

## **Outline of Survey**

### **1 Objective**

To survey the state of accession, separation and unfilled job vacancy, and individual attributes and conditions of accession and separation of hired and separated employees at establishments in major industries, and to identify the actual situation on the mobility of workforce in terms of industries, sizes, occupations and regions.

### **2 Coverage and Subject**

#### **(1) Area**

Nationwide

#### **(2) Industries**

The following 16 industries based on the Japan Standard Industrial Classification (Rev.12, November 2007 revision):

Mining and quarrying of stone and gravel; construction; manufacturing; electricity, gas, heat supply and water; information and communications; transport and postal activities; wholesale and retail trade; finance and insurance; real estate and goods rental and leasing; scientific research, professional and technical services; accommodation, eating and drinking services; living-related and personal services and amusement services (excluding housework services); education and learning support; medical, health care and welfare; compound services; services not elsewhere classified (other unclassified) (excluding foreign public services).

#### **(3) Establishments**

A random sample was taken of establishments stratified by industry and size of the establishment, from establishments in the industries listed in (2) above and employing 5 regular employees or more.

#### **(4) Hired Employees**

A random sample was taken of hired employees, from all regular employees hired in 2013 at the establishments in (3).

#### **(5) Separated Employees**

A random sample was taken of separated employees, from all regular employees leaving employment in 2013 at the establishments in (3).

### **3 Survey Periods**

1st half survey: January to June 2013.

2nd half survey: July to December 2013.

### **4 Survey Items**

#### **(1) Establishment Survey**

- (a) Number of regular employees in the enterprise overall
- (b) Changes in regular employees by gender and type of employment
- (c) Number of regular employees by gender, age and type of employment
- (d) Number of regular employees and unfilled job vacancy by occupation and type of employment

#### **(2) Hired Employee Survey**

(a) Individual attributes

Gender, age, highest level of education

(b) Hiring

Hiring route, type of employment, occupation, address prior to hiring

(c) Previous employment

Industry, occupation, status in employment, length of separation, size of enterprise, reason for changing career, change in wage

(3) Separated Employee Survey

(a) Individual attributes

Gender, age, highest level of education

(b) Employment immediately before separation

Type of employment, occupation, length of service, reason for separation

## 5 Survey Method

(1) Establishment Survey

Ministry of Health, Labour and Welfare sends the questionnaire forms to the target establishments, then the establishments fill out the send it back to Ministry of Health, Labour and Welfare

(2) Hired Employee Survey

A contracted commercial enterprise calculated the number of target workers based on the questionnaire forms collected form the target establishment, and requests the target establishment to distribute the individual questionnaires forms to the target workers, who fill out the questionnaire forms and send it back to Ministry of Health, Labour and Welfare

(3) Separated Employee Survey

A contracted commercial enterprise calculated the number of target workers based on the questionnaire forms collected form the target establishment, then the establishments fill out the send it back to Ministry of Health, Labour and Welfare

## 6 Survey Organizations

(1) Establishment Survey

Ministry of Health, Labour and Welfare - Respondent

(2) Hired Employee Survey

Ministry of Health, Labour and Welfare - commercial enterprise - target establishments - Respondent

(3) Separated Employee Survey

Ministry of Health, Labour and Welfare - commercial enterprise - Respondent

## 7 Survey Respondents, Valid Responses and Valid Response Rate

Establishments Survey:

Survey respondents: 14,326 establishments

Valid responses (part 1): 10,726 establishments; (part 2): 9630, establishments

Average valid response rate: 71.0%

Hired employee Survey: Valid responses 72,128 workers

Separated employees: Valid responses 86,146 workers

## 8 Explanatory Notes

- (1) The survey results are aggregation of the results of the part 1 survey and the part 2 survey compiled as annual totals. Results of the 2013 part 1 survey were published in December 2013.
- (2) Figures from the 2009 survey are based on the Japan Standard Industry Classification (November 2007 revision). Therefore, there is a significant difference between the scope of industrial classifications before and after the revision for the industries of real estate and goods rental and leasing; scientific research, professional and technical services; accommodation, eating and drinking services; living-related and personal services and amusement services; and services (not elsewhere classified).  
In addition, from the 2004 survey to the 2008 survey, figures were based on the Japan Standard Industry Classification (March 2002 revision), and the scope of the survey was expanded to include school education and social education etc. from the 2004 survey. then figures from the 2004 cannot be directly compared to survey results. Further, before 2003, results were based on the Japan Standard Industry Classification before 2003(October 1993 revision).
- (3) The number of regular employees as of January 1st, 2013 as shown in the statistical tables is the number of regular employees surveyed as of the last day of December 2012.
- (4) Values in the figures and statistical tables are rounded to the represented unit. Therefore, the itemized totals may not agree exactly with the figure in the total.
- (5) Year-on-year changes and increases and decreases are calculated based on the represented units.
- (6) "0.0" indicates that said figure exists, but is lower than one represented unit after rounding.
- (7) "—" indicates that said figure does not exist.
- (8) "... " indicates that the figure is unsuitable for representation.