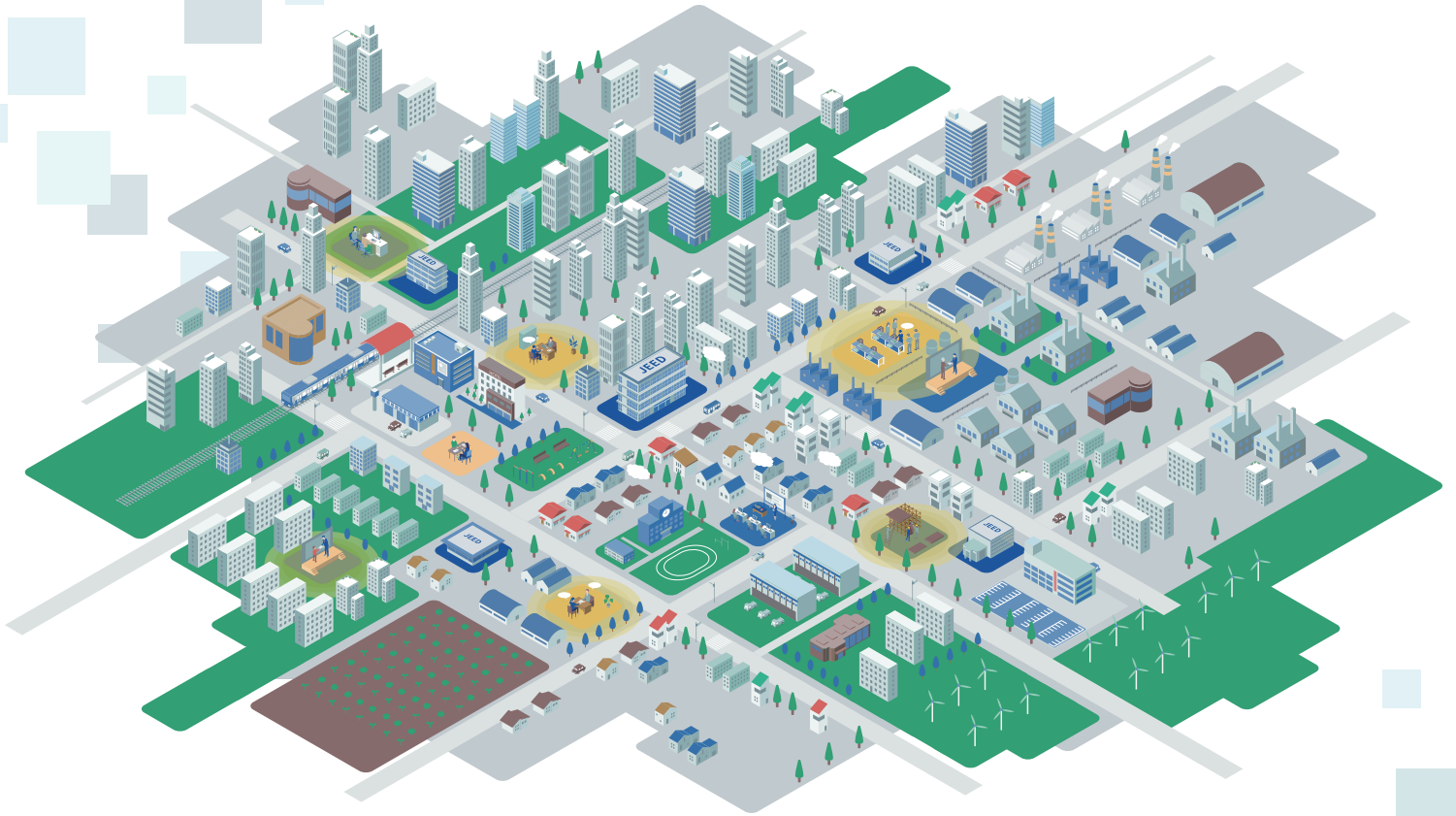


# Outline of Services 2025



# JEEED

**"Be Yourself and Find Work, Together"**



*Japan Organization for Employment of the Elderly,  
Persons with Disabilities and Job Seekers (JEEED)*



The JEED Ethos

# **"Be Yourself and Find Work, Together"**

In February 2023, JEED formulated the above key message to convey the character of our organization and the role we wish to fulfill.

## **The thinking behind our brand message**

For each and every employee, regardless of age, gender, or disability, to realize their full potential through work, we must ask, what makes you, you? Through nurturing individual strengths and linking these to work, we believe there is a job out there for you, where you can have the freedom to simply be yourself.

However, to realize this, support and understanding from society, peers and the local community is necessary. That's why we emphasize togetherness.

JEED's consultation, support, and job training services find, nurture, and make the most of each individual's irreplaceable value. We also strive to encourage companies, workplaces, and local communities to create a more inclusive environment where people from all walks of life can work together in harmony.

JEED pledges to support individuals who wish to work in order to realize a more diverse society, for a better, more inclusive tomorrow.



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## ■ Role Overview ■

JEED aims to realize a society in which everyone, regardless of age or disability, can exercise their skills and work with motivation and peace of mind, under the slogan "Be Yourself and Find Work, Together".

To this end, JEED provides comprehensive support to a variety of users, including the elderly, persons with disabilities, job seekers, and employers. Specifically, we work toward the following goals.

## JEED supports SDGs in 3 fields !

Support services for employment of the elderly

Realizing a society with lifelong employment in which the elderly can continue to work regardless of age

- Consulting and assistance in securing employment opportunities up to age 70
- Grants to stabilize employment of the elderly
- Awareness-raising and public relations activities for realizing a society with lifelong employment
- Collection and dissemination of good practices related to employment of elderly workers

My name is Ginko Penda, and you can find me in the "Employment of the Elderly through Manga" section of our website!



Support services for employment of persons with disabilities

Realizing a society in which people can play an active role according to their wishes, skills, and aptitudes, regardless of whether they have a disability or not

- Vocational rehabilitation services that meet the diverse needs of persons with disabilities, employers, etc.
- Counseling, support and training to local employment support organizations, etc.
- Collection of payments and provision of grants, etc., based on the payment system for employment of persons with disabilities
- Educational and public relations activities to deepen public interest in and understanding of employment of persons with disabilities

I am the mascot character of the Abilympics!



Support for job skills development

Realizing a society in which people can fully demonstrate their skills through their work and play an active role in their lives

- Job training for job seekers as a safety net for employment
- Cultivation of human resources to support advanced manufacturing
- Vocational training for workers and consultation and assistance to employers (reskilling and relearning, support for promotion of DX human resource development in small and medium enterprises)
- Training of vocational training instructors

I am the Hello Training character

Harotore-kun

**Hello Training**

— The shortest way round is the longest way home. —



**SUSTAINABLE DEVELOPMENT GOALS**

### What are SDGs?

SDGs (Sustainable Development Goals) are a set of shared global goals for realizing a sustainable and better society where "no one is left behind." The SDGs were set forth in the 2030 Agenda for Sustainable Development agreed to by all member states at the 2015 UN Summit. The set consists of 17 goals and 169 targets to be achieved by 2030 (from Ministry of Foreign Affairs pamphlet). Among JEED's efforts to address these goals and targets, the above are considered particularly relevant.

JEED, as a national organization, provides high-quality support to ensure that all individuals who are willing to work, including youth, women, the elderly, and persons with disabilities, can realize their full potential. Through such efforts, JEED supports the SDGs.

Services related to the elderly





Image: consultation and assistance by Employment Planners promoting employment up to the age of 70



Symposium on the realization of a society with lifelong employment

Services related to disability employment







Abilympics competition



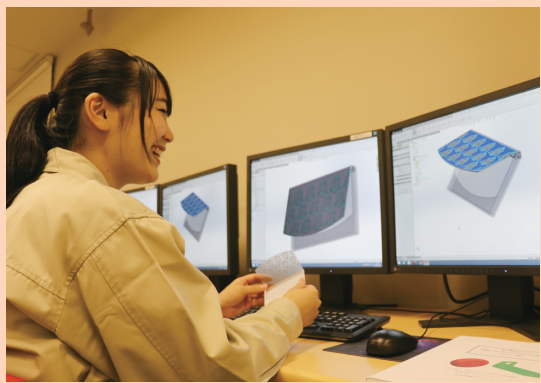
Image of rework support

Services for vocational skills development





Robot system course training



View of machine component design

## [ Reference: About the JEED Symbol ]



This design represents society and the organizations that support the elderly, persons with disabilities, job seekers, and other workers and their employment.

Official name : 独立行政法人高齢・障害・求職者雇用支援機構

English name : Japan Organization for Employment of the Elderly, Persons with Disabilities and Job Seekers

Abbreviation : JEED

Website : <https://www.jeed.go.jp/>





## ■ Support for Employers Concerning Elderly Employment ■

JEED seeks to realize a society with lifelong employment by providing counseling and other forms of support to employers on technical issues concerning (1) the supply of grants and (2) employment of the elderly as well as conducting research/surveys on the development of practical methods and publicity activities based on the Law Concerning Stabilization of Employment of the Elderly. These supports aim to facilitate employers' initiatives in the development of companies where people can work regardless of their age.

### 1 Providing Grants to Stabilize Employment of the Elderly

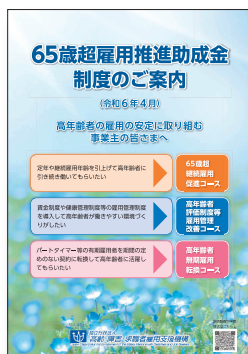
#### Grants to Promote Employment of the Elderly over 65

This grant is provided to employers in order to realize a society with lifelong employment where the elderly can work regardless of age as long as they have the will and the ability to work. The grant is composed of the following 3 programs.

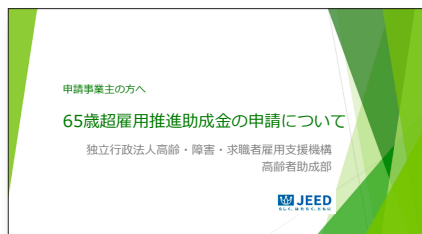
- Grant to Promote the Continuous Employment of the Elderly over 65
- Grant to Improve Employment Management including the Evaluation System for the Elderly
- Grant to Transfer Elderly Workers' Employment to Non-fixed Term

For details of the grant system for promoting continuous employment of the elderly over 65, click here →

<https://www.jeed.go.jp/elderly/subsidy/index.html>



◀ Guide to the grant system for promoting continuous employment of the elderly over 65 (FY2024 version)



▲ Video explanation of the grant system for promoting continuous employment of the elderly over 65 (FY2024 version)

Requests for counseling and applications for grants should be submitted to the Elderly and Persons with Disabilities Services Department of the respective JEED prefectural offices. (Business Handling Department in Tokyo and Osaka prefectural offices.) (See our website (<https://www.jeed.go.jp/location/index.html>) for locations, etc.)

### 2 Counseling and Assistance for Securing Employment Opportunities for the Elderly up to age 70.

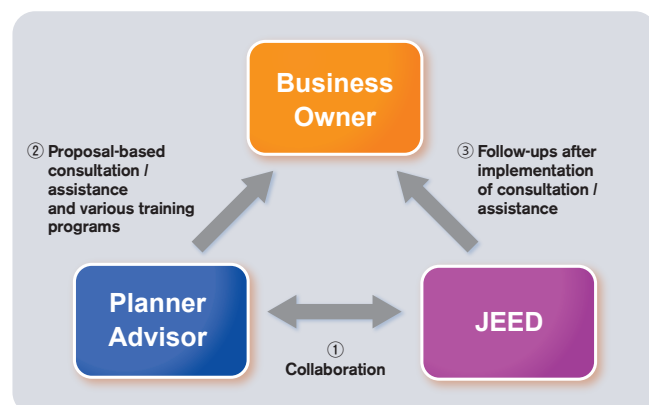
The April 2021 revision of the Law Concerning Continuous Employment of the Elderly has created new obligations for the government to secure continuous employment opportunities for the elderly and increase the age of retirement.

At JEED, we have commissioned a team of specialists with professional and practical skills, such as social insurance labor consultants, small- and medium-sized enterprise management consultants, and management and labor consultants, to serve as Employment Planners and Advisors for Employment of Older Workers. Our planners provide consultations and assistance to companies to help raise the retirement age and create continuous employment opportunities for workers up to age 70.

Furthermore, when requested by the companies, Advisors will provide training for the corporate workplace managers, as well as for middle-aged and older employees to strengthen their motivation.



▲ Counseling and support for those up to age 70 from Employment Planners and/or Advisors for Employment of Older Workers



▲ Procedure relating to counseling/advice for those up to age 70 from Employment Planners and/or Advisors for Employment of the Elderly

## 3

## Development of Practical Methods

Considering the falling birthrate and aging population as well as a future shrinking labor force in our country, it has become increasingly essential for the elderly to play an active role in supporting our society.

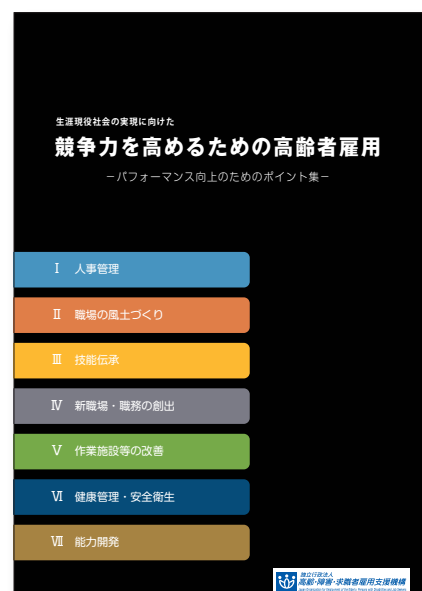
Given the circumstances, in order to ensure employment up to the age of 70 to realize a society with lifelong employment, JEED develops practical methods pertaining to the expansion of job categories and the reexamination of wages, personnel management systems, and training programs while fully grasping the challenges and needs of companies and clarifying the solutions and areas of improvement for them to ensure that the elderly become a substantial part of the workforce.

Practical methods developed by JEED are compiled into reports, and summaries are provided on the website to be used in work settings as a reference for corporate approaches to the employment of the elderly. More so, they are used by Employment Planners and Advisors as explanatory materials when conducting counseling and support activities at companies. Furthermore, Employment Planners and Advisors utilize these materials to improve their knowledge and consulting/supporting skills.

These contents can also be found in the material published on TV, in newspapers, news outlets, and magazines.



▲ Guideline for Promoting Employment of the Elderly by Industries



▲ Employment of the Elderly to Enhance Competitiveness Toward a Society with Lifelong Employment



▲ The Effects of Introducing a Retirement Age of 70 and a Continued Employment System Observed in Data



▲ Manual for Promoting Employment of the Elderly up to the age of 70



▲ Collection of Cases Promoting Employment of the Elderly up to age 70



## Educational Activities Concerning Elderly Employment

To achieve a "society with lifelong employment," JEED is working to promote and raise awareness of "companies that allow people to work regardless of their age." JEED collects examples of good practice from these companies, publishes the magazine "Elder" to raise awareness among business owners, and provides relevant information to promote system improvements such as continued employment and raising the retirement age. This is to ensure employment opportunities for people aged 70 and over.



"Elder": The Elderly Employment Educational Journal ▶

### 1 Contest for Companies with Active Elderly Workers

JEED holds a contest to collect examples of workplace improvements related to the promotion of employment of the elderly in companies. Good practice examples are awarded and presented at the Forum for Companies with Active Elderly Workers, which is held during the Elderly Employment Support Month (October) each year.



▲ The Forum for Companies with Active Elderly Workers (Award Ceremony)

### 2 Symposium and Regional Workshops

Every year, JEED holds symposiums on themes such as "making senior human resources more competitive" and "career reskilling" to promote elderly employment. In addition, regional workshops are held in all 47 prefectures of Japan to present examples of improvements in elderly employment through the ingenuity of local companies and to exchange opinions.



▲ Symposium on the realization of a society with lifelong employment

### 3 Companies with Active Elderly Workers – Case Studies Site

JEED makes efforts to collect companies' various initiatives, including raising the retirement age with an aim to secure employment opportunities for the elderly up to the age of 70. The information on their good practices in elderly employment as well as measures to address an aging society are to be broadly disseminated to the general public and companies. This is done through the "Companies with Active Elderly Workers – Case Studies Site" and providing supporting tools for elderly employment, with the aim of building national momentum towards realizing a society with lifelong employment.



▲ Companies with Active Elderly Workers – Case Studies Site  
(<https://www.elder.jeed.go.jp>)



## ■ Promotion of Vocational Rehabilitation Services ■

Local Vocational Centers for Persons with Disabilities and Large Region Vocational Centers for Persons with Disabilities provide vocational rehabilitation\* services to meet the various needs of persons with disabilities and the employers in order to promote the employment and employment security of disabled individuals.

\*In the Law for Employment Promotion of Persons with Disabilities, “vocational rehabilitation” is defined as taking the measures stipulated in the Law, including vocational guidance, vocational training, and employment placement, for promoting vocational independence of persons with disabilities (Article 2, item 7).

### Local Vocational Centers for Persons with Disabilities under JEED Prefectural Offices (47 Prefectures)

Providing vocational counselors for persons with disabilities and working in close cooperation with related bodies such as public employment offices (Hello Work), Employment and Life Support Centers for Persons with Disabilities, hospitals, and special needs schools, Local Vocational Centers serve as the core facilities in each prefecture by offering vocational rehabilitation services based on the local needs.

## 1 Services for Persons with Disabilities

### Vocational Evaluation & Guidance

The centers elicit individual employment desires, evaluate occupational ability, etc., as well as provide consultation and guidance. Based on this process, the centers will create a Vocational Rehabilitation Plan according to individual conditions, including support content and assistance methods for adjustment to the workplace.

### Work Preparation Support

Support is to be provided to understand and improve vocational challenges required for employment or work adjustment, to acquire vocational knowledge, and to improve social skills.

A personalized curriculum, based on the individual's disability condition and vocational challenges is to be prepared to offer the bespoke support for persons with disabilities, leading to corresponding support such as employment placement through Hello Work and job coaches.

#### [Examples of vocational challenges and supports]

Vocational challenges:	How to support:
A person who	
• wants to know how to choose a job	⇒ •Offering hands-on experience by simulating situations at work
• feels uneasy about human relations in the workplace	⇒ • Giving lectures to improve interpersonal skills
• wants to improve stress coping in the workplace	⇒ • Giving lectures to improve stress coping and ability to adapt to the work environment
• wants to know how to find a job	⇒ • Create a CV and practice interviews

### Others

The centers determine if individuals have intellectual disabilities that are covered under employment measures under the employment quota system, as well as assess the severity of their disabilities.

## 2 Services for Employers

The centers implement various kinds of support services for employers: new employment of persons with disabilities, helping workers adjust to their current workplaces and improve their careers, and helping those on sick leave return to work. The centers also analyze the needs of employers regarding employment of persons with disabilities and problems in employment management, as well as providing information and consultation for employing persons with disabilities. According to their needs, the centers will create Employer Support Plans and systematically provide professional assistance.

Specifically, the centers advise on implementing employee training organized by the employers and cooperate by dispatching instructors to the seminars, as well as on job creation. Also, the “Employer Support Workshop” is implemented where employers can get clues on solving employment management problems through group work.



▲ Employer Support Workshop

### 3 Services for Persons with Disabilities and Employers

#### Support Offered by Job Coaches

In order to assist persons with mental disabilities and persons with developmental disabilities in smoothly adjusting to the workplace, job coaches visit workplaces to provide direct and professional support to such persons and their employers based on individual disability traits.



▲ Job coaching support

#### Comprehensive Employment Support for Persons with Mental Disabilities

In cooperation with the attending physicians, the centers provide professional and comprehensive support to employers and persons with mental disabilities to satisfy the various needs of new employment, returning to work, and a continuous employment.

#### ① Support for Returning to Work

The following support is provided to promote a smooth return to work for persons with mental health problems who have been on leave.

##### • Coordination for returning to work

In consultations with the person with mental health problems, his/her employer, and an attending physician, the centers provide assistance to reach a consensus among the three parties regarding the process and goals of returning to work.

##### • “Re-work support” (Support for returning to work)

Based on the Re-work Support Plan, the centers use job practice and lectures to provide persons with mental health problems with the support required to improve their capacity to adapt, including life rhythm reorganization, improvement in the ability to concentrate and endure, health control, and stress management. The centers provide support also to employers for developing the environment to accept these workers (creation of a re-work plan, education of supervisors and coworkers, etc.).

The trial work experience at the place to which the persons with mental health problems will return is then prepared as a “warm-up” to support their return to work.



▲ Stress-coping lecture

### ② Employment Promotion Support and Support for Continuous Employment

In order for persons with mental disabilities to move forward smoothly with employment and work adjustment, the centers provide work preparation support and work adjustment guidance based on the Vocational Rehabilitation Plan, which is designed according to the individual circumstances. In order for employers to move forward smoothly with the employment and continuation of employment of persons with mental disabilities, the centers provide advice and assistance regarding employment management including recruitment planning, along with work adjustment guidance. According to their needs, the centers also provide support by job coaches and follow-up services in order to continue stable employment for people with mental disabilities.

### 4 Services for relevant local institutions

#### Advice and support related to vocational rehabilitation

As the core institutions for vocational rehabilitation services in each region, services are provided in close cooperation with Hello Work and employment support institutions.

The centers provide technical advice and assistance related to vocational rehabilitation, including ways of formulating support plans and implementing support as well as methods of coordinating with other organizations to the relevant institutions such as Employment and Life Support Centers for Persons with Disabilities and work transition support providers.

#### Professional Training for Vocational Rehabilitation

#### ① Basic training on supporting the employment of persons with disabilities (launched in 2025)

This is a combination of on-demand training provided by the National Institute of Vocational Rehabilitation (NIVR) and group training provided by the regional centers.

In addition, follow-up training will be provided to supplement the content of each field of basic training and to lead to systematic human resource development.

#### ② Education and Training of Job Coaches

As part of the job-coach training program, the centers conduct skills training that focuses on practical training at business establishments.

In addition, support training is also conducted for job coaches who have already completed education and training of job coaches and support skills training, aiming to provide practical know-how on work adjustment support. (See p. 12.)

## Large Region Vocational Centers for Persons with Disabilities/ Vocational Ability Development Centers

With vocational counselors and vocational training instructors (Techno Instructors) assigned to these centers, vocational rehabilitation service, including vocational evaluation, guidance and training (Hello Training), are provided in cooperation with the medical rehabilitation facilities.

The National Vocational Rehabilitation Center for Persons with Disabilities and the National Kibi-Kogen Vocational Rehabilitation Center for Persons with Disabilities actively take in persons with disabilities from large regions throughout the country who require special support for vocational training (hereinafter referred to as “persons with special support needs”), including individuals with mental disabilities, developmental disabilities, and higher brain dysfunctions, and implement pioneering vocational training.

Based on the results of such activities, vocational training methods and teaching techniques for persons with special support needs are relayed to other vocational ability development centers through opinion exchange meetings to promote vocational training for persons with disabilities. In line with this, efforts are made to raise the general standard of vocational training through support for training course facilities geared towards persons with special support needs.

### National Vocational Rehabilitation Center for Persons with Disabilities (Saitama Prefecture)



▲ Operation of access software(OA System Course)

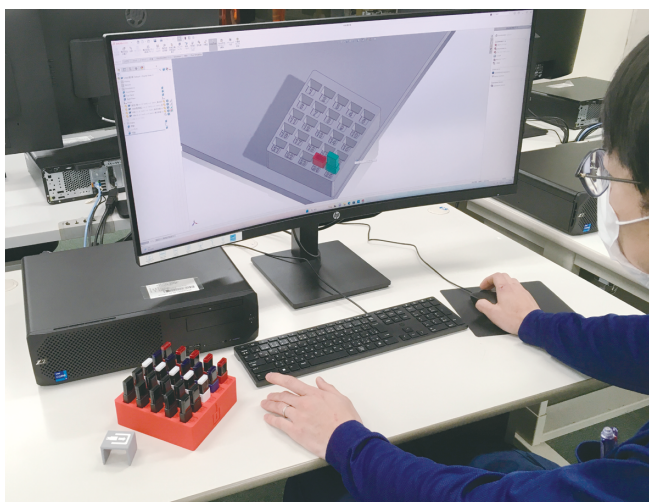
The National Vocational Rehabilitation Center for Persons with Disabilities consists of the Central Large Region Vocational Center for Persons with Disabilities and Central Vocational Ability Development Center for Persons with Disabilities. In cooperation with the National Rehabilitation Center for Persons with Disabilities located next to the facility, this center conducts vocational evaluation, guidance and training through a unified system with the vocational counselors and vocational training instructors.

#### Training Sections:

Mechanical drawing, Electronic drawing, Technical operation, Architectural design, DTP/web operations, OA system, Accounting work, and OA clerical work Office Work Logistics and Material Management Assistant Work<sup>\*1</sup>

<sup>\*1</sup> This course aims to teach the skills and knowledge required to perform auxiliary tasks in service work such as office work, sales, logistics, the restaurant industry, and cleaning (training courses: office assistant, sales and logistics work, and service work).

### National Kibi-Kogen Vocational Rehabilitation Center for Persons with Disabilities (Okayama Prefecture)



▲ Design using 3D CAD (Mechanical Drawing Course)

The National Kibi-Kogen Vocational Rehabilitation Center for Persons with Disabilities consists of Kibi-Kogen Large Region Vocational Center for Persons with Disabilities and Kibi-Kogen Vocational Ability Development Center for Persons with Disabilities. In cooperation with the Kibi-Kogen Medical Rehabilitation Center, which is under the jurisdiction of the Japan Organization of Occupational Health and Safety located on the same premises, this center conducts vocational evaluation, guidance and training through a unified system with the vocational counselors and vocational training instructors.

#### Training Sections:

Mechanical drawing, Electronic drawing, System design, Accounting work, OA system, Assistant Work<sup>\*2</sup>

<sup>\*2</sup> This course aims to teach the skills and knowledge required to perform auxiliary tasks in service work such as office work, sales, logistics, the restaurant industry, and cleaning (training courses: sales and logistics work or service work).



## ■ Vocational Rehabilitation Research and Training ■

In order to promote the development of infrastructures and improvement of the quality of vocational rehabilitation services, the National Institute of Vocational Rehabilitation (NIVR) conducts surveys and research on vocational rehabilitation services, development of techniques, and training of professional personnel.

### 1 Surveys and Research on Vocational Rehabilitation

#### Research Based on Various Needs

In order to develop policies for vocational rehabilitation for persons with disabilities and improve employment support techniques at Local Vocational Centers for Persons with Disabilities as well as Employment and Life Support Centers for Persons with Disabilities, hospitals, and special needs schools, the NIVR conducts research and studies focusing on the following four points based on the current situations surrounding these persons and trends in the development of disability-related measures.

#### 1 Pioneering research on vocational rehabilitation for persons with developmental disabilities, mental disabilities, higher brain dysfunctions, and intractable diseases

- "Research on Career Restructuring in regards to Support for Return to Work"

#### 2 Research that contributes to solving problems at Local Vocational Centers for Persons with Disabilities and other agencies providing vocational rehabilitation services

- "Research on Current Practices and Challenges in Enhancing the Quality of Employment for Persons with Disabilities in Companies"

#### 3 Research for developing effective support tools and other methods for local work support agencies

- "Research on the effective use of the 'Assessment Sheet for Employment Support'"

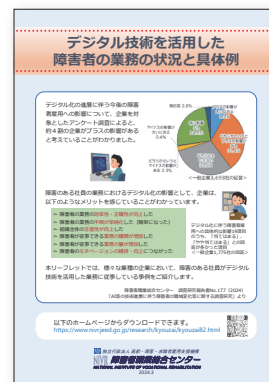
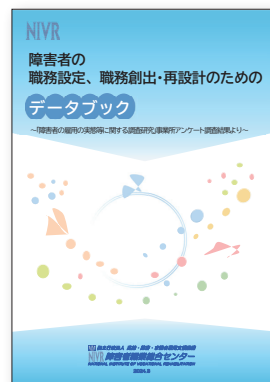
#### 4 Research that contributes to the development of national policies

- "Research on Supporting Employment Continuation Support and Career Formation for Middle-Aged and Elderly Persons with Disabilities," "A Study on the Current Situation and Issues of Employment Policies for Persons with Disabilities in Other Countries"

### Dissemination and Use of Research Results

Research results are integrated into Research and Survey Reports, Material Series and various manuals, and are distributed widely to the related facilities, administrative agencies, employers and employers' organizations, etc., together with brochures and summaries that compile such data.

In addition, various tools developed by the NIVR are provided to the work support agencies, for use in the employment support practice.



#### ▲ Manuals

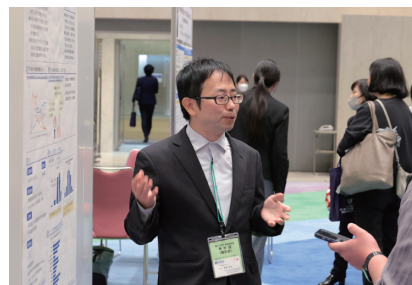
For more information on the report and other details, click here. ➡

(<https://www.nivr.jeed.go.jp/research/index.html#report>)



### The National Conference of Vocational Rehabilitation Research and Practice

The purpose of this annual event is to publicize the results of research and practice related to vocational rehabilitation, as well as for exchanging information.



▲ The 32nd Vocational Rehabilitation Research and Practice Presentation (presentations)

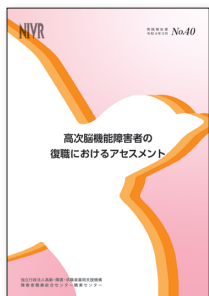
Click here for more information on the 32nd National Conference of Vocational Rehabilitation Research and Practice ➡  
(<https://www.nivr.jeed.go.jp/vr/32kaisai.html>)



## 2 Development of Effective Vocational Rehabilitation Methods

The NIVR develops and improves pioneering vocational rehabilitation methods for persons with disabilities such as developmental disabilities and mental disabilities, for which traditional methods of support are ineffective.

Effective support methods developed through actual support for such individuals are integrated into Reports on Practical Support Methods and Support Manuals, and are provided to Local Vocational Centers for Persons with Disabilities and the relevant agencies. In addition, Support Technique Dissemination Training is also conducted.



▲ Practice Report



▲ Support Manual



the NIVR and Osaka Vocational Center for Persons with Disabilities and the practical skill training at the Local Vocational Centers.

This training for the job coaches, who have a certain amount of practical experience, aims to improve their skills to support workers with disabilities and employers in areas such as employment management and assessment.

### 2 Training of Personnel Responsible for Employment Support at Employment and Life Support Centers for Persons with Disabilities

Training is offered to provide the knowledge and support methods necessary in performing the tasks of personnel responsible for employment support at Employment and Life Support Centers for Persons with Disabilities, as well as to improve their support skills. There is also training offered to chief personnel responsible for employment support to provide know-how on managing the center and supervising employees.

### 3 Training for Vocational Rehabilitation Practitioners in the Medical and Welfare Fields (launched in 2025)

Step Up Training I is a training program that provides practical knowledge and skills for supporting persons with disabilities and companies. It is aimed at people who already have basic knowledge and skills in supporting employment of persons with disabilities and have at least one year of work experience. Step-up Training II is also available for those who have at least two years' work experience and who have a good understanding of the characteristics of each disability and the assessment and support methods for each disability, as well as the methods of supporting companies. This training program provides specialist knowledge and skills based on the results of the organisation's research, studies and support technique development.

In addition, we also offer training programs on specific employment support themes for those working in employment support organizations for persons with disabilities and related fields, to provide them with knowledge and skills based on current trends in employment support.

## 3 Education and Training of Vocational Rehabilitation Specialists

### Training of Vocational Counselors and Vocational Training Instructors

The NIVR offers systematic training according to the position and years of experience to the vocational counselors and vocational training instructors stationed at Local and Large Region Vocational Centers for Persons with Disabilities, etc. to provide them with the knowledge and skills needed for vocational rehabilitation specialists in order to improve the quality of their services.

### Vocational Rehabilitation Training Programs

Targeting the personnel responsible for employment support for persons with disabilities in the Employment and Life Support Centers for Persons with Disabilities and other related organizations in the medical, welfare and education fields, the NIVR offers the following trainings for them to acquire the basic vocational rehabilitation knowledge and skills required for employment support and improvement of the quality of their services.

#### 1 Education and Training for Job Coaches

This program is carried out for training job coaches, some of whom are stationed at Local Vocational Centers for Persons with Disabilities, and others belong to the welfare institutions, etc. (dispatched type) and companies (assigned type).

The training aims to promote acquisition of technical knowledge and support methods required to become a job coach by combining the group training conducted at



▲ Training of professional staff



▲ Taking part in a workshop

# Levy and Grant System for Employing Persons with Disabilities

The employment of persons with disabilities (persons with physical, intellectual and/or mental disabilities) in many cases requires employers to take special steps, such as workplace facility and equipment modifications, workplace environment changes, and adoption of special personnel management programs. Since these measures involve a financial outlay, an economic imbalance arises between employers who fulfill their social responsibility to employ disabled workers and those who do not.

The Levy and Grant System for Employing Persons with Disabilities is based on the principle of collective social responsibility, which claims that the responsibility for employing persons with disabilities must be borne equally by all employers. Based on the Law for Employment Promotion of Persons with Disabilities, this system has been set up to balance the financial burdens that accompany the employment of persons with disabilities among employers, as well as to provide support and advice to employers in order to promote and secure employment of persons with disabilities.

## 1 Reporting and Payment of Levies for Employing Persons with Disabilities

Employers with more than 100 regular workers are required to file a levy form.

Among employers, those who fail to meet the legally required employment quota, which is the equivalent of 2.5% of the employer's total workforce, must pay a levy for each person below the quota. The levy per month is 50,000 yen per person below the quota.

## 2 Adjustment Allowance for Employing Persons with Disabilities

Employers with more than 100 regular workers who employ more than the stipulated quota (2.5%) of persons with disabilities can apply for an Adjustment Allowance for Employing Persons with Disabilities for the number of disabled workers exceeding the legally mandated employment rate. The adjustment allowance per month is 29,000yen (\*) per person.

(\*Should the number of people eligible for the allowance exceed more than 120 people per year, the allowance for those exceeding that number shall be 23,000 yen per person per month.)

## 3 Rewards

Employers with 100 regular workers or less whose total number of persons with disabilities regularly employed exceeds a fixed number (equivalent to the accumulative number in that fiscal year of 4% of all regular workers per month or 72 persons, whichever is greater) may receive a Reward (21,000yen\* per month per person) for the number of disabled workers in excess of the fixed number.

(\* Should the number of people eligible for the allowance exceed more than 420 people per year, the allowance for those exceeding that number shall be 16,000 yen per person per month.)

## 4 Special Adjustment Allowance for Supporting Persons with Disabilities Working at Home

Employers with more than 100 regular workers that place orders with persons with disabilities working at home or organizations supporting home-based work are eligible to apply for a "special adjustment allowance for supporting persons with disabilities working at home". Based on the application of eligible employers, the special adjustment allowance will be paid as a "special reward for supporting persons with disabilities working at home".

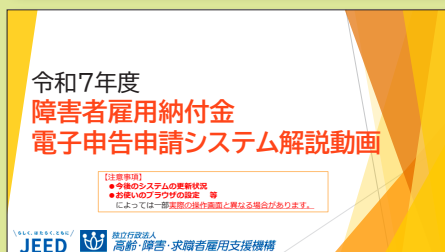
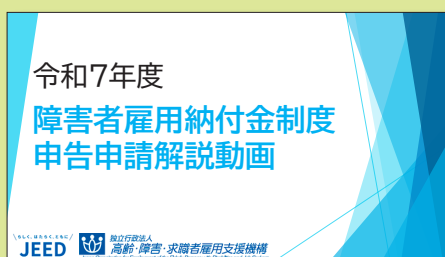
## 5 Special Benefits (Transitional Measures)

"Special Benefits" support employers who employ workers with disabilities, especially those who can work only for a short time. The benefits are awarded based on an employer application process. (\*)

(\*The "Special Benefits" will be discontinued for employment periods after April 1, 2024. However, persons with non-severe physical disabilities or intellectual disabilities in employment who started before March 31, 2024, whose weekly fixed hours are 10 to 20 hours will benefit from transitional measures for one year.)

▲ Application Form Instructions for the 2025 Disability Employment Grant System





▲ Video related to grants for the employment of persons with disabilities:  
(Top: System section, Bottom: E-Tax filing application system section)

For details of the payment system for employment of persons with disabilities, please refer to the relevant manual and explanatory video. ➡

([https://www.jeed.go.jp/disability/levy\\_grant\\_system\\_about\\_procedure.html](https://www.jeed.go.jp/disability/levy_grant_system_about_procedure.html))



Please use the electronic tax return application system to prepare and submit tax return and payment applications.  
([https://www.nofu.jeed.go.jp/Nofu\\_Densi/](https://www.nofu.jeed.go.jp/Nofu_Densi/))

## 6 Grants

Grants are available to partially cover the costs incurred by employers in their attempts to hire or continue to employ persons with disabilities. Such costs may include the improvement of facilities and equipment, special measures to ensure appropriate employment management, etc.

- Grant for the provision of workplace facilities, etc., for persons with disabilities
- Grant for the provision of welfare facilities, etc., for persons with disabilities
- Grant for workplace attendants for persons with disabilities
- Grant for providing job coaches for persons with disabilities
- Grant for commuting measures for persons with severe disabilities
- Grant for the provision of facilities, etc., in enterprises employing a large number of persons with severe disabilities
- Grant for the skills development of persons with disabilities
- Grant for counseling and support for employment of persons with disabilities

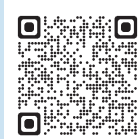
For a video related to grants for the employment of persons with disabilities, click here ➡  
(<https://www.jeed.go.jp/disability/subsidy/index.html>)



▲ Explanatory video regarding subsidies related to employment payments for persons with disabilities

For details on the subsidy system related to employment payments for people with disabilities, please see the various subsidy information and explanatory videos. ➡

([https://www.jeed.go.jp/disability/subsidy/news/setsumeidouga\\_of\\_01.html](https://www.jeed.go.jp/disability/subsidy/news/setsumeidouga_of_01.html))



## Employer Surveys

To ensure that the Levy and Grant System is functioning properly, surveys are conducted on employers required to pay levies and employers who qualify for adjustment allowances and grants.

Application for adjustment allowances, rewards, and grants, as well as declarations of levies, should be submitted to the Elderly and Persons with Disabilities Services Department of the respective JEED prefectural offices. (Business Handling Department in Tokyo and Osaka prefectural Offices. See our official site for locations: <https://www.jeed.go.jp/location/index.html>)

## Support for Employers Concerning Disability Employment

### 1 Training Courses for Qualification of Vocational Life Consultants for Persons with Disabilities

Under the Law for Employment Promotion of Persons with Disabilities, enterprises employing 5 or more persons with disabilities are required to appoint a vocational life consultant who can offer advice and guidance to disabled workers on all aspects of their vocational life if required. JEED conducts training courses for this qualification.

### 2 Counseling and Support for Employers

#### 1 Counseling and Support by Local Vocational Centers

Local Vocational Centers for Persons with Disabilities provide systematic support for specific problems in employment management to employers who are planning to employ persons with disabilities and those who are already employing them. The centers create a Support Plan for Employers based on an analysis of individual employer's needs and problems in employment management for disabled workers, and also provide systematic support, including support by job coaches as well as periodic follow-up services. (See p. 8.)

#### 2 Network System of Human Resources Supporting Disability Employment

Network coordinators of disability employment support provides counseling and support on employment management according to enterprise scale and industrial characteristics. Also, the Center introduces and dispatches "Disability Employment Management Supporters" who are professionals in a variety of fields to enterprises that need assistance concerning the employment management of the persons with disabilities.

Information on Disability Employment Management Supporters is on the following website.

"Network system of human resources supporting Disability Employment"

<https://shienjinzai.jeed.go.jp/>

#### 3 Promotion of Assistive Technology at Work

JEED lends assistive equipment free of charge to employers and employers' organizations for a fixed period of time. At the time of lending, counseling services are available to ensure that the appropriate equipment is chosen considering their workplace environments and their workers' disability traits.

Inquiries about equipment rentals are available at Assistive Technology Rental and Consultation Desk (Sumidaku, Tokyo)

Tel: 03-5638-2792

"Assistive Technology at Work":

<https://www.kiki.jeed.go.jp/> (Japanese)



▲ Noise-cancelling headphones (mainly for persons with developmental disorders)



▲ Magnifier for persons with visual disabilities

### 3 Provision of Information for Employers

#### 1 Manuals and Other Materials

JEED supplies manuals introducing expertise in employment management of persons with disabilities, introduces reports on best practices of workplace improvement, and offers DVDs for rent. These materials are also published on the website.

"Reference Materials (handbooks, manuals, etc.):"

<https://www.jeed.go.jp/disability/data/handbook/index.html> (Japanese)



▲ Collection of occupational safety and health measures for employees with disabilities



▲ First time employing persons with disabilities – Q&A for employers

#### 2 Information on the Cases of Disability Employment

A website has been created to introduce successful cases (model cases) of disability employment gathered from enterprises that are taking inventive and positive approaches to employ persons with disabilities, as well as cases where reasonable accommodations are provided. "Reference Service for Successful Cases of Disability Employment":

<https://www.ref.jeed.go.jp/> (Japanese)

#### 3 Information on Home-based Employment and Work

In order to promote home-based work for persons with severe disabilities, JEED introduces cases of working at home and organizations supporting home-based work on the following website.

"Challenge Home Office (Supporting Home-based Work)":

<https://www.challenge.jeed.go.jp/> (Japanese)

## Educational Activities Concerning Disability Employment

### 1 National and Prefectural Abilympics

#### National Abilympics

In order to provide opportunities to hone vocational capabilities for persons with disabilities as they compete using the skills they have cultivated, and to promote their employment by enhancing understanding and awareness of disability issues in the business world and among the general public, the National Abilympics (vocational skills contests for persons with disabilities) have been held every autumn since 1972.



◀ Photography event (44<sup>th</sup> National Abilympics in Aichi Prefecture)

Abilympics mascot  
Abilys ▶

Click here for further  
information on the  
National Abilympics ▶



At the venue of the National Abilympics, a concurrent event called Work Fair for Persons with Disabilities will be held in a bid to help private enterprises and society in general to deepen their understanding of disability employment and promote concrete initiatives. Through a diverse range of events, including exhibitions, demonstrations and workshop booths, information on promoting employment of persons with disabilities will be offered and shared among participants and visitors.



◀ Work Fair for People with Disabilities (44<sup>th</sup> National Abilympics in Aichi Prefecture)

#### Prefectural Abilympics

Each year, Prefectural Abilympics are organized by the respective prefectures, in addition to promoting the employment of persons with disabilities. Contestants, who perform well there, move on to compete in the National Abilympics.

### 2 International Abilympics (IA)

A team of contestants who have shown excellent skills in Japan's National Abilympics are dispatched to compete in the International Abilympics. The first International Abilympics was held in Tokyo in 1981 to commemorate the International Year of Disabled Persons, and is an international competition originating from Japan. IA has been held approximately every four years up to the tenth event. The eleventh one will be held in Helsinki in Finland in May 2027.



▲ Scenes from the 10<sup>th</sup> International Abilympics/Team Japan's Challenge



▲ Click here for a video of the events (opens in YouTube)

### 3 The Award Ceremony, Painting and Photograph Contest, and the Award-winning Works Exhibition

In order to promote further understanding and awareness regarding disability employment, September every year is designated as Disability Employment Support Month, and an award ceremony is held to recognize companies with distinguished performance in actively employing persons with disabilities. In addition, a "Painting and photograph contest for Disability Employment Support Month" is held to select the best prize-winning works from the collected pictures painted by persons with disabilities and photographs of those working. The best prize-winning works are selected as the poster designs for Disability Employment Support Month and the exhibitions of the prize-winning works are held in six places nationwide.

In addition, we publish a monthly educational journal for employers called "Working People's Plaza", which addresses common employment issues for people with disabilities.



▲ 2024 Commendation Ceremony: Good Employment Practices for Persons with Disabilities



▲ "Working People's Plaza" educational journal



▲ Poster publicizing Disability Employment Support Month



Even those with no experience in the manufacturing field can learn the basics, step by step.

## Polytechnic Centers (Human Resources Development Promotion and Training Centers)

Training courses are designed to meet local employment needs. A standard six-month vocational training that focuses on practical training is offered, through which job seekers can acquire the skills, technical expertise, and relevant knowledge needed to find new work quickly.

\*Course not offered at Osaka Port Polytechnic Center

## 1 Standard Training Courses

### Machinery Field

#### ● Technical Operations

For those seeking jobs as skilled workers for design and machine tool-based processing in the manufacturing industry

Example tasks in the workplace: CAD (designing and drawing), machine processing

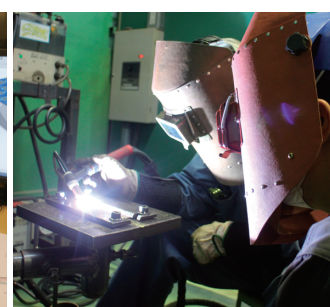
#### ● Metal Processing

For those seeking jobs as skilled workers for sheet metal machine processing and welding in the manufacturing industry

Example tasks in the workplace: welding, sheet metal processing



▲ Computer-aided design (CAD) Training (Technical Operations)



▲ Welding Training (Metal Processing)

### Electrical/Electronic Systems Field

#### ● Electrical Installation Technology

For those seeking jobs as skilled workers for installation and maintenance of electrical equipment in buildings, etc.

Example tasks in the workplace: electrical work, control panel manufacture

#### ● Smart Production Support

For those seeking jobs as skilled workers for the development and maintenance of manufacturing support systems using information and communication technology (ICT) in factories

Example tasks in the workplace: development and maintenance of manufacturing support system, network maintenance and management of manufacturing equipment



▲ Electrical Installation and Inspection (Electrical Installation Technology)



▲ Training for Production Assistance System Development (Smart Production Support)

### Building and Home Equipment Management

#### ● Building Management Technology

For those seeking jobs as skilled workers for maintenance management of electrical equipment, air conditioning equipment, fire defense equipment and water/drainage systems of buildings and apartments

Example tasks in the workplace: building equipment management, building equipment inspection and maintenance

#### ● Home Renovation Technology

For those seeking jobs as skilled workers in construction management and drawings of wooden houses.

Example tasks in the workplace: interior construction work, housing construction management, improvement advisor



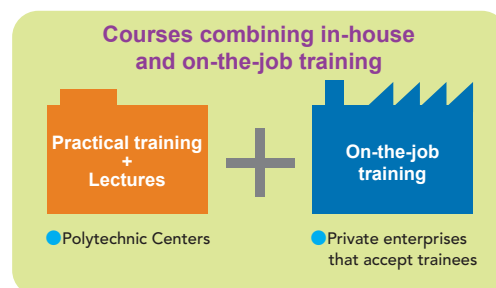
▲ Practical training for comprehensive inspection of indoor fire hydrant equipment (Building Management Technology Department)



▲ Practical training in home building (Home Renovation Technology Department)

## 2 Courses Combined with On-the-job Training (JEED Dual-training System)

This dual-training system aims to develop human resources with practical skills and technical expertise related to production sites through the provision of vocational training that combines practical training and lectures with on-the-job training at private enterprises.



## 3 Induction Training

This 1-month training program is designed to prepare trainees for a 6-month vocational training course. The induction training covers communication skills and business etiquette, in addition to clarifying their career plans and motivations.



### Main Features

#### No Prior Experience Needed

Vocational training instructors (Techno Instructors) provide step-by-step instruction starting from all the basic skills, techniques, and knowledge required to work in the manufacturing field. Participants can take courses with peace of mind even if they have no prior experience - the inclusive curriculum is designed for first-time workers in the manufacturing field.

#### Free of Charge

There is no charge for vocational training. However, students must pay for textbooks and other training materials.

Those who are eligible for employment insurance can receive various benefits from Hello Work while attending training. Those who are not eligible for employment insurance may still be eligible for the payment for vocational training.

#### Extensive Employment Support

We provide job placement counseling, interview guidance, company information sessions, and job information to trainees, as well as job training instructors who actively visit companies and accompany trainees to job interviews. In addition, by providing job-seeking information on trainees to companies, we can accept job offers from companies that have nominated trainees.

#### Support for those who wish to work while raising children or caring for family members

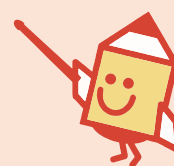
Childcare services are provided for those who are raising children so that they can leave their children at daycare centers while attending job training. In some areas, we also offer short-time (4 hours per day for 4 months) job training courses to facilitate those who wish to return to work while raising children or caring for family members.



▲ Counseling for job seekers



▲ Nursery service



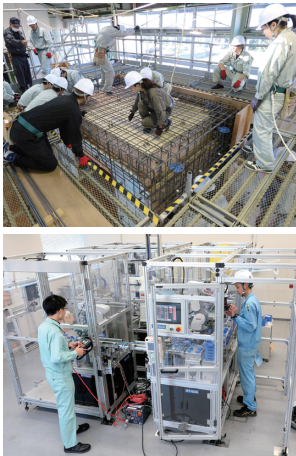


## ■ Fostering Human Resources to Support the Industrial Base ■

We train “people who underpin the advanced Monozukuri (manufacturing)” to serve as the foundation of Japan’s industry.

### Polytechnic Colleges (Human Resources Development Colleges and Human Resources Development Junior Colleges)

In order to train people who can underpin advanced manufacturing to serve as the very basis of industry, an education and training system is made available that combines practice and study by effectively linking theory with skills and technology in accordance with the developments in technical innovation and changes in the industrial structure. In this way, the trained advanced technical engineers will be capable of handling the cutting-edge skills and technology through their mastery of basic manufacturing technology.



## 1 Education and Training System

### ● Specialized Technical Program (2 years)

For high school graduates and others, this program aims to train technical engineers who have the advanced knowledge and skills/technology necessary to respond to technological innovation.

#### ○ Standard Training Courses

Production Technology, Electrical System and Energy Control Technology, Electronic Information Technology, Housing Environment, Architecture, Port and Harbor Transport Division

### ● Professional Technical Program (2 years)

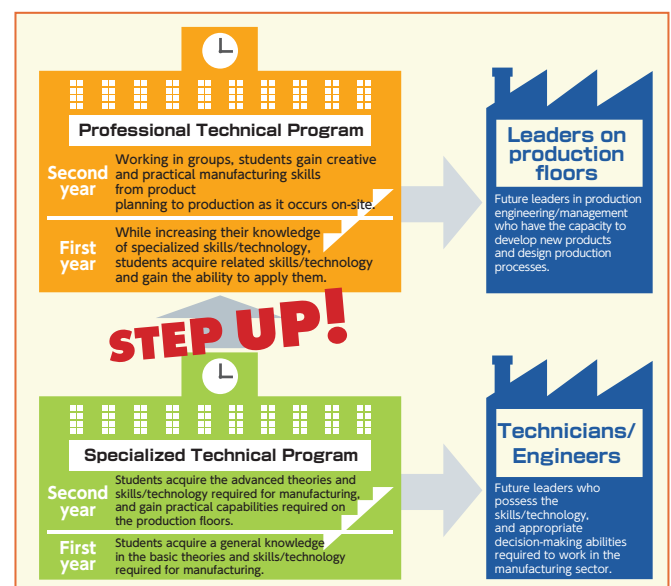
Those who have completed the Specialized Technical Program may enter this program, which aims to foster the future leaders in production technology and management who are capable of developing new products and designing production processes according to the industrial and local needs.

#### ○ Standard Training Courses

Production Mechanic System Technology, Production Electrical System Technology, Production Electronic Information System Technology, Architectural System Engineering

### ● Japan Dual System (2-year program)

This system provides high school graduates, freelancers, and those seeking reemployment with education and training equivalent to specialized courses, as well as practical training at companies, with the aim of gaining permanent employment.



### ● Training environment closely related to manufacturing sites

- Education and training in small groups
- Well-equipped laboratory and practical training facilities
- Internships at corporate production sites

### ● High employment rate

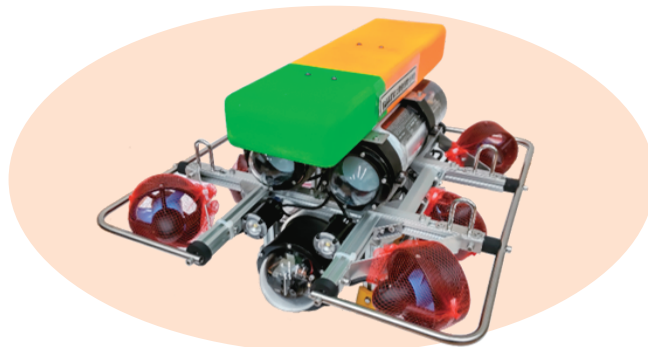
We place emphasis on cooperation with local industries and provide education and training that meets human resource needs. Our detailed employment guidance to students results in a nearly 100% employment rate every year.



## 2 Joint and Entrusted Research

In order to resolve issues that local small- and medium-sized enterprises and other facilities are facing, such as the need for stronger technical capacity, Polytechnic Colleges engage in joint and entrusted research and provide technical assistance toward labor-savings and functional improvement, thereby contributing to the community. Moreover, through collaboration with local industry, they will ascertain expertise on production floors and the latest technical trends to be used to enhance the experiments and practical training courses.

The photo on the right shows an example of a marine robot designed to inspect fishing nets that won the first prize at the 6th Okinawa Marine Robot Competition Council (ROV category) (an example of joint research with a fishery cooperative association at Polytech College Shimane).



## 3 “Polytech Vision”

The Polytech Vision is an event held annually to introduce the current status and levels of advanced and practical education and training as well as research and development on manufacturing, to the relevant personnel at businesses, educational institutions such as high schools, and other organizations in the community. Programs of the Polytech Vision include exhibitions and presentations of products and research, manufacturing lectures, manufacturing workshops, robot making workshops, and competitions.



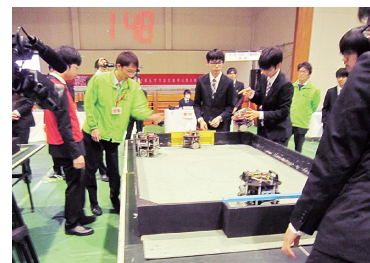
▲ Exhibition of students' works



▲ Manufacturing lectures



▲ Presentation of practical training report on manufacturing



▲ Robot Competition

## 4 Cooperation with Local Societies

Polytechnic Colleges leverage their 'Manufacturing Know-how' to organize events in collaboration with local communities, thereby conducting community-based college management.



▲ Manufacturing workshops



▲ Manufacturing seminar (in cooperation with Fukuyama City and Fukuyama Polytechnic Colleges)



In the Human Resources Productivity Support Center at the Polytechnic Centers, we support employers and employers' organizations for their human resources productivity development training. We provide 1) "Human Resources Training Plan" and counseling in skills development, 2) training for employed people (skills development seminar), 3) training to support productivity, and 4) dispatching of vocational training instructors (Techno Instructors), along with lending of facilities/equipment. Please contact the nearest Human Resources Productivity Support Center for consultation.

## Polytechnic Centers, Polytechnic Colleges, etc.

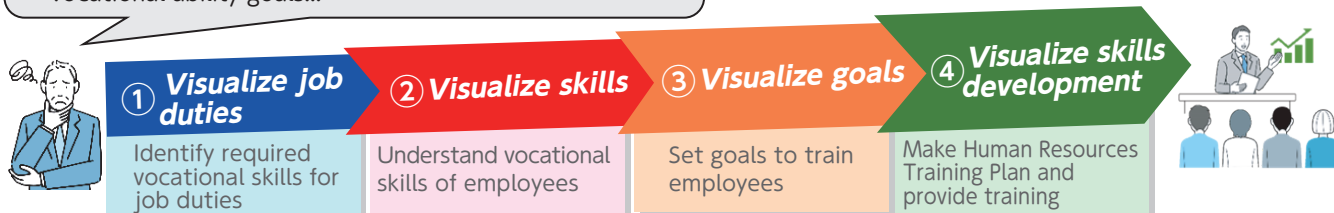
### 1 Counseling on Employees' Skills Development (Proposal of Human Resources Training Plan)

In order to help employers and employers' organizations solve challenges in human resources training, a counseling service is available for the development and improvement of their employees' vocational ability.

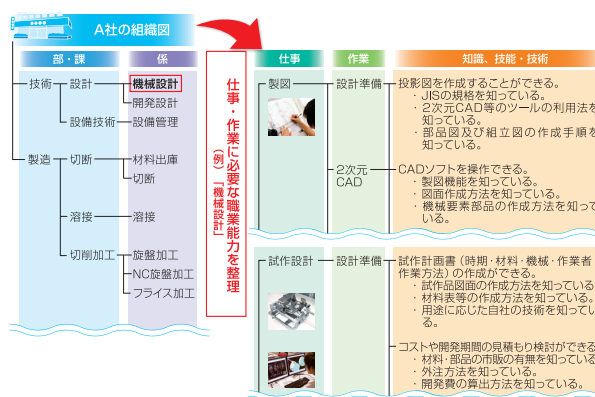
During the consultation, we will propose the most suitable "Human Resources Development Plan" for your needs by organizing issues related to human resources. This plan summarizes human resources development measures for employers and employer organizations, using the JEED "Career Development System\*" database.

#### Challenges in Human Resources Training

- I want to sort out the issues related to human resource development for my employees...
- I want to select a training course that will help reach our vocational ability goals...



JEED assesses the vocational abilities of your employees by referring to the "Vocational Ability System" model data, which visualizes the knowledge, skills and techniques required for work and tasks in each industry, and identifying the vocational abilities required for your company's work and tasks.



JEED proposes the most suitable training plan (human resources development plan) for your training goals, using the training curriculum (approximately 4,000 courses) we have for a wide range of jobs.



JEED proposes training courses required for human resources training.

#### \*What is the "Career Development System"?

It is a tool for organizing how to systematically and effectively promote human resources development.

It consists of a "Vocational Ability System" and a "Vocational Training System". They organize the vocational abilities (knowledge, skills and techniques) required for work and tasks in a step-by-step, systematic way, and manage training curricula for acquiring these abilities.



## 2 Training for Employed People (Skills Development Seminar)

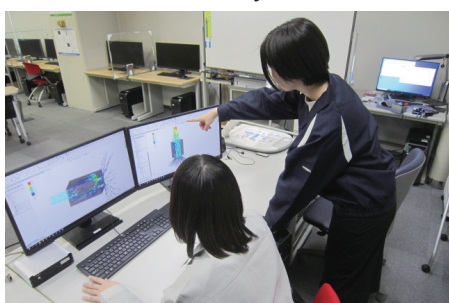
**This is a short-term vocational training (2-5 days) for those working in companies. The aim of this training is to improve their professional skills and knowledge.**

The training is conducted systematically, focusing on practical training courses such as design/development, processing/assembly, engineering/construction, inspection and facility maintenance mainly in the manufacturing fields of machine, electricity/electronics and housing, in order to solve problems that company production floors have, such as “improving productivity and skills/technology” and “manufacturing new products”. Training in digital technologies relating to DX (Digital Transformation), and training in technologies relating to environment and energy linked to GX (Green Transformation) are also offered.

The training is also offered on Saturdays, Sundays, and at night in addition to weekdays.

Also, if existing courses do not fit a company's schedule, or if there is the need of a training to meet specific problems or aims, training courses can be prepared based on individual circumstances.

Machine System



▲ Structural analysis using designer CAE (Computer Aided Engineering)

Electrical/Electronic System



▲ Practical training on miniature robot arm control

Housing System



▲ Practical training on building assembly using the wood frame construction method

## 3 Training to Support Productivity Improvement

This training to support productivity improvement provides training to acquire the necessary knowledge and skills for small and medium-sized enterprises to improve their productivity, such as training middle-aged and older employees to ensure employment opportunities up to age 70, and developing human resources to contribute to the promotion of DX (digital transformation), through curricula that are effective in improving productivity in various industrial fields, such as production control, IoT, Cloud utilization, organizational management, marketing, etc. that are useful in improving productivity.

The training offers the following two courses: The Tailored Course customized to respond to the challenges and requests of small and medium-sized enterprises by cooperating with private organizations that have specialized knowledge, and the Open Course that can be taken by a small number of persons and responds to the challenges shared by local small-and medium-sized enterprises.

### ● Training Fields

#### Improvement of Production and Operational Processes

The main goal is to acquire the knowledge and methods necessary for improving production management and the operational processes at the production site, including points of process control, reviews, and solutions to challenges encountered during improvements.

#### Cross-Sectional Issues

The primary objective is to acquire the knowledge and methods needed to enhance efficiency in existing operations, improve operations, adapt to the changing roles of middle-aged and elderly workers in the context of securing employment opportunities up to the age of 70, and for the transfer of know-how.

#### Increase in Sales

The main purpose is to acquire the knowledge and methods needed to implement marketing and public relations strategies, and to plan and develop new products and services with high added value.

#### IT Operations Improvement

The primary goal is to acquire knowledge and methods related to network utilization, data use, information dissemination, and information ethics and security, as techniques to enhance productivity through the effective use of IT.

## 4 Dispatch of Vocational Training Instructors, and Facilities and Equipment Rental

### ● Dispatch of vocational training instructors

Professional vocational training instructors are dispatched according to the needs of employers who have problems in providing training to their employees. This solves the following issues employers may have: “We don’t know what the training should look like.” “We don’t have enough training instructors.”

### ● Facilities and Equipment Rental

Training facilities, practice areas and equipment of Polytechnic Centers and Polytechnic Colleges are available when employers have issues such as: “There is no space for training” or “The production line cannot be paused for the training”.

## Nurturing and Training of Vocational Training Instructors for Improving Their Skills

### The Polytechnic University of Japan(PTU) — (Human Resources Development University)

In order to establish a vocational training base for the entire country, and maintain and improve its quality, PTU conducts nurturing and training of vocational training instructors to improve their skills, research and surveys on human resources development, and nurturing of process innovators.

#### 1 Nurturing of Vocational Training Instructors

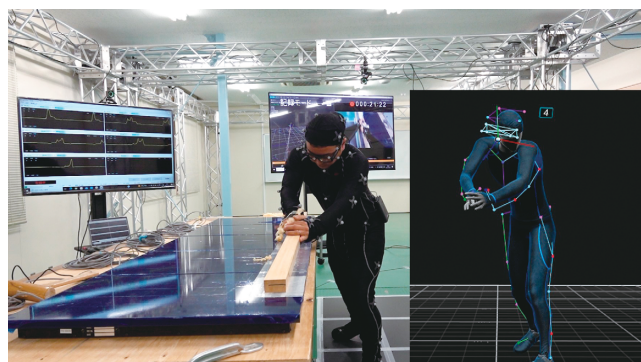
In order to secure a constant inflow of vocational training instructors who will lead Japan's vocational training into the future, PTU provides training designed to help students acquire the teaching skills required for developing human resources as well as to acquire advanced and practical skills and techniques in the core industrial sectors that underpin manufacturing.



▲ Training

#### 2 Training of Vocational Training Instructors for Improving Their Skills

Training courses are offered to the vocational training instructors and others who are employed at public human resources development facilities and private educational training institutions across the country for the purpose of improving their skills.



▲ Training in Motion Capture

#### 3 Surveys/Research and Development on Human Resources Development

In response to the changes in human resources development needs brought about by ongoing technological innovation and changes in the industrial structure, PTU has developed training courses and curricula, as well as teaching materials, training techniques and evaluation methods, thereby supporting those who are at the frontlines of human resources development.

Research results are published on the website of the Institute of Research and Development: <https://www.tetras.uitec.jeed.go.jp/> (Japanese)

Also, research and survey reports are distributed to related institutions for their wide use.



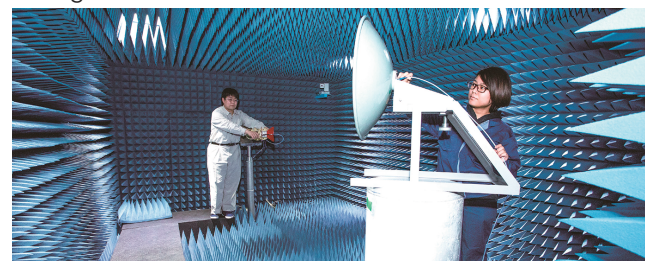
▲ The Institute of Research and Development Website



▲ Research Reports

#### 4 Nurturing of Process Innovators

PTU carries out training programs for high school graduates, and the like aiming at nurturing production engineers (process innovators) who have the ability to identify/analyze/solve problems and possess the creative powers required on the production floor, as well as the high-quality vocational training instructors. The training programs provide the comprehensive management and leadership skills necessary for leaders in the production technology and management field.



▲ Wireless communications device measurements



▲ Training equipment in learning factory



## Support for Implementation of Vocational Training under the Support System for Job Seekers

The Support System for Job Seekers aims to promote the employment of job seekers with specific requirements\* and contribute to their stable employment and livelihood by providing them with vocational training, subsidies to facilitate participation in the vocational training, and other forms of support measures for finding work. Under this system, JEED conducts the following activities.

\*Job seekers who are not eligible to receive unemployment benefits, etc. provided by employment insurance and are recognized by the director of a Hello Work office as requiring vocational training or other forms of support in finding work.

By making use of experience and expertise accumulated in the public vocational training field together with the organizational strength and mobility developed in 47 prefectures, JEED provides various services to private educational training institutions. Services include publicity activities for introducing the Support System for Job Seekers, counseling and support for planning their training programs, evaluation and accreditation of their vocational training, as well as advice on training implementation.

### 1 PR to raise awareness of the System

PR to raise awareness of the Support System for Job Seekers are carried out through visits to private educational training organizations and conducting briefing sessions for them.



▲ Briefing session

### 2 Counseling and Support for Training Program Planning

Counseling and support for the planning of training programs are provided to private educational training institutions. This support includes providing explanations of accreditation criteria as well as advice on curriculum preparation.

A guide for preparing curricula is available on the JEED website.

#### Guide for preparing curricula

Private educational training institutions can refer to the examples and tips for a smooth curriculum preparation.

[https://www.jeed.go.jp/js/shien/curriculum\\_navi.html](https://www.jeed.go.jp/js/shien/curriculum_navi.html) (Japanese)



### 3 Evaluation and Accreditation of Vocational Training Plans

Applications of vocational training plans submitted by private educational training institutions are evaluated and the ones that satisfy the stipulated criteria are accredited in accordance with each prefecture's regional vocational training implementation plans. Information on accredited vocational training programs (names of training organizations and courses, training descriptions, etc.) is available on the websites. JEED works closely with Hello Work to ensure that this information is appropriately provided to job seekers.

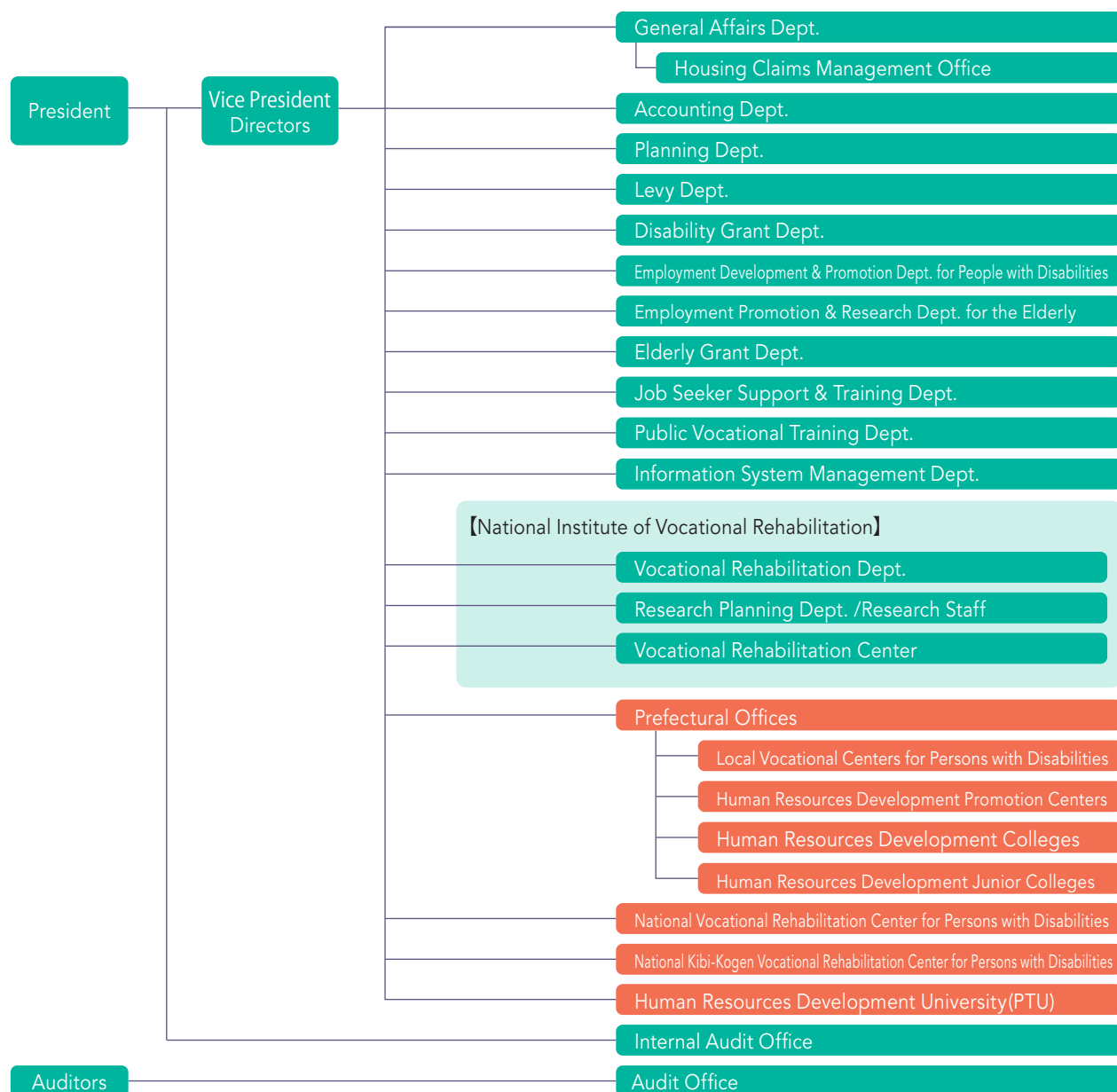
### 4 Advice concerning Implementation of Training

The training situation in training organizations is checked to ensure that their programs are being implemented according to the accredited training plan, and where necessary, advice and other support are provided.



▲ Implementation of Vocational Training by Private Educational Training Institutions

## ■ Organization Chart ■



## ■ History of JEED ■

- May 26, 1971 ● Founding of the Association for Employment of Disabled Persons
- May 30, 1974 ● Founding of the National Association for Employment of Physically and Mentally Disabled Persons (Reorganization of the Association for Employment of Disabled Persons)
- March 1, 1977 ● Inauguration of the Association for Employment of Physically Disabled Persons (AEPD) (Dissolution of the National Association for Employment of Physically and Mentally Disabled Persons)
- April 1, 1988 ● AEPD renamed as the Japan Association for Employment of Persons with Disabilities (JAED)
- October 1, 2003 ● Establishment of the Japan Organization for Employment of the Elderly and Persons with Disabilities (JEED) (Dissolution of JAED and establishment of JEED as a new special administrative organization, with transfer of part of the business of the Association of Employment Development for Senior Citizens to JEED)
- October 1, 2011 ● JEED renamed as the Japan Organization for Employment of the Elderly, Persons with Disabilities and Job Seekers (JEED) (Dissolution of the Employment and Human Resources Development Organization of Japan, with transfer of part of its business to JEED)



## ■ Facilities ■



### Prefectural Branches

**E D J**

**47 sites**

Our prefectural branch offices receive subsidies and payments, related to the employment of the elderly and persons with disabilities, for employers, provide consultation and assistance, and conduct educational activities such as holding local Abilitylympics events. In addition, the branch offices publicize the job seeker support system, provide consultation and assistance to organizations that wish to provide job seeker support training, receive and examine training plans, and provide advice on the implementation of training.

Furthermore, the branch offices also coordinate the overall operations of the organization within each prefecture and perform administrative tasks such as accounting.



### Local Vocational Centers for Persons with Disabilities, Branches of Local Vocational Centers for Persons with Disabilities

**D**

**52 sites**

Our Local Vocational Centers for Persons with Disabilities promote the employment of and provide support for settling in the workplace to persons with disabilities who are working or will be working, such as vocational counseling, job evaluations, job preparation support, job coach support, and rework support.

These centers also provide consultation and advice to companies that employ persons with disabilities and to related organizations that support the employment of persons with disabilities.



### Human Resources Development Promotion Centers, Training Centers

**J**

**63 sites**

Our Human Resource Development Promotion Centers and Training Centers provide vocational training to job seekers to acquire the skills, techniques, and related knowledge necessary for their quick reemployment (training for the unemployed), vocational training primarily to the employed to improve their specialized knowledge, skills, and techniques necessary for their jobs (training for the employed), and consultation, vocational training instructors, and facilities and equipment to employers and others in relation to skills development to solve issues in human resource development for employees.

(Nickname: Polytechnic Centers)



### Human Resources Development Colleges and Junior Colleges

**J**

**25 sites**

Our Human Resources Development Colleges and Junior Colleges train and develop practicing technicians (technicians/engineers) with advanced knowledge, skills, and techniques for handling technological innovations, and our Human Resources Development Colleges also train future leaders in production technology and production management for handling the development of new products and the construction of production processes in response to the needs of industry and the local community.

(Nickname: Polytechnic Colleges)



### Large Region Vocational Centers for Persons with Disabilities/Vocational Ability Development Centers

**D**

**2 sites**

(National Vocational Rehabilitation Center for Persons with Disabilities, National Kibi-Kogen Vocational Rehabilitation Center for Persons with Disabilities)

Through the integrated operation of the Large Region Vocational Centers for Persons with Disabilities and Vocational Ability Development Centers, we provide vocational rehabilitation services including vocational assessment, vocational guidance, and vocational training for persons with disabilities seeking jobs nationwide. These centers also provide vocational training guidance to other vocational ability development facilities.



### Human Resources Development University

**1 sites**

In order to establish a vocational training base for the entire country and maintain and improve its quality, our Human Resource Development University conducts nurturing and training of vocational training instructors (techno instructors) for the purpose of improving their skills, research and surveys on human resources development, and nurturing of process innovators.

(Nickname: PTU)



## Headquarters (inside the Advanced Training Center)

3-1-2 Wakaba, Mihama-ku, Chiba City, Chiba 261-8558

Tel/Fax (Dial-in)

**043-213 (Prefix)**

Dept.	Tel.	Fax
General Affairs	6235	6808
Accounting	6262	6472
Planning	6503	6556
Job Seeker Support & Training	7005	7198
Public Vocational Training	7279	7378
Information System Management Office	6571	6667

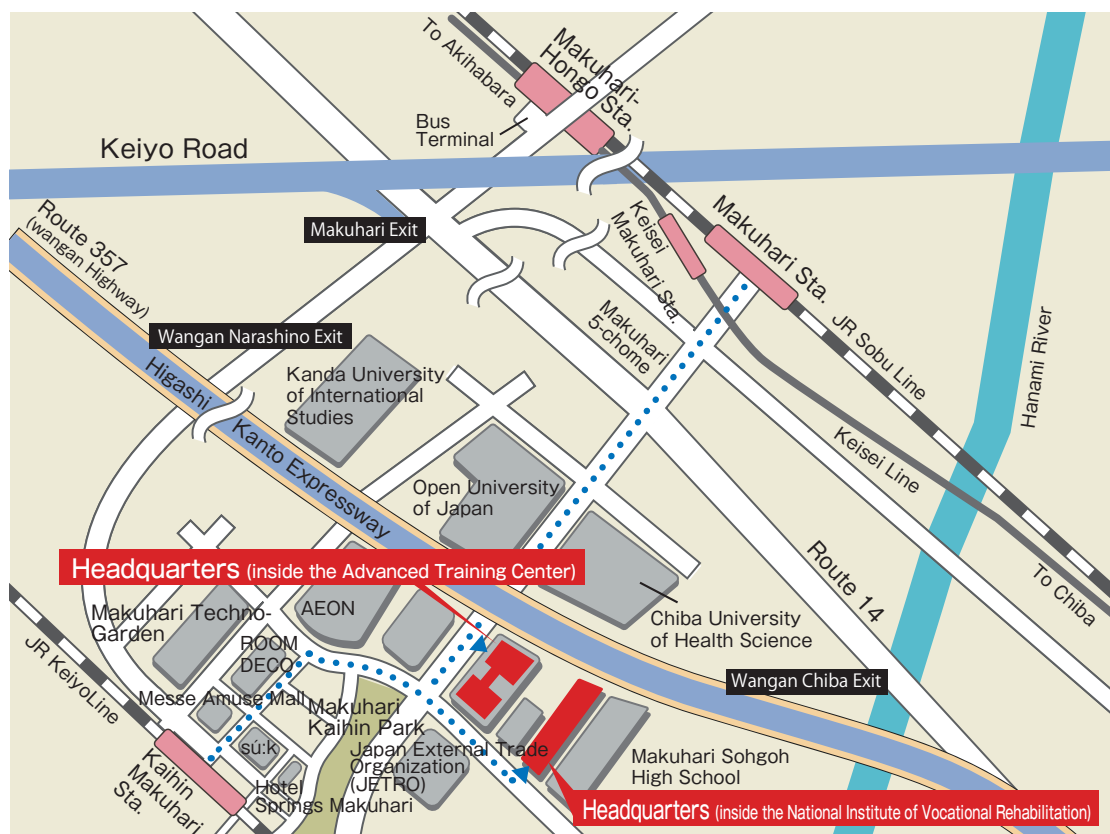
## Headquarters (inside the National Institute of Vocational Rehabilitation)

3-1-3 Wakaba, Mihama-ku, Chiba City, Chiba 261-0014

Tel/Fax (Dial-in)

**043-297 (Prefix)**

Dept.	Tel.	Fax
Levy	9650	9657
Disability Grant	9500	9546
Employment Development & Promotion for People with Disabilities	9513	9547
Employment Promotion & Research for the Elderly	9525	9550
Elderly Grant	9535	9552
National Institute of Vocational Rehabilitation		
Vocational Rehabilitation	9000	9056
Research Planning	9024	9057
Vocational Rehabilitation Center	9043	9060



## E-mail newsletter

An email newsletter containing useful information on employment support for the elderly, persons with disabilities, and worker vocational ability development. Subscribe for free:

<https://www.jeed.go.jp/general/merumaga/index.html> (Japanese)

