

2010 Survey on Employment Trends first half of the year (Survey Form 1 for Business Office)

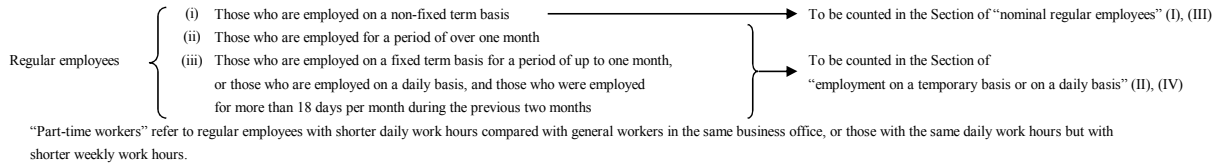
- The information supplied in this Survey Form shall not be used for purposes other than statistics, nor shall it be revealed to any third party. Please therefore fill in accurate information.
- This survey needs to be filled in by each business office. Head Office, branch office, factory, and the sales office are considered as individual offices. In answering questions, the information only about your office shall be provided, except in 4 where the total number of regular employees across the entire enterprise shall be indicated.
- **In filling in this Survey Form, please refer to the attached guidance on how to fill it in.**

1 Name and address of the business office		2 Main product, or business details	("Main product" refers to a product generating the largest part of the revenue.)					
		3 Name of the person filling in the form						
		Telephone number () () () () () ()						
		4 Total number of regular employees across the entire enterprise	1,000 persons or more	300 - 999 persons	100 - 299 persons	30 - 99 persons	5 - 29 persons	Publicly-owned or state-run
		Including workers of all business offices affiliated to the same enterprise (company) as at the end of December 2009	1	2	3	4	5	6

○ This survey was carried out in relation to individual establishments.

Head offices, branch offices, sales offices, factories, etc. are counted as separate establishments. Please respond in relation to your establishment.

5 Transfer of regular employees



Classification	(1) Number of regular employees as at the end of December 2009	(2) The number of regular employees increased over the period January to June 2010				(3) Workers who have been switched to nominal regular employees from employment on a temporary basis or on a daily basis over the period of January to June 2010				(4) The number of regular employees decreased over the period of January to June 2010				(5) Number of regular employees as at the end of June 2010 $(1) + (2) \pm (3) - (4) = (5)$	
		(A) Newly employed (including seconded workers and workers reinstated after the completion of the secondment)		(B) Transferred from within the same enterprise (company), workers who have regained entitlement to wages		(A) Resigned (including seconded workers and workers reinstated after the completion of the secondment)		(B) Workers who took up other positions within the same enterprise (company), workers for whom wages have been withheld		(A) Thousand		(B) Persons			
		Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons		
Male	(I) Nominal regular employees														
	(II) Employment on a temporary basis or on a daily basis														
	Male total														a
Female	(III) Nominal regular employees														
	(IV) Employment on a temporary basis or on a daily basis														
	Female total														b
Total of male and female (V)	A			B							C			D	
Of which, part-time workers	(VI) Male													c	
	(VII) Female													d	
	Total of male and female													E	
Of which, workers seconded from other enterprises (VIII)															

If you have filled in Sections B (newly employed) and/or C (resigned) of the "Total of male and female (V)" above, please extract new workers and resigned workers.

○ Extraction of new workers and resigned workers

This is necessary to identify the number of persons to fill in the Survey Form for New Employees and the Survey Form for Resigned Employees distributed with this Survey Form.

With regard to the extraction method and extraction rates, please refer to the attached guidance of how to fill it in. Extraction rates may vary, depending on the industrial classification as well as on the number of regular employees as at the end of December 2009 (Section (V) A).

Extraction of new workers	(1) Number of new workers (transcribe the data in Section (V) B)	(2) Extraction rates	(3) Number of new workers surveyed
		/	

Extraction of resigned workers	(1) Number of resigned workers (transcribe the data in Section (V) C)	(2) Extraction rates	(3) Number of resigned workers surveyed
		/	

*The numbers of persons indicated in sections framed in the same colour should correspond with each other.

6 Number of regular employees by gender and by age group

Please fill in the number of regular employees as at the end of June 2010 (nominal regular employees and employment on a temporary basis or on a daily basis) by gender and by age group. The age group division simplified chart is indicated in the guidance of how to fill it in.

Age group	Male total				Female total			
			Of which, part-time workers				Of which, part-time workers	
	(IX)		(X)		(XI)		(XII)	
	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons
(1) Less than 19 years old								
(2) 20 – 24 years old								
(3) 25 – 29 years old								
(4) 30 – 34 years old								
(5) 35 – 39 years old								
(6) 40 – 44 years old								
(7) 45 – 49 years old								
(8) 50 – 54 years old								
(9) 55 – 59 years old								
(10) 60 – 64 years old								
(11) 65 years and over								
Total check								

*The numbers of persons indicated in sections framed in the same colour on the left hand and right hand pages should correspond with each other.

“5 Transfer of regular employees”

↑ (5) a ↑ (5) c ↑ (5) b ↑ (5) d

7 Number of regular employees by employment and the number of unsatisfied vacancies

Please fill in the number of regular employees and the number of unsatisfied vacancies as at the end of June 2010 by employment. The employment division is indicated in the guidance of how to fill it in. With regard to workers engaged in more than two jobs, they should be counted in the section which represents their main employment.

Occupation	Number of regular employees				Number of unsatisfied vacancies			
			Of which, part-time workers				Of which, part-time workers	
	(XIII)		(XIV)		(XV)		(XVI)	
	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons
(1) Professional and engineering workers								
(2) Administrative and managerial workers								
(3) Clerical workers								
(4) Sales workers								
(5) Service workers								
(6) Security workers								
(7) Transportation and communication sector								
(8) Production line and manual labor jobs								
(9) Other workers								
Total check								

“5 Transfer of regular employees” = ↑ (5) D ↑ (5) E

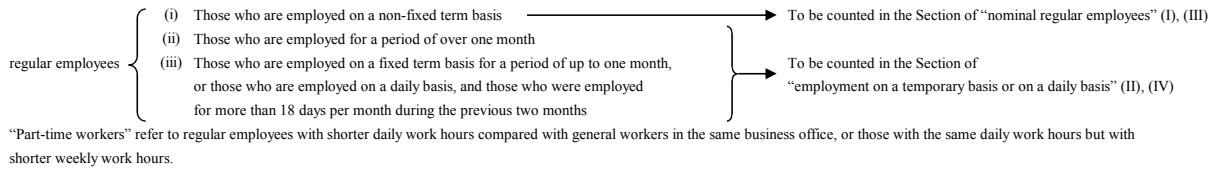
Thank you for your cooperation.

2010 Survey on Employment Trends (Survey Form 2 for Business Office) second half of the year

- The information supplied in this Survey Form shall not be used for purposes other than statistics, nor shall it be revealed to any third party. Please therefore fill in accurate information.
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- In filling in this Survey Form, please refer to the attached guidance on how to fill it in.

1 Name and address of the business office	2 Main product, or business details	("Main product" refers to a product generating the largest part of the revenue.)					
	3 Name of the person filling in the form						
	4 Total number of regular employees across the enterprise	1,000 persons or more	300 - 999 persons	100 - 299 persons	30 - 99 persons	5 - 29 persons	Publicly-owned or state-run
	Including workers of all business offices affiliated to the same enterprise (company) (as at the end of June 2010)	1	2	3	4	5	6

5 Transfer of regular employees



Classification	(1) Number of regular employees as at the end of June 2010	(2) The number of regular employees increased over the period of July to December 2010		(3) Workers who have been switched to nominal regular employees from employment on a temporary basis or on a daily basis over the period of July to December 2010	(4) The number of regular employees decreased over the period July to December 2010		(5) Number of regular employees as at the end of December 2010
		(A) Newly employed (including seconded workers and workers reinstated after the completion of the secondment)	(B) Transferred from within the same enterprise (company), workers who have regained entitlement to wages		(A) Resigned (including seconded workers and workers reinstated after the completion of the secondment)	(B) Workers who took up other positions within the same enterprise (company), workers for whom wages have been withheld	
	Thousand Persons	Thousand Persons	Thousand Persons	Thousand Persons	Thousand Persons	Thousand Persons	Thousand Persons
Male	(I) nominal regular employees			+			
	(II) Employment on a temporary basis or on a daily basis			-			
	Male total						a
Female	(III) nominal regular employees			+			
	(IV) Employment on a temporary basis or on a daily basis			-			
	Female total						b
Total of male and female (V)	A	B		C		D	a + b
Of which, part-time workers	(VI) Male						c
	(VII) Female						d
	Total of male and female						E
Of which, workers seconded from other enterprises	(VIII)						c + d

If you have filled in Sections B (newly employed) and/or C (resigned) of the "Total of male and female (V)" above, please extract new workers and resigned workers.

- Extraction of new workers and/or resigned workers

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Extraction of new workers	(1) Number of new workers (transcribe the data in Section (V) B)	(2) Extraction rates	(3) Number of new workers surveyed
		/	

Extraction of resigned workers	(1) Number of resigned workers (transcribe the data in Section (V) C)	(2) Extraction rates	(3) Number of resigned workers surveyed
		/	

*The numbers of persons indicated in sections framed in the same colour should correspond with each other.