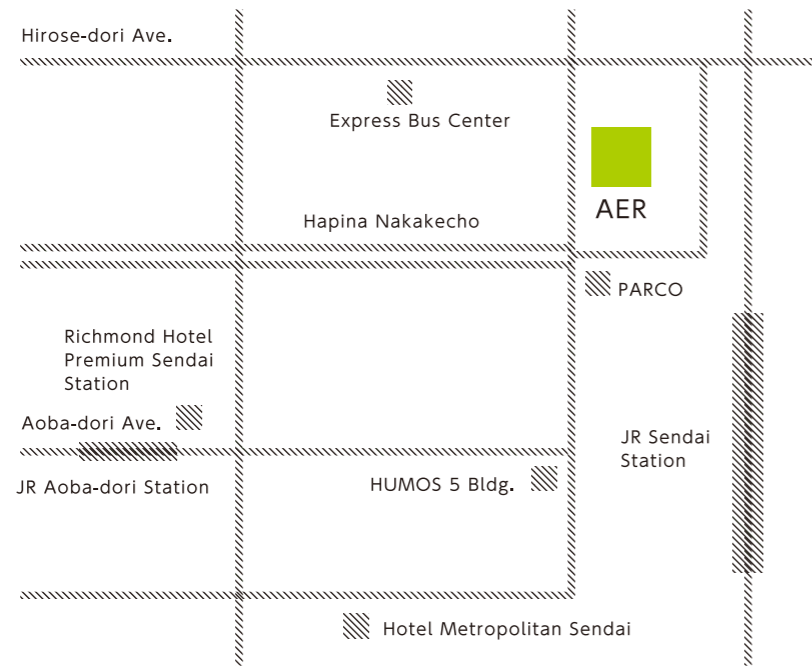


Our social insurance labor consultants and other professionals will hear your general inquiries concerning labor in general, and will provide advanced, high level consultation, or have you come in for a private visit to provide necessary advice and consultation according to your needs. Please note that in order to better serve you with accurate and relevant advice, we suggest that you call ahead and inform us of the nature of your inquiry, and schedule an appointment with us. We thank you in advance for your cooperation.



☎ 070-3811-9119 ☎ 070-3811-9120

👤 AER 7F Ashi☆Sta Exchange Salon, Chuo 1-3-1, Aoba-ku, Sendai, Miyagi

🕒 Reception Hours / Weekdays 9:00 - 17:00  
 Closed: Sat., Sun., public holidays, New Year's holidays (Dec. 29-Jan. 3)

✉ info@sendai-elcc.jp

🖥   <http://sendai-elcc.jp>

📘 [www.facebook.com/sendaielcc/](http://www.facebook.com/sendaielcc/)

The ABC's of Employment



Sendai Employment-Labor  
 Consultation Center

We serve as a guide to  
 both employers and employees.





## We serve as a guide to both employers and employees.

### The purpose of the Sendai Employment-Labour Consultation Center

ELCC(Sendai Employment-Labour Consultation Center) was established for the purpose of preventing individual labor disputes, based on the National Strategic Special Zones Act. It is a venue for employers and employees alike to seek free consultation from specialists (lawyers and social security attorneys)concerning labor rules and laws.

### Characteristics of the Sendai Employment-Labour Consultation Center



Offers support focused mainly on business start-up and social advancement for women.

It is a venue where both employers and employees of venture companies, global companies, and those who are thinking of opening a business can seek free consultation from specialists(lawyers and social security attorneys) concerning labor rules and laws.



### Coordination with Sendai Entrepreneurial Support Center "Ashi☆Sta"

In order to realize the goal of turning Sendai into "the easiest city in Japan to start a business," entrepreneurial seminars and exchange programs are held at the Sendai Entrepreneurial Support Center, Ashi☆Sta. The center is located inside the Ashi☆Sta Exchange Salon, and we work together with Ashi☆Sta to help you begin your own business.



### Reliable and dependable service provided by professionals

- All services are free.
- Consultations can also be given in foreign languages
- Monthly free seminars
- General labor-related consultations with lawyers and certified social insurance and labor consultants
- Individual consultation visit to your company by certified social insurance and labor consultants

### Seminar Information

Free seminars hosted by lawyers and social security attorneys.

- Learn the abc's of employment

Our seasoned and widely experienced lawyers and social security attorneys will explain labor laws and rules, in a manner that is easy to understand.



\*For more details please see our website.



### Our "Lawyers" and "Labor and Social Security Attorneys" will offer consultations concerning labor and labor laws.

Our social insurance labor consultants will hear your general inquiries concerning labor in general, and will provide advanced special consultation, or have you come in for a private visit to provide necessary advice and consultation according to your needs.

#### CASE 1 Is it difficult for private business owners to hire employees?



I opened a ramen noodle shop. Thanks to my loyal customers, my business flourished and I became very busy, so I decided to hire a part-time worker and increase productivity. However, since it was my first time to hire someone, I didn't know what to do, so I called the Sendai Employment-Labour Consultation Center. I told the consultant my problem, and was able to receive onsite consultation by the social insurance labor attorney, who explained the methods and instructions for signing up for social insurance, the labor laws, labor contracts and etc., so I was able to hire a part-time employee. I always believed it was very difficult for private business owners to hire someone, but after speaking to a labor attorney, everything proceeded smoothly. Now, I want to work hard with my employees to provide delicious ramen noodles to our customers.

#### CASE 2 By hiring a senior citizen, I was able to get an employment subsidy as well!



Last year, I started a business that develops and sells soil improving agents, so I decided to hire new employees, and visited the labor consultant center. I figured that if I was going to hire someone, that it would be good to hire someone older, who has a lot of life experiences, so I explained my thoughts to the consultant. The consultant advised me that, if I were to hire a senior citizen, I could be eligible for an employment subsidy, and provided me with information from the Ministry of Health, Labor and Welfare. I was also advised on labor laws, labor condition announcements, and how to sign up for social insurance for my employees. Two months after my consultation, I was able to successfully hire a senior citizen, which lead not merely to social contribution on my part, by hiring a senior citizen, but also provided me with financial help in the shape of an employment subsidy. Hiring a senior citizen who has a wealth of life experiences and knowledge, was the best idea and a major success. I am truly glad I was able to get advice from the consultant.

#### CASE 3 The consultation was a very big help to a foreigner like myself



When I wanted to open an English conversation school, I acquired a start up visa(Startup Promotion Initiative for Foreigners), a policy recognized for special cases in Sendai, which is a registered national strategic district. Afterward, I did not know how to hire employees who would work when the school opened, so I visited the city of Sendai, and was directed to the Sendai Employment-Labour Consultation Center. The designated social security attorneys and lawyers were able to help me write hiring contracts, understand labour laws and methods, how to draw up labour conditions, make amendments, and gave me the knowledge necessary in hiring employees, such as on labour, social and unemployment insurance. Even for a foreigner like myself, the English was understandable, and the consultants were very kind and helpful. I am very grateful for their support. My English school is currently open, and busy every single day. I was able to realize my dream, thanks to the help and support from the Sendai Employment-Labour Consultation Center. Hiring a senior citizen who has a wealth of life experiences and knowledge, was the best idea and a major success. I am truly glad I was able to get advice from the consultant.



### For example, we answer questions like the following:

- What do I need to hire someone for the first time?
- Is the contract I drew up for hiring an employee okay?
- How do I make arrangements for social insurance?
- What are the 36 articles of the Labor Standards Act?
- I am not sure if I calculated overtime correctly.
- I do not understand some of the employment laws or conditions.

If you reside within the national special strategic district of Sendai,

**Anyone can ask for consultation.**

