



# Main Work-Life Balance Support System (Employee Support Program)

	Parental leave	Leave for taking care of sick children	Shorter working hours	Restrictions on overtime	Exemption from late-night work	Other principal systems
SMBC	18 months or maximum of 2 years in case of inability to place in daycare center	Until March 31 of the 6th grade (10 days per annum per child; 20 days for two or more children)	Employees can choose shorter working hours for each day or fewer days worked per week, both applicable until March 31 of the 6th grade	Until March 31 of the 6th grade	Until March 31 of the 6th grade	<ul style="list-style-type: none"> <li>• Short-term childcare leave</li> <li>• Work relocations</li> <li>• Childcare subsidies</li> <li>• Leave for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> <li>• System for rehiring former employees</li> <li>• Half day leave</li> <li>• Flexibility in the work place</li> </ul>
SMBC Trust Bank	1 year or maximum of 18 months in case of inability to place in daycare center Up to 26 months if other conditions are met	Until the entry into junior high school (5 days per annum per child; 10 days for two or more children)	Employees can work shortened hours equivalent to working a minimum of 6 hours per day until child's entry into elementary school	Until the entry into elementary school	Until the entry into elementary school	<ul style="list-style-type: none"> <li>• Flexitime System</li> <li>• Flexibility in working hours</li> <li>• Flexibility in the work place</li> <li>• Paternity leave (3 days)</li> <li>• Leave for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> <li>• Nursing care leave</li> </ul>
Sumitomo Mitsui Finance and Leasing	1 year or maximum of 18 months in case of inability to place in daycare center	Until the entry into elementary school (5 days per annum per child; 10 days for two or more children) *May be extended as needed	Employees can reduce daily working hours to a minimum of 5 hours 30 minutes until March 31 of the 6th grade	Until the entry into elementary school	Until the entry into elementary school	<ul style="list-style-type: none"> <li>• Work relocations</li> <li>• System for rehiring former employees</li> <li>• Short-term childcare leave</li> <li>• Leave for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> </ul>
SMBC Nikko Securities	Until 3 years of age	Until the entry into elementary school (5 days per annum per child; 10 days for two or more children)	Employees may reduce daily working hours in increments of 30 minutes up to 2.5 hours until March 31 of the 6th grade	Until March 31 of the 6th grade	Until March 31 of the 6th grade	<ul style="list-style-type: none"> <li>• Short-term childcare leave</li> <li>• Discounted rates for daycare center</li> <li>• Nursing care leave</li> <li>• Special days off for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> <li>• Short-term leave for nursing care</li> <li>• Staggered working hours (working in shifts)</li> <li>• Rehiring former employees</li> </ul>
SMBC Friend Securities	18 months or maximum of 2 years in case of inability to place in daycare center	Until March 31 of the 3rd grade (5 days per annum per child; 10 days for two or more children)	Employees can reduce daily working hours to between 6 hours and 6 hours 50 minutes until March 31 of the 3rd grade	Until March 31 of the 3rd grade	Until March 31 of the 3rd grade	<ul style="list-style-type: none"> <li>• Leave for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> <li>• System for rehiring former employees</li> <li>• Childcare subsidies</li> <li>• Discounted rates for daycare center</li> <li>• Staggered working hours (working in shifts)</li> <li>• Work relocations</li> <li>• Maternity leave</li> </ul>
Sumitomo Mitsui Card	18 months or maximum of 2 years in case of inability to place in daycare center	Until March 31 of the 6th grade (5 days per annum per child; 10 days for two or more children)	Employees can choose to reduce daily working hours by 30, 60, or 90 minutes or reduce the number of days worked a week until March 31 of child's 3rd-grade year	Until March 31 of the 3rd grade	Until March 31 of the 3rd grade	<ul style="list-style-type: none"> <li>• Work relocations</li> <li>• Staggered working hours</li> <li>• Half-day paid leave</li> <li>• Special leave (for spouse's childbirth)</li> <li>• Childcare subsidies</li> <li>• Nursing care leave, days off for nursing care</li> <li>• Shorter working hours for nursing care</li> <li>• Rehiring former employees</li> </ul>
Cedyna	Until 3 years of age	Until March 31 of the 6th grade (5 days per annum per child; 10 days for two or more children)	Until March 31 of the 3rd grade (Employees can choose to work 5, 6, or 7 hours a day).	Until the entry into elementary school	Until the entry into elementary school	<ul style="list-style-type: none"> <li>• Maternity leave and work</li> <li>• Short-term childcare leave</li> <li>• Leave for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> <li>• System for rehiring former employees</li> <li>• Maternity leave (for men)</li> <li>• Leave for providing nursing care or taking care of sick children (by the hour)</li> </ul>
SMBC Consumer Finance	1 year or maximum of 18 months in case of inability to place in daycare center	Until the entry into elementary school (5 days per annum per child; 10 days for two or more children)	Employees can choose to reduce daily working hours to a minimum of 6 hours (and a maximum of 8 hours) through the adjustment of starting or ending times by 30-minute blocks until March 31 of the 3rd-grade	Until the entry into elementary school	Until the entry into elementary school	<ul style="list-style-type: none"> <li>• Personnel system being employed under the regional system of no possibility of transfers with movings</li> <li>• Rehiring retirees</li> <li>• A grace period for job rotation</li> <li>• Leave for nursing care</li> <li>• Shorter working hours allowed for nursing care</li> <li>• Paid leave by the hour</li> <li>• Half-day paid leave</li> <li>• Leave before and after maternity</li> <li>• Childcare leave (2 days)</li> <li>• School-visiting day (2 days a year)</li> <li>• Rehiring of former employees who quit for childcare or care-giving reasons</li> <li>• Husband's maternity leave (3 days)</li> <li>• Rollover of unused paid vacation days to subsequent years</li> </ul>
Japan Research Institute	18 months or maximum of 2 years in case of inability to place in daycare center	Until March 31 of the 6th grade (5 days per annum per child; no upper limit)	Employees can choose to work 4, 5, 6 or 7 hours per day until March 31 of the 3rd grade (this system can be combined with flexitime).	Until the entry into elementary school	For employees who are pregnant or have given birth within previous 12 months	<ul style="list-style-type: none"> <li>• Childcare subsidies</li> <li>• Telecommuting</li> <li>• Nursing care leave</li> <li>• Shorter working hours (for nursing care, etc.)</li> <li>• Time off and shorter working hours</li> <li>• Days off for nursing care</li> <li>• Special leave (for spouse's childbirth)</li> <li>• Paid leave for initial 15 days of childcare</li> </ul>
Sumitomo Mitsui Asset Management	1 year or maximum of 36 months in case of inability to place in daycare center	Until the entry of child into elementary school (5 days per annum per child; 10 days for two or more children)	Employees can reduce daily working hours to 5 or 6 hours or 6 hours and 30 minutes until child completes 3rd grade of elementary school	Until child completes 3rd grade of elementary school	Until child completes 3rd grade of elementary school	<ul style="list-style-type: none"> <li>• Leave for childbirth by spouse</li> <li>• Leave for taking care of sick children</li> <li>• Leave for nursing care</li> <li>• Staggered working hours for childcare or nursing care purposes</li> <li>• Special-case usage of annual leave in half-day increments</li> <li>• Telecommuting</li> </ul>