

## Appendix 2 Concepts and Definitions

[\*1] : for Basic Tabulation , [\*2] : for Detailed Tabulation , others : for both tabulations

### 1. Population aged 15 years old and over

#### <Age>

Age is that as of the last day of the reference week.

#### <Marital status>

Marital status is classified according to the actual situation, regardless of the legal status of the family register.

#### <Relationship to the head of household>

##### Spouse of the head:

Wife or husband of the head of household

##### Other family members:

Family members other than the spouse of the head of household

#### <Education> [\*2]

All persons are classified into “**Attending school**”, “**Graduated from school**” and “**Never attended**”, according to whether they attend school or not. Further, “**Attending school**” is classified into “**Primary school, junior or senior high school**”, “**Junior college**” and “**College or university, including graduate school**”. “**Graduated from school**” is classified into “**Primary school, junior or senior high school**”, “**Junior college**”, “**College or university**” and “**Graduate school**”.

Those who have an equivalent qualification of graduation from the above-mentioned schools with the same enrollment qualification and duration of school attendance are classified into each of the corresponding categories.

#### <Labour force status>

Population aged 15 years old and over is classified as follows(\*) according to the activity in which each person was engaged in during the reference week.

The following definitions conform to the international standard stipulated by the ILO.

#### (1) Basic Tabulation

##### Labour force:

Employed person and Unemployed person among population aged 15 years old and over

##### Employed person:

Employed person at work and Employed person not at work

##### Employed person at work:

All persons who worked for pay or profit, or worked as unpaid family workers for at least one hour during the reference week

##### Employed person not at work:

Among the persons with jobs but not at work during the reference week

- i Employee who did not work during the reference week but who received or were expected to receive wage or salary
- ii Self-employed worker who did not work during the reference week and whose absence from work has not exceeded 30 days

Family workers who were not at work during the reference week are classified into Unemployed person or Not in labour force.

##### Unemployed person:

Persons who satisfy the following conditions:

- i with no job and did no work at all during the reference week (other than Employed person);
- ii ready to work if work is available; and
- iii did any job seeking activity or was preparing to start a business during the reference week (including waiting on the outcome of job seeking activity done in the past)

##### Not in labour force:

Population aged 15 years old and over who are not classified as Employed person or Unemployed person

##### Labour force participation rate:

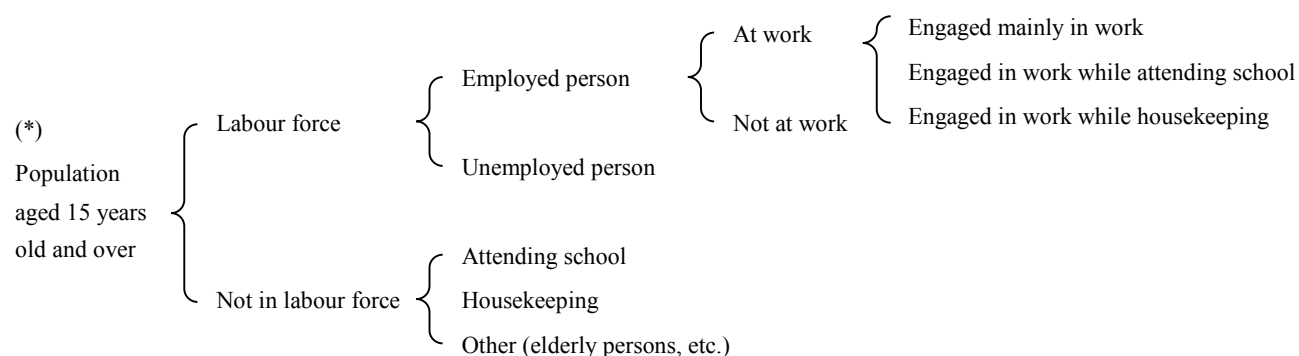
$$= \{(\text{Labour force}) / (\text{Population aged 15 years old and over})\} \times 100$$

##### Employment rate:

$$= \{(\text{Employed person}) / (\text{Population aged 15 years old and over})\} \times 100$$

##### Unemployment rate:

$$= \{(\text{Unemployed person}) / (\text{Labour force})\} \times 100$$



**(2) Detailed Tabulation**

The category “labour force status” including items related to “labour underutilization\*” has been applied to Detailed Tabulation since quarterly average results of Jan.-Mar., 2018 (\*).

\*“Labour underutilization” composes “Unemployed persons (ILO 2013)”, “Persons in time-related underemployment” and “Potential labour force”.

**Labour force:**

Employed person and Unemployed person among population aged 15 years old and over

**Employed person:**

The same definition as the one in “Basic Tabulation” (refer to above)

**Persons in time-related underemployment:**

Persons who satisfy the following conditions:

- i employed person;
- ii whose weekly hours of work was less than 35 hours;
- iii wishing to work additional hours; and
- iv able to work additional hours

**Unemployed person (ILO 2013):**

Persons who satisfy the following conditions:

- i with no job and did no work at all during the reference week (other than employed person);
- ii ready to work if work is available; and
- iii did any job seeking activity or preparing to start a business within one month including the reference week (including waiting on the outcome of job seeking activity done in the past)

**Unemployed person:**

The same definition as the one in “Basic Tabulation” (refer to above)

**Not in labour force:**

Population aged 15 years old and over who are not classified as Employed person or Unemployed person (ILO 2013)

**Potential labour force:**

Persons correspond to any of the following among those who are not "Employed person" nor “Unemployed person (ILO2013)

**Unavailable jobseekers:**

Persons who satisfy the following conditions:

- i did any job seeking activity within one month; and
- ii not ready to work currently but would be within two weeks

**Available potential jobseekers:**

Persons who satisfy the following conditions:

- i did not any job seeking activity within one month;
- ii wishing to work; and
- iii ready to work if work is available

**Labour underutilization indicator 1 (LU1):**

$$= \{(\text{Unemployed person (ILO 2013)}) / (\text{Labour force})\} \times 100$$

**Labour underutilization indicator 2 (LU2):**

$$= \{(\text{Unemployed person (ILO 2013)} + \text{Persons in time-related underemployment}) / (\text{Labour force})\} \times 100$$

**Labour underutilization indicator 3 (LU3):**

$$= \{(\text{Unemployed person (ILO 2013)} + \text{Potential labour force}) / (\text{Labour force} + \text{Potential labour force})\} \times 100$$

**Labour underutilization indicator 4 (LU4):**

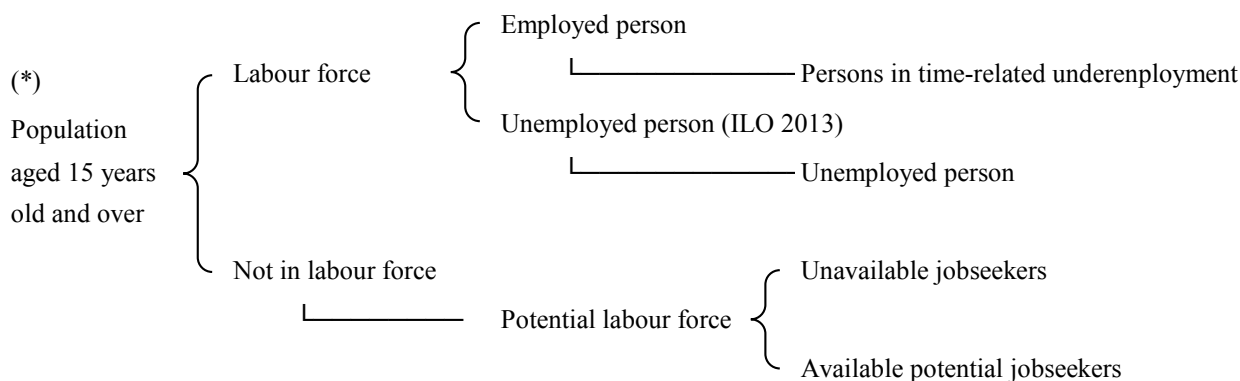
$$= \{(\text{Unemployed person (ILO 2013)} + \text{Persons in time-related underemployment} + \text{Potential labour force}) / (\text{Labour force} + \text{Potential labour force})\} \times 100$$

**Supplementary Labour Underutilization Indicator 1:**

$$= \{(\text{Unemployed person (ILO 2013) who quitted a job involuntarily}) / (\text{Labour force})\} \times 100$$

**Supplementary Labour Underutilization Indicator 2:**

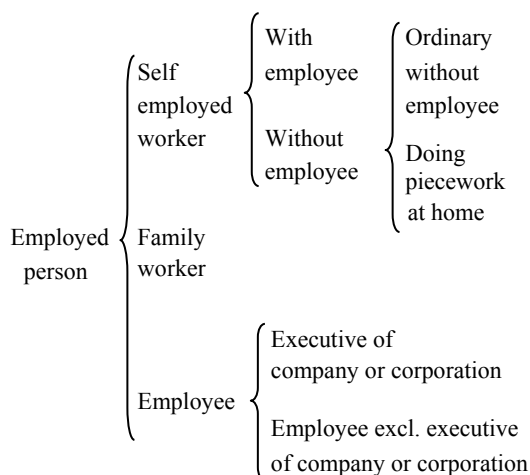
$$= \{(\text{Unemployed person (ILO 2013)} + \text{Unavailable jobseekers}) / (\text{Labour force} + \text{Unavailable jobseekers})\} \times 100$$



## 2. Employed person

If persons worked in two or more jobs, they are referred by their main jobs.

### <Status in employment>



### Self-employed worker:

Persons who own and operate unincorporated enterprises. Self-employed workers are divided into “Self-employed worker with employee” and “Self-employed worker without employee”.

#### Self-employed worker with employee:

Self-employed workers who usually employ one or more employees in their enterprises

#### Self-employed worker without employee:

Self-employed workers who operate their own businesses alone or only with members of the family

#### Ordinary without employee:

Self-employed workers without employee who are not classified as Doing piecework at home

#### Doing piecework at home:

Persons who do piecework at home

### Family worker:

Unpaid workers who engage in businesses which are operated by a member of the family

### Employee:

Persons who work for wages or salaries as employees of companies, associations, governments or unincorporated enterprises.

Employees are classified into “Long-term employee”, “Temporary employee” and “Daily employee” according to the status in employment.

#### Executive of company or corporation:

Executives, managing directors and auditors of private companies, associations, public corporations, etc.

\* Items shown below were applied until results of December 2017.

#### Long-term employee:

Executive of company or corporation and Ordinary employee

### Ordinary employee:

Persons who work on contract of no specific period or more than a year excluding Executive of company or corporation above mentioned

#### Indefinite duration contract:

Ordinary employees who work on contract of no specific period

#### Limited duration contract:

Ordinary employees who work on contract of more than a year

### Temporary employee:

Persons who work on contract of a month or more but not more than a year

### Daily employee:

Persons who work on a daily basis or on contract of less than a month

### <Type of employment>

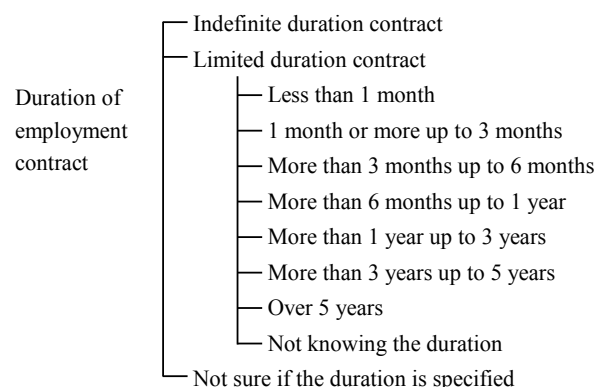
Employees, excluding Executive of company or corporation are classified into seven categories of “Regular employee”, “Part-time worker”, “Arbeit (temporary worker)”, “Dispatched worker from temporary labour agency”, “Contract employee”, “Entrusted employee” and “Other” according to how they are called at their workplaces. Six categories except “Regular employee” are classified into “Non-regular employee”.

### <Duration of employment contract>

Employees, excluding Executive of company or corporation are classified as follows according to the duration of employment provided in the contract they have during the reference week.

When working with recurring renewal of the employment contract at the same establishment, they are classified according to the duration of employment provided in the contract they have during the reference week instead of their accumulated period from when the contract was originally issued in the beginning.

\* Gaps may have possibly been caused by the revision of survey items, hence, items of “Duration of employment contract” cannot be compared with prior indicated items of “Status in employment” directly (e.g. duration of employment contract “1 month or more up to 1 year” cannot be compared with “Temporary employee”).



**<Weekly days of work> [\*1]**

It refers to the total actual days of work during the reference week whether it is the main job or not. As for “Employed person not at work”, it is 0 days.

**Average weekly days of work:**

= (The aggregate weekly days of work) /  
(Employed person at work: Unknown weekly days of work is excluded)

**<Weekly hours of work>**

It refers to the total actual hours of work during the reference week. If a person worked at more than one job during the reference week, all the hours of work for each job are summed up. As for “Employed person not at work”, it is 0 hours.

**Aggregate weekly hours of work:**

The total of Weekly hours of work by adding up all Employed persons at work

**Average weekly hours of work:**

= (Aggregate weekly hours of work) /  
(Employed persons at work: Unknown weekly hours of work is excluded)

**<Monthly days of work> [\*1]**

It refers to the total actual days of work during the reference month.

**Average monthly days of work:**

= (The aggregate monthly days of work) /  
(Scope of tabulation\*)

\*Scope of tabulation: Employed person who worked a day or more during the month (Unknown monthly days of work is excluded)

**<Monthly hours of work>**

The following formula is applied to each Employed person at work.

= {(Weekly hours of work) / (Weekly days of work)} × (Monthly days of work)

**Average monthly hours of work:**

= (The aggregate monthly hours of work) /  
(Employed persons at work: Unknown monthly days of work is excluded)

**<Annual days of work> [\*1]****Average annual days of work:**

= (The annual total of aggregate monthly days of work) / (Annual average number of scopes of tabulation\*)

\*Scope of tabulation for each month: Employed person who worked a day or more during the month (Unknown monthly days of work is excluded)

**<Annual hours of work> [\*1]****Average annual hours of work:**

= (The annual total of aggregate monthly hours of work) / (Annual average number of employed persons at work : Unknown monthly hours of work is excluded)

**<Characteristics of employment>****Industry:**

Industry is classified on the basis of the Japan Standard Industrial Classification (JSIC) according to the main types of businesses or industries of establishments, proprietors and so on which persons were actually engaged in during the reference week.

Dispatched workers from temporary labour agencies are requested to report the industry of the establishments which they actually work in (dispatched). This means that they are classified into each industry. (Until December 2012, they reported the dispatching industry, which was classified into “Services, N.E.C.”.)

“Non-agricultural industries” are all industries except “Agriculture and forestry”. Unclassifiable industry is classified into “Non-agricultural industries” for the sake of convenience.

**Occupation:**

Occupation is classified on the basis of the Japan Standard Occupational Classification according to the kinds of works which persons were actually engaged in during the reference week.

Dispatched workers from temporary labour agencies are requested to report the occupation which they are actually engaged in at an establishment they are dispatched to.

**Number of persons engaged in enterprise:**

It refers to the total number of persons who are usually employed in the entire enterprise as a whole, including head offices, branch offices, stores, factories, and so on. As for dispatched workers from temporary labour agencies, they are classified according to the number of persons engaged in each enterprise which they actually work in (dispatched). In case of persons employed by central or local governments etc., they are classified under the category “Government”, regardless of the number of persons engaged in enterprises.

**Type of organization: [\*1]**

Classified into Unincorporated, Company, Other corporation and Government. A public corporation, an educational foundation, medical institution, religious corporation and other organization are contained in Other corporation.

**<Job tenure> [\*2]**

The period of time since the Employed person started to work the present job

**<Changing jobs> [\*2]****Changed jobs:**

Employed person who left previous jobs in the past 1 year

**Began work:**

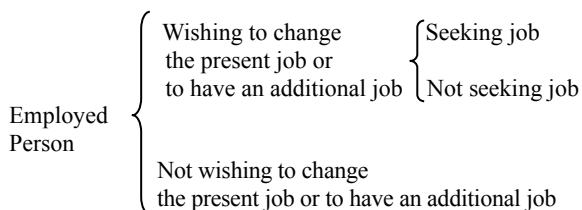
Employed person who began work in the past 1 year (if the one had a job previously, the one who left the previous job more than 1 year ago)

**Rate of Changed jobs:**

$$= \{(Changed\ jobs) / (Employed\ person)\} \times 100$$

**<Whether wishing to change or to have additional job> [\*2]**

Employed persons are classified according to their desire for work as follows:

**Wishing to change the present job or to have additional job:**

Employed persons who wish to give up their present jobs in order to work in other jobs, or who wish to have another job in addition to the present job.

Persons who wish to change the type of work in the same company are not considered as “wishing to change the job”.

**Seeking job:**

Among those wishing to change the present job or to have an additional job, persons who actually seek jobs or who make arrangements to start new businesses

**Not seeking job:**

Persons not classified in “Seeking job”

**Not wishing to change the present job or to have additional job:**

Employed persons other than those wishing to change the present jobs or those wishing to have additional jobs

**<Whether wishing to change work time> [\*2]****Wishing to have more work time:**

Employed persons who wish to increase work time in the present jobs

**Wishing to have less work time:**

Employed persons who wish to decrease work time in the present jobs

**3. Unemployed person (ILO 2013) and Unemployed person****<Reason for seeking a job>**

Unemployed persons (ILO 2013) and Unemployed persons are classified as follows according to the reason why a person was seeking a job.

**Quitted a job:**

“Quitted a job involuntarily” and “Quitted a job voluntarily”

**Quitted a job involuntarily:**

“Mandatory retirement, or termination of employment contract” and “Circumstances of employer or business”

**Mandatory retirement, or termination of employment contract:**

Unemployed persons who left the previous job due to mandatory retirement or termination of employment contract

**Circumstances of employer or business:**

Unemployed persons who left the previous job due to circumstances of employer or business (bankruptcy, restructuring, etc.)

**Quitted a job voluntarily:**

Unemployed persons who left the previous job due to personal or family circumstances

**Newly started to seek a job:**

“Graduated from school”, “Necessary to earn revenue” and “Other”

**Graduated from school:**

Unemployed persons who newly started to seek a job after graduating from school

**Necessary to earn revenue:**

Unemployed persons who newly started to seek a job with it being necessary to earn revenue

**Other:**

Unemployed persons who newly started to seek a job for other reasons

**<Method used to seek a job> [\*2]**

If there were two or more methods, all methods were answered, and the main method was distinguished.

**<Duration of unemployment> [\*2]**

It refers to the period of time during which persons with no jobs have been doing any job seeking activities or preparing to start a business.

**<Unemployed person (ILO 2013) and unemployed person who left the previous job> [\*2]**

Unemployed person (ILO 2013) and unemployed person with previous jobs whose reason of seeking jobs is “Quitted a job”

**4. Not in labour force****<Whether wishing to work> [\*2]**

Not in labour force is classified into the following three categories according to the desire for work.

**Wishing to work:**

Persons who wish to be engaged in a job

**Waiting to start a new job:**

Persons who had made arrangements to take up paid employment or undertake self-employment activity

**Not wishing to work:**

Persons who don't wish to work

**5. Person who had a job previously****<When left the previous job> [\*2]**

Persons who left the previous jobs are classified into the following three categories according to

when they left the previous jobs. With regard to “Status in employment of the previous job”, “Type of employment of the previous job”, “Industry of the previous job”, “Occupation of the previous job” and “Number of persons engaged in the previous enterprise”, only the results of persons who left the previous jobs in the past 3 years are tabulated.

- i **Left the previous job more than 3 years ago**
- ii **Left the previous job within more than 1 to 3 years**
- iii **Left the previous job in the past 1 year**

## **6. Household**

### **<Type of household>**

#### **Two-or-more-person household:**

A household composed of a group of two or more persons sharing living quarters and living expenses

#### **One-person household:**

A household composed of one person who lives by him/herself in his/her own house, a rented room, a dormitory or a boarding house, etc.

Employees who live by themselves in their employer’s households are regarded as members of their employer’s households.

As for inmates of a social institution such as an aged people’s home and inpatients who have been hospitalized in a hospital for three months or more, each person (each couple if they are in the same room) composes a household respectively.

### **<Relative household>**

A household composed of the head of household and one or more of his/her family members

### **<Nuclear family household>**

Among relative households, a household whose family members are composed of “the head of household and spouse of the head of household” or “parent(s), and his/her child(ren)”

### **<Household of couple>**

Household of couple refers to the following among Two-or-more-person households composed of the head of household and other family members only:

- i **Household of couple only**
- ii **Household of couple and their parent(s)**
- iii **Household of couple and their child(ren)**
- iv **Household of couple, their child(ren) and parent(s)**

In this classification, “Couple” means the youngest couple in the household. If there are two or more couples, it refers to the youngest husband’s couple in the household.

“Husband” or “Wife” applies to only the couple and “Parent” or “Child” (never-married) means that of the couple.

### **<Mother-child household>**

A household composed of a single-female-parent and unmarried child aged 19 years old or younger only

### **<Aged-person household>**

Households that satisfy the following conditions are classified as Aged-person households.

- i Two-or-more-person household of a male aged 65 years old and over and a female aged 60 years old and over only
- ii Two-or-more-person household of males aged 65 years old and over only
- iii Two-or-more-person household of females aged 60 years old and over only, with at least one female aged 65 years old and over
- iv One-person household of a person aged 65 years old and over (elderly one-person household)