

# ➤ To Everyone Who Has Lost Their Job ◀

◆ This pamphlet contains important information for those who have left their jobs. For more information, please contact your local Hello Work. Also, please read the backside of the unemployment certificate-2.

※ Documents confirming your Individual Number (My Number card, etc.) are necessary for procedures to receive payment.

## ① About Job Seeker Benefits for Employment Insurance

Unemployment benefits for employment insurance include **job seeker benefits, a benefit that supports job-seeking activities so that those who are unemployed can have a stable life, and find a new job as soon as possible.** Job seeker benefits include the basic allowance for the general insurants, elderly job seeker benefits for elderly insurants (\*1), and a special lump-sum payment for special short-term employment insurants (\*2).

We will explain the content and procedures below, focusing on the most typical **basic allowance (the so-called “employment allowance”)**.

\*1: Those over the age of 65 who are not specially insured or day labor insured

\*2: Those who are employed for a fixed period of seasonal work, and those who are hired and resign seasonally.

**Those Who Can Work Immediately  
Payment Eligibility Procedures**

Refer to ② onward

Those Who Cannot Work Immediately Due to Illness, Childbirth, Childcare, Infertility Treatment, etc.

Apply for **Payment Period Extension**

Refer to ⑩ on page 4

## ② Those Who Can Work Immediately After Job Loss

Refers to those who are **actively seeking employment, and are able to work at any time (health status, family environment, etc.), but are unable to find a job despite actively seeking employment.**

## ③ Generally, the Following Persons Cannot Receive Job Seeker Benefits

Job seeker benefits (basic allowance, etc.) is a system that supports people who are looking to be re-employed.

The following persons are not eligible for payments as a general rule, but exceptions may be made depending on the situation. **Please consult with Hello Work.**

- |   |   |
|---|---|
| ① Those who focus on housework  | ⑦ Those who run a business under their own name.  |
| ② Daytime students, or those devoted to academic work, such as being recognized as a daytime student  | ⑧ Those who have been appointed as a company officer (including planned appointments, and officers in name only)  |
| ③ Those who are engaged in family business and cannot be employed   | ⑨ Those who are employed or currently working (including trial periods)   |
| ④ Those who have begun self-employment, or are devoted to self-employment preparations<br>(Payments may be possible to those who are in preparations, or considering establishment during job seeking.) | ⑩ Those who are working part-time jobs (if working less than 20 hours a week, the days worked and amount of income will need to be declared, but it may be possible to receive the basic allowance on other unemployed days.) |
| ⑤ Those whose next employment has been decided.   | ⑪ Those who have been employed and are resigning from the same office, and are planning to find employment at the same office.  |
| ⑥ Those who only want to work for a short time so that they do not become insured under unemployment insurance.   |   |



## ④ Procedures for Receiving Job Seeker Benefits

To receive job seeker benefits for employment insurance, please apply for a job on your own (see page 7) at the local Hello Work (see page 8) that has jurisdiction over your address.

Please contact us if you are primarily looking for work at different Hello Work within the prefecture.

### Items Necessary for Payment Procedures

1. Unemployment Certificate – 1: Please fill in your name and bank account number (refer to the example below).

However, the Personal Identification number should be filled in by the applicant at the counter after coming to Hello Work.

2. Unemployment Certificate - 2

#### 3. My Number Card

If you do not have a My Number card, please bring your Personal Identification number, and identity verification document.

- ① Personal Number confirmation document (any 1 type)

Notification card, resident card with Personal Number (Certificate of Resident Entry)

- ② Any 1 of the documents from (a.) for identity confirmation.

If you do not have the (a.) documents, please bring 2 differing types from (b) (originals only, no copies).

a. Driver's license, certificate of driving history, ID/qualification certificate (with photo) issued by a government office, etc.

b. Insurant certificate for public medical insurance, child support allowance certificate, etc.

4. Applicant's stamp (private seal is acceptable, excluding stamp seal)

5. 2 Photos (recent photo, front upper body, v3.0cm x h2.5cm.

Please affix 1 to the photo stick column on Unemployment Certificate – 2)

※ The face picture may be omitted for these procedures and future payment applications if you present your My Number card.

6. The applicant's bank book (excluding some financial institutions)

However, a bank book may not be necessary if the Registration form for designating the financial institution has a confirmation stamp by the financial institution.

7. If you are a sailor, sailor's unemployment insurance card and sailor's notebook.

Entry Example

求職者給付等払渡希望金融機関指定届				
	フリガナ	ロウドウ	タロウ	
届出者	1 氏名	労働太郎		
	2 住所又は居所	東京都千代田区霞ヶ関1の2の2		
払渡希望 金融機関	フリガナ	〇×ギンコウ △◇シデン		金融機関 確認 印
	3 名称	〇×銀行 △◇支店		
	4 銀行等	口座番号	1234567	
	5 ゆうちょ銀行	記号番号		
		金融機関 ド	店舗コード	
		9   8   7   6	3   4   5	

- ◆ If you are a sailor, and wish to continue working as a sailor after leaving your job, please apply for work at your Regional Transportation Bureau.

## ⑤ Eligibility to Receive Job Seeker Benefits: Qualification to Receive Basic Allowance

- ◆ As a general rule, there is an insurant period of **more than 12 months in the two years prior to the day of leaving the job** (\*1).
- ◆ If the job loss is due to bankruptcy or dismissal (corresponding to a specific qualification recipient), for a labor contract with a fixed term that was not renewed, or the job loss was due to unavoidable reasons (corresponding to a specific reason for leaving\*2), there is an insurant period of **more than 6 months in the 1 year prior to the day before leaving the job**.

\*1 The insurant period is the month in which the number of days that was the basic of wage payment was 11 days or more during the period in which the employee was insured under employment insurance, separated every month from the day of leaving work, and calculated as 1 month. For those who leave their jobs after August 1, 2020, if there are not 12 months with a basic wage payment period of 11 days or more, a month with 80 hours or more of basic wage payments will be counted as one month.

\*2 Please refer to ⑨ on page 3 if you are eligible for special payments, or if you have left your job for specific reasons.

《If you have more than one unemployment certificate, please submit all of them, even those for a short period》

- ★ For the elderly job seeker benefits to be paid to elderly insureds, and the special lump-sum payment to special short-term employment insureds, an insurant period of **more than 6 months for a one-year period from the day before leaving the job** is required.

## ⑥ Benefits Per 1 Day Basic Allowance Daily Amount

The amount that can be received on days that you are unemployed is called the basic allowance daily amount.

As a general rule, it is about 50 to 80% of the amount calculated by dividing the total wages paid monthly for the six month period from the day before leaving the job by 180 (called the wage daily amount), as the lower the wages, the higher the benefit rate will be. Additionally, the basic daily allowance has upper and lower limits.

### ◆ Approximate Formula

Benefit Rate	
Total Wages 6 mo. before Leaving Work	× (50 – 80%)*
180	
Wage Daily Amount	= Basic Allowance Daily Amount

\* 45-80% for persons ages 60-64

## ⑦ No. of Basic Allowance Payment Days Prescribed No. of Days

### ◆ Retired, contract concluded, left for personal reasons

Age at Leaving Work \ Insurant Period	Less Than 10 Years	Over 10, Less Than 20 Years	Over 20 Years
Less than 65	90 days	120 days	150 days

### ◆ Persons with disabilities and other employment difficulties

Age at Leaving Work \ Insurant Period	Less than 1 year	Over 1 year
Less than 45	150 days	300 days
Over 45, less than 60		360 days

### ◆ Persons eligible for special payments/Left for specific reasons

Age at Leaving Work \ Insurant Period	Less than 1 year	Over 1 year, less than 5	Over 5 years, less than 10	Over 10 years, less than 20	Over 20 years
Less than 30	90 days	90 days	120 days	180 days	—
Over 30, less than 35		120 days	180 days	210 days	240 days
Over 35, less than 45		150 days		240 days	270 days
Over 45, less than 60		180 days	240 days	270 days	330 days
Over 60, less than 65		150 days	180 days	210 days	240 days

### A lump-sum payment will be provided to the following persons.

#### ◆ Elderly Insurants (Those over 65 who left work)

Insured Period	Less than 1 year	Over 1 year
Benefit Amount for Elderly Job Seekers	30 days	50 days

#### ◆ Short-Term Employment Special Insurants (Those who worked seasonally)

Special Lump-Sum Payment	40 days (Temporary Measures)
--------------------------	---------------------------------

\* For the insured period, the period of time you had employment insurance before the workplace you left this time can be added. Please contact Hello Work, as there are certain conditions for the total.

## ⑧ Payment Start and Period Waiting Period/Payment Limits/Payment Period

Reason for Leaving	Dismissal, retirement age, end of contract period	Personal reasons or disciplinary dismissal
Payment Start	After <b>7 days of unemployment (waiting period)</b> after submitting the unemployment certificate and applying for work	After <b>7 days of unemployment (waiting period) + 3 months (payment limits)</b> after submitting the unemployment certificate and applying for work
Payment Period	<b>One year from the day after unemployment date</b> Payment will be made within the specified number of days for one year. <b>Payments will not be made after the payment period ends, even if there are payment days left</b> (please perform the procedures quickly).	

\* To receive the basic allowance, as a general rule your unemployment must be certified on the certification date once every 4 weeks.

- ★ The payment limit for elderly insurants to receive the elderly job seeker benefits (the limits for receiving payment) is **the day that makes one year after the day after the unemployment date**. The payment limit for short-term employment special insurants to receive the special lump-sum payment is **the day that makes 6 months after the day after the unemployment date**.

## ⑨ Special Payment Recipients, Leaving the Job for Specific Reasons

### ◆ Special payment recipients and those who left their job for specific reasons

**Special payment recipients** are persons who are forced to leave their job without time to prepare for re-employment due to bankruptcy, dismissal, etc. **Persons who leave their job for specific reasons** are those who have left their job and are not eligible for special payment, but left their job due to unavoidable reasons such as their fixed-term labor contract not being renewed. The range for each applicable person is defined.

### ◆ Deciding whether the Special Payment Recipient or Persons Who Left Their Job for Specific Reasons is applicable.

Hello Work will decide if the person is applicable to be a Special Payment Recipient or a Persons Who Left Their Job for Specific Reasons, based on the reason for leaving work. The decision will take into account the reason for leaving work asserted by the business owner and the employee who left work, and will be carefully made at Hello Work upon confirming materials that can confirm each's claims.

Please contact Hello Work in regards to the scope and judgment criteria for Special Payment Recipient or a Persons Who Left Their Job for Specific Reasons. A pamphlet is also posted on the Ministry of Health, Labor, and Welfare's website.

<https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/0000135026.html>

\* Those who have renewed fixed-term contracts repeatedly (contract period is less than 3 years in total) and with a short contract period and reduced working conditions, as well as a person who may wish to renew the contract but the contract has a non-renewal clause may be applicable to Persons Who Left Their Job for Specific Reasons.

## ⑩ Those Who Cannot Work Immediately... Those Under 65 Who Left Work Payment Period Extension

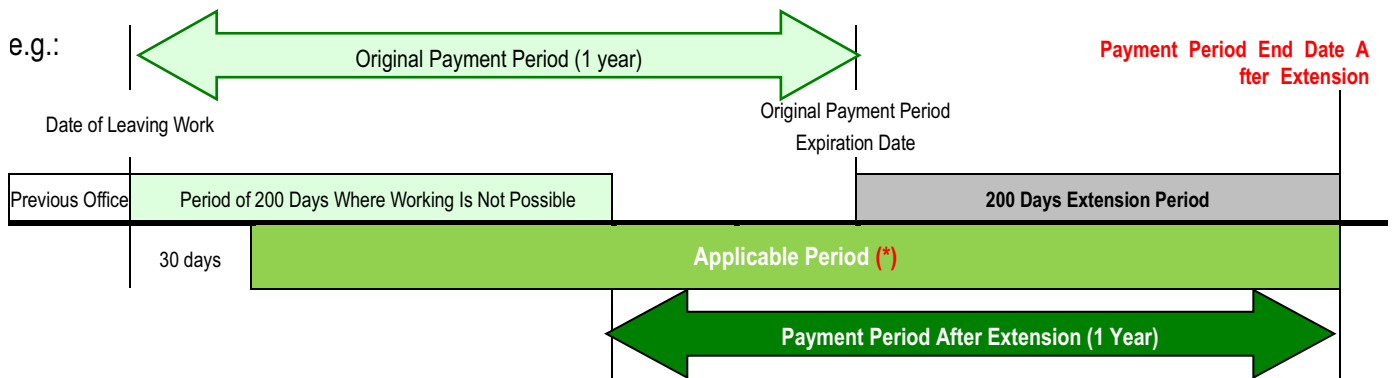
If you are unable to work for 30 days or more within the period of receiving the basic allowance for one year after leaving your job for the following reasons, the period for receiving benefits can be extended.

The training period can also be extended if you wish to take education and training benefits.

- ① Cannot work due to illness or injury (including cases where you are covered by injury and sickness allowance of health insurance, leave compensation of work injury insurance).
- ② Unable to work due to pregnancy, childbirth, and childcare (limited to under 3 years old) (includes infertility treatment).
- ③ Cannot work due to family nursing care.
- ④ Those who are 60 years old or older who left work due to retirement and took a break for a while (age requirements differ for sailors).

### Application Procedure for Payment Period Extension

Extension Reason	Illness, injury, pregnancy, childbirth, family nursing care, etc.	Over 60 years old retirement age, etc.
Application Period	As a general rule, you should apply as early as possible 30 days after the day after leaving work (day you became unable to work), but you can apply until the last day of the payment period extension.	Within 2 months from the day after leaving work
Extension Period	(Original Payment Period) 1 year + (Period you are unable to work) 3 years max	(Original Payment Period) 1 year + (Period you want to rest) 1 year max
Documents to be Submitted	Payment period extension application, unemployment certificate – 2, applicant's seal (private seal is acceptable, excluding stamp seal) Documents certifying the reason for extension	
Submission Method	Applicant may come in person, send by mail, or by proxy (requires power of attorney)	Applicant will submit in person as a general rule
Submission Location	Hello Work of address jurisdiction (after determining payment eligibility, the Hello Work that made the payment eligibility decision)	



\* Please note that if the application is late, even if the application period is long, you may not be able to receive all of the basic allowance prescribed days, even if you extend the payment period.

★ The payment deadline (deadline of receiving payment) cannot be extended for elderly job seeker benefits for elderly insureds, and the special lump-sum payment to short-term special insureds.

## ⑪ Co-Payment Adjustment with Pension

Those who are below 65 years old cannot receive the special allowance for elderly welfare pension/retirement mutual benefit pension and the basic allowance for employment insurance at the same time. If you apply for a job in order to receive the basic allowance, all payments for the elderly welfare pension and retirement mutual benefit pension will be suspended until the basic allowance is completed.

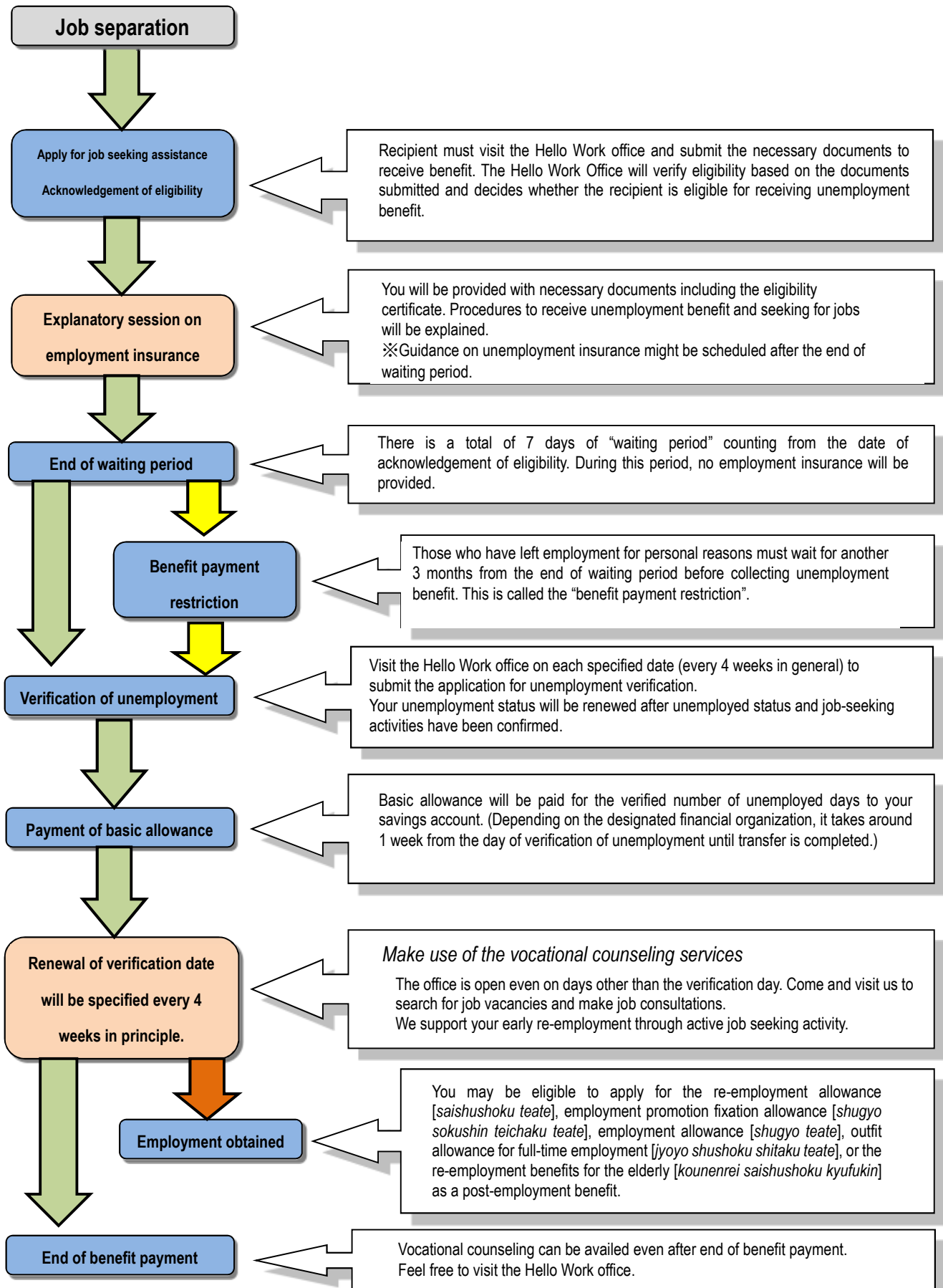
For more details, please confirm with the nearest **Japan Pension Service pension office**.

## ⑫ Reduction of National Health Insurance Fees (Taxes)

There is a system for reducing the National Health Insurance Fees (taxes) for persons receiving the basic allowance as a Special Benefits Recipient or Persons Who Left Their Job For Specific Reasons (elderly and special exception recipients are not applicable).

A notification is required for reduction. For more details, please confirm with the **National Health Insurance representative in your municipality**.

## ⑬ Flow of receiving basic allowance



## ⑭ Benefits Provided for Fast Re-Employment

Those who apply for a job through Hello Work (submit the unemployment certificate) and start working a stable job (\*) quickly after the waiting period ends will receive a **re-employment allowance**. After being certified as unemployed by the day before the employment date, if the number of days remaining for the basic allowance (the number of remaining payment days) within the receiving period are more than one-third (two-thirds), you can receive an amount equivalent to 60% (70%) of the remaining payment days, multiplied by the basic allowance daily amount (rounded down to the nearest yen). It will be necessary to meet certain requirements in order to receive the benefits.

\* For example, if you become an employment insurance insurant, or if you are a business owner who hires an employment insurance insurant.

Additionally, if the person who received the re-employment allowance will continue to be employed at the place of re-employment for 6 months or more, and if the wages paid at the re-employment place for 6 months is lower than the wages before receiving the employment insurance benefits, an **employment promotion retention allowance** can be received.

Additionally, if you work in a form other than regular employment (employment that is unlikely to exceed one year) that is not covered by the reemployment allowance by leaving at least one-third of the prescribed benefit days, and at least 45 days within the receiving period, a **working allowance** of 30% of the basic daily allowance (rounded down to the nearest 1 yen) will be paid for each working day.

Both allowances have an upper limit on the basic daily allowance, depending on the recipient's age.

**For those who have received benefit restrictions due to the reason for leaving the job, for one month after the expiration of the waiting period, the re-employment allowance and the employment allowance will be provided only if you are employed through the introduction of Hello Work or an employment placement business.**

There is also a regular employment allowance in addition to the above allowances. Please contact Hello Work for more information about the payment requirements for each allowance.

## Those Who are Re-Employed After the Age of 60

Employment insurance insurants between the ages of 60 and 65 who meet certain conditions (\*) will be paid an elderly employment continuation benefit. \*Sailors are between the ages of 55 and 60, depending on the date of birth.

There are two types of continuous employment benefits for the elderly: **elderly employment continuation basic benefit**, and **elderly re-employment benefit**.

The elderly employment continuation basic benefit is a benefit for those who are re-employed without receiving the basic allowance for employment insurance (including benefits determined to have paid the basic allowance, such as the re-employment allowance). It is paid when the monthly wages after reaching the age of 60 is less than 75% of the wages at the time of reaching the age of 60 (the payment amount is limited to 15% of the wages paid each month, paid according to the rate of wage decrease).

The elderly re-employment benefit will be paid to those between the ages of 60 and 65 who are receiving the basic allowance after leaving their job, who are re-employed with 100 or more payment days remaining (employment is expected to last more than one year), and the monthly wages after re-employment is less than 75% of the 30 day amount (up to 15% of the wages each month, depending on the rate of wage decrease). However, it cannot be received at the same time as the re-employment allowance (⑭ above).

**The first step in finding re-employment is getting to know yourself.**

**At Hello Work, we provide services such as vocational consultation, provide job information, advice on creating application documents, employment introductions, etc., based on your wishes and having taken inventory of your work history.**

**Utilize Hello Work for vocational consultation for re-employment!!**

## Information on Job Application Procedures

Job application procedures are accepted at any Hello Work.

However, employment insurance payment procedures must be performed at the Hello Work which has jurisdiction for your address.

### ~ Change in Job Application Method from Jan 6, 2020 ~

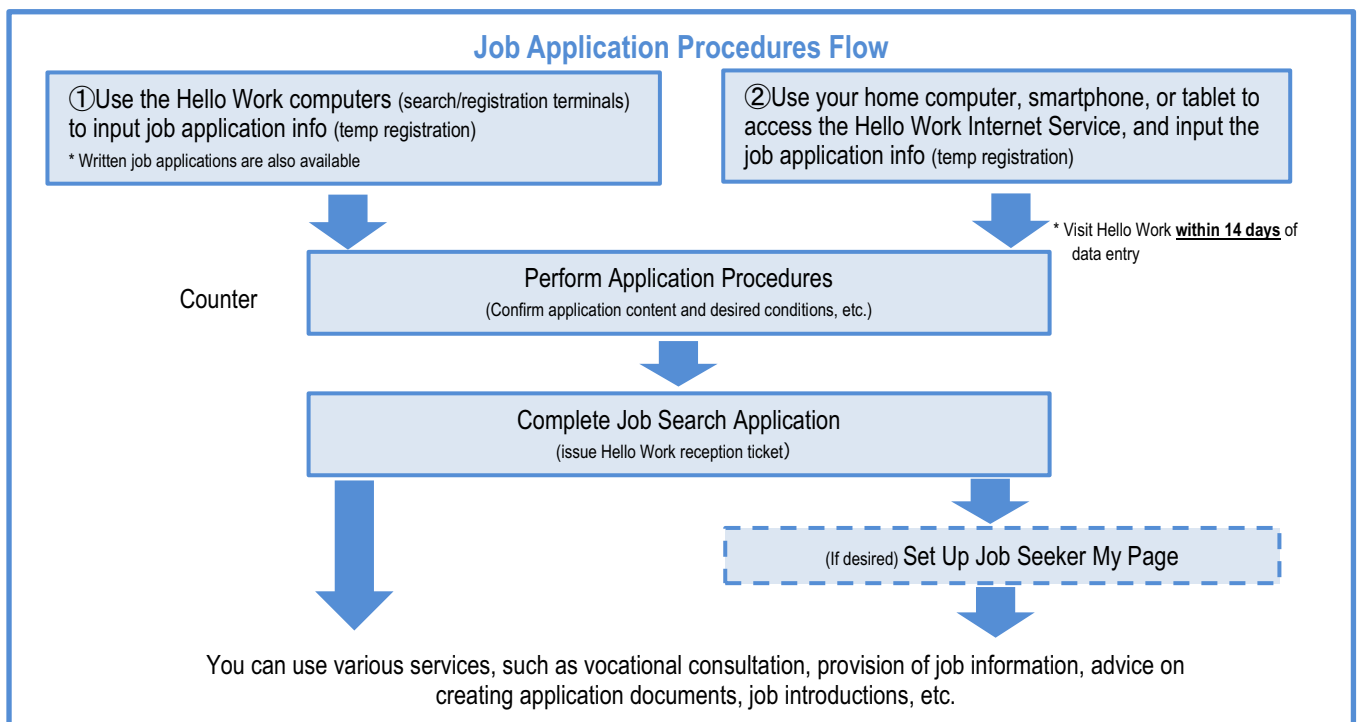
**Application Method ① : Use the computers installed at Hello Work (search/registration terminal)** to enter job application information (temp registration), then apply at the counter.

\* Written job applications are also available.

**Application Method ② : Use your own personal computer, smartphone, or tablet** to access the Hello Work Internet Service, enter the job application information in advance (temp registration), then go to Hello Work and apply.

\* Please visit Hello Work **within 14 days** of data entry (temp registration) (if the deadline is on a closing date, the day before).

\* Performing the temp registration at home in advance makes the procedures at Hello Work go smoothly.



## Job Seeker My Page Info (from Jan 6, 2020)

Set up the **Job Seeker My Page** on Hello Work's internet service, and you will be able to conveniently search for jobs from your home computer, tablet, or smartphone. If you wish to set up this page, please apply at a counter from January 6, 2020.

- **You can save job search conditions and jobs that interest you.**
- Confirm the recruitment details and application history introduced at Hello Work.
- With the message functionality, you can contact the person in charge at the job you applied for. Hello Work may sometimes send you job listings and announcements.

### Notes

- The Job Seeker My Page provides services necessary for job searching, such as searching and browsing job information, for those who wish to find jobs using Hello Work and Hello Work's internet services.
- You will need to register for job searching at Hello Work in order to set up your Job Seeker My Page. If your job searching becomes invalid, you will be unable to use some of the services.
- You will need an email address (PC, smartphone, etc.) to use as a login account to set up your My Page. Please register at the counter. You must agree to the terms of use and privacy policy.

## Contact List

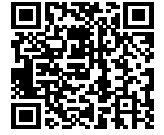
**You can search for the Hello Work offices near you here:**

<https://www.mhlw.go.jp/content/000637894.pdf>



**The Hello Work offices with interpreters are here:**

<https://www.mhlw.go.jp/content/000592865.pdf>



**For questions regarding working conditions:**

[https://www.check-roudou.mhlw.go.jp/soudan/foreigner\\_eng.html](https://www.check-roudou.mhlw.go.jp/soudan/foreigner_eng.html)

