

2014 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.
○ 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 Total number of regular employees across the entire enterprise <small>Including workers of all business offices affiliated to the same enterprise (company) as at the end of December 2014</small>	1,000 persons or more	300 - 999 persons	100 - 299 persons	30 - 99 persons	5 - 29 persons	Publicly-owned or state-run
			1	2	3	4	5	6
		3 Main product, or business details	("Main product" refers to a product generating the largest part of the revenue.)					
	4 Name of the person filling in the form	Telephone number ()						

5 Transfer of regular employees

Regular employees

- (i) Those who are employed on a non-fixed term basis
- (ii) Those who are employed for a period of over one month
- (iii) Those who are employed on a fixed term basis for a period of up to one month, or those who are employed on a daily basis, and those who were employed for more than 18 days per month during the previous two months

To be counted in the Section of "No defined period of employment" (I), (III)
 To be counted in the Section of "Defined period of employment" (II), (IV)

"Part-time workers" refer to regular employees with shorter daily work hours compared with general workers in the same business office, or those with the same daily work hours but with shorter weekly work hours.

Classification	(1) Number of regular employees as at the end of June 2014	(2) The number of regular employees increased over the period of July to December 2014				(3) Workers who have been switched to no defined period of employment from defined period of employment over the period of July to December 2014	(4) The number of regular employees decreased over the period July to December 2014				(5) Number of regular employees as at the end of December 2014	
		(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			(1) + (2) ± (3) - (4) = (5)
	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons	Thousand	Persons
Male	(I) No defined period of employment					+						
	(II) Defined period of employment					-						
	Male total											a
Female	(III) No defined period of employment					+						
	(IV) Defined period of employment					-						
	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)											

Of which, those leaving from October-December ⑰	Of which, those transferred from another enterprise from October-December ⑱
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Frame to fill in of Ministry of Health, Labour and Welfare

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
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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
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