

○ **Labour Standards Act (Act No. 49, 7 April 1947) (Extracted)**

(Clear Indication of Working Conditions)

Article 15. In concluding a labour contract, the employer shall clearly indicate the wages, working hours and other working conditions to the worker. In this case, matters concerning wages and working hours and other matters stipulated by an Ordinance of the Ministry of Health, Labour and Welfare shall be clearly indicated in the manner prescribed by the said Ordinance.

- (2) In the event that the working conditions as clearly indicated under the provisions of the preceding paragraph differ from the actual working conditions, the worker may immediately cancel the labour contract.
- (3) In a case under the preceding paragraph, the employer shall bear the necessary travel expenses for the worker, in the event that a worker who has changed his or her residence for the work returns home within 14 days from the date of cancellation of contract.

○ **Ordinance for Enforcement of the Labour Standards Act (Ministerial Ordinance of the Ministry of Health and Welfare No. 23, 30 August 1947) (Extracted)**

(Working Conditions)

Article 5 (1) The working conditions which the employer shall clearly indicate to the worker pursuant to the provision of the first sentence of paragraph (1) of Article 15 of the Act shall be as follows; provided, however, that these shall not apply to the matters listed in items (iv-ii) to (xi) inclusively if the employer makes no such provisions.

- (i) Matters concerning term of the labour contract.
- (i-2) Matters concerning the workplace and work engaged in.
- (ii) Matters concerning starting time and the ending time of the work hours, requirement of work exceeding the normal working hours, break times, days off, leave, and the change in shifts (in the case that workers work in two or more shifts).
- (iii) Matters concerning methods of determination, calculation, and payment of wages (except retirement allowances and those wages falling under item (v); hereinafter the same shall apply in this item), the dates or closing account for wages and for payment of wages, and increase in wages.
- (iv) Matters concerning retirement (including reasons for dismissal).
- (iv-2) Matters concerning the scope of workers covered, methods of determination of retirement allowances, calculation and payment of retirement allowances, and the dates for payment of retirement allowances.

- (v) Matters concerning special wages (except retirement allowances), bonuses, those wages listed in each item of Article 8, and minimum wages.
  - (vi) Matters concerning expenses of food, supplies for work, and the like to be borne by workers.
  - (vii) Matters concerning safety and health.
  - (viii) Matters concerning vocational training.
  - (ix) Matters concerning accident compensation and support for injury and illness incurred off duty.
  - (x) Matters concerning commendations and sanctions.
  - (xi) Matters concerning administrative leave.
- (2) The matters prescribed by the Ordinance of the Ministry of Health, Labour and Welfare referred to in the provision of the second sentence of paragraph (1) of Article 15 of the Act shall be the matters listed in items (i) to (iv) inclusive of the preceding paragraph (except the matters concerning increase in wages).
- (3) The method prescribed by the Ordinance of the Ministry of Health, Labour and Welfare referred to in the second sentence of paragraph (1) of Article 15 of the Act shall be to give a worker a document in which the matters prescribed in the preceding paragraph are clearly described.