

# **Ordinance for Enforcement of the Act on Improvement, etc. of Employment Management for Part-Time Workers**

(Ordinance of the Ministry of Labor No. 34 of November 19, 1993)

Pursuant to provisions of Articles 2 and 9 of the Act on Improvement, etc. of Employment Management for Part-Time Workers (Act No. 76 of 1993), the Ordinance for Enforcement of the Act on Improvement, etc. of Employment Management for Part-Time Workers is established as follows.

(The Cases Specified by the Ordinance of the Ministry of Health, Labour and Welfare in Article 2 of the Act)

Article 1 The cases specified by the Ordinance of the Ministry of Health, Labour and Welfare in Article 2 of the Act on Improvement, etc. of Employment Management for Part-Time Workers (hereinafter referred to as the "Act") shall be the cases where ordinary workers employed at the same place of business are engaged in two or more kinds of work and workers employed in said place of business are engaged in work for which the number of workers engaged in the same kind of work as ordinary workers employed in said place of business is significantly larger than the number of said ordinary workers (except the work for which the prescribed weekly working hours of the ordinary workers engaged in said work is longer than the prescribed weekly working hours of any of the ordinary workers engaged in other works).

(Matters Clearly Indicated and Means of Clear Indication in Paragraph 1 of Article 6 of the Act)

Article 2 (1) The matters related to working conditions which are specified by the Ordinance of the Ministry of Health, Labour and Welfare in paragraph 1 of Article 6 of the Act, and which must be clearly indicated to Part-Time Workers, shall be as follows:

- (i) Whether or not the increase in wages is granted
- (ii) Whether or not the retirement allowance is granted
- (iii) Whether or not the bonus is granted

(2) Means specified by the Ordinance of the Ministry of Health, Labour and Welfare in paragraph 1 of Article 6 of the Act shall be either of the following means as may be desired by such Part-Time Workers, and by which matters specified in items under the preceding paragraph are clarified:

- (i) Means of transmission by use of facsimile
- (ii) Means of transmission by e-mail (only if said Part-Time Workers can

prepare a document by outputting the contents recorded in said e-mail)

(3) Clear indication of specified matters provided in paragraph 1 of Article 6 of the Act (in this paragraph referred to as "Specified Matters") made by means of item (i) of the preceding paragraph shall be deemed to have reached said Part-Time Workers when received by a facsimile machine used by said Part-Time Workers and clear indication of Specified Matters made by means of item (ii) of the preceding paragraph shall be deemed to have reached said Part-Time Workers when received by a communications terminal device used by said Part-Time Workers.

(Wages Specified by the Ordinance of the Ministry of Health, Labour and Welfare in Paragraph 1 of Article 9 of the Act)

Article 3 Wages specified by the Ordinance of the Ministry of Health, Labour and Welfare in paragraph 1 of Article 9 of the Act shall be as follows:

- (i) Commutation allowance
- (ii) Retirement allowance
- (iii) Family allowance
- (iv) Housing allowance
- (v) Separation allowance
- (vi) Child education allowance
- (vii) In addition to the allowances specified in the above items, wages payable in any name other than those payable closely related to the Job Description (which means the Job Description provided in paragraph 1 of Article 8 of the Act ; the same shall apply in the following Article.)

(The Cases Specified by the Ordinance of the Ministry of Health, Labour and Welfare in Paragraph 1 of Article 10 of the Act)

Article 4 The cases specified by the Ordinance of the Ministry of Health, Labour and Welfare in paragraph 1 of Article 10 of the Act shall be the case where Part-Time Workers whose Job Description are same as those of ordinary workers employed at said place of business already possesses the abilities necessary for said jobs (excluding Part-Time Workers Equivalent to Ordinary Workers provided in paragraph 1 of Article 8 of the Act).

(Welfare Facilities Specified by the Ordinance of the Ministry of Health, Labour and Welfare in Article 11 of the Act)

Article 5 Welfare facilities specified by the Ordinance of the Ministry of Health, Labour and Welfare in Article 11 of the Act shall be as follows:

- (i) Food service facilities
- (ii) Rest room
- (iii) Locker room

(Number Specified by the Ordinance of the Ministry of Health, Labour and Welfare in Article 15 of the Act)

Article 6 The number specified by the Ordinance of the Ministry of Health, Labour and Welfare in Article 15 of the Act shall be ten (10).

(Appointment of Part-Time Employment Manager)

Article 7 A business operator shall appoint a Part-Time employment manager to manage the matters specified by Article 15 of the Act among those who are considered to have knowledge and experience required to manage said matters.

(Delegation of Authority)

Article 8 Authority of the Minister of Health, Labour and Welfare as provided in paragraph 1 of Article 16 of the Act shall be executed by the Director of the Prefectural Labour Bureau which has jurisdiction over the location of the place of business of a business operator, except the matters considered by the Minister of Health, Labour and Welfare to be nationally important.

(Application Mutatis Mutandis)

Article 9 The provisions of Articles 3 to 12 of the Ordinance for Enforcement of the Act on Securing, Etc. of Equal Opportunity and Treatment between Men and Women in Employment (Ordinance No. 2 of the Ministry of Labor of 1986) shall apply mutatis mutandis to the procedure of conciliation under paragraph 1 of Article 22 of the Act. In this case, the term "paragraph 1 of Article 18 of the Act" in paragraph 1 of Article 3 of the same Ordinance shall be deemed to be replaced with "paragraph 1 of Article 22 of the Act on Improvement, etc. of Employment Management for Part-Time Workers (hereinafter referred to as the 'Part-Time Workers Act')," the term "conciliation meeting for equal opportunity" in the same paragraph and Article 4 (including heading), Article 5 (including heading) and paragraph 1 of Article 8 of the same Ordinance shall be deemed to be replaced with "conciliation meeting for balanced treatment," the terms " paragraph 1 of Article 18 of the Act" and "workplace" in Article 6 of the same Ordinance shall be deemed to be respectively replaced with "paragraph 1 of Article 22 of the Part-Time Workers Act" and "place of business," the term "paragraph 1 or 2 of Article 20 of the Act" in paragraphs 1 and 3 of Article 8 of the same Ordinance shall be deemed to be replaced with "paragraph 1 of Article 20 of the Act which shall be applied mutatis mutandis in Article 23 of the Part-Time Workers Act," the term "in paragraph 1 of Article 20 of the Act" in the same paragraph shall be deemed to be replaced with "in paragraph 1 of Article 20 of the Act which shall be applied mutatis mutandis in Article 23 of the Part-Time Workers Act," the term "relevant parties" in Article

9 of the same Ordinance shall be deemed to be replaced with "relevant parties or workers employed at the same place of business as the relevant parties and other witnesses," the terms "paragraphs 1 and 2 of Article 4" and "Article 8" in paragraph 1 of Article 10 of the same Ordinance shall be deemed to be respectively replaced with "paragraphs 1 and 2 of Article 4 which shall be applied mutatis mutandis in Article 9 of the Ordinance for Enforcement of the Act on Improvement, etc. of Employment Management for Part-Time Workers" and "Article 8 which shall be applied mutatis mutandis in Article 9 of the same Ordinance," the term "Article 21 of the Act" in paragraph 1 of Article 11 of the same Ordinance shall be deemed to be replaced with "Article 21 of the Act which shall be applied mutatis mutandis in Article 23 of the Part-Time Workers Act" and the term "workers" in the appended form of the same Ordinance shall be deemed to be replaced with "Part-Time Workers."

(Application of Designation)

Article 10 (1) A person who intends to receive designation pursuant to paragraph 1 of Article 25 of the Act shall submit a written application containing the following matters to the Minister of Health, Labour and Welfare:

- (i) Name and address
- (ii) Name of representative
- (iii) Address of office

(2) The written application specified in the preceding paragraph shall be attached by the following documents:

- (i) Articles of incorporation and certificate of registered matters
- (ii) A service report, a balance sheet, a statement of accounts and an inventory of assets for the most recent business year and other documents clarifying that the person has accounting and technical basis.
- (iii) Basic plan for the business provided in Article 27 of the Act for the business year that contains the day of application and the next business year and relevant budget associated with the plan.
- (iv) Document that contains the names and brief biographical outlines of officers

(Notification for Change of Name, etc.)

Article 11 The Part-Time Working Assistance Center provided in paragraph 2 of Article 25 of the Act (hereinafter referred to as the "Part-Time Working Assistance Center") shall submit a notification containing the following matters to the Minister of Health, Labour and Welfare when it intends to submit notification pursuant to paragraph 3 of the same Article:

- (i) Changed name or address or office location

- (ii) Expected day of change
- (iii) Reason of change

(Payments Provided by the Part-Time Working Assistance Center)

Article 12 Payments specified by the Ordinance of the Ministry of Health, Labour and Welfare in paragraph 1 of Article 28 of the Act shall be the Incentive Pay for Promotion of Balanced Treatment and Regular Workers provided in Article 26 of the Ordinance for Enforcement of Industrial Accident Compensation Insurance Act (Ordinance No. 22 of the Ministry of Labour of 1955 and hereinafter referred to as the "Industrial Accident Ordinance") and in Article 118-2 of the Ordinance for Enforcement of Employment Insurance Act (Ordinance No. 3 of the Ministry of Labour of 1975 and hereinafter referred to as the "Employment Insurance Ordinance").

(Incentive Pay for Promotion of Balanced Treatment and Regular Workers)

Article 13 (1) Incentive pay for promotion of balanced treatment and regular workers shall be provided to a business operator that takes any of the following measures intended for assurance, etc. of the treatment balanced with ordinary workers in accordance with the provisions of the collective agreement or the rules of employment as a measure specified in Article 26 of the Industrial Accident Ordinance or Article 118-2 of the Employment Insurance Ordinance:

- (i) The same system as for the ordinary workers is prepared by which Part-Time Workers or workers who make a fixed-term contract labour agreement for a definite term (in this paragraph and paragraph 3, referred to as "Part-Time Workers, etc.") are treated according to their ability or Job Description, etc.
- (ii) System is prepared for transformation of Part-Time Workers, etc. to the ordinary workers.
- (iii) System is prepared for part-time regular staff (meaning Part-Time Worker who is treated equivalent to ordinary workers).
- (iv) System is prepared to provide education and training to Part-Time Workers, etc. taking into account the balance with ordinary workers.
- (v) System is prepared to provide Part-Time Workers, etc. with a medical examinations by a doctor or dentist (except the medical examinations provided in paragraph 1 to 4 of Article 66 of the Industrial Safety and Health Act) (Act No. 57 of 1972).

(2) Amount of incentive pay for promotion of balanced treatment and regular workers shall be the amount specified in such items according to the following each item:

- (i) 500,000 yen to a business operator if it takes the measure specified in item (i) of the preceding paragraph and the system specified in such item is

applied to any of its workers (or 600,000 yen to a small and medium sized enterprise business operator, which is defined as a business operator whose amount of capital or total amount of contribution does not exceed 300,000,000 yen (or 50,000,000 yen if a business operator's principal business is retail or service or 100,000,000 yen if a business operator's principal business is wholesale) or who constantly employs workers not exceeding 300 (or 50 if an business operator's principal business is retail or 100 if an business operator's principal business is wholesale or service) and this definition shall be applied in this paragraph.)

- (ii) 300,000 yen to a business operator if it takes the measure specified in item (ii) of the preceding paragraph and the system specified in such item is applied to any of its workers for the first time (or 400,000 yen to a small and medium sized enterprise business operator)
  - (iii) 150,000 yen per person to a business operator if it takes the measure specified in item (ii) of the preceding paragraph and the system specified in such item is applied to its workers for the second to tenth times (or 200,000 yen per person to a small and medium sized enterprise business operator)
  - (iv) 300,000 yen to a business operator if it takes the measure specified in item (iii) of the preceding paragraph and the system specified in such item is applied to any of its workers for the first time (or 400,000 yen to a business operator who constantly employs workers not exceeding 300)
  - (v) 150,000 yen per person to a business operator if it takes the measure specified in item (iii) of the preceding paragraph and the system specified in such item is applied to its workers for the second to tenth times (or 200,000 yen per person to a business operator who constantly employs workers not exceeding 300)
  - (vi) 300,000 yen to a business operator if it takes the measure specified in item (iv) or (v) of the preceding paragraph and the system specified in such item is applied to any of its workers (or 400,000 yen to a small and medium sized enterprise business operator)
- (3) If any of the Part-Time Workers, etc. covered by item (ii) or (iii) of paragraph 1 falls under a mother, etc. of a single-mother family, the provisions of item (iii) or (v) of the preceding paragraph shall be applied by replacing the term "150,000 yen per person" with "250,000 yen per worker who is a mother, etc. of a single-mother family or 150,000 yen per other worker" and replacing "200,000 per person" with "300,000 yen per worker who is a mother, etc. of a single-mother family or 200,000 yen per other worker."

(Notification of Change of Office Involved in Services for Employment Management Improvement Projects for Part-Time Workers)

Article 14 The Part-Time Working Assistance Center shall submit the

notification containing the following matters to the Minister of Health, Labour and Welfare when it intends to submit notification pursuant to the second sentence of paragraph 3 of Article 28 of the Act:

- (i) Changed an office location engaged in services for employment management improvement projects for Part-Time Workers provided in paragraph 3 of Article 28 of the Act (hereinafter referred to as "the Services for Employment Management Improvement Projects for Part-Time Workers")
- (ii) Expected day of change
- (iii) Reason of change

(Matters to be Specified in the Service Regulations)

Article 15 Matters to be specified in the Service Regulations set forth in paragraph 3 of Article 29 of the Act shall be those related to projects that are intended to provide payments and other projects incidental to them set forth in paragraph 1 of Article 28 of the Act.

(Application for Approval of Change in the Service Regulations)

Article 16 The Part-Time Working Assistance Center shall submit a written application containing the following matters to the Minister of Health, Labour and Welfare when it intends to obtain approval pursuant to the second sentence of paragraph 1 of Article 29 of the Act:

- (i) Matters to be changed
- (ii) Expected day of change
- (iii) Reason of change

(Approval from the Minister of Health, Labour and Welfare for Provision of Payment for Employment Management Improvement Projects for Part-Time Workers)

Article 17 The Part-Time Working Assistance Center shall submit a written application containing the following matters when it intends to obtain approval pursuant to Article 30 of the Act:

- (i) Name of payment to be provided
- (ii) Amount of payment to be provided and basis of calculation
- (iii) Other matters considered by the Minister of Health, Labour and Welfare to be necessary

(Accounting Principle)

Article 18 The Part-Time Working Assistance Center shall keep accounts for increase, decrease and transfer of assets in accordance with the fact of accrual in order to clarify the financial status of its business.

(Manner of Separate Accounting)

Article 19 The Part-Time Working Assistance Center shall set up a special account for accounting of the Services for Employment Management Improvement Projects for Part-Time Workers (referred to as the "Special Account of Services for Employment Management Improvement Projects for Part-Time Workers" in paragraph 2 of Article 25 and paragraph 3 of Article 27) and keep it separately from the accounting for business other than the Services for Employment Management Improvement Projects for Part-Time Workers.

(Application for Approval of Service Plan, etc.)

Article 20 The Part-Time Working Assistance Center shall submit a service plan and a budget for revenue and expenditure to the Minister of Health, Labour and Welfare before commencement of every business year (or without delay after designation during a business year that contains the day of designation) when it intends to obtain approval pursuant to the former section of paragraph 1 of Article 32 of the Act.

(Matters to be Specified in the Service Plan)

Article 21 The service plan set forth in paragraph 1 of Article 32 of the Act shall specify a plan for the following matters:

- (i) Matters for the services related to the project for provision of payment and incidental projects set forth in paragraph 1 of Article 28 of the Act
- (ii) Matters for the services set forth in the items of Article 27 of the Act in addition to those set forth in the preceding item

(Budget for Revenue and Expenditure)

Article 22 The budget for revenue and expenditure shall be separated in accordance with the nature of revenue and the purpose of expenditure.

(Documents Attached to the Budget for Revenue and Expenditure)

Article 23 The Part-Time Working Assistance Center shall submit a budget for revenue and expenditure to the Minister of Health, Labour and Welfare with the following documents attached when it intends to obtain approval pursuant to the former section of paragraph 1 of Article 32 of the Act:

- (i) Estimated balance sheet of the previous business year
- (ii) Estimated balance sheet of the current business year
- (iii) Documents that support the budget for revenue and expenditure in addition to those set forth in the preceding two items

(Application for Approval for Change of a Service Plan, etc.)

Article 24 The Part-Time Working Assistance Center shall submit a written



application containing the matters to be changed and the reason to the Minister of Health, Labour and Welfare when it intends to obtain approval for change of a service plan or a budget for revenue and expenditure pursuant to the second sentence of paragraph 1 of Article 32 of the Act. In this case, if the change in the budget for revenue and expenditure includes a revision of documents set forth in item (ii) or (iii) of the preceding Article, said revised documents shall be attached.

(Reserve Funds)

- Article 25 (1) The Part-Time Working Assistance Center can provide a reserve fund in the budget revenue and expenditure to cover a deficiency in the budget for expenditure due to unforeseeable reason.
- (2) The Part-Time Working Assistance Center shall promptly notify the Minister of Health, Labour and Welfare if it uses the reserve fund in the Special Account of Services for Employment Management Improvement Projects for Part-Time Workers.
- (3) Notification provided in the preceding paragraph shall be made by a document that clarifies the reason of use, amount and basis of estimate.

(Diversion of Budget, etc.)

- Article 26 (1) The Part-Time Working Assistance Center shall not use the budget for expenditure other than the purpose specified in the budget revenue and expenditure, provided that, if appropriate and necessary in executing the budget, it may be mutually diverted irrespective of the segment provided in Article 22.
- (2) The Part-Time Working Assistance Center shall not mutually divert the amount of expense designated by the Minister of Health, Labour and Welfare with segments of such expense or with other expense segment nor use the reserve fund for such amount without approval of the Minister of Health, Labour and Welfare.
- (3) The Part-Time Working Assistance Center shall submit a document that clarifies the diversion or the reason of use, amount and basis of computation to the Minister of Health, Labour and Welfare when it intends to obtain approval from the Minister of Health, Labour and Welfare with respect to the diversion of budget or the use of reserve fund as provided in the preceding paragraph.

(Carry-over of Budget)

- Article 27 (1) Any amount of expense from the budget expenditure not yet decided to be expended within the current business year may be carried over and used by the Part-Time Working Assistance Center in the next business year if necessary for budget to be executed, provided that the amount of

expense designated by the Minister of Health, Labour and Welfare shall be approved by the Minister of Health, Labour and Welfare in advance.

- (2) The Part-Time Working Assistance Center shall submit a document that clarifies the reason why carry-over is required and the amount of carry-over for each matter to the Minister of Health, Labour and Welfare by the end of the current business year when it intends to obtain approval provided in the proviso of the preceding paragraph.
- (3) The Part-Time Working Assistance Center shall submit a carry-over statement to the Minister of Health, Labour and Welfare within two months after the end of the current business year when it carries over the Special Account of Services for Employment Management Improvement Projects for Part-Time Workers pursuant to paragraph 1.
- (4) Carry-over statement set forth in the preceding paragraph shall be prepared in accordance with the same segment as the budget expenditure and contain the actual budget for the expenditure carried over and such amount of actual budget for such expenditure as decided to be expended, amount carried over to the next business year and unnecessary amount.

(Application for Approval of Service Report, etc.)

Article 28 The Part-Time Working Assistance Center shall make application within three months after the end of every business year when it intends to obtain approval pursuant to paragraph 2 of Article 32 of the Act.

(Statement of Accounts)

Article 29 The statement of accounts shall be prepared in accordance with the same segment as the budget revenue and expenditure and shall contain the following matters of such statement of accounts:

(i) Revenue

- (a) Amount of budgeted revenue
- (b) Amount of determined revenue
- (c) Difference between amount of budgeted revenue and amount of determined revenue

(ii) Expenditure

- (a) Amount of budget expenditure
- (b) Amount carried over from the previous business year
- (c) Amount of reserve fund used and reason of use
- (d) Amount and reason of diversion
- (e) Actual budget expenditure
- (f) Amount of determined expenditure
- (g) Amount carried over to the next business year
- (h) Unnecessary amount

(Accounting Regulations)

Article 30 (1) The Part-Time Working Assistance Center shall provide the accounting regulations for its finance and accounts in addition to the provisions of the Act and this Ordinance of the Ministry.

(2) The Part-Time Working Assistance Center shall obtain approval from the Minister of Health, Labour and Welfare for the basic matters of the accounting regulations set forth in the preceding paragraph when it intends to provide the accounting regulations and also when it intends to change the accounting regulations.

(3) The Part-Time Working Assistance Center shall submit the accounting regulations set forth in the paragraph 1 to the Minister of Health, Labour and Welfare without delay after provision or change by clarifying the reason and contents.

(Application for Approval of Appointment and Dismissal of Officer)

Article 31 The Part-Time Working Assistance Center shall submit a written application containing the following matters to the Minister of Health, Labour and Welfare when it intends to obtain approval pursuant to paragraph 1 of Article 36 of the Act:

- (i) Name and brief biographical outlines of an officer appointed or dismissed
- (ii) Reason of appointment or dismissal

(Certificate for Entry and Inspection)

Article 32 A certificate provided in paragraph 2 of Article 38 of the Act shall be in a format provided by the Minister of Health, Labour and Welfare.

(Succession to the Services for Employment Management Improvement Projects for Part-Time Workers, etc.)

Article 33 (1) If the Minister of Health, Labour and Welfare performs the Services for Employment Management Improvement Projects for Part-Time Workers pursuant to paragraph 1 of Article 41 of the Act, the Part-Time Working Assistance Center shall service the following matters:

- (i) Succeed the Services for Employment Management Improvement Projects for Part-Time Workers to the Minister of Health, Labour and Welfare.
- (ii) Succeed the accounting books and documents relating to the Services for Employment Management Improvement Projects for Part-Time Workers to the Minister of Health, Labour and Welfare.
- (iii) Other matters that the Minister of Health, Labour and Welfare finds necessary

(2) If the Minister of Health, Labour and Welfare ceases to perform the Services

for Employment Management Improvement Projects for Part-Time Workers which are being performed by it pursuant to paragraph 1 of Article 41 of the Act, the Minister of Health, Labour and Welfare shall service the following matters:

- (i) Succeed the Services for Employment Management Improvement Projects for Part-Time Workers to the Part-Time Working Assistance Center.
- (ii) Succeed the accounting books and documents relating to the Services for Employment Management Improvement Projects for Part-Time Workers to the Part-Time Working Assistance Center.
- (iii) Other matters that the Minister of Health, Labour and Welfare finds necessary

### **Supplementary Provisions**

This Ordinance of the Ministry shall come into force as from the date of enforcement of the Act (December 1, 1993).

### **Supplementary Provisions [Ordinance of the Ministry of Labour No. 19 of March 30, 1994]**

This Ordinance of the Ministry shall come into force as from the date of April 1, 1994.

### **Supplementary Provisions [Ordinance of the Ministry of Labour No. 35 of June 24, 1994]**

This Ordinance of the Ministry shall come into force as from the date of promulgation.

### **Supplementary Provisions [Ordinance of the Ministry of Labour No. 24 of April 1, 1997]**

(Effective Date)

- (1) This Ordinance of the Ministry shall come into force as from the date of promulgation.

(Transitional Measure)

- (2) With regard to payment of the subsidy to small and medium sized enterprise for employment management improvement, etc. for Part-Time Workers which is payable to a business operator who became eligible to such subsidy before the day of enforcement of this Ordinance of the Ministry pursuant to Article 27

of the Ordinance for Enforcement of Industrial Accident Compensation Insurance Act before revision and pursuant to Article 5-3 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers before revision, the provisions then in force shall remain applicable.

- (3) A business operators association which became eligible to payment of the subsidy to a business operators association for employment management improvement, etc. for Part-Time Workers before the day of enforcement of this Ordinance of the Ministry pursuant to Article 28 of the Ordinance for Enforcement of Industrial Accident Compensation Insurance Act before revision and pursuant to Article 5-4 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers before revision shall be deemed as a business operators association which became eligible to the payment of the subsidy for employment management improvement, etc. for Part-Time Workers pursuant to Article 27 of the Ordinance for Enforcement of Industrial Accident Compensation Insurance Act after revision and pursuant to Article 5-3 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers after revision.

**Supplementary Provisions [Ordinance of the Ministry of Labour No. 2 of January 31, 2000] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from April 1, 2000.

(Transitional Measure for Disposition, Application, etc.)

Article 2 The disposition, including permission, or other conducts (hereinafter referred to as the "disposition and other conduct") made by the Director of the Prefectural Labor Standards Bureau or the Prefectural Governor before enforcement of the Act on Arrangement of Relevant Acts for Promotion of Decentralization of Authority (hereinafter referred to as the "Act on Arrangement for Promotion of Decentralization of Authority") pursuant to the respective Acts before revision or the provisions of the Cabinet Order thereunder (including other Acts to which these provisions shall be applied mutatis mutandis or the provisions of the Cabinet Order thereunder and this shall apply hereinafter) or the application, including permission, or other conducts (hereinafter referred to as the "application and other conduct") made to the Director of the Prefectural Labor Standards Bureau or the Prefectural Governor upon enforcement of the Act on Arrangement for Promotion of

Decentralization of Authority pursuant to the respective Acts before revision or the provisions of the Cabinet Order thereunder, for which administrative affairs for these conducts shall be done by the Director of the Prefectural Labour Bureau as of the day of enforcement of the Act on Arrangement for Promotion of Decentralization of Authority pursuant to the respective Acts revised by the Act on Arrangement for Promotion of Decentralization of Authority or the provisions of the Ordinance of the Ministry of Labor thereunder (including other Acts to which these provisions shall be applied mutatis mutandis or the provisions of the Cabinet Order thereunder and this shall apply hereinafter) shall be deemed as the disposition and other conduct made by the Director of the Prefectural Labor Bureau or as the application and other conduct made to the Director of the Prefectural Labor Bureau pursuant to the respective Acts after revision or corresponding provisions of the Ordinance of the Ministry of Labor thereunder with respect to the application of the respective Acts after revision or the Ordinance of Ministry of Labor thereunder on after the day of enforcement of Act on Arrangement for Promotion of Decentralization of Authority.

Article 3 The disposition and other conduct made before the enforcement of this Ordinance of Ministry pursuant to the provisions of the respective Ordinances of Ministry before revision or the Application or Other Conduct made upon enforcement of this Ordinance of Ministry pursuant to the provisions of the respective Ordinances of Ministry before revision, for which administrative affairs shall be done by different persons as of the day of enforcement of this Ordinance of Ministry, shall be deemed as the disposition and other conduct or the application and other conduct made pursuant to the corresponding provisions of the respective Ordinances of the Ministry after revision with respect to the application of the respective Ordinances of Ministry after revision on or after the day of enforcement of this Ordinance of Ministry.

Article 4 If matters that must be reported, notified, submitted or otherwise processed to an agency or an official of the government or a local government before enforcement of this Ordinance of Ministry pursuant to the provisions of the respective Ordinances of the Ministry before revision have not yet been so processed before the day of enforcement of this Ordinance of the Ministry, the matters that must be reported, notified or submitted to the corresponding agency or official of the government or a local government pursuant to the corresponding provisions of the respective Ordinances of the Ministry after revision shall be deemed as having not yet been so processed and the provisions of the respective Ordinances of the Ministry revised by this Ordinance of the Ministry shall be applied.

**Supplementary Provisions [Ordinance of the Ministry of Labour No. 41 of October 31, 2000] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of enforcement (January 6, 2001) of the Act for Partial Revision of the Cabinet Act (Act No. 88 of 1999).

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 25 of March 7, 2005] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of enforcement of the Real Property Registration Act (March 7, 1995).

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 82 of April 1, 2005] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of promulgation.

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 71 of March 31, 2006] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from April 1, 2006.

Article 2 (24) With regard to the payment of the subsidy for employment management improvement, etc. for Part-Time Workers to a business operator which is a small and medium sized enterprise and an association of business operators which are small and medium sized enterprises which become eligible to the subsidy for employment management improvement, etc. for Part-Time Workers before the day of enforcement pursuant to paragraph 18 of the Article 140 of the previous Employment Insurance Ordinance and Article 5-3 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers before revision, the provisions then in force shall remain applicable.

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 80 of April 23, 2007] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of promulgation.

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 92 of June 29, 2007] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from July 1, 2007.

(Transitional Measure)

Article 2 For application of the provisions of Article 20 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers revised by this Ordinance of the Ministry to the business year of the previous Part-Time Working Assistance Center commencing on April 1, 2007 as pursuant to paragraph 1 of Article 2 of the Supplementary Provisions of the Act for Partial Revision of the Act on Improvement, etc. of Employment Management for Part-Time Workers (Act No. 72 of 2007), the term "within three months after every business year" in the same Article shall be deemed to have been replaced with "by June 30, 2008."

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 121 of October 1, 2007] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of enforcement of April 1, 2008.

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 161 of November 28, 2008] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of promulgation.

(Transitional Measure)

Article 2 With regard to the payment of the subsidy for balanced treatment



promotion, etc. for Part-Time Workers to a business operator which becomes eligible to such subsidy for balanced treatment promotion, etc. for Part-Time Workers before the day of enforcement of this Ordinance of the Ministry pursuant to the provisions of Article 13 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers not yet revised by this Ordinance of the Ministry, the provisions then in force shall remain applicable.

**Supplementary Provisions [Ordinance the Ministry of Health, Labour and Welfare No. 163 of November 28, 2008] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of enforcement of the Act on General Incorporated Association and General Incorporated Foundation (December 1, 2008).

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 121 of June 8, 2009] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from the date of promulgation.

Article 2 (5) With regard to the payment of the subsidy for balanced treatment promotion, etc. for Part-Time Workers categorized in item 2 of paragraph 3 of Article 13 to a business operator which becomes eligible to such subsidy for balanced treatment promotion, etc. for Part-Time Workers before the day of enforcement pursuant to the provisions of Article 13 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers not yet revised by this Ordinance of the Ministry, the provisions then in force shall remain applicable.

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 53 of April 1, 2010] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from April 1, 2010.

Article 2 (20) With regard to the payment of the subsidy for balanced treatment promotion, etc. for Part-Time Workers to a business operator which becomes

eligible to such subsidy for balanced treatment promotion, etc. for Part-Time Workers before the day of enforcement pursuant to the category in item 4 of paragraph 3 of Article 13 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers not yet revised by this Ordinance of the Ministry, the provisions then in force shall remain applicable.

**Supplementary Provisions [Ordinance of the Ministry of Health, Labour and Welfare No. 48 of April 1, 2011] [Extract]**

(Effective Date)

Article 1 This Ordinance of the Ministry shall come into force as from April 1, 2011.

Article 2 (43) Provisions of item 4 or 5 of paragraph 2 of Article 13 of the Ordinance for Enforcement of Act on Improvement, etc. of Employment Management for Part-Time Workers not yet revised pursuant to Article 11 shall be applied to the payment of the incentive pay for promotion of balanced treatment and regular workers provided in the same Article after revision (only for the payment to a business operator which falls under the same Article item 3 of paragraph 1 and this shall be applied in this paragraph) to a business operator which received the subsidy for promotion of balanced treatment, etc. of Part-Time Workers provided in Article 13 (only for the payment to a business operator which falls under the item 4 of paragraph 2 of same Article and this shall be applied in this paragraph) because the payment of the subsidy for promotion of balanced treatment, etc. of Part-Time Workers shall be deemed as the payment of the incentive pay for promotion of balanced treatment and regular workers.