

Awarded the Minister Prize in Equal Employment/Work and Family Harmonization for Fiscal Year 2011, Excellence Award (Family-friendly Enterprises Category), MHLW

The Dai-ichi Life Insurance Company Limited

Location : Chiyoda ward, Tokyo

Type of industry : Insurance

Number of employees: About 58,000

- **Promotes reducing working hours and taking annual paid leave for the “harmonization of work and life” of all employees.**
- **Promotes making use of various systems, including the work-life balance support system which transcends legal frameworks and the “Family Transfer System” that supports continuous service of employees.**

1 Basic Guidelines on Work-life Balance

- ◇ Sets goals of work-life balance in the medium-term management plan and the promotion of diversity in the medium-term management plan and in personnel management guidelines and places persons responsible for promoting diversity in each departments.
- ◇ The company was granted the “Kurumin” certification logo, based on Act for Measures to Support the Development of the Next Generation, in 2007 and 2009.

2 The Child Care Leave System

- ◇ Content of system The child care leave may be taken on **3 separate periods, up to the last date of April or October whichever comes earlier after the next month of a child’s 1 year and 6 months old birth date (a maximum of 25 months)**
- ◇ Status of use In the last 3 years 51 men (maximum 53 days) and 2,293 women have taken child care leave.

3 The Family Care Leave System

- ◇ Content of system The family care leave may be taken **for 365 days for one subject family member.**
The family care leave may be taken for a multiple, unrestricted number of times (it may be taken for a multiple number of times even when the reasons for the need of family care are the same)
- ◇ Status of use In the last 3 years 12 men and 542 women have taken the family care leave.

4 Measures of the short working hour system, etc.

- ◇ systems for child care
 - ① **The short working hour system** (**The system may be used up to the first last date of April after a child enters elementary school, can be taken separately, 5 or 6 hours per day.**) In the last 3 years, 452 women have used the system.
 - ② The flextime system, the system in which the hours for starting and leaving work can be moved up and down, (The system may be used until the first last date of April after a child enters elementary school)
- ◇ systems for family care
 - ① **The short working hour system** (In addition to the number of days family care leave is taken, the short working hour system may be used for 365 days for one subject family member. The system may be used for a multiple, unrestricted number of times.) In the last 3

years, 2 men and 11 women have used the system.

- ② The flextime system, the system in which the hours for starting and leaving work can be moved up and down. (The system may be used for 365 days.)

5 Other Systems

- ◇ **“The family transfer system” which permits “area staff” to be transferred to offices commutable from their places of residence in case they are obliged to move because of their family’s job transfer.**
- ◇ **A 3-day “grandchildren’s birth leave” System when children (including their spouses) give birth**
- ◇ Even after taking child care and family care leaves, employees can make a recovery at work as the decision for promotion is taken based upon their actual performances before taking those leaves and after returning to work.

6 Improvement of In-company Environment

- ◇ **The amount of overtime work has been reduced** through company-wide efforts to decrease the amount of work and set the targets for finish time, and designate early release days once per week. (The monthly average overtime working hours have decreased to 5.1 hours, which is less than half of the same average hours in financial and insurance enterprises (of 500 or more employees))
- ◇ As a result of introducing the planned day off system, etc. and developing an appropriate climate, **the percentage of taking annual paid leave has risen.**
(35.2% in Fiscal Year 2007→65.5% in Fiscal Year 2010)
- ◇ Individually appealed to relevant male workers to promote taking child care leave by calling the provision of support for men’s participation in child care “Training for Fathers on Child Care Leave” in fiscal year 2010.
- ◇ Established an office for promoting diversity in Personnel Department. The same office serves as the “consultation counter for work-life balance.”
- ◇ Sets up a website (called “Nadeshiko-kai”) for providing information to those on child care and family care leaves
- ◇ Offers e-Learning courses during the leave period for ensuring smooth return to work