answer to questions pursuant to the provisions of the same paragraph, or refused, interfered with or evaded an inspection pursuant to the provisions of the same paragraph;
- (5) The ESD Implementing Organization has made a false report or submitted or presented false books or records in response to a request from ESDO to make the report or submit or present books or records pursuant to the provisions of paragraph (1), Article 14 of the ESD Act, or has given a false answer to questions asked by ESDO's staff pursuant to the provisions of the same paragraph; and
- (6) The ESD Implementing Organization has violated the order prescribed under the provisions of paragraph (1), Article 15 of the ESD Act.

* If the ESD Implementing Organization or the Supervising and Support Organization receives a give of money, goods, other economic benefits or entertainment or a treat beyond what is considered appropriate based on socially accepted standards from the Approved Sending Organization, or requests to the Approved Sending Organization or accepts such offers, the accreditation of ESD plan may be revoked.

In addition, in cases where a contract which provides for a penalty for non-fulfillment of a contract pertaining to the ESD or any other contract which provides for the undue transfer of money or other property is made among the Skill Development Employee, the Supervising and Support Organization, or the Approved Sending Organization in relation to the ESD conducted by Skill Development Employee and Candidate, the ESD plan may be revoked.

Standards of Treatment of Skill Development Employees

The ESD Implementing Organization or the Supervising and Support Organization must conform to the following standards regarding treatment of Skill Development Employees:

- (1) In cases of Supervising-organization-type ESD, to ensure that such employee will not be made to directly or indirectly pay for the expenses collected as fees for supervision and support pursuant to the provisions of paragraph (2), Article 28 of the ESD Act (applicable only to the Supervising-organization-type ESD Implementing Organization or the Supervising and Support Organization);
- (2) With regard to the expenses to be paid regularly by the Skill Development Employee regardless of whether they are food expenses, accommodation expenses or other expenses, to have the Skill Development Employee sufficiently recognize the contents of the meals, accommodation facilities and other benefits to be provided in exchange for the expenses, to reach consensus with the employee about such conditions and to ensure that the amount of the expenses is equivalent to the actual expenses or is otherwise an appropriate amount; and
- (3) To pay the travel expenses required for the employee's return to home country after the conclusion of the ESD (applicable only to the Individual-enterprise-type ESD Implementing Organization or the Supervising and Support Organization).