

(tentative translation)

Standards Based on Article 4, Paragraph 2 of the Handling Guidelines for
Verifying Foreign Juridical Persons that Promote Measures Such as Work-Life
Balance

September 26, 2016

Decided by the Director of the Promotion Division of
the Gender Equality Bureau, Cabinet Office

Revised on April 28, 2017

Revised on March 31, 2025

The standards based on Article 4, Paragraph 2 of the Handling Guidelines for Verifying Foreign Juridical Persons that Promote Measures Such as Work-Life Balance (Decided by the Director General of the Gender Equality Bureau, Cabinet Office on September 26, 2016) are as specified in the attachment.

(Attachment)

1. With respect to the standard for ensuring that the average statutory overtime work and statutory holiday working hours is less than 30 hours or 45 hours every month of the most recent fiscal year, in the event that the statutory working hours and holidays of the applicable country differ from Japan, the number of hours, after deducting working hours equivalent to the statutory working hours of Japan each month from the total working hours of applicable workers each month, shall be less than 30 hours or 45 hours every month of the most recent fiscal year, as detailed below.

$$\frac{[(\text{Total working hours of applicable workers each month}) - (\text{working hours equivalent to statutory working hours of Japan each month} = 40 \times \text{number of days each month} \div 7 \times \text{number of applicable workers})] \div (\text{number of applicable workers})}{}$$

2. With respect to the standard for ensuring that no worker shall work an average of 60 hours or more of overtime work per month in the fiscal year that includes the final day of the plan period, in the event that the statutory working hours and holidays of the applicable country differ from Japan, no worker shall work a number of hours equal to 60 hours or more, after deducting the average monthly working hours equivalent to the statutory working hours of Japan (173 hours) from the average monthly working hours per worker, as detailed below.

$$(\text{Total annual working hours per worker} \div 12 \text{ months}) - (\text{working hours equivalent to statutory working hours of Japan} = 40 \times 365 \div 7 \div 12)$$

3. With respect to the standard for ensuring that the average monthly overtime working hours is 20 hours or less, said working hours shall be the monthly average of working hours that exceed the prescribed working hours stipulated in the rules of employment, collective agreement, or other provisions. However, in the event the prescribed working hours of the applicable country is higher than the statutory working hours of Japan, the number of working hours, after deducting the average monthly working hours equivalent to statutory working hours of Japan (173 hours) from the total monthly average working hours of workers, shall be an average of 20 hours or less per month, as detailed below.

$$(\text{Total annual working hours of applicable workers} \div 12 \text{ months}) - [(\text{annual working hours equivalent to statutory working hours of Japan} = 40 \times 365 \div 7 \times \text{number of applicable workers}) \div 12 \text{ months}]$$

4. With respect to the standard regarding the number or leave utilization rate of men and women taking childcare or other leave, said number and rate shall be determined based on the number or leave utilization rate of men and women taking leave to care for children who have not started elementary school (under 6 years old) that is equivalent to childcare or other leave. With respect to women, it shall be determined by the leave taken after the end of the period equivalent to the maternity leave period of Japan.

5. With respect to the standard for ensuring that the annual average utilization rate of paid leave is 70% or more or the annual average number of leave days

taken is 10 days or more, in the event that leave in the applicable country granted per year equivalent to paid leave of Japan is under 10 days, the annual average utilization rate will not be used and the annual average number of leave days taken shall be seven days or more.

6. In the event that it is necessary to take into account systems and related matters of the country where the head office of the foreign juridical person is located, said systems shall in principle be considered based on the level of the requirements applied to Japanese juridical persons in the interest of maintaining balance with Japanese juridical persons and not discriminating between domestic and foreign juridical persons. In addition, said systems shall be verified as to whether they fulfill the standards equivalent to the standards Japanese juridical persons are required to fulfill, taking into account the circumstances of said foreign juridical person.