For employee and employer

The support fund and allowance for the leave forced to be taken under the COVID-19 outbreak

Eligible person

80% of the wage before taking the leave (maximum daily amount 11,000 yen) will be paid according to the record of the leave forced to be taken. (limited to the leave taken between April 1, 2020 and September 30, 2020.) However the following two main conditions and others are required.

- ① Employees of small and medium sized companies who were/are on leave during the period mentioned above due to the instruction of the employer.
- 2 Those who have not being paid their wages (or leave allowance) for the leave mentioned ①.
- **There are more conditions other than the two mentioned above. For the details, please check the Q&A of the allowance posted on the website of Ministry of Health, Labour and Welfare.

Application flow



Review

Payment

Central Processing Center



Application*

Make an application form in cooperation with

Employer



Confirm the contents with employer and employee if necessary.



The Central Processing Centers established in each Prefectural Labour Bureau review application contents and determine payment.





Notify decision to the applicant regardless of the result.
Transfer the allowance to the applicant's bank account.

In case of mail application, it will be forwarded from the designated post office to the central processing center via the mail sorting company

For further information

- For details of allowance system, allowance Q&A, download application form, etc visit the website of Ministry of Health, Labour and Welfare, "The support fund and allowance for the leave forced to be taken under the COVID-19 outbreak" page. https://www.mhlw.go.jp/stf/kyugyoshienkin.html
- Contact Ministry of Health, Labour and Welfare call center

Ministry of Health, Labour and Welfare Leave Support Fund and Allowance Call Center for COVID-19 Tel 0120-221-276 Monday thru Friday $8:30\sim20:00$ / Sat., Sun., Holidays $8:30\sim17:15$



Ministry of Health, Labour and Welfare · Prefectural Labour Bureaus_

LL020714保01