

## ***Chapter 5. Welfare and Efficiency***

### **Section 1. Health and Safety Management**

In order to maintain and promote employees' health and ensure safety management at workplaces, the NPA stipulates the NPA Rule 10-4 (Employees' Health and Safety Management), etc. Based on these rules, the Cabinet Office and each Ministry take health and safety management measures. The NPA sets standards and provides comprehensive guidance, coordination, etc., to ensure smooth operation of the systems.

#### **1. Promotion of Health Management**

##### **(1) Promotion of Mental Health Care**

The NPA has been emphasizing initiatives for employees' mental health, in response to a high suicide ratio maintained in recent years among public employees, as well as a rapid increase of mental and behavioral disorders recorded among employees who are on long-term sick leave.

The NPA released the “Guidelines for Mental Health Care of Employees” (notice from the Director-General of the Bureau of Remuneration and Employment Environment) in March 2004, based on expert opinions. The NPA is promoting various measures in line with the guidelines.

In order to further implement measures based on the guidelines, the NPA set up four expert meetings to discuss issues which require advanced expertise. These expert meetings submitted reports; “Measures to Prevent Employee Suicides” in June 2005, “Mental Health Counseling System and Stress Management” and “Prompt Response for Mental Health and Smooth Return to Work” in July 2005, “Preparation for Mental Health Training” (three versions for employees, managers/supervisors, and instructors) in March 2006, and “Preparation for Mental Health Training” (a version for health managers) in July 2005. Based on these reports, the NPA held the “Mental Health Workshop” for health managers at the Cabinet Office and each Ministry, etc. and the “Training Course for Mental Health Instructors” to develop instructors who will give mental health training to employees and managers/supervisors at the Cabinet Office and each Ministry. These training sessions were held at the NPA headquarters and regional bureaus/offices as part of its efforts to disseminate the reports and promote mental health.

A total of 931 participants appreciated these workshops and training sessions with 90% responding that the sessions were “meaningful” (a result of a questionnaire survey).

## **(2) Countermeasures for Lifestyle-related Diseases**

A. The NPA has been holding an annual meeting of the “Workshop on the Prevention of Lifestyle-related Diseases” for health management staff and health administration staff at the Cabinet Office and each Ministry to take active measures to prevent lifestyle-related diseases such as cancer, heart diseases, cerebral stroke.

B. The NPA has been holding the “Health Guidance Training Course” for doctors, etc., at the Cabinet Office and each Ministry who provide health guidance to employees to strengthen measures to prevent lifestyle-related diseases. In the course held in July 2006, the NPA gave instructions by specialists on the prescription of diet and exercise necessary for providing health guidance.

## **(3) Countermeasures for Smoking**

The NPA has been promoting measures to reduce smoking in offices, based on

the “Guidelines concerning Countermeasures for Smoking in Offices” (notice issued by the Director-General of the Bureau of Remuneration and Employment Environment in 2003). In FY 2006, the NPA confirmed measures taken after a survey conducted to examine implementation of the guidelines in January 2005. The NPA intends to promote measures to prevent passive smoking at offices, based on the guidelines.

#### **(4) Survey of the Number of Deaths, etc. among National Public Employees**

In order to contribute to the improvement of employees’ health and safety management, the NPA conducted a “Survey of Causes of Death among National Public Employees.” In this survey, the NPA investigated the number, causes, etc. of deaths in FY 2005 among regular service national public employees. (This type of survey is conducted every three years.) An outline of the survey results follows.

The number of deaths in FY 2005 was 544, a decrease of 107 from the previous fiscal year. (The death rate [rate among 100,000 employees] was 96.3, a decrease of 5.2 points from the previous fiscal year.)

The major causes of death are shown in Table 5-1. Looking at the death rate, the total number of deaths and the number of deaths from disease decreased from the previous survey (FY 2002) but the number of deaths from accidents increased 1.3 points, of which deaths from suicide increased by 0.8 points to 17.7.

## **2. Ensuring Safety**

### **(1) Measures to Prevent Accidents**

In an effort to prevent accidents and promote safety management measures in the office, the NPA collects accident reports from the Cabinet Office and each Ministry. Regarding serious accidents resulting in death, etc., in particular, the NPA collects detailed reports, directs the taking of appropriate measures, and examines the measures taken subsequently to prevent similar accidents.

### **(2) Notifications of Equipment, etc.**

The Cabinet Office and each Ministry are required to notify the NPA when they install any equipment, such as boilers or cranes, which require special attention in terms of safety management. The number of such notifications was 304 (240 installations, 0 change, and 64 removals) in FY 2006.

Regarding X-ray apparatus, the Cabinet Office and Ministries are also required

to notify the NPA in the same manner. The NPA received 77 notifications (44 installations, 0 change, and 33 removals) in FY 2006.

The NPA investigated asbestos removal from equipment, machinery, facilities, etc. at the Cabinet Office and each Ministry in FY 2006, as it has conducted in previous years. The NPA is making efforts to prevent asbestos damage by confirming removal, measures to prevent scattering of asbestos, etc.

### **3. Instructions on the Health and Safety Management**

The NPA conducts training seminars, etc., for personnel in charge of health and safety management at the Cabinet Office and each Ministry. In FY 2006, the NPA held seminars at the headquarters of the Cabinet Office and Ministries and in five areas of Hokkaido, Kanto, Chubu, Chugoku, and Okinawa in order to promote understanding and measures related to health and safety management.

### **Section 2. Measures to Prevent Sexual Harassment**

The NPA is making efforts to prevent sexual harassment by such means as establishing NPA Rule 10-10 (Prevention, etc., of Sexual Harassment).

Upon revision of the Act on Securing, etc., of Equal Opportunity and Treatment between Men and Women in Employment and other laws (enforced on April 1, 2007), private business establishments, etc., became obliged to take necessary measures to prevent sexual harassment and promote improvement of such measures. In response to the revision, the NPA amended Rule 10-10 (published on February 9, 2007), such as obliging the Head of each Ministry and Agency to take measures to prevent sexual harassment.

### **Section 3. Child Care Leave**

#### **1. Enlargement of and Challenges Facing the Child Care Leave System**

From the viewpoint of realizing a balance between work and child care, the system of child care leave for public employees is designed to support employees raising children to continue their employment, thereby enhancing their welfare, and contribute to the smooth operation of public services pursuant to the Law concerning the Child Care Leave.

Particularly, from the viewpoint of encouraging male employees to take child care leave, the NPA in recent years has been encouraging the Cabinet Office and each Ministry through the issuance of guidelines, etc., to work on better recognition of the

relevant systems and enhance the environment to allow male employees to more easily take child care leave.

Furthermore, the NPA expressed an opinion on the revision of the law to the Diet and the Cabinet in August 2006 (refer to IV, Part 2).

## 2. Situations concerning the Application of the Child Care Leave

The NPA conducts a survey of the actual situation of the child care leave taken by regular service national public employees every year. The results in FY 2005 were as follows:

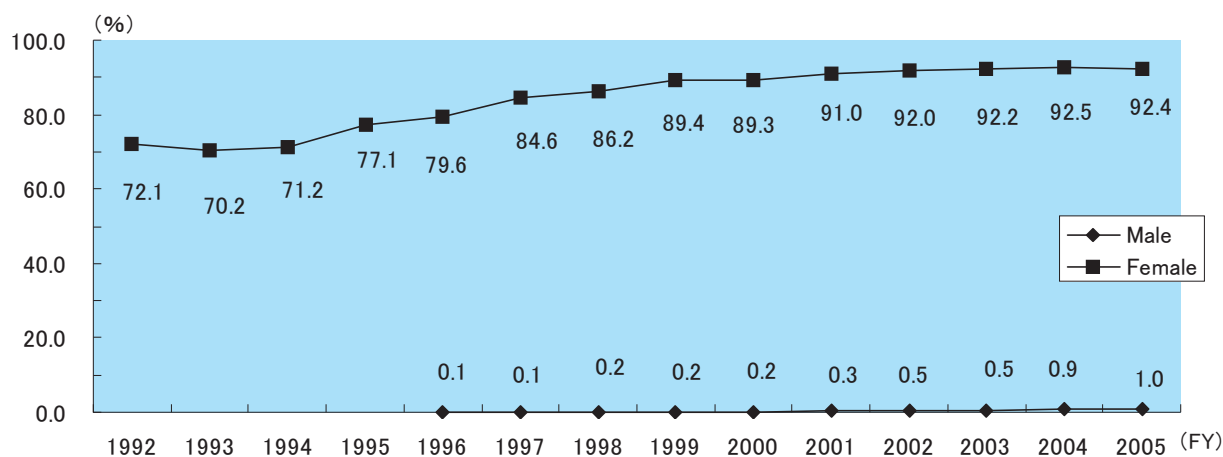
### (1) Number and Percentage of Employees who Newly Took the Child Care Leave

The number of employees who newly took the Full-time Child Care Leave was 4,825 (4,695 females and 130 males), a decrease of 97 employees in total but an increase of 8 male employees when compared with 4,922 (4,800 females and 122 males) in the previous fiscal year.

The percentage of employees who newly took the Full-time Child Care Leave is shown in Figure 5. The percentage among female employees has been as high as over 90% for five consecutive years since FY 2001. On the other hand, the percentage among male employees is still as low as 1.0% although the percentage is on an upward trend.

The number of employees who newly took the Part-time Child Care Leave was 596 (576 females and 20 males), an increase of 69 employees compared with the previous fiscal year. As much as 81.9% took the leave for a child of one year of age or over.

[Figure 5] Percentage of Employees who Took Child Care Leave



## **(2) Period of Child Care Leave**

The average period of the newly took Full-time Child Care Leave was 12.0 months, which lengthened by 0.7 months compared with the previous fiscal year. As much as 33.7% took “over 12 months” leave, an increase of 7.9% from the previous fiscal year.

## **(3) Substitute Measures for Employees on Child Care Leave**

Substitutes were appointed for 71.2% employees who newly took Child Care Leave to handle the duties of these employees.

## **(4) Return to Work**

As much as 95.9% of employees whose child care leave period came to end within FY 2005 returned to work.