

# Tomorrow's Wind



**Guidebook for Union Members  
2025**

# A warm Welcome to our members



**Kenta KIMURA**  
President of  
Nichii Group Union

- \* The fundamental principle of the Union is to enhance the well-being and happiness of its members and their families. Guided by this principle, we continue to carry out our activities with the aim of creating an ideal environment where everyone can work with peace of mind for the long term. We believe that it is crucial for us to give our best efforts while working together to foster "Tomorrow's Wind."
- \* With this in mind, we have developed a vision for our goals, which has been in place since 2023.

## Our Vision

Recognize and trust each other, and together  
create an environment where everyone can  
work with peace of mind.

### Establishment of Nichii Group Union

At that time when the Union was established, it was nearly impossible for temporary and contract workers to join labor unions. However, Nichii Group Union opened the door for many temps and contract workers to join the Union 20 years ago. Initial union members believed that all employees have a right to make their workplace a great and worker-friendly place to work and to demand improvement on labor conditions, working environment and employee trainings. Therefore, the liberal and democratic labor union that accepts both permanent and contract employees with no distinctions, was established with approximately 11,000 members.

(Unit: Members)

Medical Support	Child Care	Administrative Dpt.	Sunny Health	Medical Instructor	Total
38,533	3,958	2,401	118	51	45,061

(As of the end of August 2024)



This is our mascot, 'Kirarin,' created from the ideas of Union members. Kirarin has a cheerful and vibrant personality, holding a wing in one hand, and wears a blue costume that mirrors the Nichigakkan Company's logo. Kirarin symbolizes the Union, stars, expectations, and hopes. Our goal is to improve working conditions and meet the expectations of our Union members.

## Union Activities

### About Nichii Group Union [P.4](#)

- Activity Policy
- Unions Structure of the Nichii Group
- Union Shop Agreement
- Non-union Members
- Union Activities
- Union Organizational Chart and Operation Details
- Union Calendar
- Upper Organization (RENGO and UA ZENSEN)
- Union Dues

### [Union Activity](#) [P.15](#)

#### Supporting Your Voice

- Labor Problem Hotline
- Voice your opinions to the Company

### [Union Activity](#) [P.17](#)

#### Making Intelligible Messaging

- Union Newsletter, Monju No Chie
- Union Guidebook, Tomorrow's Wind
- Union Website, Mobile Website

### [Union Activity](#) [P.18](#)

#### Enriching Your Mind and Heart

- Union Event
- Information Session
- Information Exchange Meeting by Job Type and Workplace.
- Disaster Prevention Efforts
- Volunteer Activities

## Union Services

### Mutual Aid (*Kyosai*) Benefits

[P.21](#)

- Nichii Group Union Mutual Aid Benefits
- UA ZENSEN Consolation Benefits

### Welfare Service [P.24](#)

- CLUB OFF SERVICE
- Special Deals for Members
- UA ZENSEN Special Offer
- Package Tour Discount
- Airfare Subsidy Service
- Central Labor Bank
- Kokumi Kyosai co-op (ZENROSAI)  
Auto Insurance

### UA ZENSEN Kyosai, Mutual Aid Service [P.30](#)

### Union Constitution [P.32](#)

# Nichii Group Union

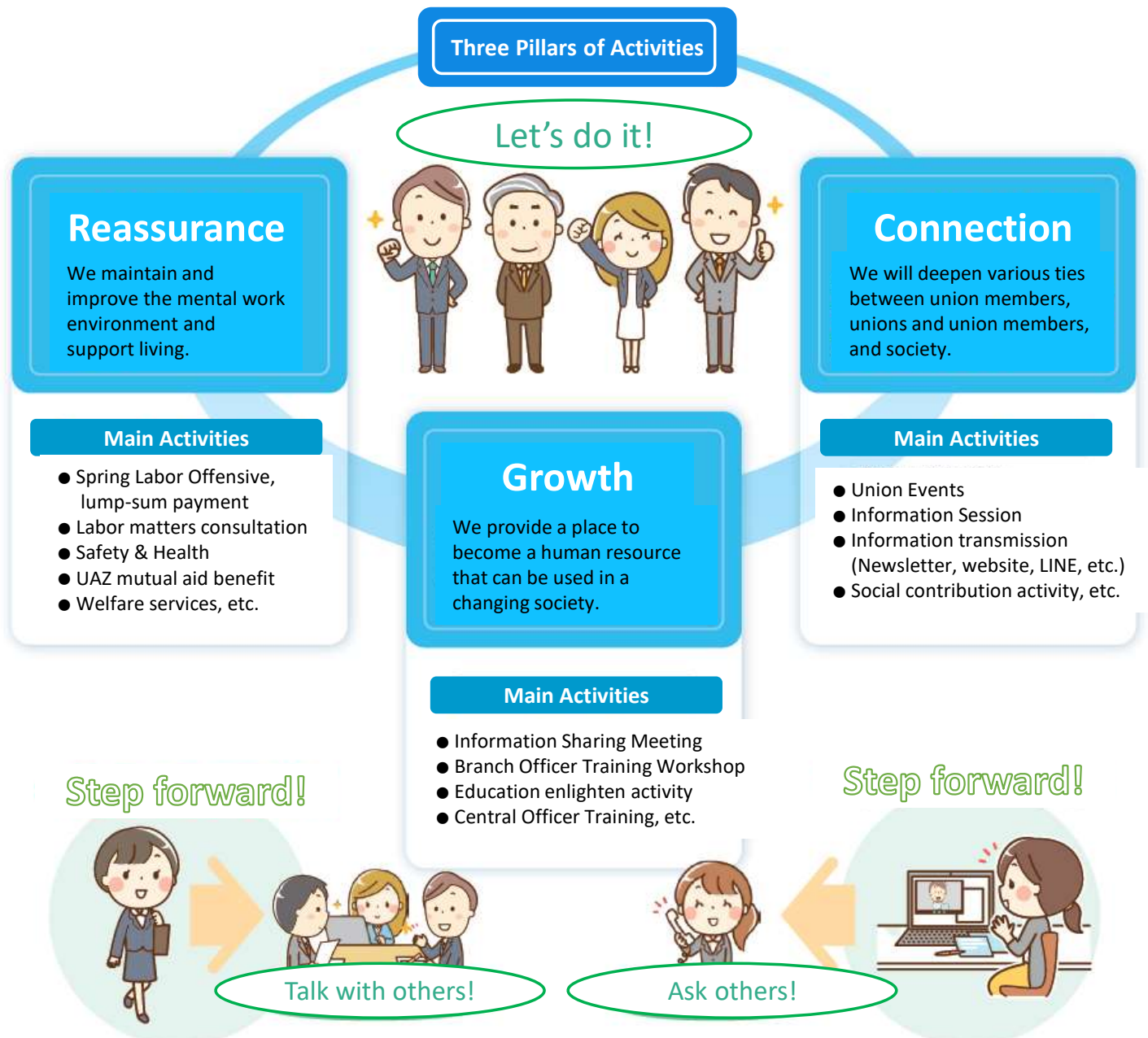
## ● Our Activity Policy

### ■ Why do we need labor unions?

The purpose of the labor union's activities is to achieve "the happiness of union members and their families." To protect and improve living standards, including maintaining and enhancing labor conditions, securing stable income and employment, the labor union stands as a representative of employees, based on the principle of equal footing between labor and management. It is an organization that speaks up when necessary and cooperates when appropriate with the company.

### ■ The Union Activities of Nichii Group Union

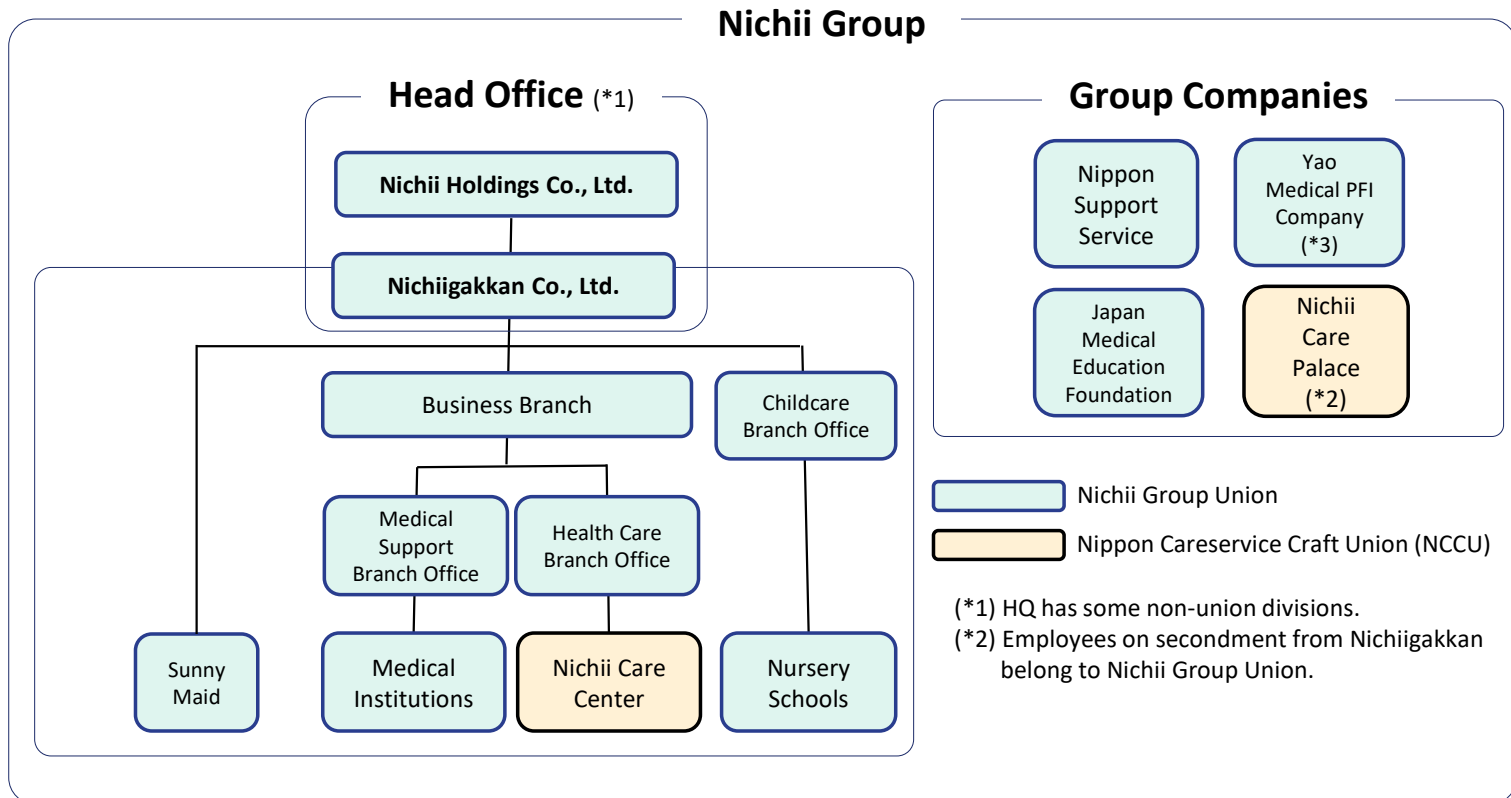
It is important for each union member to think about and take action towards achieving "the happiness of union members and their families." To this end, we have established a vision for our union activities and are promoting initiatives built on three pillars: "Reassurance," "Growth," and "Connection," in order to accomplish this vision.



# Nichii Group Union



## Organizational Structure of Nichii Group (As of October 1, 2024)



## Union Shop Agreement

### About Union Shop Agreement

Labor-management agreement under which all workers employed by the Company shall be members of the Union.

### Purpose

The purpose of introduction of the system is the alignment of Nichii Group Union, which, as a result, leads us to improve our working conditions.

### Union Shop Agreement

The Union Shop Contract is both a legal and common agreement established by a company and a labor union. (Article 7 [1], Labor Union Act)

# Nichii Group Union

## ● Non-Union Membership

■ **Administrative Dep.** E and M grade

■ **Operations Dep.**

Medical Support Dept. FM, Sub-M, Operation M

Health Care Dept. Employees who engage in the Care Service (\*1)

Child Care Dept. Career Up System H1~H4  
Principal (of Preschool), Chief, Chief Assistant

■ **Non-Union Departments in Head Office (As of October 1, 2023)**

Executive's Office

Business Management Dept.

Audit Office

Personnel Management Dept. Labor Management Division

Business Strategy Office

■ **Administrative Div. and Operations Div.**

Temporary Employees (\*2), Students (\*3)  
(including internship students), Advisers

■ **Other** Employees decided by the Company

(\*1).....Members of Nippon Careservice Craft Union (NCCU)

(\*2).....Definition of Temporary employee: Employees with less than 3 months employment  
and no further re-employment

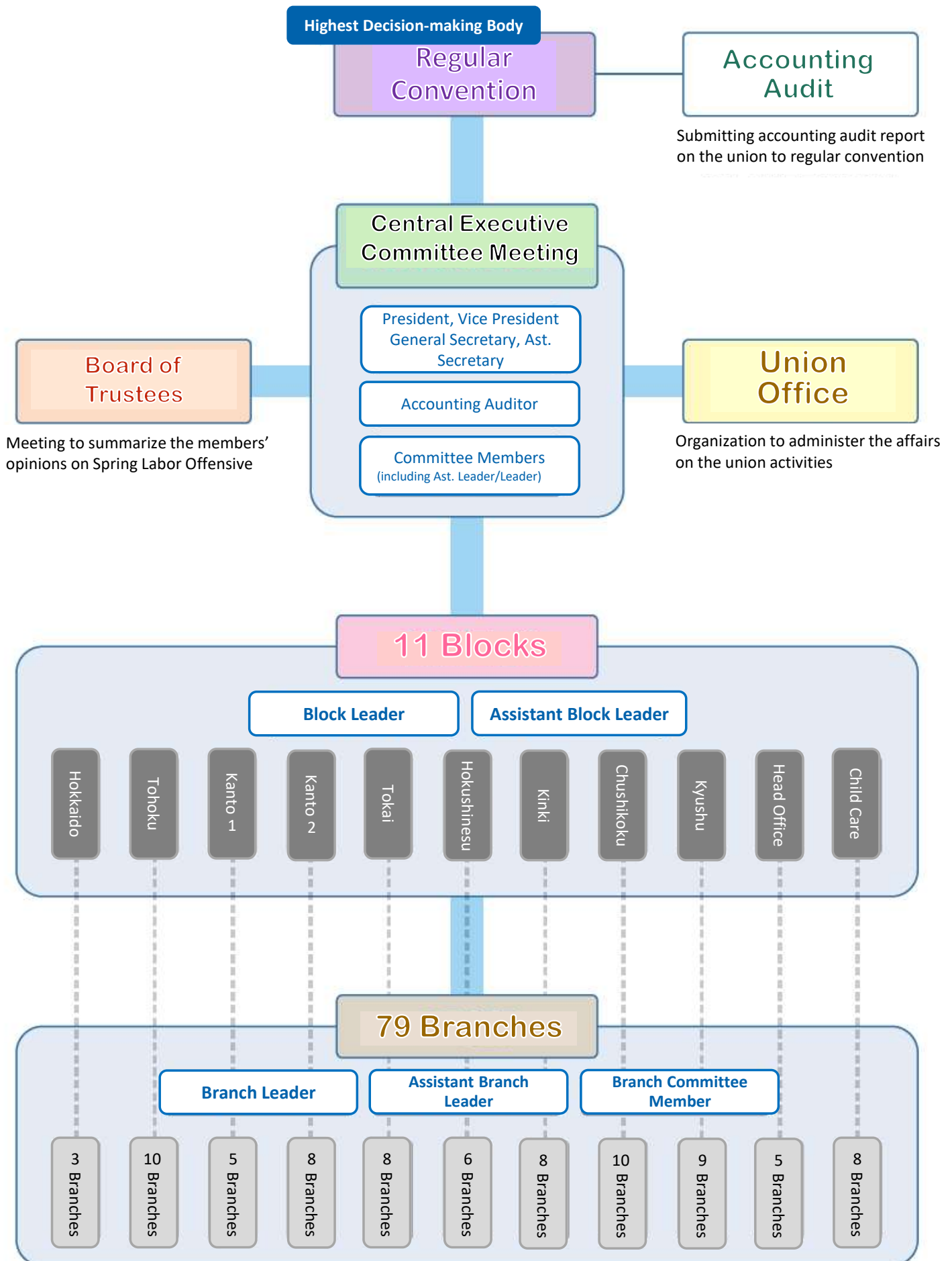
(\*3).....Definition of Student: Student under 30 years old with a student identification card  
who attends classes at an educational institution

■ **Voluntary Participate Member**

Full-time lecturer, employees approved by discussion between the company and union

## Organizational Chart of Nichii Group Union

Nichii Group Union is a large organization which consists of about 47,000 members across the nation. At present, the union formulates 79 branches under 11 areal blocks set each reason in Japan in order to effectively collect the members' voices all around the country.



## ● Union Activities

The person in charge of the activity is a union member.

### Function of Union Members

1. Share your comments and opinions with the Union.
2. Discuss, decide and approve activity policy plans suggested by Central Officers.
3. Put the approved plans into execution.

We are the union members.



### Function of Central Officers

1. Collect members' opinions at meeting
2. Manage and review their opinions.
3. Suggest specific activity policies to the members.
4. Put the approved plan into execution together with the members.

We are the union central officers.



## Activity Policy

### Branch Meeting/ Block Meeting

Can we get any discount on accommodation facilities?



I want some kind of privilege for being a union member.



I want to meet and talk with many union members.



I need some supports at the time of giving birth.



Members' Voice

### Comments and Opinions

1. Business tie-up with accommodation facilities where we get special discounts
2. Union Events where members can interact with other members
3. Subsidy for air tickets
4. Congratulatory or condolence payments in cash

There are some useful ideas. Let's discuss them at a Central Executive Committee Meeting!



Central Officers

## Central Executive Committee Meeting

### Comments and Opinions

1. Business tie-up with accommodation facilities where we get special discounts
2. Union Events where members can interact with other members
3. Subsidy for air tickets
4. Congratulatory or condolence payments in cash

We have got these opinions in our Block. What do you think?



Central Officers

Manage and review opinions of members.

We have got the same comments from our members. Let's make and budget an activity plan!



Central Officers

Prepare specific activity plan.

### Activity Policy

1. Business tie-up with Club Off Service
2. Members participating event
3. Establish a subsidy plan
4. Improvement on the Mutual Aid Benefits

Discuss and decide at each Block Meeting



## Annual Regular Convention

We would like to make suggestion for making improvements in our service for the next year.



Central Officers

### Activity Policy

1. Business tie-up with Club Off Service
2. Members participating event
3. Airfare Subsidy Service
4. Improvement on the Mutual Aid Benefits

No Objections!!



Approval by Delegates  
(union members)

## Union Activities for the Next Year



Put the approved plans into execution.

	2024 SEP	OCT	NOV	DEC	2025 JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
Spring Labor Offensive	← Drafting Demands →					Submission of List of Demands								
Bonus Negotiation		← Winter Bonus →							← Summer Bonus →					
Central MTG		Regular Convention				Trustees MTG								Regular Convention
Block MTG	← 1 <sup>st</sup> MTG →				← 2 <sup>nd</sup> MTG →								← 1 <sup>st</sup> MTG →	
Branch MTG							← →							
Union Event								← →						
Workplace Exchange MTG Sharing Information MTG	← Holding as requested →													
Central Executive Committee MTG		○	○	○		○	○	○	○	○	○	○		○
Branch Officer Training Workshop			○											
● Labor-Management Council MTG ● Corporate/HQ Safety/Health Cmte. MTG ● Grievance Cmte. MTG	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Note	* Union newsletter "Monju-no Chie": Published once a month.													

### Bits of Knowledge

#### Laws that protect labor unions

The reality is that workers are vulnerable, while employers hold power. To protect workers, the right to organize, bargain, and act collectively is guaranteed under Article 28 of the Japanese Constitution. These three rights are known as the “three rights of labor.” The body of labor law consists of three key acts: ① the Labor Standards Act, ② the Labor Union Act, and ③ the Labor Relations Adjustment Act. These laws protect the rights of vulnerable workers and promote the establishment of legitimate labor unions.

Three Rights of Labor		Three Labor Laws	
<b>Right of Association</b>	Freedom of association is the workers' right to come together to make labor unions	<b>Labor Standards Act</b>	Minimum standard of Labor conditions
<b>Right of Collective Bargaining</b>	Negotiation process between management and labor union representing its employees for labor conditions	<b>Labor Union Act</b>	Guarantee of legal recognition of labor union
<b>Right of Act Collectively</b>	Right to strike in order to accomplish demands of a labor union	<b>Labor Relations Adjustment Act</b>	Act to keep bargaining power of the labor union and management in balance

# Upper Organization –UA ZENSEN –

By bringing together the power of individual labor unions, we are able to raise the level of working conditions and living standards for all workers.

## ■ Japanese Labor Unions

Japanese labor union organizations have a three –tier hierarchical structure: enterprise-based unions, industrial federations, and the national center at the top.

### ➤ The National Center (RENGO)

RENGO itself is a national center, made up of these industrial federations. From the standpoint of “defending the employment and livelihood of all working people,” including of course RENGO union members, they work with the national government and employers’ organizations on issues such as labor standards, tax systems and social security, which cannot be settled at the industry or local level.

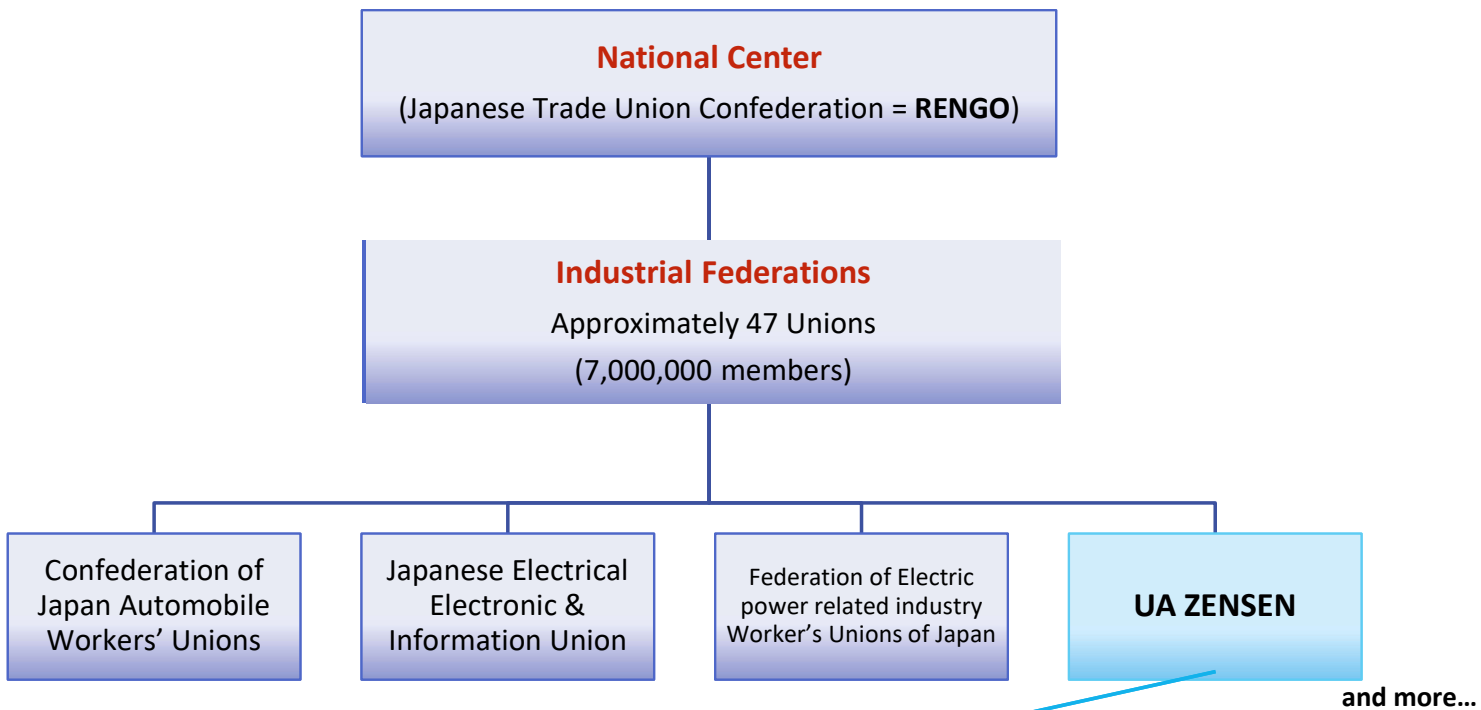
### ➤ Industrial Federations

The industrial federations for their part are composed of enterprise-based unions in the same industry. Their member unions exchange information on common working conditions in the industry, discuss industrial policies and other problems, and strive to rectify these industry-specific problems.

### ➤ Enterprise-based Unions

The enterprise-based unions utilize negotiations and labor-management consultations in the workplace to improve working conditions, to monitor corporate activities, and to provide services to their members.

## ■ Nichii Group Union in the Hierarchical Structure



Division	Manufacturing Industry 885 unions 186,931 members	General Service 773 unions 557,808 members	Commerce 508 unions 1,154,210 members
Enterprise-based Unions	Kanebo ASICS Asahi Kasei Corporation TEIJIN Takeda Chemical Industries	Nichii Group DUSKIN Skylark Group Tokyo Dome Hotel OSAKA GAS Oriental Land	Ito-Yokado Mitsukoshi-ISETAN YAMADA DENKI AEON RETAIL HANKYU HANSHIN DEPARTMENTSTORES

## UA ZENSEN

1. UA ZENSEN is an organization which takes a leadership role for enterprise-based unions.
2. They support enterprise-based unions' activities and promote the solidarity movement of labor unions.
3. They conduct social and political movements in order to reflect our voice on behalf of workers.

## Why affiliated with UA ZENSEN?

1. We gain support for union activities and spring labor offensive demands details based on their policies.
2. They provide us problem-solving support, counseling and guidance.
3. Various activities and training workshops are available for us to participate in.
4. We can exchange information with affiliated labor unions.

## Data of UA ZENSEN

<b>Foundation</b>	1946: Foundation of the Japanese Federation of Textile Workers' Union
<b>Change of Name</b>	1974: Foundation of UI ZENSEN
<b>Unification</b>	SEP, 2002 Unification of UI ZENSEN, the Federation of CSG and the Sen-I-Seikatsu Roren <b>Name:</b> The Japanese Federation of Textile, Chemical, Food Commercial, Service and General Workers' Unions <b>Collective Term:</b> UI ZENSEN
	SEP, 2012 Unification of UI ZENSEN and the Japan Federation of Service and Distributive Workers' Unions <b>Name:</b> The Japanese Federation of Textile, Chemical. Food, Commercial, Service and General Workers' Unions <b>Collective Term:</b> UA ZENSEN

## ● Union Dues

In order to advance union activities, operating funds are necessary. These funds are provided through "union dues." Since labor unions are self-managed organizations run by their members, they do not receive any financial assistance from the company, nor can they. The activities and operations of the union are supported by the "union dues" paid by each individual member.

[Regular deduction from salary effective from Sep 2004]

**Union Dues = Standard Wage (Monthly Salary, Bonus) × 0.8%**

## ● Use of Union Dues

Union dues are a crucial source of funding for union activities. To ensure their effective use, the annual financial statements and budget are reported and reviewed at the annual conference. The union plans its expenditures so that they can be covered by "union dues income" plus "interest received" within the planned range.

Additionally, twice a year, internal audits are conducted by accounting auditors and external audits are performed by certified public accountants. The results are regularly disclosed to union members through the newsletter, "Monju no Chie," and other channels. Since union dues are the collective money of all union members, it is important for each member to stay engaged and monitor how the funds are being used.

What's the way of using the union dues?



### <Bits of Knowledge>

#### Affiliation Fees to Upper Organization and the Proportions of Collecting Union Dues

##### ● Affiliation Fees

Monthly fees that we have to pay to the affiliated upper organization depending on the number of memberships. It is very important for UA ZENSEN to obtain the affiliation fees as a working capital to organize volunteer activities and consolation payments.

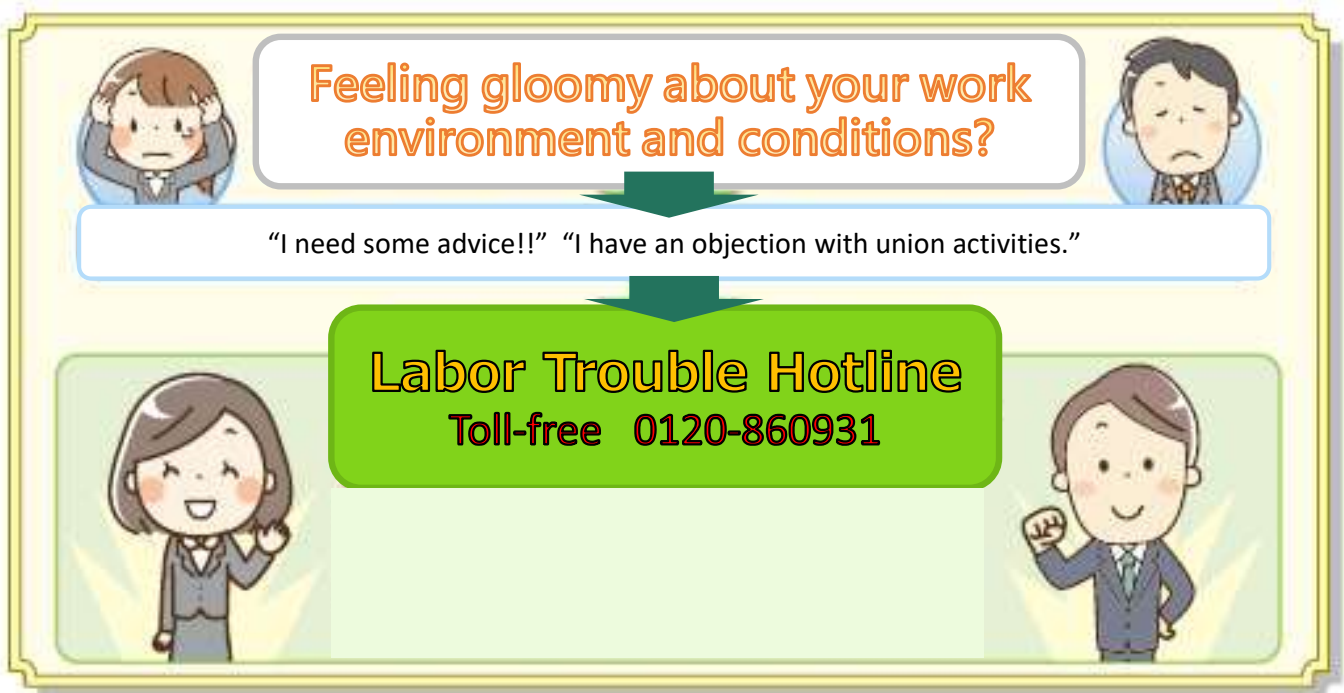
##### ● Proportion of Collecting Union Dues

The proportion is set below the standard (2% and above) due to a large number of memberships of Nichii Group Union.

# Union Activity

## ● Labor Trouble Hotline Service

If you have a question, comment or information request pertaining to your workplace, job or contract, please feel free to contact us. Your information will be kept strictly confidential. You can either submit an anonymous inquiry or an inquiry with your name disclosed.



The hotline service operates 5 days a week.

**Open:** Mon-Fri (9:00~17:15)

**Closed:** Sat, Sun and Public Holiday

Holidays during the Year End and New Year remain closed.

**Email:** [hello@nu-kirarin.com](mailto:hello@nu-kirarin.com)

**Note:** It is important to fill in the subject line of your e-mail, so it is not disregarded as spam.

## ● UA ZENSEN Labor Hotline Service (Services in Japanese only)

**0120-783186 (24h, 365days)** ... Nurse and clinical psychologist will give you some advices about mental problems.

**0120-717671** ... Specialized counselors will listen to your problems.

## ● Union Members' Survey

Purpose

Grasping the actual conditions of union members, utilizing the survey results in the negotiations such as spring labor offensive and labor-management council meetings

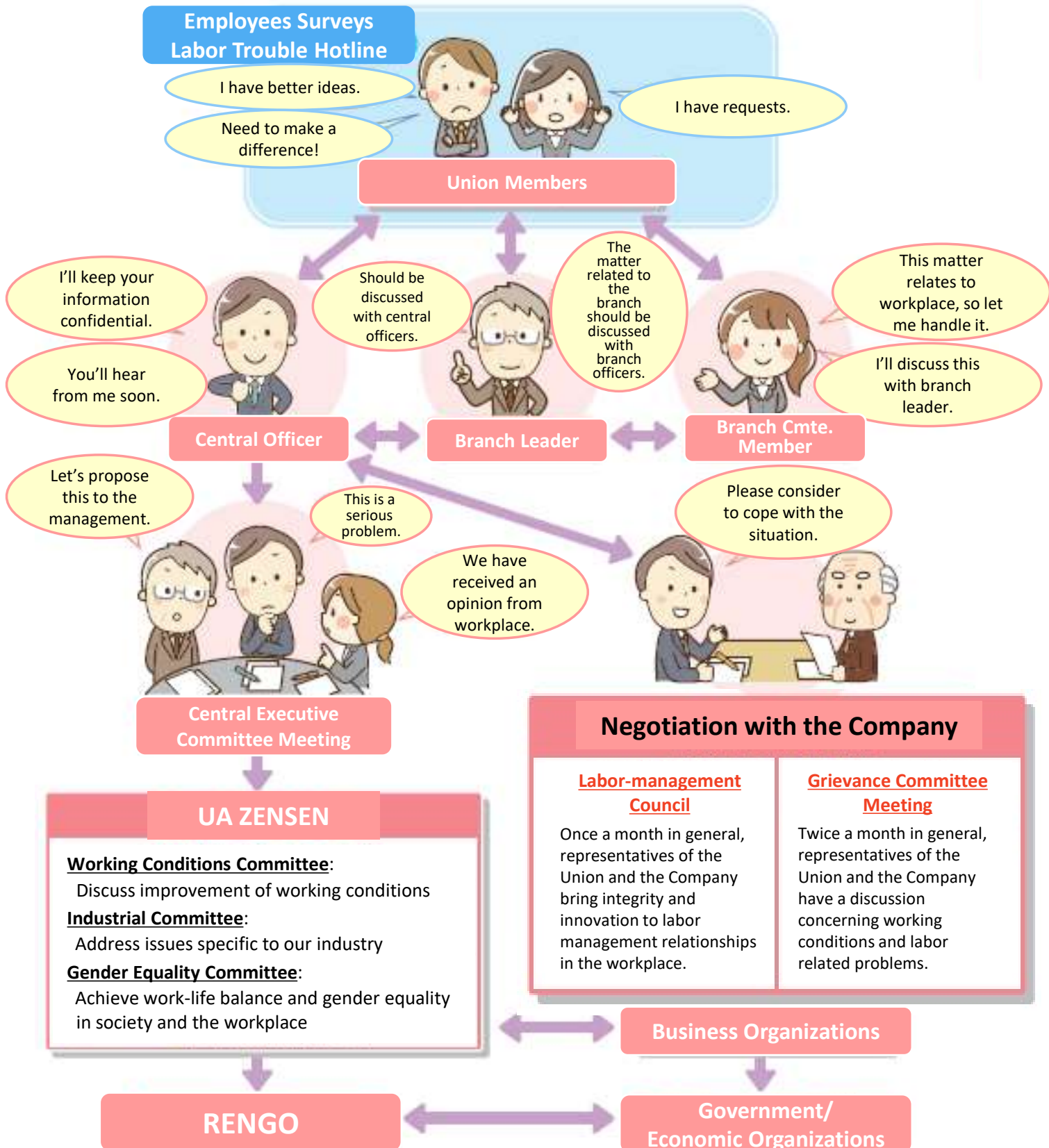
Reflection

The survey results will be informed in the Union Newsletter.

# Supporting Your Voice

## ● Conveying your opinion to the Company

Collected comments and opinions on workplace environment, working conditions and wage will be discussed between the Company and the Union. With industrial or local issues where an agreement cannot be reached between labor and management at individual corporate, expert committees of UA ZENSEN will influence on the related industrial organizations.



# Union Activity

To bring members updates on information about union activities and details of negotiations with the company, the information is transmitted through the Union Newsletter, *Monju no Chie*, Union Website and Mobile Website.

## ● Union Newsletter, *Monju no Chie*

- |         |  |
|---------|--|
| Details | Monthly issues: Union activities, in-house systems, etc. |
|---------|--|
- |           |         |
|-----------|---------|
| Frequency | Monthly |
|-----------|---------|
- |              |                                   |
|--------------|-----------------------------------|
| Distribution | Your Local Branch ⇒ Union Members |
|--------------|-----------------------------------|

**Note:** English Digest Version is also available.



## ● Union Guidebook, *Tomorrow's Wind (Ashita no Kaze)*

- |         |  |
|---------|--|
| Details | Union activity policies, use of union dues, union services |
|---------|--|
- |              |                            |
|--------------|----------------------------|
| Distribution | Newly joined Union Members |
|--------------|----------------------------|





# Making Intelligible Messaging

## ● Union Website

Details

Annual spring labor offensive negotiations, details of lump-sum payment conclusion, updated special offers

Website

**Website:** <http://www.nu-kirarin.com>

**Note:** You may need a password for some items, please use the following password.

**Password:** kirarin

**ID:** kirarin \*Case Sensitive: Please type in lower-case letters.



Here are some key points for creating a user-friendly website.

1. You can apply for Union's mutual aid benefits electronically.
2. You can apply for Union Event electronically.
3. You can view photos of the event.
  - Kirarin Photo (Kirarin will show you union events.)
  - Photo Album (Participant-exclusive password)



## ● Union LINE Official Account

\*Currently, this service is provided in Japanese only.

Details

The union will provide the latest information.

How to view

Scan and add using the "Add Friend QR Code" from your mobile device.  
(Note: The LINE app is required to use this feature.)



Point 1: The latest announcements will be delivered to your chat screen.

Point 2: Tap the image message to easily access the detail page.

Point 3: Equipped with access to various information on the union's website.

You can also apply for condolence and celebration benefits through the "Apply for Mutual Aid Benefits" button.

Point 4: Go to the login screen for the welfare benefits services.

# Union Activity

Activities are conducted to deepen understanding of the Union and enhance mutual friendship among members.

## ● Union Event

Purpose

Strengthening the organization through member participation in activities.

Timing

Seminar and Shiki Theater Musical, or Seminar and Kabuki Plays

Details

Organizing recreational activities such as theater outings and sightseeing.



## ● Union Information Session (Workplace Organizing Activity)

Purpose

① To deepen understanding of the Union ② To increase members' interchanges

Timing

Depending on request

Details

Seminar & Gathering Party



## ● Information Sharing Meeting based on Occupational Categories or Workplaces

Purpose

① To collect information on occupational categories and workplaces  
② To acquire necessary knowledge and skills  
③ To communicate between central officers and union members

Timing

Depending on request

Past Examples

Seminar on Japanese Children Song, Social Insurance Seminar  
Communication Seminar, etc.



# Enriching Your Mind and Heart

## ● Disaster Preparedness Project

The union will promote education enlighten to motivate members' awareness of disaster prevention and preparedness as follows:

### Background

Japan is prone to natural disasters, including earthquakes, tsunami, and floods, therefore, we may say that disaster risk management is one of the most important issues.

### Purpose

For raising members' awareness and bolstering hazard readiness through learning correct knowledge to protect themselves and their families

### Details

The following contents will be conducted through the union newsletter "Monju-no Chie" and union newsletter.

Past columns are browsable in the union website!

Access to the top page of the website.

ID/Pass: kirarin



WHAT'S NEW

2022.11.11 [IMPORTANT] Union Mutual Aid Hospitalization Benefit [COVID-19] NEW

View more >

2022.10.01 Archives of Disaster Preparedness Columns



Disaster Preparedness Kirarin

## ● Effort on Volunteer Activities

The Union encourages members' growth and spiritual wealth through volunteer activities.

### ◆ Used Postage Stamps and Spoiled or Unused Postcards Collection for Charity

**Purpose:** To build a volunteer spirit and help people in need

**Details:** Participate in the activities of specified nonprofit organizations such as Hunger Free World

#### Items for Donation

- Spoiled Postcards... (Without a postmark)
- Used Stamps... (Cut out leaving a 5mm margin all around)
- Unused Postcards... (Blank Postcards)



5mm

### ◆ Volunteer Activities

**Purpose:** To make new friends while building a volunteer spirit and learning united strength

**Details:** Participate in tree planting program held in the coastal areas in Miyagi Prefecture to restore the coastal forests in North-Eastern parts.

### ◆ Voluntas Activity Award

**Purpose:** To promote volunteer activities by awarding a union member who has been actively participating in social contribution activities

**Details:** Recommend a member who has been actively participating in volunteer activities

**Examples:** Blood Donation for more than 50 times

Volunteer Fire Fighting Activity for more than 5 years

Sign Language Interpreter for more than 10 years, etc.

### ◆ Supporting Hospital Clowning

**Purpose:** To help support sick-children in hospital

**Details:** Support the NPO Japan Hospital Clown Society



# Contents

These services are designed specifically for Union Members and their families to improve their lives and spiritual wealth. It is important that we maintain the balance of our work and personal time. By providing useful Kyosai insurance information and other services, the Union makes effort to increase disposable income to be able to improve your everyday lives.

**Disposable income:** Income remaining after deduction of taxes and other mandatory charges, available to be spent or saved as one wishes

## Union Mutual Aid (*Kyosai*) Benefits P.21

- Nichii Group Union Mutual Aid Benefits (*Kyosai*)
- UA ZENSEN Consolation Benefits



## Welfare Service P.24

- Nichii Group Union CLUB OFF Service
- Special Deals for Union Members
- UA ZENSEN Special Offer
- Package Tour Discount
- Airfare Subsidy Program
- Central Labor Bank Service
- Kokumin Kyosai co-op (ZENROSAL), Auto Insurance (*Kyosai*)



## UA ZENSEN Mutual Aid (*Kyosai*) Insurance Service P.30

- Pension *Kyosai*
- Cash-value Whole Life *Kyosai*
- New Life *Kyosai*
- Medical *Kyosai*
- Long-Term Care *Kyosai*
- Comprehensive Leisure *Kyosai*
- Long Term Absence Protection *Kyosai*
- New Fresh Pack
- Personal Property/ Comprehensive *Kyosai*



# Union Mutual Aid (Kyosai) Benefits

Congratulatory and/or Condolence money is provided for your marriage, childbirth, sudden injury or sickness and death in a family.

You must report an incident/event by yourself.

**Note:** Union members must apply for benefits themselves, please be punctual with deadlines.

Incident/ Event	Applicable Category	Amount of Benefit (¥)		Deadline	Documents	
		UAZ	Union			
<b>Marriage</b>	Member's Marriage	—	10,000	3 months before or within 90 days of the event		
<b>Childbirth</b>	Member's childbirth or his spouse's	—	10,000	6 months before or within 90 days of the event		
<b>Withdrawal (Retirement Appreciation Reward)</b>	3~4 years		5,000	Within 90 days from the retirement date (Date of becoming a non-union member)  [may apply form the accepted date of a resignation]		
	5~6 years		10,000			
	7~9 years		15,000			
	10~14 years	—	20,000			
	15~19 years		30,000			
	20~24 years		40,000			
	25 years or more		50,000			
<b>Death</b>	Union Member	200,000	—	Within 90 days of the incident  Special Condition for UAZ Benefit: may apply after withdrawal from the Union if the incident occurs when they have membership.	○	
	Spouse/ Common-law Partner	50,000	10,000		△	
	Child(ren)	—	10,000			
	Parent (member's or spouse's)	—	10,000			
	Family (blood or matrimonial relative within the 2 <sup>nd</sup> degree of kinship living together)	—	5,000			
<b>Death by Accident Only</b>	Family (blood relative within the 1 <sup>st</sup> degree of kinship, or relative within the 2 <sup>nd</sup> degree of kinship living together)	20,000	—		○	
<b>Injury/ Sickness</b>	More than 30 consecutive days of absence	15,000	—	Within 90 days of the end of absence leave (may apply after the first 30 days of absence)	○	
<b>Hospitalization</b>	More than 7 consecutive days of hospitalization	—	10,000	Within 90 days of returning with full recovery (may apply after the first 7 days of absence)	○	
<b>House Damage</b>	With Dependent Family	• Dwelling w/ family	Total loss by fire, Flood loss, Total loss (70%)	150,000	—	Within 90 days of the incident
		• Dwelling occupied by spouse while union member is working away from home	Partial loss by fire, Partial loss, Inundation above floor level (20%)	80,000		
		• Dwelling of a transferred member	Total loss by fire, Flood loss, Total loss (70%)	50,000		
			Partial loss by fire, Partial loss, Inundation above floor level (20%)	30,000		
	Without Dependent Family	• Dwelling w/ family	Total loss by fire, Flood loss, Total loss (70%)	100,000		
			Partial loss by fire, Partial loss, Inundation above floor level (20%)	50,000		
• Dwelling of union member (living alone or dormitory)	Total loss by fire, Flood loss, Total loss (70%)	100,000				
	Partial loss by fire, Partial loss, Inundation above floor level (20%)	50,000				

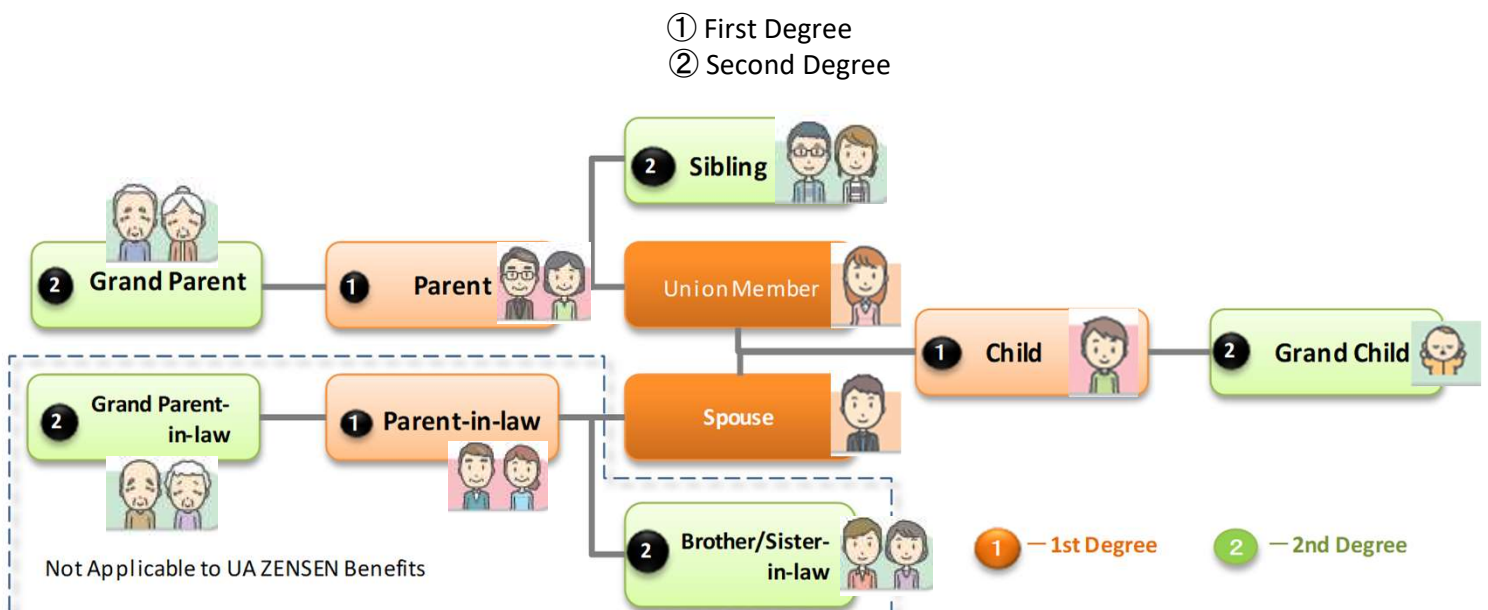
Required Documents: ○=Necessary, △= Only for UA ZENSEN

● **Required Documents** \*The following documentation may be required for your application.

Category		Documentation	Publisher
Death	Union Member	Death Certificate, Postmortem Certificate	Town Office
	Spouse	① Death Certificate, Postmortem Certificate ② Japanese Family Register ( <i>Koseki-Tohon</i> 戸籍謄本), Residence Certificate	Town Office
	Family	① Death Certificate, Postmortem Certificate ② Japanese Family Register ( <i>Koseki-Tohon</i> ), and/or Resident Certificate to prove filiation ③ Document (e.g. Resident Certificate) to prove the same living address	Town Office
House Damage		① Disaster Victim Certificate ( <i>Resai-Shomei-Sho</i> ) to evaluate the damage situation ② Health Insurance Card if you have a dependent family member ③ Driver's License and/or Resident Certificate to prove your living address	Town Office/ Fire Station

Category	Documentation	Note	Publisher
Injury and Sickness Absence	① Medical Certificate, Injury and Sickness Compensation Claim ② Absence Certificate (issued by Company Branch Office) ③ Worker Casualties Report (*)	(*) Applicable for Industrial Accident and Commuting Accident	Branch/ (Doctor)
Hospitalization	① Hospitalization Receipt, Discharge Certificate	Document must include: your name, duration of hospitalization, and name of the hospital.	Doctor

### Kinship Relationship Chart



## ● Documents for Submission

- Appropriate Application Form  
(Application Form for Nichii Group Union Mutual Aid Benefits or for UA ZENSEN Consolation Benefits)
- Required Documentation (Please see the “Required Documents.”)

### **[For Sunny Maid Members]**

**Applications are available in English as well as Japanese.**

## ● How to Submit ~ ONLINE Application ~

Please go to our website and submit your application online.

**Note:** Original documents are required for the followings:  
UA ZENSEN Consolation Benefits, Certificate of Absence from work.  
Please send them by in-house mail, email, or post.



<http://www.nu-kirarin.com/>  
ID/Password: kirarin

## Attention

### Application

You must be a Union member when claiming the Nichii Group Union Mutual Aid Benefits except for the Retirement Appreciation Reward.

You can apply for UA ZENSEN Consolation Benefits and the Retirement Appreciation Reward within 90 days after your withdrawal from the Union.

### Membership Period

The calculation of membership period will start from your day of rejoin when withdrawing from the Union due to resignation or promotion. The previous membership period will not be added to your current membership period.

# Welfare Service

— CLUB OFF Service/ Discounts on Cecile Items—

## Nichii Group Union CLUB OFF Service

Nichii Group Union CLUB OFF Service is a benefit program which offers discount saving on items including accommodations, leisure facilities, gourmet food, etc.

### List of Services

#### Leisure Facilities



#### Movies



#### Travel



#### Restaurants



CLUB OFF Service offers a wide range of discounts on leisure activities including accommodation, sport, entertainment, beauty, travel, movies, dining out, etc.

They are all appealing, I can hardly choose any of them!



### How to use

\*The service will be available to new union members from the 10<sup>th</sup> of the month after next month in which you joined the Company — meaning the second following month.

Website: <https://www.club-off.com/nu-kirarin>



1. Enter your login ID and password.



2. Read the terms and conditions, and click "Agree".



3. Choose a member type (\*), and click "Next".



4. Complete the necessary items, and click "Next".

### Login ID/ Password

**Login ID:** Your 9 digit employee ID

**Password:** Your 8 digit date of birth (e.g. 19750101)

(\* Member type:  
**Standard (free)**  
**VIP (¥500/month)**



## ● Special Deals for Union Members

### ● Mail/Fax Order Discount

We offer famous and specialty items from every region of the country. Enjoy member's privilege.

**Examples**

- Fresh Grapes and Peaches from Kinbara-en, Yamanashi-ken
- Marudai Food and Prima Meat Packer
- Discounted ski lift tickets by the Centleisure Maiko Snow Resort

**Member's Privilege**

Free Shipping

**Information**

Occasionally promoted in Union Newsletter



## ● UA ZENSEN Special Offer

Special offers from friendly labor unions: For more information, please visit the UA ZENSEN website.

**UA ZENSEN Website**

**まる得情報**

UA ゼンセン

Search

「生活応援」▶「まる得情報」▶「詳しくはこちら」  
▶**User Name:** Kaiin / **Password:** uaz1106

# Welfare Service — Package Tour Discount —

## ✈️ Discount through Atravel



### Applicable Tours

JTB, Kinki Nippon Tourist,  
JALPAK,  
ANA SKY HOLIDAY,  
Nippon Travel Agency

### Saving

**4%** discount from regular package tour fares!  
Receive a subsidy of **¥3,000** per tour.

### Steps

- ① Choose a desired tour and fill in a Booking Request Form.
- ② Fax, email or post the form to the Union Office or Atravel.  
(At least 20 days prior to the day of departure.)
- ③ After receiving a bill statement, pay the already discounted tour fare.

- \*Tour fare must be paid by bank transfer. All the costs associated to bank transfer payments must be paid by the applicant.
- \*Members are responsible for the cost of sending necessary documents.
- \*Online booking is not available for the discount.

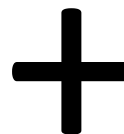
### Attention: Please Read!!

- This program is not applicable for day tours.
- For Air Travel, the service is available departing from any airport. However, for Rail Travel, the service is available departing from anywhere within the JR EAST train lines including certain lines of the JR CENTRAL.
- The program is available only for brochure package tours. Website package tours are not applicable to the program.

\*For more information, please contact Atravel!!

## ✈️ H.I.S. Package Tour

Tour Fare per person (excludes handling charges and taxes)	Discount Details
~ ¥50,000	Receive a Benefit Coupon <b>¥1,000</b> (can be used for the next trip)
¥50,000 ~ ¥200,000	<b>¥2,000</b> Discount
¥200,000 ~	<b>¥3,000</b> Discount



Subsidy from the Union
<b>¥3,000</b> per union member for a tour

### Application

- ① Look at H.I.S brochure or the Union Website, and choose a desired tour.
- ② Union members in person to call in the HIS, and tell them that you are a member of Nichii Group Union.  
\*Please note that the H.I.S. package tour discount can only be accepted by telephone.

### H.I.S. Benefit Desk

**International Tour:** 050-5894-3823  
**Domestic Tour:** 050-5894-3824

**[Open Hours]** Weekly 10:00 ~ 17:00

**[Regular Closing Day]** Sat. Sun. Public Holidays  
Year-end and new year holidays

# Booking Request Form

<コピー可>

Must be submitted at least 20 days prior to the day of departure.

出発希望20日前必着

## 国内・海外パッケージツアー 予約申込書

フリガナ		所属支部		従業員ID																	
①申込者氏名		所属支部		従業員ID																	
生年月日	年 月 日生 (西暦で記入)	年齢	歳	性別	男 · 女																
自宅住所 (書類送付先)	〒 -	携帯	-	-	電話	-	-														
		FAX	-		-																
		Eメール																			
パスポート番号		発効日																			
ローマ字表記																					
フリガナ		所属支部		従業員ID																	
②同行者氏名		所属支部		従業員ID																	
生年月日	年 月 日生 (西暦で記入)	年齢	歳	性別	男 · 女																
パスポート番号		発効日																			
ローマ字表記	組合員である · 組合員でない																				
フリガナ		所属支部		従業員ID																	
③同行者氏名		所属支部		従業員ID																	
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フリガナ		所属支部		従業員ID																	
④同行者氏名		所属支部		従業員ID																	
生年月日	年 月 日生 (西暦で記入)	年齢	歳	性別	男 · 女																
パスポート番号		発効日																			
ローマ字表記	組合員である · 組合員でない																				

\*同行者が4名以上の場合は、申込書をコピーしてご記入ください。

### 以下、漏れがないよう、ご記入ください!!

★私は各主催旅行に参加する上で、主催旅行会社のルールおよび旅行約款・条件などの内容に確認・同意します。				<input type="checkbox"/> 同意する (必ずチェックを入れてください)			
出発日希望日	<第1希望日>	年 月 日	<第2希望日>	年 月 日	宿泊日数	泊	日
該当するものに○		ツア ー 内 容					
エースJTB/LOOK JTB 近畿日本ツーリスト 日本旅行	パンフレットのタイトル名 :		(パンフレットのページ:P. )				
	コースNo(または商品コード) :						
<ご希望の旅館またはホテル> 第1希望:			第2希望:				
<ご希望の部屋割り>			(例:①②③が同室。④が1室 など)				
<ご希望の部屋>			喫煙 · 禁煙		洋室 · 和室		
航空便・列車の記号 *具体的な航空便または列車名をご記入ください。							
<往路>							
<復路>							
ご希望のオプションツアーをご記入ください。							
① <オプションツアー一名>	<ご利用日>			<ご利用時間>			
② <オプションツアー一名>	<ご利用日>			<ご利用時間>			
③ <オプションツアー一名>	<ご利用日>			<ご利用時間>			

\*JTB「旅物語」、クラブツーリズムおよび各会社のWeb商品は取り扱いできません。 \*鉄道を利用したツアーは「JR東日本」圏内を起点としたツアー(一部JR東海も含む)に限ります。

#### Note:

- Please write in Japanese. 日本語で記入してください。
- Please fill out all the fields.
- Please provide a phone number that you can be reached at.
- For overseas travel, you have to fax or post a copy of passport, home address and phone number of all participants after confirming your reservation.

#### Atravel Inc.

Phone: 03-6272-9197 FAX: 03-6272-9198

Email: staff@atavel.co.jp

Contact: Ms. Ito

[Open Hours] 9:30 ~ 17:30

[Regular Closing Day] Sat, Sun, Public Holidays

Please tick desired service.

Name		Employee ID			Workplace
Mobile Phone		Email			
Bank Account Information					
Bank		Branch			
Account Type	Saving / Checking	Account No.			
Account Holder	(Must be a union member)				

\*Name is written exactly as it is on your cash card, usually in *Katakana*.

### 【Form for Airfare Subsidy Application Form】

Air Ticket Information			
Departing Airport in Japan	Final Destination Airport	Transit Airport	Round Trip Airfare
			¥

Office Use Only			
Accepted Date	Remittance Date	Person in Charge	Remarks

Conditions	Airfare Subsidy
<b>Attachment</b>	① Copy of boarding pass/Certificate for boarding ② Copy of receipt/E-ticket receipt
<b>Requirements</b>	1. Travel subsidy is available once a year per member applicable to the flight departing from SEP to AUG (within the union's fiscal year*). 2. Report expenses after trip completion within 90 days from the departing date. 3. You must be a union member when departing from an airport, and applying for the subsidy. 4. Copies of the following are required. ① Boarding Passes (Please issue paper-based boarding passes for your boarding proof. If paper-based boarding passes are not issued at all, please take a screenshot of them on iPhone or any electronic devices, and send them by email to the union office at hello@nu-kirarin.com) ② Receipt or E-ticket receipt and itinerary which shows the air ticket price. 5. The package tour discount service cannot be combined with this Travel Subsidy for Air Ticket service. (*) Union's fiscal year: SEP~AUG next year
<b>Note</b>	1. In the case that the air ticket price is written in other currency other than JPY, the amount will be exchanged into JPY using the exchange rate on the receipt date. 2. The closing rate of the Tokyo foreign exchange rate will be applied. (If the market is closed for a holiday, the closing rate of the previous day will be applied.)
<b>Application</b>	Please fax the application form and necessary documents to the union office.
<b>Payment of Subsidy</b>	Payment will be made by bank transfer into a designated bank account.



	Cost of a Round Trip Air Ticket: ¥100,000 and above	Cost of a Round Trip Air Ticket: Less than ¥100,000
Travel Subsidy	¥5,000	NA

# Welfare Service — Special Information—

## ● Central Labor Bank

If you are interested in a personal loan for a number of reasons, why not apply for a loan at the Central Labor Bank!! You can also consult their professional financial advisors on a personal loan refinance.

**[Contact]** Mr. Okamura, Sales Div. Head Office

TEL: 03-3293-1616 FAX: 03-3293-1841 (Mon.-Fri.: 9:00~17:00)

### **Conditions for using the services:**

- ✓ Be a permanent resident of Japan
- ✓ Understand Japanese
- ✓ Must fulfill any other prescribed conditions set by the Central Labor Bank

## ● Kokumin Kyosai co-op (ZENROSAI) —Auto Insurance—

ZENROSAI, National Federation of Workers and Consumers Insurance Cooperatives, provides auto insurance and mutual aid for its members.

**[Contact]** Premium Estimation Support Center

TEL: 0120-860-748 (Mon.-Fri., Sat.: 9:00~17:00)

\*Reception hours is subject to change due to COVID-19 situation.

### **Conditions for using the services:**

- ✓ Qualified to apply for certificate of residence (has an address in Japan)
- ✓ Understands Japanese (may be a spouse who is a permanent resident of Japan)
- ✓ Must fulfill any other prescribed conditions set by Kokumin Kyosai co-op (ZENROSAI)

## Apply for the UA ZENSEN Mutual Aid (*Kyosai*) Insurance for Your Future!!

- 1. Pension *Kyosai***
  - Supporting your living expenses after retirement
- 2. Cash-Value Whole Life *Kyosai***
  - Building financial resources for certain purposes
- 3. New Life *Kyosai***
  - Providing protection for you and your family in the incident of death or severe disability
- 4. Medical *Kyosai***
  - Covering hospitalization and surgery expenses due to an accident or illness
- 5. Long-Term Care *Kyosai***
  - Supporting the balance between work, life, and nursing care
- 6. Comprehensive Leisure *Kyosai***
  - Covering unexpected accidents such as accidental injuries, liability accidents or damage to your belongings
- 7. Long-term Absence Protection *Kyosai***
  - Providing protection during long-term absence from work through illness or injury
- 8. New Fresh Pack**
  - A packaged insurance for under 25 years old (2+3+4+6)
- 9. Personal Property/Comprehensive *Kyosai***
  - Providing protection for your home from disasters

### Check your eligibility

- ✓ The applicant must have a good command of Japanese in order to understand Terms and Conditions written in Japanese. If you do not understand Japanese, please obtain your spouse or a family member living together for assistance as necessary for you to understand Terms and Conditions.
- ✓ The applicant must obtain an Alien Registration certificate/Card or a certificate of residence, *Jyumin-hyo*.
- ✓ The applicant must be a member of the Union. Withdrawal from the Union shall disqualify the member from the *Kyosai* Service.
- ✓ A recipient must have a residence inside Japan. In addition, a transfer bank account must be specified inside Japan.

## FAQs — *Kyosai*

### **Q1. What is a *Kyosai* Mutual Aid System?**

A *Kyosai* is a system for mutual assistance in which groups of individuals such as members of labor unions, agricultural workers, or other types of employees working in similar places of work make monetary contributions to a fund that receives additional support. The system collects premiums from their members, pools the collected premiums, reimburses members in times of need and helps alleviate their worries about illness, life after retirement, and other concerns difficult for individuals to deal with on their own, thereby creating an environment in which workers can lead healthy lives free of worry. The more registrations, the more richness of contents; in addition, our *Kyosai* is exclusively for labor union members. (\*Members' family can also join the *Kyosai* Mutual Aid. However, some conditions apply.)

### **Q2. What is so special about *Kyosai*?**

High Protection at a Low Premium!

A long time effort to enrich the *Kyosai* Mutual Aid system made high protection at a low premium possible compared to private insurance companies.

- ①The workers' union which operates *Kyosai* is a non-profit and tax-exempt organization; therefore they do not have to pay corporate taxes or corporate dividends.
- ②Union officers respond and promote the campaigns so that the cost of marketing and advertising is much lower than for private insurance companies.

### **Q3. What happens if I lose my eligibility?**

If as result of retirement or other causes, eligibility for participation in the plan has been lost, entitlement to benefits will continue by registering to "*Fukushi Kyosai Kai*". The annual fee for the *Kyosai kai* is 1,800 yen and will be deducted from your designated bank account in February of every year.

\*New registrations are not accepted. Minor changes to the contents of the plan may be needed depending on the employment conditions.

These regulations translate “Union Constitution of Nichii Group Union” in English. The English text as presented in this document is translation of the original Japanese Union Constitution and By-Laws. In the case of any questions or disputes about interpretation of context, the Japanese original will take precedence over the English translation.

## CHAPTER 1 GENERAL PROVISIONS

### Article 1: Name

This union shall be known as NICHII GROUP UNION.

### Article 2: Location of the Union

The office of this Union shall be located in Chiyoda-ku, Tokyo.

### Article 3: Union Membership

1. This Union consists of employees of Nichii Holdings Co., Ltd., Nichii Gakkan Co., Ltd., and employees of group companies in which the above two companies hold 40% or more of the issued shares (hereinafter referred to as "the Group Companies"), and members those whose membership has been approved by the Central Executive Committee.

2. Notwithstanding the provisions of the preceding paragraph, the following persons cannot become members of this Union.

(1) Scope of non-union members commonly defined by Nichii Holdings Co., Ltd., Nichii Gakkan Co., Ltd., and the Group Companies according to the labor agreement concluded between this Union and Nichii Holdings Co., Ltd. or Nichii Gakkan Co., Ltd.

(2) A person who belongs to the range defined as a non-union member by each Group Company according to the labor agreement concluded between this Union and each Group Company

(3) A person who belongs to another union other than this Union. However, this shall not apply if the Central Executive Committee approves.

### Article 4: Body Corporate

This Union shall have the legal capacities of a body corporate.

### Article 5: Superior Body

This Union shall be directly affiliated with UA ZENSEN which is a collective term for the Japanese Federation of Textile, Chemical, Food, Commercial, Service and General Workers' Unions.

## CHAPTER 2 PURPOSE AND OPERATIONS

### Article 6: Purpose

The purpose of this Union is to improve working conditions, economic and cultural life of its members.

### Article 7: Operations

This Union commits itself to the pursuit of the following operations to accomplish the purpose as provided in the preceding Article.

(1) To conclude, amend or eliminate the labor agreements

(2) To improve working conditions

(3) To foster a democratizing management through the labor-management consultation system

(4) To promote and guarantee the welfare and mutual aid

(5) To enhance education and culture business

(6) To cooperate with other organizations working for the same purposes

(7) To study or conduct research required for this Union operations

(8) Matters related to complaint handling

(9) Matters related to social participation activities

(10) Matters related to activities based on the policies of the upper organization

(11) Other things necessary to achieve the purpose

## CHAPTER 3 RIGHTS, OBLIGATIONS AND STATUS OF UNION MEMBERS

### Article 8: Principle of Equal Rights

1. All Union members are equal under this Union Constitution and are treated equally.

2. Under no circumstances shall any union member be disqualified as a union member without being discriminated against by race, religion, sex, family origin, status, or nationality.

### Article 9: Rights

The union members shall have the following rights:

(1) To participate in the union activities

(2) To participate in union operations, ask questions and express opinions

(3) To request union meetings and conferences

(4) To elect officers and to stand for office

(5) To criticize, demand resignation, and remove officers

(6) To browse Union's accounting books

(7) To be given the opportunity to participate in all other union affairs

#### Article 10: Obligations

The union members shall have following obligations:

- (1) Obligation to abide by the Union Constitution and comply with decisions of this Union
- (2) Obligation to pay the membership dues prescribed in Article 63 or the dues prescribed in Article 64 by the prescribed date
- (3) Each organization specified in Article 13 or members of regional organizations specified in Article 52 are obligated to attend meetings of each organization or regional organization unless there is a valid reason for absence.

#### Article 11: Union Membership

1. Persons who have the membership qualifications prescribed in Article 3 and wish to join this Union must submit Union Membership Application Form to the Union President.
2. Eligibility for membership shall begin retroactively from the date of submission of the application for membership when the President accepts the application for membership. However, if the date of submission of the application for membership is before the date of joining the company, the union membership will be established on the date of joining each Group Company.

#### Article 12: Membership Removal

1. When a union member falls under any of the following items, the Central Executive Committee decides to remove their membership.
  - (1) When a member fails to submit a withdrawal notice even though they no longer have the membership qualification prescribed in Article 3.
  - (2) When union dues are in arrears for 3 months or more
2. A union member who has received the removal decision may submit an objection request to the Central Executive Committee requesting cancellation of the removal decision with the convention as the addressee within 2 weeks from the date of the decision.
- (3) When the Central Executive Committee receives the written objection under the preceding paragraph, it shall submit the foresaid written objection and the opinion of the Central Executive Committee to the most recent Convention, and deliberate on the necessity of rescinding the removal decision. The Convention will then decide whether or not to revoke the removal decision.

### CHAPTER 4 Bodies

#### Article 13: Types of Body

This Union shall have following bodies:

- (1) Convention
- (2) Board of Councilors
- (3) Central Executive Committee

#### Section 1 Convention

#### Article 14: Authorities and Constitution of the Convention

1. The Convention is the top decision-making body.
2. The Convention shall consist of Convention Delegates, Central Officers, and Special Executive Committee Members.

#### Article 15: Convention Delegates

1. The election of Convention Delegates will be announced in July each year, and elections will be held in August each year.
2. The number of Convention Delegates to be elected from each Block shall be based on the number of union members in each Block as of the end of May each year, and one representative shall be elected for every 700 union members in each Block, rounded up to the nearest whole number. In addition, one Convention Delegate will be elected in a Block of less than 700 people.
3. The Central Officers, Special Executive Committee Members and Counselors of this Union shall not be Delegates to Congress.
4. Each Block elects Convention Delegates by direct secret ballot of its members.
5. Notwithstanding the provisions of the preceding paragraph, in each Block, the Election Committee will conduct elections by direct balloting by union members of the Block and will announce the deadline for accepting candidates and the timing of the elections. Despite the fact that this notification had been substantially disseminated to the union members of the Block concerned, and that all union members of each Block were in a state where they were free to run for office, candidates were allowed to run for candidacy after the deadline for accepting candidatures. If the number of candidates does not exceed the quorum, the candidate shall be deemed elected to the Convention Delegates without direct balloting.
6. The term of office of Convention Delegates shall be until the election of new Convention Delegates in each Block.
7. Matters related to the method of electing Convention Delegates that are not stipulated in the Union Constitution shall be stipulated by Convention Delegate Election Regulations established by the Central Executive Committee.

#### Article 16: Requirements for Establishment of the Convention

1. The Convention shall be formed by the presence of two-thirds or more of those elected as Delegates to the Convention and two-thirds or more of the Central Officers.
2. Convention Delegates may not delegate the exercise of their rights to others.



#### Article 17: Matters to be Resolved at Convention

The Convention has the authority to decide or approve the following matters in accordance with the voting requirements specified in Article 19.

- (1) Approval of annual activity report and union operation report
- (2) Determination of annual activity policy and plan
- (3) Approval of annual financial report
- (4) Approval of accounting audit report
- (5) Budget decision
- (6) Election of Central Officers
- (7) Dismissal of Central Officers
- (8) Decisions on amendments to these regulations
- (9) Establishment, revision, and abolition of regulations necessary for the operation of this Union
- (10) Decisions on the exercise of the right to strike
- (11) Decisions on control measures or awards to members
- (12) Dissolution of this Union, merging with other unions, division of this Union, joining or withdrawing from the upper organization, decisions on other organizational changes. (However, another union approves this Constitution and By-laws and becomes a Block or Branch of this Union is excluded)
- (13) Decisions or approvals, etc. regarding any other matters necessary for the achievement of the purpose of this Union

#### Article 18: Voting Rights at Convention

Each Convention Delegate shall have one voting right at the Convention.

#### Article 19: Convention Voting Method

1. Among the matters to be resolved at Convention, the decision on the matters (1) (2) (3) (4) (6) (9) (11) and (13) shall be made by a majority of the Delegates present at the Convention. The Convention Chair reserves the right to exercise their voting rights at the time of this decision, however if the result of the exercise of voting rights by a person other than the Convention Chair is a tie, the Convention Chair will also exercise their voting rights to make a decision.
2. Among the matters to be resolved at the Convention as stipulated in Article 17, the method of voting for the Appointment of the Central Officers in (6) shall be as follows.
  - (1) For each Central Officer from (1) to (9) of Article 42, Paragraph 1 (hereinafter referred to as "each Central Officer"), a direct secret ballot of Convention Delegates will be conducted.
  - (2) The upper limit of the number that the Convention Delegates can vote for each Central Officer shall be the number listed in parentheses (1) to (9) of Article 42, Paragraph 1.
  - (3) The elected candidate shall be decided in order from the person who obtained the largest number of valid votes for each Central Officer, and in the case that the number of votes is equal, the decision shall be made by drawing lots.
  - (4) If the number of candidates for each Central Officer does not exceed the fixed number, no direct secret ballot shall be conducted for that Central Officer, and all candidates shall be deemed to have been elected.
3. Regarding the dismissal of the Central Officers in (7) among the resolutions of the Convention stipulated in Article 17, the Convention Delegates will directly vote by secret ballot for each target Central Officer, and the dismissal of the Central Officers will be approved by a majority of the total votes.
4. Among the resolutions of the Convention set forth in Article 17, the decisions concerning the exercise of the strike power under (10) shall be made by direct secret ballot of Convention Delegates; Decisions shall be made by a majority of the Convention Delegates (the total number of convention delegates to be elected by the method prescribed in Article 15, paragraph 2; the same shall apply hereinafter).
5. Among the resolutions of the Convention stipulated in Article 17, the revision of the rules in (8), the dissolution of this Union in (12), the merger with other unions, the division of this Union, the joining or withdrawal of upper organizations, and other decisions on matters related to organizational change shall be made by direct secret ballot of the Convention Delegates, and shall be decided by two-thirds or more of the Convention Delegates.

#### Article 20: Type of Convention

1. There are two types of Conventions of this Union: Regular Convention and Extraordinary Convention.
2. A Regular Convention is held once a year, in principle in October.
3. An Extraordinary Convention shall be held within one month when deemed necessary by a resolution of the Central Executive Committee or when requested by one-third or more of the union members.

#### Article 21: Convention Calling Procedures

1. The President must notify the members of the date, time, venue, agendas, and other matters necessary for the Convention at least 10 days before conducting the Convention.
2. If it is an Extraordinary Convention requiring urgency and the approval of a majority of the Convention Delegates is obtained at the beginning of the Extraordinary Convention, the public notice prescribed in the preceding paragraph is not required.

#### Article 22: Convention Management

1. The Convention Chair and Vice-Chair shall be chosen from among the Convention Delegates present at each Convention.
2. The Central Executive Committee submits matters to be discussed at the Convention.
3. Convention Delegates may, at any time, submit urgent motions, motions related to Convention Management, or other motions that need to be submitted to the Convention after obtaining the support signatures of 10% or more of the total number of Convention Delegates.
4. Matters related to the election or dismissal of Central Officers and matters related to the operation of the Convention that are not stipulated in these regulations shall be stipulated in the Election Rules and Regulations for Central Officers and the Meeting Rules and Regulations established by the Central Executive Committee.

## Section 2 Board of Councilors

### Article 23: Authorities and Composition of the Board of Councilors

1. The Board of Councilors has the authority to receive inquiries from the Central Executive Committee regarding demands for spring labor offensives, etc., and to give opinions as to whether or not to approve such demands, as well as opinions regarding the necessity of corrections and additions.
2. The Board of Councilors shall consist of Councilors and Central Officers, excluding Accounting Auditors.

### Article 24: Board Members

1. The election of Council board members shall be carried out for each Block prescribed in Article 54.
2. The number of the Board of Councilors elected from each Block shall be two.
3. Members of the Board of Councilors are elected by mutual vote of the attendees at the Block meetings prescribed in Article 56, which are held between January and February each year.
4. The Central Officers, Special Executive Committee Members and Counselors of this Union shall not be members of the Board of Councilors.
5. The term of office shall be until the next year's Councilors are elected in each Block.

### Article 25: Matters to be Consulted at Board of Councilors

Matters to be consulted by the Central Executive Committee to the Board of Councilors are as follows.

- (1) List of Demands for the Spring Labor Offensive (Draft)
- (2) Other matters decided by the Central Executive Committee to be consulted by the Board of Councilors

### Article 26: Procedures for Convening the Board of Councilors

1. The Board of Councilors shall be convened by the President as necessary.
2. The President shall promptly convene a meeting of the Board of Councilors when requested by one-third or more of the Councilors, or when the Central Executive Committee deems it necessary.

### Article 27: Requirements for Establishing Board of Councilors

The Board of Councilors shall be established when two-thirds or more of the elected Councilors are present, and two-thirds or more of the central officers, excluding the accounting auditor, are present.

### Article 28: Voting Rights on the Board of Councilors

1. Each member of the Board of Councilors shall have one vote at the Board of Councilors meeting.
2. Councilors may delegate the exercise of voting rights to other Trustee within the same Block.

### Article 29: Voting Method of the Board of Councilors

Decisions at the Board of Councilors shall be made by a majority of the votes of the attending Councilors. The Chair reserves the right to exercise their voting rights at the time of this decision, however if the result of the exercise of voting rights by a person other than the chair is a tie, the Chair will also exercise their voting rights to make a decision.

### Article 30: Operation of the Board of Councilors

1. The Chair and Vice-Chair of the Board of Councilors shall be elected from among the attending Councilors each time.
2. The Central Executive Committee submits matters for review to the Board of Councilors.
3. Matters related to the operation of the Board of Councilors that are not stipulated in the Union Constitution and By-Laws shall be stipulated in the Meeting rules and Regulations established by the Central Executive Committee, and matters related to the election of Councilors not stipulated in the Union Constitution, the Central Executive Committee may make provisions if necessary.

## Section 3 Central Executive Committee

### Article 31: Composition of the Central Executive Committee

1. The Central Executive Committee shall consist of Central Officers, excluding Accounting Auditors.
2. The Central Executive Committee is headed by the President.
3. The Accounting Auditors may attend the Central Executive Committee meetings and state their opinions whenever necessary.

### Article 32: Authorities and Responsibilities of the Central Executive Committee

1. The Central Executive Committee oversees the internal organizations prescribed in Article 38, the Union Office prescribed in Article 39, and the regional organizations prescribed in Article 52, among the organizations of this Union, has the authority to execute the affairs of the Union based on the policies decided by the Convention, and is responsible for the execution of the affairs of the Convention.
2. The Central Executive Committee may exercise the following powers for the operation of the Union within the limits of the Union Constitution and decisions of the Convention.
  - (1) Summarize and determine the lists of spring labor offensive demands, demands for lump-sum payments, and other demands.
  - (2) Decide who will be in charge of labor-management negotiations and labor-management consultations and have the persons in charge conduct labor-management negotiations and labor-management consultations.

- (3) Judging and deciding whether or not to conclude a labor agreement based on the results of labor-management negotiations, labor-management consultations, etc.
  - (4) To make a decision on the exercise of the right to strike (however, a strike cannot be commenced until after the procedures specified in the Article 9 below have been completed.)
  - (5) Determining persons in charge of handling complaints with the Company and having them hold consultations for resolution
  - (6) Enact necessary rules, regulations, detailed regulations, etc.
  - (7) To issue orders, instructions, notices, communications, etc. necessary for realizing the purpose of this Union and the policies decided at the Convention to the organizations and members of this Union.
  - (8) Any other matters necessary to realize the purpose of this Union and the policy decided at the Convention.
3. The Central Executive Committee shall consult with the Board of Councilors at least on the Demands for Spring Offensive Policy Draft prior to making a decision on the summary of requests specified in (1) of the preceding Article and shall make a decision based on the Councilors' opinions.
  4. If necessary, the Central Executive Committee may, by its resolution, delegate the decision-making authority regarding the conclusion of a collective agreement as stipulated in Article 2 (3) to the President. However, the collective agreement for the transfer of authority must be specified in advance, and comprehensive delegation of authority without specifying it is not possible.
  5. The Central Executive Committee shall, when necessary, be composed of persons elected by its resolution from among the Central Officers, excluding accounting auditors, in order to make judgments and decisions regarding the exercise of the right to dispute as stipulated in Article 2 (4) above. may establish a Special Committee to exercise the right of dispute and delegate decision-making powers to the Special Committee. However, the requirement to exercise the right to dispute must be specified in advance, and a comprehensive delegation of authority without specifying it is not possible.
  6. The Central Executive Committee shall report to the Convention on the progress of annual activities and the projects carried out for approval.
  7. The Central Executive Committee shall propose annual activity policies and business plans to the Convention for approval.
  8. The Central Executive Committee shall, from time to time, inform each Block, each Branch, and each member about the progress of activities, decisions of each organization and meetings, etc. by appropriate means.

#### Article 33: Procedures for Calling the Central Executive Committee

1. The Central Executive Committee shall be convened by the President as necessary.
2. The President shall promptly convene a meeting of the Central Executive Committee when requested by one-third or more of the Central Officers, excluding accounting audits.

#### Article 34: Requirements for Establishment of the Central Executive Committee

The Central Executive Committee shall be established by the attendance of two-thirds or more of the Central Officers, excluding the Accounting Auditors.

#### Article 35: The Chair of the Central Executive Committee

The President presides over the Central Executive Committee.

If the President is unable to attend, the Vice President will serve in the order predetermined by the President.

#### Article 36: Voting Rights on the Central Executive Committee

Each Central Officer, excluding accounting auditors, shall have one vote on the Central Executive Committee.

#### Article 37: Voting Method at the Central Executive Committee

1. Decisions at the Central Executive Committee shall be made by a majority of the Central Officers present. However, regarding the submission of a proposal to the Convention to dismiss a Central Officer, it shall be subject to the provisions of Article 47, paragraph 1.
2. When voting at the Central Executive Committee, the Chair reserves the right to exercise voting rights, however if the result of the exercise of voting rights by persons other than the Chair is a tie, the Chair shall also exercise the right to vote.

#### Article 38: Establishment, Revision and Abolition of Internal Organizations such as Special Teams and Subcommittees

1. The Central Executive Committee may establish, modify, or abolish internal organizations such as special teams or subcommittees in order to carry out its duties.
2. The name of the internal organization such as a special team or a subcommittee, the duties, and the central officers in charge shall be determined by the Central Executive Committee.
3. The Central Executive Committee presides over internal organizations such as specialized teams and subcommittees.

#### Article 39: Union Office

1. The Central Executive Committee shall have an union office, which shall be under the control of the Central Executive Committee, to handle union affairs.
2. This Union may, as necessary, assign Central Officers, Special Executive Committee Members, Counselors, and staff members as full-time union officers to the Union Office, excluding accounting auditors.
3. The appointment of the Central Officers and Special Executive Committee Members to the Union Office as full-time union officers must be approved by the Convention.
4. Approval of the Central Executive Committee must be obtained in advance for assigning Counselor and staff members to the Union Office.
5. Compliance rules and salary of full-time union officers and staff shall be determined by the Compliance Rules for Full-Time Union Officers and Staff Members and Salary Regulations for Union Officers and Staff Members established by the Central Executive Committee.

Article 40: Central Officers

1. This Union shall have the following Central Officers.

- |                                 |     |   |
|---------------------------------|-----|---|
| (1) President                   |     | 1 |
| (2) Vice President              | 2~3 |   |
| (3) Secretary General           |     | 1 |
| (4) Assistant Secretary General | 2~3 |   |
| (5) Treasurer                   |     | 1 |
| (6) Executive Committee Member  | 2~3 |   |
| (7) Accounting Audit            |     | 2 |

2. When deciding to convene a Convention on the agenda of electing officers, the Central Executive Committee shall determine the number of Vice President, Vice Secretary General, and members of the Executive Committee among the central officers prescribed in the preceding paragraph.

3. The members of Executive Committee shall consist of the following members (1) to (3).

- (1) Executive Committee Members who concurrently serves as the leader of each block prescribed in Article 54.
- (2) Executive Committee Members who concurrently serves as the vice leader of each block prescribed in Article 54.
- (3) Executive Committee Members other than (1) and (2) above

Article 41: Central Officer Qualifications

1. A Central Officer of this Union cannot be appointed unless they are a member of this Union.

2. Convention Delegates and Councilors of this Union cannot be Central Officers.

3. The qualifications of Executive Committee members who concurrently serve as Block Leaders or Block Vice Leaders are determined as follows.

(1) A person who does not belong to each Block cannot become an Executive Committee Member concurrently serving as Block Leader or Block Vice Leader.

(2) When an Executive Committee Member concurrently serving as Block Leader or Block Vice Leader ceases to belong to the relevant Block, the concurrent post as Block Leader or Block Vice Leader shall be dismissed, and the member shall become an Executive Committee Member who does not concurrently serve as Block Leader or Block Vice Leader.

(3) In the case of (2) above, the Central Executive Committee shall, when necessary, belong to the relevant Block until a successor Executive Committee Member who also serves as the Block Leader or an Executive Committee Member who also serves as the Block Vice Leader is appointed at the Convention. Regardless of whether or not a representative for the duties of the Block Leader or Block Vice Leader may be appointed from among the Central Officers, excluding accounting auditors.

4. The Central Officers of this Union shall lose their membership when they cease to be members of this Union. However, during the term of office, they assume a position that is within the scope of a non-union member due to promotion, transfer, etc., and the content of the job falls under the category of "person representing the interests of the employer" prescribed in Article 2, Paragraph 1 of the Labor Union Act. If this is not the case, the membership and officer status may be continued until the end of the next first Convention, after taking into account various circumstances and through a resolution of the Central Executive Committee.

Article 42: Election of Central Officers

1. Election of Central Officers shall be carried out for each Central Officer from (1) to (9) below.

(1) President 1

(2) Vice President

The number people stipulated in Article 40, Paragraph 2

(3) Secretary General 1

(4) Assistant Secretary General

The number of people stipulated in Article 40, Paragraph 2

(5) Treasurer 1

(6) Executive Committee Member concurrently serving as Block Leader

1 person for each Block

(7) Executive Committee Member concurrently serving as Block Vice Leader

1 person for each Block

(8) Executive Committee Members other than those listed in (6) and (7) above (the total number of Executive Committee Members stipulated in Article 40, Paragraph 2, minus the numbers in (6) and (7) above)

(9) Accounting Audits 2

2. A person who wishes to become a Central Officer of this Union can run for any one of (1) to (9) in paragraph 1 at the Convention, and cannot run for more than one of these.

3. Convention Delegates and Councilors of this Union cannot be Central Officers.

4. The method of electing the Central Officers of this Union shall be in accordance with the provisions of Article 17 and Article 19, paragraph 2.

Article 43: Filling Vacancies for Central Officers

Any vacancies in the Central Officers may be filled at the Convention.

Article 44: Duties, Authorities and Obligations of Central Officers

1. The President shall represent the Union and supervises the union activities.

2. The Vice President shall support the President and perform all the Presidential duties in the case of an accident to the President. In addition, the President decides in advance the order in which the duties are performed by the Vice President on behalf of the President.

3. The Secretary General shall supervise the Union Office and seize control of general operations under the order of the President.
4. The Assistant Secretary General shall support the Secretary General and perform all the Secretary General duties in the case of an accident to the Secretary General.
5. The Treasurer shall be responsible for proper accounting operations under the order of the President.
6. Executive Committee Members constitute the Central Executive Committee and execute the duties assigned by the Central Executive Committee. Executive Committee Members who concurrently serve as Block Leader or Block Vice Leaders also execute the duties of each Block.
7. Account Auditors shall audit the finance and report the results to the Convention.

#### Article 45: Term of Office for Central Officers

1. The term of office of the Central Officers shall be until the end of the second regular Convention after taking office. provided, however, that the term of office of a Central Officer appointed during the term of office of the predecessor shall be the remaining term of the predecessor.
2. Reappointment of Central Officers shall not be prevented.
3. If no successor has been appointed at the expiration of the term of office of a Central Officer, the former Central Officer shall be obligated to perform the duties of such Central Officer until their successor takes office.

#### Article 46: Resignation of Central Officers

If a Central Officer resigns due to unavoidable reasons during their term of office, they shall obtain prior approval from the Central Executive Committee.

#### Article 47: Dismissal of Central Officers

1. The Central Executive Committee may submit a proposal to the Convention for the dismissal of the Central Officers when two-thirds or more of the total number of Central Officers, excluding accounting auditors, vote in favor.
2. Convention Delegates may submit a proposal to the Convention for the removal of the Central Officers during the opening and closing of the Union's Convention. In this case, it is necessary to attach the support signatures of more than one-fifth of the total number of Delegates to the Convention, and Article 22, paragraph 3 does not apply.
3. The members of this Union may, with the signatures of not less than one-tenth of the total number of members, request the Central Executive Committee to convene a Convention to remove the Central Officers. In this case, the President shall convene the Central Executive Committee within 10 days from the date of the request, and the Central Executive Committee shall hold a meeting within 60 days from the date of the meeting and propose a proposal to the Convention regarding the dismissal of the Central Officer concerned. At this time, the Central Executive Committee may add an opinion on the necessity of dismissal to the proposal.
4. When the dismissal of the President is proposed based on the provisions of paragraphs 1 to 3 above, the handling of agenda items related to the dismissal of the President among the agenda items of each organization and the procedure for convening the Convention, the Vice President will act as an agent, assuming that there has been an accident prescribed in Article 44, Paragraph 2 above. However, even in this case, the President shall not be prevented from exercising voting rights.
5. If a proposal to dismiss a Central Officer is made to the Convention pursuant to Paragraphs 1 through 3 above, the Convention's resolution regarding the dismissal of the Central Officer shall be made in accordance with the provisions of Article 19, Paragraph 3 above.
6. If a resolution for dismissal is passed, the Central Officer immediately loses their qualification even if they are still in office.

#### Article 48: Appointment to a Public Office or an Officer of the Upper Organization

If a Central Officer intends to run for public office or assume office, or if they intend to run for or assume office as an officer of the upper organization or its upper organization, they shall obtain the prior approval of the Central Executive Committee.

#### Article 49: Special Executive Committee Members

1. This Union may have a Special Executive Committee Members.
2. Special Executive Committee Members are commissioned by the President through a resolution of the Convention.
3. Special Executive Committee Members shall carry out the duties assigned by the Central Executive Committee.
4. Special Executive Committee Members may attend meetings of the Central Executive Committee and state their opinions with the permission of the Central Executive Committee.
5. The President may, with the approval of the Central Executive Committee, dismiss a Special Executive Committee Member.
6. Regarding the Special Executive Committee Members, the provisions of Article 45, Paragraphs 1 and 2, Article 46, and Article 48 among the provisions concerning Central Officers shall apply mutatis mutandis.

#### Article 50: Advisors

1. Advisors can be placed in this Union.
2. Advisors are commissioned by the President through a resolution of the Convention.
3. In addition to responding to inquiries from the President, Advisors may attend various organizations and state their opinions at the request of the Union.
4. The term of office of Advisors shall be until the end of the second Regular Convention after appointment, and reappointment shall not be precluded.

#### Article 51: Counselors

1. This Union can appoint a Counselor, place it in the Union Office, and have them engage in the affairs of the Union Office.
2. Persons who can become Counselors are limited to those who have served as President, Vice President, or Secretary General for three or more terms.
3. Counselors are appointed by the President with the approval of the Central Executive Committee.
4. The President may dismiss a Counselor with the approval of the Central Executive Committee.

Article 52: Types of Organizations by Region

This Union has the following regional organizations.

- (1) Blocks
- (2) Branches

Article 53: Relationship with the Central Executive Committee and Central Officers

1. Blocks and Branches are presided by the Central Executive Committee.
2. The Central Executive Committee and Central Officers shall provide the necessary assistance for the activities of the Blocks and Branches, and resolve any opinions, requests, complaints, etc. made by members of the Blocks or Branches via the Blocks or Branches. Labor-management negotiations, labor-management consultations, grievances, etc., shall be used to resolve any issues that need to be resolved.

Section 1 Blocks

Article 54: Establishment, Revision and Abolition of Blocks

1. The Central Executive Committee decides on the establishment, revision and abolishment of Blocks to which each union member belongs, taking into comprehensive consideration various factors such as the union members' employer, assigned department, and duties.
2. The total number of Blocks will be 10 or more and 30 or less for the time being.
3. The minimum number of union members belonging to one Block shall be 500.

Article 55: Major Roles and Duties of Blocks

The main roles and duties of the block shall be as follows.

- (1) To consider the proposals of the Convention, summarize the opinions, and submit the opinions to the Convention or the Central Executive Committee
- (2) To elect Block's Convention Delegates
- (3) Receive reports from the Block Leader, Block Vice Leader, or Convention Delegates about the resolutions of the Convention and the decisions of the Central Executive Committee, discuss them to deepen their understanding, and convey them to each Branch and union members.
- (4) Prepare a draft Block's requests for spring labor offensives and submit the draft to the Central Executive Committee or the Board of Councilors for consideration.
- (5) Election of Councilors for each Block
- (6) Receive reports from the Block Leader, Block Vice Leader, or Councilors on the contents of the Central Executive Committee or the Board of Councilors, the contents of the spring labor negotiations, and the results of negotiations, and after discussing and deepening their understanding, each Branch and communicate to members.
- (7) Regarding the opinions, requests, complaints, etc. of union members in each Block, each Block will strive to resolve matters that may be resolved by negotiating with each department of the Company corresponding to each Block. Matters that are difficult to resolve within the Block shall be communicated to the Central Executive Committee or Central Officers for resolution.
- (8) Preside over meetings, conferences, events, etc. for each Block
- (9) In addition, perform all necessary matters in order to embody the provisions of this Union Constitution and the policy decided at the Convention in the Block.

Article 56: Block Meeting

1. In order to carry out the roles and duties prescribed in the preceding Article; the Blocks shall hold a Block meeting consisting of the following persons.
  - (1) Among the Central Officers, Executive Committee Members who concurrently serves as the leader of the relevant Block
  - (2) Executive Committee Members who concurrently serves as the Block Vice Leader of the relevant Block among the Central Officers
  - (3) Branch Leaders and Branch Vice Leaders
2. Block Meeting may make decisions necessary to carry out the roles and duties prescribed in the preceding Article, however, may not make decisions on the following.
  - (1) Decisions that limit the rights of the members or that may prejudice the interests of the members
  - (2) Decisions imposing obligations on members
  - (3) Decisions contrary to this Union Constitution
  - (4) Decisions contrary to Convention decisions
  - (5) Decisions contrary to decisions, instructions, notifications, etc. of the Central Executive Committee
3. Block Meeting shall be hold with the attendance of two or more of the members prescribed in paragraph 1 above, and a decision may be made by a majority vote.

## Section 2 Branches

### Article 57: Establishment, Revision and Abolition of Branches

The Central Executive Committee shall establish a Branch within each Block to which each member should belong, taking into comprehensive consideration various factors such as the members' employer, assigned department, and duties, and also decides whether or not to revise or abolish it..

### Article 58: Major Roles and Duties of Branches

The main roles and duties of the Branch are as follows.

- (1) A gathering (hereinafter referred to as a "Branch Assembly") is held voluntarily by the union members within the Branch and matters necessary for the realization of the roles and duties of the Block prescribed in Article 55 are discussed within the Branch.
- (2) To hold Branch Assemblies and prepare proposals for demands for spring labor offensive and other requests.
- (3) Hold Branch Assemblies, receive reports on the results of spring labor offensives and summer lump-sum payment negotiations, hold discussions, and clarify future issues to be considered.
- (4) Collect opinions, requests, complaints, etc. of union members within the Branch, convey them to the members of the Block meeting, and work to resolve them.
- (5) Preside over meetings, conferences, events, etc. of each Branch.
- (6) In addition, to carry out all necessary matters at the Branch in order to embody the provisions of this Union Constitution and the policy decided at the Convention.

### Article 59: Branch Meeting

1. In order to carry out the roles and duties prescribed in the preceding Article, the Branch shall establish a Branch Meeting consisting of the following persons.

- (1) Branch Leader (1)
- (2) Branch Vice Leader (1)
- (3) Branch Committee Member (Several)

2. Branch Meeting may make decisions necessary to carry out the roles and duties of the preceding article, however, may not make the following decisions.

- (1) Decisions that limit the rights of the members or that may prejudice the interests of the members
- (2) Decisions imposing obligations on members
- (3) Decisions contrary to this Union Constitution
- (4) Decisions contrary to Convention decisions
- (5) Decisions contrary to decisions, instructions, notifications, etc. of the Central Executive Committee

3. Branch Meeting shall be established with the attendance of two or more of the members prescribed in paragraph 1, and a decision may be made by a majority vote.

4. The election procedures are announced in May of each year, and Branch Leaders and Branch Vice Leaders are elected in June of each year by direct balloting by branch members.

Article 15, Paragraphs 4 through 7 regarding the election procedure and term of office of Convention Delegates shall apply mutatis mutandis to their election procedures and term of office.

5. When a Branch Leader or Branch Vice Leader becomes vacant, the President may, with the approval of the Central Executive Committee, appoint a substitute.

6. Those who run for Branch Leader or Branch Vice Leader may run for Convention Delegates.

7. Branch Leader or Branch Vice Leader, except for those who hold the position of Convention Delegate, can run for the position of Central Officers.

8. Branch Committee Members shall be selected after consultation between the Branch Leader and Branch Vice Leader.

## Section 3 Block Constitution / Branch Constitution

### Article 60: Establishment of Block Constitution / Branch Constitution

1. Each Block or Branch may, when necessary, establish, revise, or abolish Block Constitution or Branch Constitution with the approval of the Central Executive Committee.

2. When a Block newly establishes or revises their Block Constitution in accordance with the preceding paragraph, at least new bylaws regarding the major roles and duties of the Block in place of Article 55, and Article 56 concerning the Block Meeting must be created.

Articles 55 and 56 shall not apply to this Block when the Block Constitution comes into effect.

3. When a Branch newly establishes or revises their Branch Constitution in accordance with the preceding paragraph, at least new bylaws regarding the major roles and duties of the Branch in place of Article 58, and Article 59 concerning the Branch Meeting must be created. Articles 58 and 59 shall not apply to this Branch when the Branch Constitution comes into effect.

4. When a Block or a Branch establishes or revises their Block Constitution or Branch Constitution pursuant to paragraph 1 above, by placing provisions regarding purposes, rights and obligations, institutions, officers, finances, exercise of dispute rights, etc. in the Constitution, It is possible to become an independent labor union and to be the subject of a collective agreement, however, even in that case, it must be specified in the Constitution that it is under the control of this Union as a subordinate organization of this Union.

### Article 61: Transfer from Another Union

1. Another union can approve the Constitution of this Union, and then amend their union constitution by itself, and become a Block or Branch of this Union.

2. In the case of the preceding paragraph, Article 60 regarding the establishment of Block Constitution and Branch Constitution shall apply mutatis mutandis.

## CHAPTER 7 UNION FINANCE

### Article 62: Revenue

The Union financial resources shall be covered by Union dues, levies, and charitable contributions.

### Article 63: Union Dues

1. The Union dues shall be the amount calculated by the following calculation method.

(1) Union members who are operation employees or office workers

Union Dues = Standard Wage (monthly salary, bonus) × 0.8%

(Less than 10 yen rounded down)

(2) Union members who are full-time medical office work instructors

Union Dues = Remuneration × 0.8% (Less than 10 yen rounded down)

(3) Other union members

Calculation method according to (1) and (2) above

2. Notwithstanding the provisions of the preceding paragraph, if there are special circumstances such as the monthly union dues calculated by the calculation method prescribed in the preceding paragraph exceeding the wage amount after deducting the statutory welfare expenses for the current month, etc., all or part of the union fee for the current month will be exempted.

3. The details of the union dues calculation method prescribed in paragraphs 1 and 2 above shall be stipulated in the bylaws stipulating the union dues calculation method enacted by the Central Executive Committee.

4. Union dues are collected from monthly salaries and lump-sum payments by check-off.

5. Union members who do not agree to check-off, or who are unable to collect dues by check-off method, must pay the prescribed dues to the Union Office by bringing, transferring money, or direct debiting.

6. Union dues paid by union members are not refundable under any circumstances.

### Article 64: Levies

This Union may, by resolution of the Convention, collect levies from its members when it deems it particularly necessary.

### Article 65: Accounting Classification

1. Accounting for the Union shall be divided into a general and special accounting.

2. This Union shall have the following special accounts.

(1) Reserve Special Account for the purpose of securing strike funds

(2) Contingency Planning Special Account for aiming to secure funds for disaster countermeasures

(3) Anniversary Project Special Account for the purpose of securing anniversary project funds

(4) Union Members Withdrawal Special Account for the purpose of securing membership withdrawal funds

(5) Other special accounts to be established through resolutions of the Convention

3. When it is necessary to transfer funds from the special account to the general account, it must be decided by the Convention.

### Article 66: Fiscal Year

This Union's fiscal year shall commence on 1 September and end on 31 August of every year.

### Article 67: Budgets and Accounting Report

1. At the beginning of each fiscal year, the Central Executive Committee shall submit a budget proposal to the Convention for its decision.

2. At the end of each fiscal year, the Central Executive Committee shall prepare and make available to members an accounting report showing all sources and uses of funds, the names of major contributors and the current financial situation.

3. When the Central Executive Committee makes the accounting report pursuant to the preceding paragraph, it shall attach a certificate of accuracy by a professionally qualified accounting auditor entrusted by the Union and an accounting audit report by the accounting audit.

4. The Central Executive Committee shall attach the certificate prescribed in paragraph 3 above and the accounting audit report prescribed in paragraph 2 above to the accounting report prescribed in paragraph 2 above, and submit them to the Convention for approval.

### Article 68: Congratulatory/Condolence Money

1. This Union may pay congratulatory or condolence money, etc. to members or former members from the general account or special account of the Union.

2. The establishment, modification and abolishment of the system based on the preceding paragraph cannot be carried out without the approval of the Convention.

### Article 69: Detailed Rules, Regulations

The Central Executive Committee shall establish Detailed Financial Regulations, Fund Management Regulations, and regulations concerning payments based on the preceding article regarding financial matters that are not stipulated in this Union Constitution.



## CHAPTER 8 REWARDS AND SANCTIONS

### Article 70: Rewards

Union members shall be given an award or reward upon discussions of the Convention when those who perform a distinguished service for the Union or its operations, or who are being good examples of other Union members.

### Article 71: Disposition and Control

When a union member performs any act or omission specified in the following items, the Union may exercise control and dispose of the union member.

- (1) When a union member does not comply with the Union Constitution and By-Laws, or organizational decisions and violate them.
- (2) When Union control is disrupted.
- (3) When damaging the honor of the Union or harming the social trust of the Union.
- (4) When the confidential information of the Union has been leaked to others, and the Union has been disadvantaged.
- (5) When hindering union operations, the exercise of legitimate rights of union members, or union-related duties by union members.
- (6) When using and abusing their position and/or authority as a union officer to bring disadvantage to the Union or union members.
- (7) When the property of the Union is illegally used or destroyed, and the Union is disadvantaged or damaged.

### Article 72: Detailed Disposition and Control

1. The types and contents of controlled disposals carried out by the Union are as follows.

#### (1) Warning

Give written or oral attention to the person and ask for reflection.

#### (2) Reprimand

Take a written apology and warn the person for the future.

#### (3) Suspension of Rights

All other rights, except for the objection to sanctions, stipulated in the Union Constitution and Bylaws shall be suspended for a period of one month to one year.

#### (4) Officer Qualification Stop

Suspend qualification as a central officer, block officer, or branch officer, and prohibit the exercise of authority and performance of duties under the Union Constitution and Bylaws.

#### (5) Expulsion

Deprive union membership and announce to that effect.

2. Union members shall not be subject to multiple warnings, reprimands, or expulsion from the Union for the same act or failure to act.

3. As an interim measure for the purpose of preventing the spread of damage due to an act or failure to act subject to controlled disposition, it may be decided to carry out controlled disposition of suspension of rights or suspension of officer qualification. After this decision has been made, the expulsion from the Union can be decided for the same reason. However, if rights are suspended as a provisional measure, the period of suspension cannot exceed one year, including the period of provisional measures and the period of control disposition.

### Article 73: Decision-Making Body and Authority to Carry Out the Disposition and Control

1. The Convention may decide to take control measures as prescribed in Article 72, Paragraph 1 against those subject to control measures, and the voting method shall be as specified in Article 19, Paragraph 1.

2. The Central Executive Committee may, as a provisional measure until the Convention makes a decision based on the preceding paragraph, suspend the rights and suspend the officer qualifications of the person subject to control measures based on Article 72, paragraph 3 can.

However, the Central Executive Committee must report this provisional measure to the most recent Convention and seek its approval.

3. Article 47, Paragraph 4 shall apply mutatis mutandis when the person subject to the control disposition is the President.

### Article 74: Procedures and Details of Disposition and Control

The procedures and details of disposition and control shall be as follows.

#### (1) Fact-Finding

An investigation committee which will be established after the decision of the Central Executive Committee shall investigate the existence of the facts and their specific contents subject to controlled disposition.

#### (2) Investigation Result

The investigation committee reports the results to the Central Executive Committee.

#### (3) Preparing a Proposal

The Central Executive Committee shall determine whether or not control disposition is necessary, and if they determine that control disposition is necessary, they will prepare a Control Disposition Proposal Form that describes the type of control disposition (set the period for the suspension of rights) required and the facts to be covered.

#### (4) Temporary Measures

If the Central Executive Committee determines that it is necessary to take provisional measures based on Article 73, Paragraph 2 at the time the Central Executive Committee prepares a petition for control disposition, it may suspend rights and suspend qualifications as an officer.

#### (5) Submission of Proposal

The Central Executive Committee submits a proposal for control action to the Convention for discussion.

#### (6) Deliberation at the Convention

The Convention deliberates and decides on the control disposition proposal. During this process, the representatives of the Convention shall, through the procedures of Article 22, Paragraph 3, take a control disposition of a different type and degree from the control disposition requested by the Central Executive Committee stated in the control disposition proposal. can be proposed.

### Article 75: Rights of Persons Who Are Subject to Disposition and Control

A member who has been subject to a control disposition shall be given an opportunity to defend themselves during the investigation of the Investigation Commission and the deliberations of the decision-making body of the control disposition.

### Article 76: Bylaws

The Central Executive Committee shall establish award rules for commendation and operating rules for control and disposition procedures.

## CHAPTER 9 STRIKE

### Article 77: Procedures for Commencement of Union Strikes

1. When the Central Executive Committee intends to initiate a strike, it must make the following matters clear to the union members.

- (1) Purpose of strike
- (2) Timing and method of allied strikes
- (3) A person who makes decisions on the target, scope, start and end of strikes (When delegating the decision-making authority of the upper body, clarify that fact)

2. Before commencing a strike, the Central Executive Committee shall obtain either the decision of the Convention based on Articles 17 and 19, paragraph 4, or the decision by all union members as stipulated in Article 78.

### Article 78: Unanimous Vote on the Commencement of Strike

A direct secret ballot of the union members may be held and a majority vote of the total membership may decide to initiate a strike.

### Article 79: Bylaws

The Central Executive Committee may establish regulations, if it is necessary to establish provisions for matters concerning strikes that are not stipulated in this Union Constitution.

## CHEPTER 10 ADDITIONAL RULES

### Article 80: Revision and Abolishment of this Union Constitution

This Union Constitution cannot be amended or abolished without going through the procedures for direct balloting by delegates of the Convention as stipulated in Articles 17 and 19, paragraph 5.

### Article 81: Effective Date of Revision and Abolition

If this Union Constitution is revised or abolished, unless otherwise specified, the revision and abolition shall take effect from the time the decision to revise or abolish is made.

### Article 82: Effective Date

This Union Constitution shall enter into force on September 18, 1992.

- 1) Enacted: September 18, 1992
- 2) Amended: February 19, 1993
- 3) Amended: October 14, 1994
- 4) Amended: October 14, 1995
- 5) Amended: October 18, 1996
- 6) Amended: February 15, 1997
- 7) Amended: October 18, 1997
- 8) Amended: October 17, 1998
- 9) Amended: October 17, 1999
- 10) Amended: October 15, 2000
- 11) Amended: October 14, 2001
- 12) Amended: October 13, 2002
- 13) Amended: October 12, 2003
- 14) Amended: October 16, 2004
- 15) Amended: October 15, 2005
- 16) Amended: October 22, 2006
- 17) Amended: October 21, 2007
- 18) Amended: October 17, 2009
- 19) Amended: October 16, 2010
- 20) Amended: October 15, 2011
- 21) Amended: October 27, 2012
- 22) Amended: November 6, 2012
- 23) Amended: October 12, 2013
- 24) Amended: October 12, 2014
- 25) Amended: October 17, 2015
- 26) Amended: October 15, 2016
- 27) Amended: October 21, 2017
- 28) Amended: October 20, 2018
- 29) Amended: October 19, 2019
- 30) Amended: October 16, 2021
- 31) Amended: October 15, 2022

## Handling of Personal Information

Nichii Group Union is careful when handling your personal information. The information collected by the union or its members is only used for limited purposes related to union activities. We will not use the collected personal information for other than the purposes listed above without the permission of individuals, or disclose information to a third party. The purpose for the use of personal information that the Union acquires is as follows;

- For the payment of union mutual aid benefit
- To report to and confirm matters with union members
- For preparing lists as needed
- etc.



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