

規程類必須項目確認書

※黄色セルは記入が必要な箇所です。「記入箇所チェック」欄2箇所で、記入漏れがないかご確認をお願いします。

事業名：	地域でイキイキと働く人のココロのケア＊
団体名：	ダイヤル・サービス株式会社
過去の採択状況：	通常枠で資金分配団体(またはコンソーシアム構成団体)として採択されていない。

記入箇所チェック	記入完了
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提出する規程類(定款・指針・ガイドライン等を含む。以下、「規程類」という。)に以下の必須項目が含まれていることを確認し、本エクセル別シートの「記入例」に倣って該当箇所を記載してください。
過去の採択状況に関係なく、全団体、該当箇所への記載が必要です。

〈注意事項〉
◎規程類を作成する際はJANPIAの規程類を参考にしてください。https://www.janpia.or.jp/about/information/rule.html
◎後日提出する規程類に関しては、助成申請書で誓約いただいているとおり、内定通知後1週間以内にご提出ください。なお、後日提出時において本様式も併せてご提出ください。
◎過去通常枠で資金分配団体(またはコンソーシアム構成団体)として採択されている団体は、「規程類必須項目確認書」の提出のみとし、規程類の提出は不要です。ただし、内容等に変更が生じている場合は該当部分のみ提出をお願いします。
◎以下の必須項目は、公益財団法人、一般財団法人、公益社団法人、一般社団法人、特定非営利活動法人を想定したものです。これ以外の法人については、表を参考に整備してください。なお、ご不明点等はJANPIAへご相談ください。

		記入箇所チェック ※3か所とも「記入完了」となるようにしてください。			
		記入完了	記入完了	記入完了	
規程類に含める必須項目		(参考)JANPIAの規程類	提出時期(選択)	根拠となる規程類、指針等	必須項目の該当箇所 ※条項等
● 社員総会・評議員会の運営に関する規程					
(1)開催時期・頻度	・評議員会規則 ・定款	公募申請時に提出	定款	第11条	
(2)招集権者		公募申請時に提出	定款	第12条	
(3)招集理由		公募申請時に提出	定款	第11条	
(4)招集手続		内定後1週間以内に提出			
(5)決議事項		内定後1週間以内に提出			
(6)決議(過半数か3分の2か)		公募申請時に提出	定款	第13条	
(7)議事録の作成		公募申請時に提出	定款	第15条	
(8)特別の利害関係を有する場合の決議からの除外 「評議員会の決議に当たっては、当該決議について特別の利害関係を有する評議員を除いた上で行う」という内容を含んでいること ※社団法人においては、特別利害関係を持つ社員の社員総会への出席ならびに議決権の行使に関する除外規定は必須としないこととします。		内定後1週間以内に提出			
● 理事会の構成に					
(1)理事の構成 「各理事について、当該理事及びその配偶者又は3親等内の親族等である理事の合計数が、理事の総数の3分の1を超えないこと」という内容を含んでいること	定款	内定後1週間以内に提出			
(2)理事の構成 「他の同一の団体の理事である者その他これに準ずる相互に密接な関係にある理事の合計数が、理事の総数の3分の1を超えないこと」という内容を含んでいること		内定後1週間以内に提出			
● 理事会の運営に関する規程 ※理事会を設置していない場合は不要です。					
(1)開催時期・頻度	・定款 ・理事会規則	公募申請時に提出	取締役会規程	第3条	
(2)招集権者		公募申請時に提出	取締役会規程	第4条	
(3)招集理由		内定後1週間以内に提出			
(4)招集手続		公募申請時に提出	取締役会規程	第5条	
(5)決議事項		公募申請時に提出	取締役会規程	第8条	
(6)決議 (過半数か3分の2か)		公募申請時に提出	取締役会規程	第7条	
(7)議事録の作成		公募申請時に提出	取締役会規程	第11条	
(8)特別の利害関係を有する場合の決議からの除外 「理事会の決議に当たっては、当該決議について特別の利害関係を有する理事を除いた上で行う」という内容を含んでいること		公募申請時に提出	取締役会規程	第7条	
● 理事の職務権限					
JANPIAの定款(第29条 理事の職務及び権限)に規定するもののほか理事間の具体的な職務分担が規定されていること	理事の職務権限規程	内定後1週間以内に提出			
● 監事の監査に関する規程					
監事の職務及び権限を規定し、その具体的内容を定めていること ※監事を設置していない場合は、社員総会で事業報告、決算について審議した議事録を提出してください	監事監査規程	内定後1週間以内に提出			
● 役員及び評議員					
(1)役員及び評議員(置いている場合にのみ)の報酬の額	役員及び評議員の報酬等並びに費用に関する規程	内定後1週間以内に提出			
(2)報酬の支払い方法		内定後1週間以内に提出			

● 倫理に関する規程				
(1)基本的人権の尊重	倫理規程	内定後1週間以内に提出		
(2)法令遵守(暴力団、反社会的勢力の排除)		内定後1週間以内に提出		
(3)私的利益追求の禁止		内定後1週間以内に提出		
(4)利益相反等の防止及び開示		内定後1週間以内に提出		
(5)特別の利益を与える行為の禁止 「特定の個人又は団体の利益のみの増大を図る活動を行う者に対し、寄附その他の特別の利益を与える行為を行わない」という内容を含んでいること		内定後1週間以内に提出		
(6)情報開示及び説明責任		内定後1週間以内に提出		
(7)個人情報の保護		公募申請時に提出	個人情報保護基本規程	p.5-24
● 利益相反防止に関する規程				
(1)-1利益相反行為の禁止 「資金分配団体が実行団体を選定、監督するに当たり、資金分配団体と実行団体との間の利益相反を防ぐ措置」について具体的に示すこと	・倫理規程 ・理事会規則 ・役員の利益相反禁止のための自己申告等に関する規程 ・就業規則 ・審査会議規則 ・専門家会議規則	内定後1週間以内に提出		
(1)-2利益相反行為の禁止 「助成事業等を行うにあたり、理事、監事、評議員・社員、職員その他の事業協力団体の関係者に対し、特別の利益を与えないものである」という内容を含んでいること		内定後1週間以内に提出		
(2)自己申告 「役職員に対して、定期的に「利益相反に該当する事項」に関する自己申告をさせた上で、適切な組織において内容確認を徹底し、迅速な発見及び是正を図る」という内容を含んでいること		内定後1週間以内に提出		
● コンプライアンスに関する規程				
(1)コンプライアンス担当組織 実施等を担う部署が設置されていること	コンプライアンス規程	公募申請時に提出	コンプライアンス規程	第4条
(2)コンプライアンス委員会(外部委員は必須) 「外部の有識者等も参加するコンプライアンス施策の検討等を行う組織及びその下に実施等を担う部署が設置されている 」という内容を含んでいること		公募申請時に提出	内部通報制度規程	第5条
(3)コンプライアンス違反事案 「不正発生時には、原因究明、関係者に対する厳格な処分及び再発防止策を確実に実施し、その内容を公表する」という内容を含んでいること		公募申請時に提出	内部通報制度規程 コンプライアンス規程	第24条 第14条
● 内部通報者保護に関する規程				
(1)ヘルプライン窓口(外部窓口の設置が望ましい)	内部通報(ヘルプライン)規程	公募申請時に提出	内部通報制度規程	第5条
(2)通報者等への不利益処分の禁止 「公益通報者保護法を踏まえた内部通報制度の整備・運用に関する民間事業者向けガイドライン(平成28年12月9日消費者庁)」を踏まえた内部通報制度について定めていること		公募申請時に提出	内部通報制度規程	第21条
● 組織(事務局)に関する規程				
(1)組織(業務の分掌)	事務局規程	内定後1週間以内に提出		
(2)職制		内定後1週間以内に提出		
(3)職責		内定後1週間以内に提出		
(4)事務処理(決裁)		内定後1週間以内に提出		
● 職員の給与等				
(1)基本給、手当、賞与等	給与規程	公募申請時に提出	賃金規程	第11、13～25条
(2)給与の計算方法・支払方法		公募申請時に提出	賃金規程	第3、4条、第11～13条
● 文書管理に関する規程				
(1)決裁手続き	文書管理規程	内定後1週間以内に提出		
(2)文書の整理、保管		公募申請時に提出	文書管理規定	11
(3)保存期間		公募申請時に提出	文書管理規定	別表
● 情報公開に関する規程				
以下の1.～4.の書類が情報公開の対象に定められていること 1. 定款 2. 事業計画、収支予算 3. 事業報告、貸借対照表及び損益計算書、財産目録 4. 理事会、社員総会、評議員会の議事録	情報公開規程	内定後1週間以内に提出		
● リスク管理に関する規程				
(1)具体的リスク発生時の対応	リスク管理規程	公募申請時に提出	セキュリティ事故に関する手順書	5～8
(2)緊急事態の範囲		公募申請時に提出	情報セキュリティ管理規程	16～17
(3)緊急事態の対応の方針		公募申請時に提出	情報セキュリティ管理規程	16～17
(4)緊急事態対応の手順		公募申請時に提出	情報セキュリティ管理規程	16～17
● 経理に関する規程				
(1)区分経理	経理規程	内定後1週間以内に提出		
(2)会計処理の原則		内定後1週間以内に提出		
(3)経理責任者と金銭の出納・保管責任者の峻別		内定後1週間以内に提出		
(4)勘定科目及び帳簿		内定後1週間以内に提出		
(5)金銭の出納保管		内定後1週間以内に提出		
(6)収支予算		内定後1週間以内に提出		
(7)決算		内定後1週間以内に提出		

定 款

ダイヤル・サービス株式会社

(2017 年 7 月 27 日改定)

定 款

第1章 総 則

(商 号)

第1条 当社は、ダイヤル・サービス株式会社と称し、英文では DIAL SERVICE CO., LTD と表示する。

(目 的)

第2条 当社は、次の事業を営むことを目的とする。

1. 電話・ファクシミリ・インターネットシステム及び移動体通信システムによる連絡業務代行、接続サービス、情報の収集処理、提供業務
2. 企業及び各種団体の不正通報窓口、健康相談窓口、メンタルヘルス相談窓口、虐待通報窓口等、各種相談窓口業務
3. インターネットを利用した福利厚生・健康管理に関するプログラムの開発及びそのサービスの提供
4. 日常家庭用品の仲介及び販売
5. 不動産売買・賃貸及び管理
6. 広告代理店業務
7. 印刷・出版業務
8. 労働者派遣事業法に基づく人材の派遣
9. 損害保険代理店業務
10. コンピューターシステム及びソフトウェアの企画、開発、販売、コンサルタント業務
11. 企業の経営に関するコンサルティング業務
12. 企業の提携に関するコンサルティング業務
13. 企業の販売促進、宣伝活動の研究及び企画の請負
14. パソコン・携帯電話・携帯情報端末の周辺機器の販売
15. 有料職業紹介業
16. 起業家育成事業
17. 各種イベントの企画、運営、実施
18. 酒類販売業
19. 生命保険の募集に関する業務
20. 前各号に附帯する一切の事業

(本店の所在地)

第3条 当社は、本店を東京都千代田区に置く。

(公告の方法)

第4条 当会社の公告は、官報に掲載する方法により行う。

第2章 株 式

(発行可能株式総数)

第5条 当会社の発行可能株式総数は、1, 384, 000株とする。

(株券の不発行)

第6条 当会社は、株式に係る株券を発行しない。

(株式の譲渡制限)

第7条 当会社の株式の譲渡又は取得については、株主又は取得者は、取締役会の承認を受けなければならない。

(株式の割当てを受ける権利を与える場合)

第8条 当会社は、当会社が発行する株式又は処分する自己株式を引き受ける者の募集をしようとするときにおいて、募集事項及び会社法第202条第1項各号に掲げる事項を取締役会の決議によって定める。

(株式取扱規程)

第9条 当会社の株式の譲渡承認手続、株主名簿及び新株予約権原簿への記載又は記録、その他株式ならびに新株予約権に関する取扱い及びその手数料は、法令又は本定款に定めるもののほか、取締役会において定める株式取扱規程による。

(基準日)

第10条 当会社は、毎年4月30日の最終の株主名簿に記載又は記録された議決権を有する株主をもって、その事業年度に関する定時株主総会において権利を行使することができる株主とする。

- ② 前項のほか、必要があるときは、取締役会の決議によりあらかじめ公告して臨時に基準日を定めることができる。

第3章 株 主 総 会

(招集の時期)

第11条 定時株主総会は、毎事業年度終了後3ヶ月以内に招集し、臨時株主総会は、その必要がある場合に招集する。

(招集権者及び議長)

第12条 株主総会は、法令に別段の定めがある場合のほか、取締役会の決議によって、代表取締役がこれを招集する。

代表取締役に事故があるときは、取締役会においてあらかじめ定めた順序に従い、他の取締役が株主総会を招集する。

- ② 株主総会においては、代表取締役が議長となる。代表取締役に事故があるときは、取締役会においてあらかじめ定めた順序に従い、他の取締役が議長となる。

(決議の方法)

第13条 株主総会の決議は、法令又は本定款に別段の定めがある場合のほか、出席した議決権を行使することができる株主の議決権の過半数をもって行なう。

- ② 会社法第309条第2項に定める決議は、議決権を行使することができる株主の議決権の3分の1以上を有する株主が出席し、その議決権の3分の2以上をもって行なう。

(議決権の代理行使)

第14条 株主は、当会社の議決権を有する他の株主を代理人として、その議決権を行使することができる。

- ② 株主又は代理人は、株主総会毎に代理権を証明する書面を当会社に提出しなければならない。

(議事録)

第15条 株主総会における議事の経過の要領及びその結果ならびにその他法令に定める事項は、議事録に記載又は記録する。議長及び出席した取締役がこれに記名押印又は電子署名する。

- ② 株主総会の議事録は、その原本を10年間本店に、その謄本を5年間支店に備え置く。

第4章 取締役及び取締役会

(取締役会の設置)

第16条 当社は、取締役会を置く。

(員数)

第17条 当社の取締役は7名以内とする。

(選任方法)

第18条 取締役は、株主総会の決議によって選任する。

- ② 取締役の選任決議は、議決権を行使することができる株主の議決権の3分の1以上を有する株主が出席し、その議決権の過半数をもって行なう。
- ③ 取締役の選任決議は、累積投票によらないものとする。

(任 期)

第19条 取締役の任期は、選任後1年内に終了する事業年度のうち最終のものに関する定時株主総会終結の時までとする。

- ② 補欠又は増員により選任された取締役の任期は、在任取締役の任期の残存期間と同一とする。

(取締役会の招集権者及び議長)

第20条 取締役会は、法令に別段の定めがある場合のほか、代表取締役がこれを招集し、議長となる。代表取締役に事故があるときは、取締役会においてあらかじめ定めた順序に従い、他の取締役が取締役会を招集し、議長となる。

(取締役会の招集通知)

第21条 取締役会の招集通知は、会日の3日前までに各取締役及び各監査役に対して発する。

ただし、緊急の必要があるときは、この期間を短縮することができる。

- ② 取締役及び監査役の全員の同意があるときは、招集の手続きを経ないで取締役会を開くことができる。

(取締役会の決議方法)

第22条 取締役会の決議は、取締役の過半数が出席し、出席した取締役の過半数で行なう。

(取締役会の決議の省略)

第23条 当社は、取締役会の全員が取締役会の決議事項について書面又は電磁的記録により同意したときは、当該決議事項を可決する旨の取締役会の決議があったものとみなす。ただし、監査役が異議を述べたときはこの限りではない。

(取締役会の議事録)

第24条 取締役会における議事の経過の要領及びその結果ならびにその他法令に定める事項は、議事録に記載又は記録し、出席した取締役及び監査役がこれに記名押印又は電子署名を行なう。

- ② 取締役会の議事録は、10年間本店に備え置く。

(取締役会規程)

第25条 取締役会の関する事項は、法令又は定款のほか、取締役会において定める取締役規程による。

(代表取締役)

第26条 当会社を代表すべき取締役は取締役会によりこれを定める。

(報酬等)

第27条 取締役の報酬、賞与その他の職務執行の対価として当会社から受ける財産上の利益（以下、「報酬」という。）は株主総会の決議によって定める。

第5章 監査役

(監査役の設置)

第28条 当会社は、監査役を置く。

(員数)

第29条 当会社の監査役は3名以内とする。

(選任方法)

第30条 監査役は、株主総会の決議によって選任する。

- ② 監査役の選任決議は、議決権を行使することができる株主の議決権の3分の1以上を有する株主が出席し、その議決権の過半数をもって行なう。

(任期)

第31条 監査役の任期は、選任後4年以内に終了する事業年度のうち最終のものに関する定時株主総会終結の時までとする。

- ② 補欠として選任された監査役の任期は、退任した監査役の任期の残存期間と同一とする。

(報酬等)

第32条 監査役の報酬等は、株主総会の決議によって定める。

第6章 執行役員

(執行役員)

第33条 会社は、取締役会の決議により、執行役員を置き、会社の業務執行を委ねることができる。

(執行役員の選任)

第34条 取締役会は、常勤取締役を執行役員とするほか、執行役員を選任し、取締役会の決定した業務の執行を行わせることができる。

(業務執行)

第35条 取締役会及び取締役は、執行役員の職務の執行を監督し、必要な指示命令を行い、執行役員は業務の執行の状況を1ヶ月に1回以上、取締役に報告するものとする。

(執行役員の任期)

第36条 執行役員の任期は1年とし、その時期は取締役基準に準じるものとする。なお、退任、辞任、補充選任、その他の取り扱いについても取締役基準に準じるものとする。

(利益相反取引)

第37条 会社と執行役員が利益相反する取引をなす場合、または執行役員が自己もしくは第三者のために会社の営業の部類に属する取引をなす場合には、あらかじめ取締役会の承認を要するものとする。

(執行役員規程)

第38条 取締役会は、その他必要事項について、執行役員規程を定めるものとする。

第7章 計 算

(事業年度)

第39条 当会社の事業年度は、毎年5月1日から翌年4月30日までとする。

(期末配当金)

第40条 当会社は、株主総会の決議によって毎年4月30日の最終の株主名簿に記載された株主又は登録質権者に対し、金銭による剰余金の配当（以下、「期末配当金」という。）を行う。

(中間配当)

第41条 当会社は、取締役会の決議により、毎年10月31日の最終の株主名簿に記載又は記録された株主又は登録質権者に対し、会社法第454条第5項に定める剰余金の配当（以下「中間配当金」という。）を行うことができる。

(配当金の除斥期間)

第42条 期末配当金及び中間配当金は、支払開始の日から満3年を経過してもなお受領されないときは、当会社はその支払義務を免れる。

(附 則)

制 定 日 昭和44年 4月25日

最終改定日 平成29年 7月27日

以上、当会社の定款に相違ありません。

平成29年 7月27日

ダイヤル・サービス株式会社

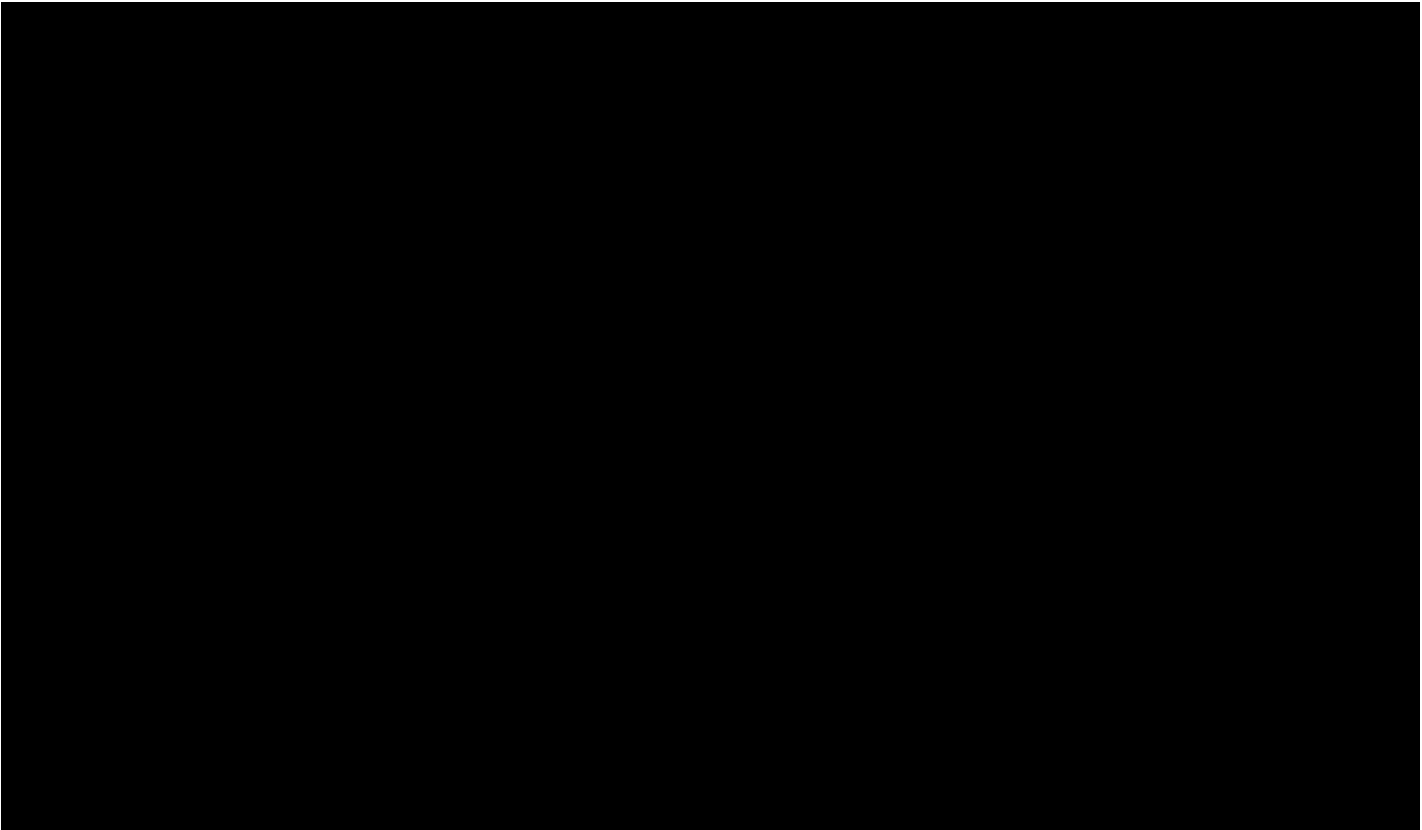
代表取締役 今 野 由 梨

コンプライアンス規程

第1章 総則

(目的)

第1条 本規程は、ダイヤル・サービス株式会社(以下、「当社」という。)のコンプライアンスに関わる基本事項を定め、当社の適正な事業運営と健全な発展を図ることを目的とする。



団体の要請により、
「セキュリティ事故に関する手順書は
社外秘の取り扱いとされている」ため
非公開とした。(JANPIA)

The first of these is the fact that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The second is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The third is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The fourth is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The fifth is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The sixth is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The seventh is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The eighth is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The ninth is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable. The tenth is that the system is not a simple one. It is a complex system, and the behavior of the system is not predictable.

The first part of the paper discusses the importance of the research and the objectives of the study. It then presents a literature review of the existing research on the topic. The second part of the paper describes the methodology used in the study, including the data collection and analysis techniques. The third part of the paper presents the results of the study, and the fourth part discusses the conclusions and implications of the findings.

The study was conducted using a quantitative research design. Data was collected from a sample of 100 participants, and the results were analyzed using statistical software. The findings of the study indicate that there is a significant relationship between the variables being studied.

The results of the study suggest that the research objectives have been achieved. The findings provide valuable insights into the topic and have implications for future research.

In conclusion, the study has shown that the research objectives have been achieved and that the findings have implications for future research.

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The research was conducted using a quantitative approach, and the data was collected from a sample of participants. The results of the study show that there is a significant relationship between the variables being studied. The findings have important implications for the field of research, and they provide a basis for further investigation.

In conclusion, the study has shown that the research objectives have been achieved, and the findings are consistent with the hypotheses. The results of the study are presented in the following table:

Variable	Mean	Standard Deviation	Significance Level
Variable 1	1.2	0.5	0.05
Variable 2	1.5	0.6	0.01
Variable 3	1.8	0.7	0.001

The table shows that the mean values for the three variables are 1.2, 1.5, and 1.8, respectively. The standard deviations are 0.5, 0.6, and 0.7, respectively. The significance levels are 0.05, 0.01, and 0.001, respectively. These results indicate that there is a significant relationship between the variables being studied.

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団体の要請により、
「個人情報保護基本規程は
社外秘の取り扱いとされている」ため
非公開とした。(JANPIA)

[The following text is a dense, continuous block of illegible characters and symbols, likely representing a corrupted or redacted document. It contains no discernible words or structure.]

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The study was conducted using a quantitative research design. Data was collected from a sample of 100 participants using a survey questionnaire. The data was then analyzed using statistical software to identify patterns and trends. The results of the study show that there is a significant relationship between the variables being studied.

The findings of the study have several implications for practice and policy. First, the results suggest that there is a need for further research in this area. Second, the findings indicate that certain interventions may be effective in addressing the issues being studied. Finally, the study highlights the importance of ongoing monitoring and evaluation of the impact of any interventions implemented.

In conclusion, the study has provided valuable insights into the relationship between the variables being studied. The findings suggest that there is a need for further research and that certain interventions may be effective in addressing the issues being studied. The study also highlights the importance of ongoing monitoring and evaluation of the impact of any interventions implemented.

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The study was conducted using a quantitative research design. Data was collected from a sample of 100 participants using a survey questionnaire. The data was then analyzed using statistical software to determine the relationships between the variables.

The results of the study show that there is a significant positive relationship between the variables. This finding is consistent with the previous research in the field. The implications of the findings suggest that the variables are important factors in the study of the topic.

In conclusion, the study has shown that the variables are important factors in the study of the topic. The findings have implications for future research and for the understanding of the topic.

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The first part of the paper discusses the importance of the research and the objectives of the study. It highlights the need for a comprehensive understanding of the subject matter and the role of the researcher in this process. The second part of the paper presents the methodology used in the study, including the data collection methods and the analysis techniques. The third part of the paper discusses the results of the study and the conclusions drawn from the findings. The final part of the paper provides a summary of the key points and offers suggestions for future research.

The research was conducted in a systematic and rigorous manner, following the principles of scientific inquiry. The data was collected from a large sample of participants, ensuring the representativeness of the findings. The analysis was performed using advanced statistical techniques, allowing for a detailed examination of the data. The results of the study are presented in a clear and concise manner, highlighting the key findings and their implications.

The findings of the study have important implications for the field of research. They provide a new perspective on the subject matter and offer valuable insights into the underlying mechanisms. The results also have practical implications, providing a basis for the development of new interventions and policies. The study contributes to the existing body of knowledge and opens up new avenues for future research.

In conclusion, the study has provided a comprehensive understanding of the subject matter and has identified key areas for future research. The findings are significant and have important implications for the field. The study was conducted in a rigorous and systematic manner, ensuring the reliability and validity of the results. The results provide a basis for the development of new interventions and policies, and offer valuable insights into the underlying mechanisms.

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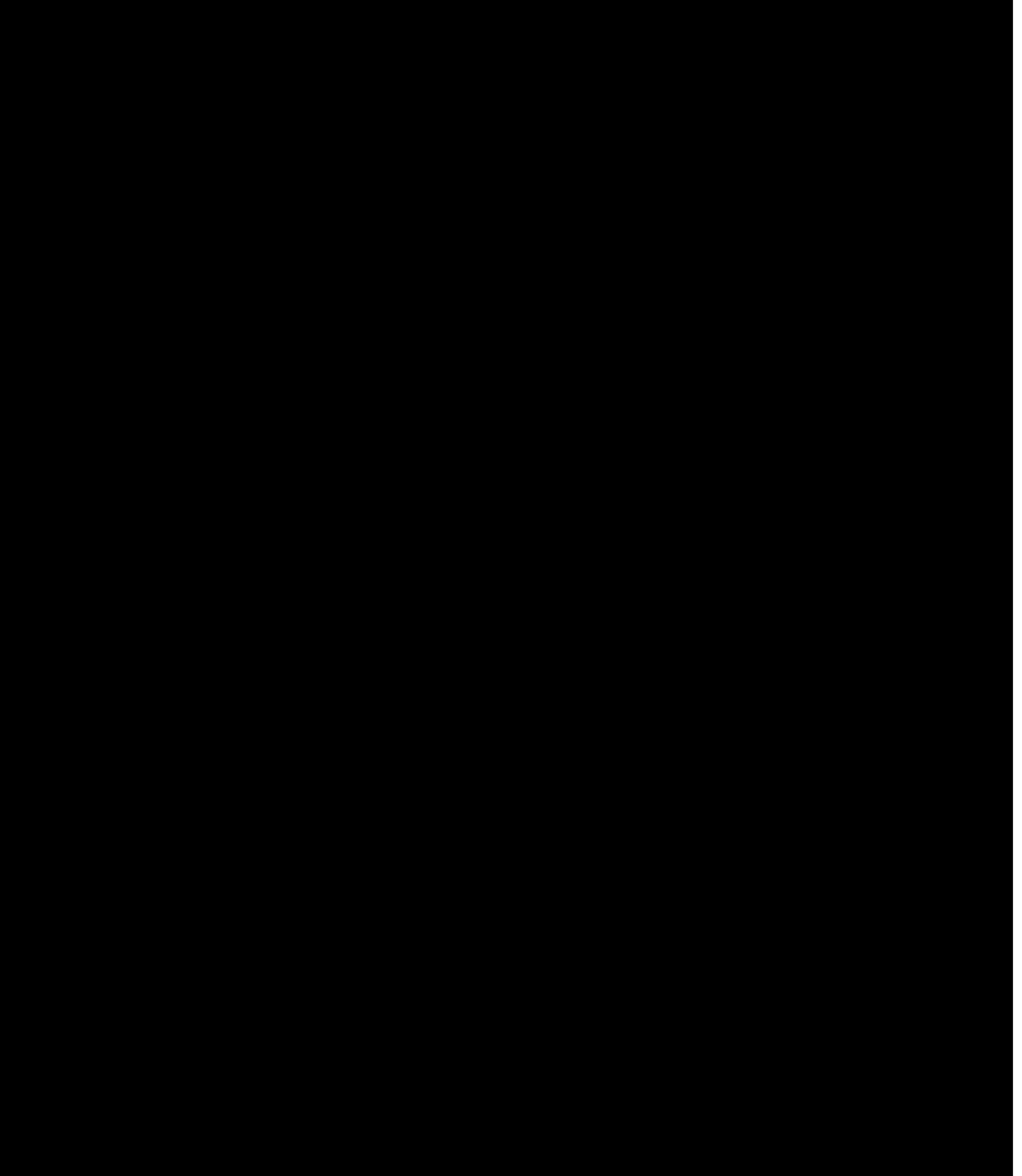
The results of the study show that there is a significant positive relationship between the variables. This finding is consistent with the previous research in the field. The study also found that there are several factors that influence the relationship between the variables.

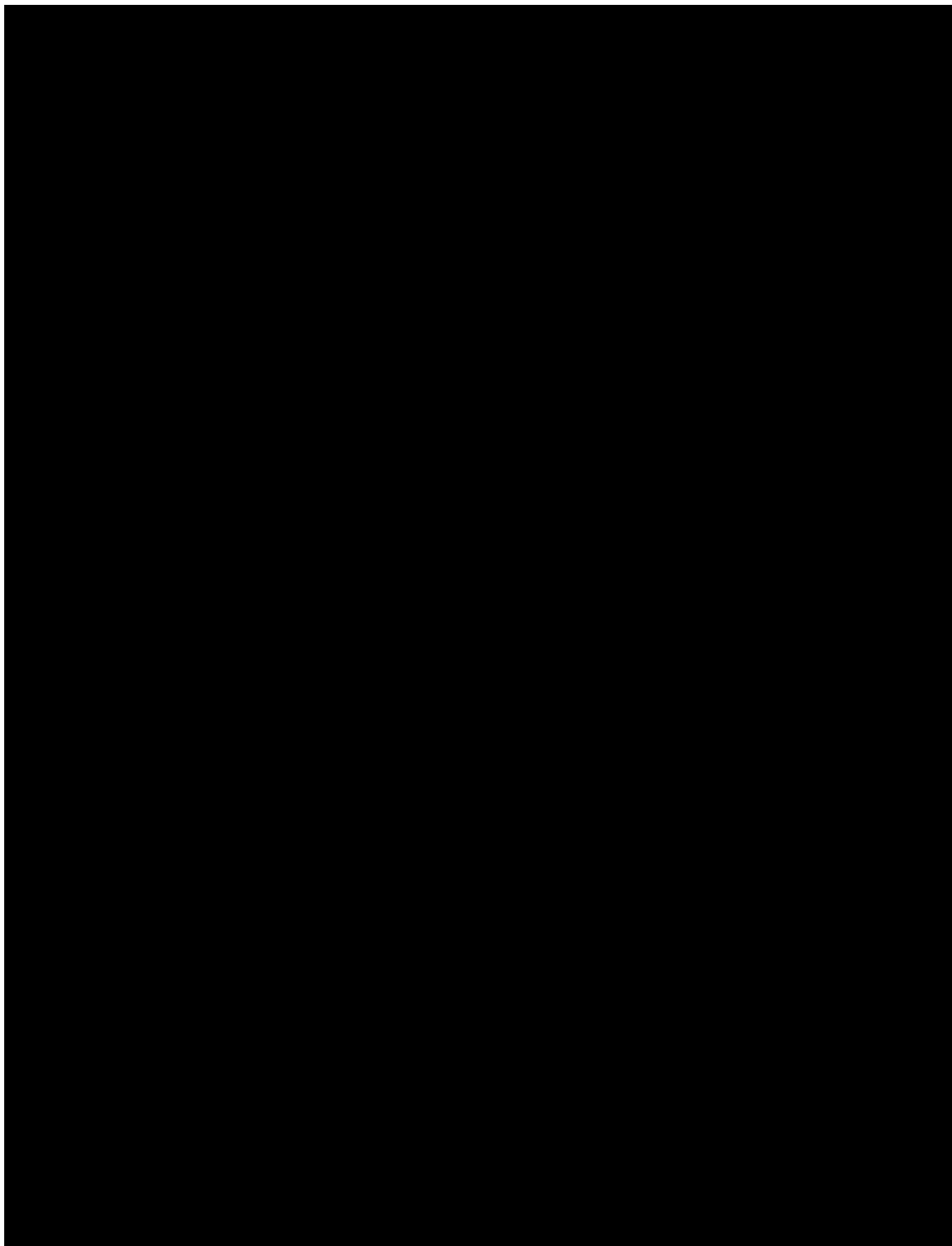
The conclusions of the study suggest that the findings have important implications for practice and policy. Further research is needed to explore the relationships between the variables in more detail.

取締役会規程

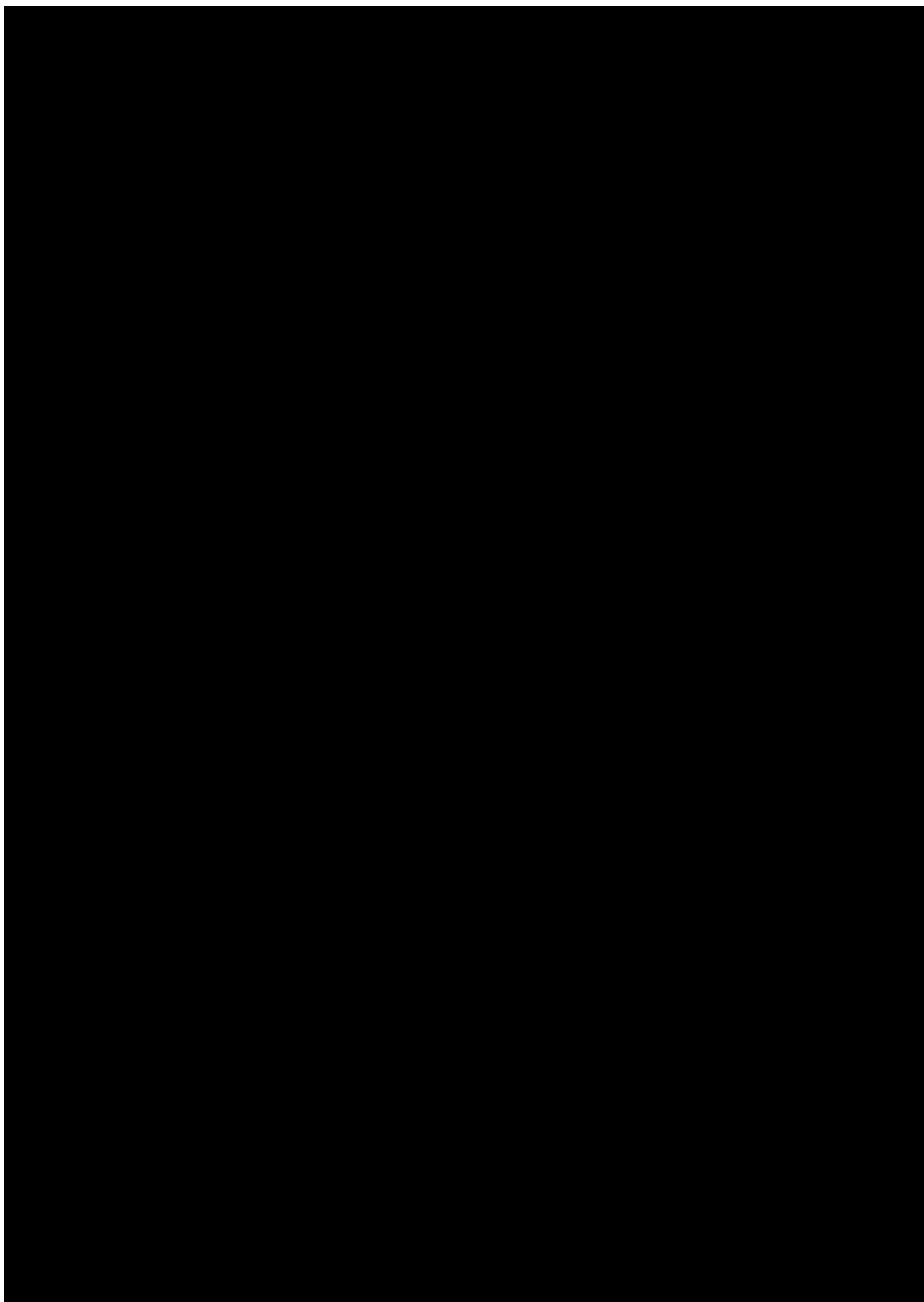
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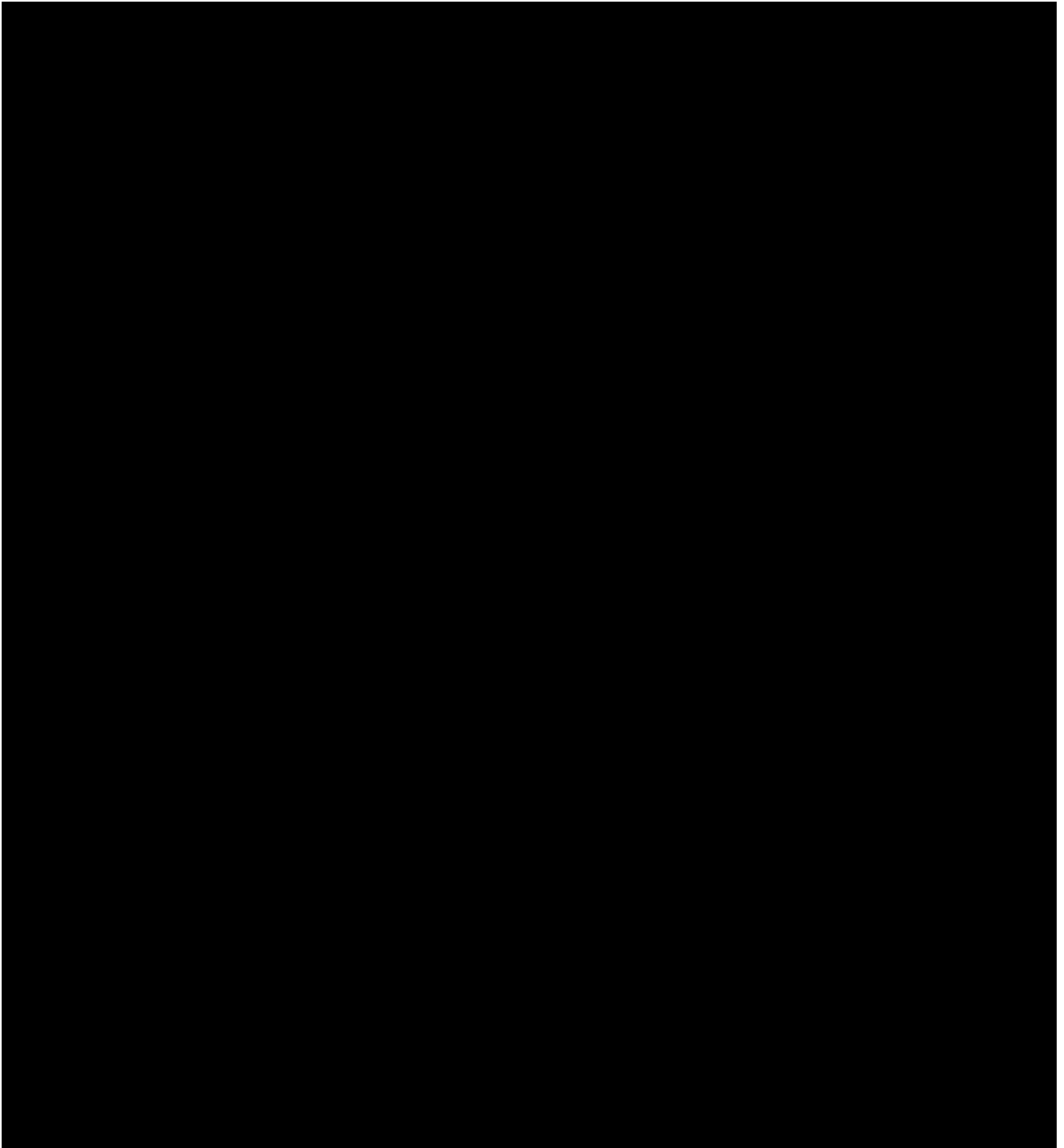
第1条 この規程は、当社の取締役会の構成・種類・招集・運営および付議事項等について定める。











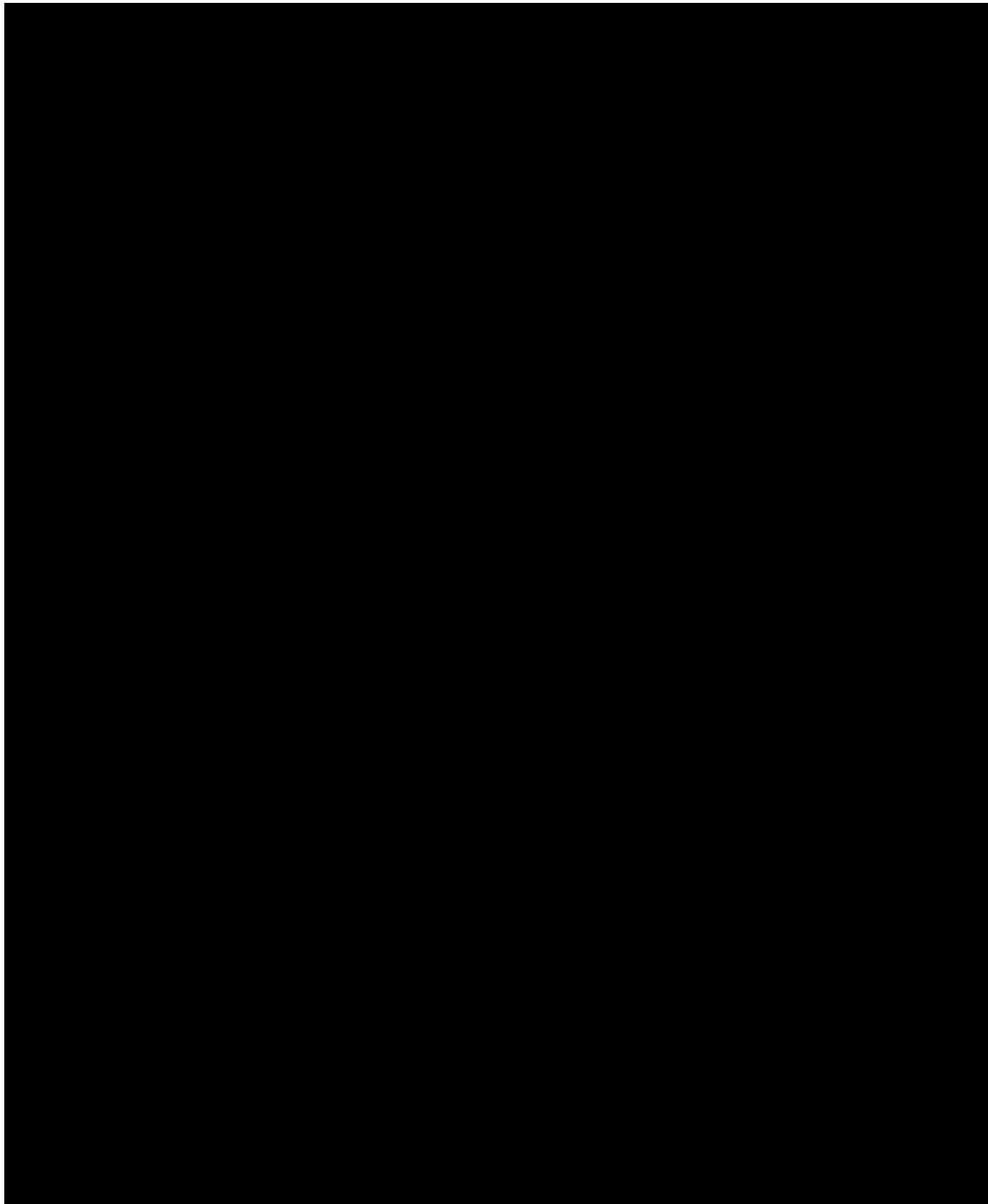
団体の要請により、
「情報セキュリティ管理規程は
社外秘の取り扱いとされている」ため
非公開とした。(JANPIA)

賃 金 規 程

第1章 総 則

第1条 （目的および適用範囲）

この規程は、就業規則第55条の規定により社員の賃金の取扱いを定める。



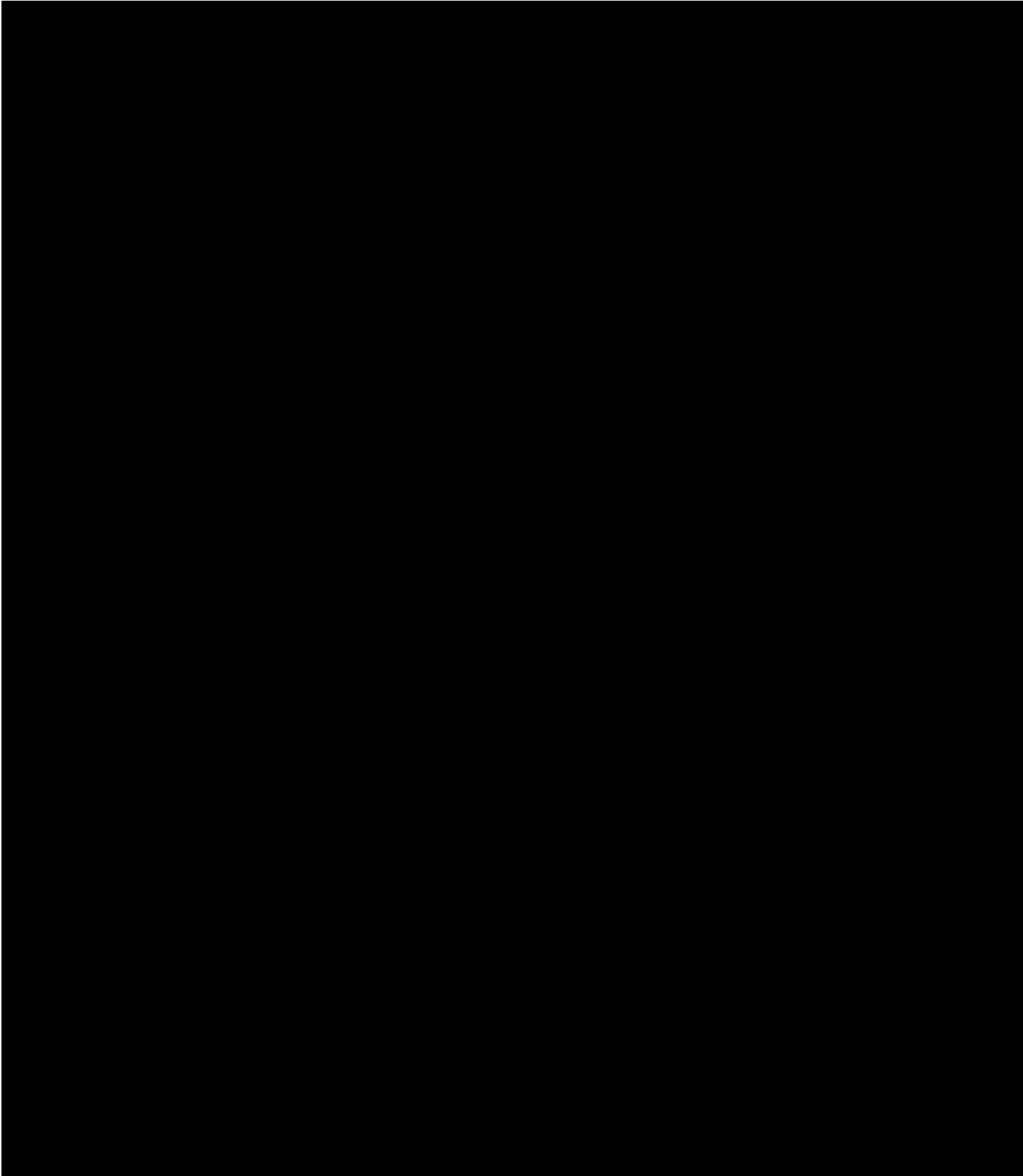
[The following text is a dense, handwritten manuscript, likely a letter or a page from a book. It is written in a cursive script and is mostly illegible due to the quality of the scan. The text appears to be a continuous paragraph or a series of connected sentences. The handwriting is fluid and somewhat slanted. There are some words that are more legible than others, but the overall content cannot be accurately transcribed. The text is written in dark ink on a light-colored paper. The page number '100' is visible in the top left corner. The text is organized into a single column, with some lines starting with capital letters, possibly indicating the beginning of new sentences or paragraphs. The overall appearance is that of a historical or personal document.]

内部通報制度規程

第1章 総則

(目的)

第1条 本規程は、役職員等からの組織的または個人的な法令違反等不正行為に関する通報または相談の適正な処理の仕組みを定めることにより、不正行為の未然防止、早期発見および是正を図り、もって、コンプライアンス経営の強化に資することを目的とする。



the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million, from 2.5 million in 1980 to 4 million in 1995 (Department of Health 1996).

There is a growing emphasis on the need to improve the efficiency of the public sector, and to ensure that the public sector is able to deliver the services that are required by the public. This has led to a number of initiatives, including the introduction of competition, the restructuring of public sector organisations, and the introduction of performance measures. The aim of these initiatives is to ensure that the public sector is able to deliver the services that are required by the public, in a cost-effective and efficient manner.

One of the key initiatives in the public sector is the introduction of competition. This has led to a number of public sector organisations being privatised, and to a number of public sector organisations being required to compete for contracts. This has led to a number of public sector organisations being required to improve their efficiency, and to reduce their costs.

Another key initiative in the public sector is the restructuring of public sector organisations. This has led to a number of public sector organisations being merged, and to a number of public sector organisations being required to reorganise their structure. This has led to a number of public sector organisations being required to improve their efficiency, and to reduce their costs.

A third key initiative in the public sector is the introduction of performance measures. This has led to a number of public sector organisations being required to measure their performance, and to report on their performance. This has led to a number of public sector organisations being required to improve their efficiency, and to reduce their costs.

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the 1990s, the number of people in the world who are undernourished has increased from 600 million to 800 million (FAO 1996).

There are a number of reasons why the world's population is becoming more undernourished. First, the world's population is growing rapidly. The world population is projected to increase from 5.5 billion in 1990 to 7.5 billion in 2020 (UNEP 1992). Second, the world's population is becoming more urbanized. The world's population is projected to increase from 25% in 1990 to 50% in 2020 (UNEP 1992). Third, the world's population is becoming more dependent on food imports. The world's population is projected to increase from 10% in 1990 to 30% in 2020 (UNEP 1992).

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The first part of the paper discusses the importance of the research and the objectives of the study. It then presents a literature review of the existing research on the topic. The methodology section describes the research design and the data collection process. The results section presents the findings of the study, and the conclusion section summarizes the main findings and provides recommendations for future research.

The study was conducted in a laboratory setting, and the data were collected using a series of experiments. The results of the experiments were analyzed using statistical methods, and the findings were compared with the results of previous studies. The study found that the research objectives were achieved, and the results were consistent with the findings of previous research.

The study has several limitations, and there are some areas that need to be explored in future research. The study was conducted in a laboratory setting, and the results may not be generalizable to real-world situations. The study also had a limited sample size, and the results may be affected by the characteristics of the sample.

In conclusion, the study found that the research objectives were achieved, and the results were consistent with the findings of previous research. The study has several limitations, and there are some areas that need to be explored in future research.

the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million, from 2.5 million in 1980 to 4 million in 1995. The public sector has also become an important employer of women, with 5.5 million women employed in the public sector in 1995, compared with 4.5 million in 1980. The public sector has also become an important employer of people with disabilities, with 1.5 million people with disabilities employed in the public sector in 1995, compared with 1 million in 1980.

The public sector has also become an important employer of people who are over 50 years of age. In 1995, 1.5 million people over 50 years of age were employed in the public sector, compared with 1 million in 1980. The public sector has also become an important employer of people who are under 25 years of age. In 1995, 1.5 million people under 25 years of age were employed in the public sector, compared with 1 million in 1980.

The public sector has also become an important employer of people who are from ethnic minorities. In 1995, 1.5 million people from ethnic minorities were employed in the public sector, compared with 1 million in 1980. The public sector has also become an important employer of people who are from the Caribbean. In 1995, 1.5 million people from the Caribbean were employed in the public sector, compared with 1 million in 1980.

The public sector has also become an important employer of people who are from the Indian subcontinent. In 1995, 1.5 million people from the Indian subcontinent were employed in the public sector, compared with 1 million in 1980. The public sector has also become an important employer of people who are from Pakistan. In 1995, 1.5 million people from Pakistan were employed in the public sector, compared with 1 million in 1980.

The public sector has also become an important employer of people who are from Bangladesh. In 1995, 1.5 million people from Bangladesh were employed in the public sector, compared with 1 million in 1980. The public sector has also become an important employer of people who are from Africa. In 1995, 1.5 million people from Africa were employed in the public sector, compared with 1 million in 1980.

The public sector has also become an important employer of people who are from Asia. In 1995, 1.5 million people from Asia were employed in the public sector, compared with 1 million in 1980. The public sector has also become an important employer of people who are from the Middle East. In 1995, 1.5 million people from the Middle East were employed in the public sector, compared with 1 million in 1980.

The public sector has also become an important employer of people who are from the Pacific. In 1995, 1.5 million people from the Pacific were employed in the public sector, compared with 1 million in 1980. The public sector has also become an important employer of people who are from the Americas. In 1995, 1.5 million people from the Americas were employed in the public sector, compared with 1 million in 1980.

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the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million (from 2.5 million in 1980 to 4 million in 1999). The public sector has become a major employer in the UK, and this has implications for the way in which the public sector is managed and the way in which it is funded.

The public sector is a complex organisation, and it is difficult to understand how it works. This paper aims to provide a brief overview of the public sector in the UK, and to discuss the challenges that it faces. The paper is divided into three main sections: the first section discusses the structure of the public sector, the second section discusses the challenges that the public sector faces, and the third section discusses the ways in which the public sector can be improved.

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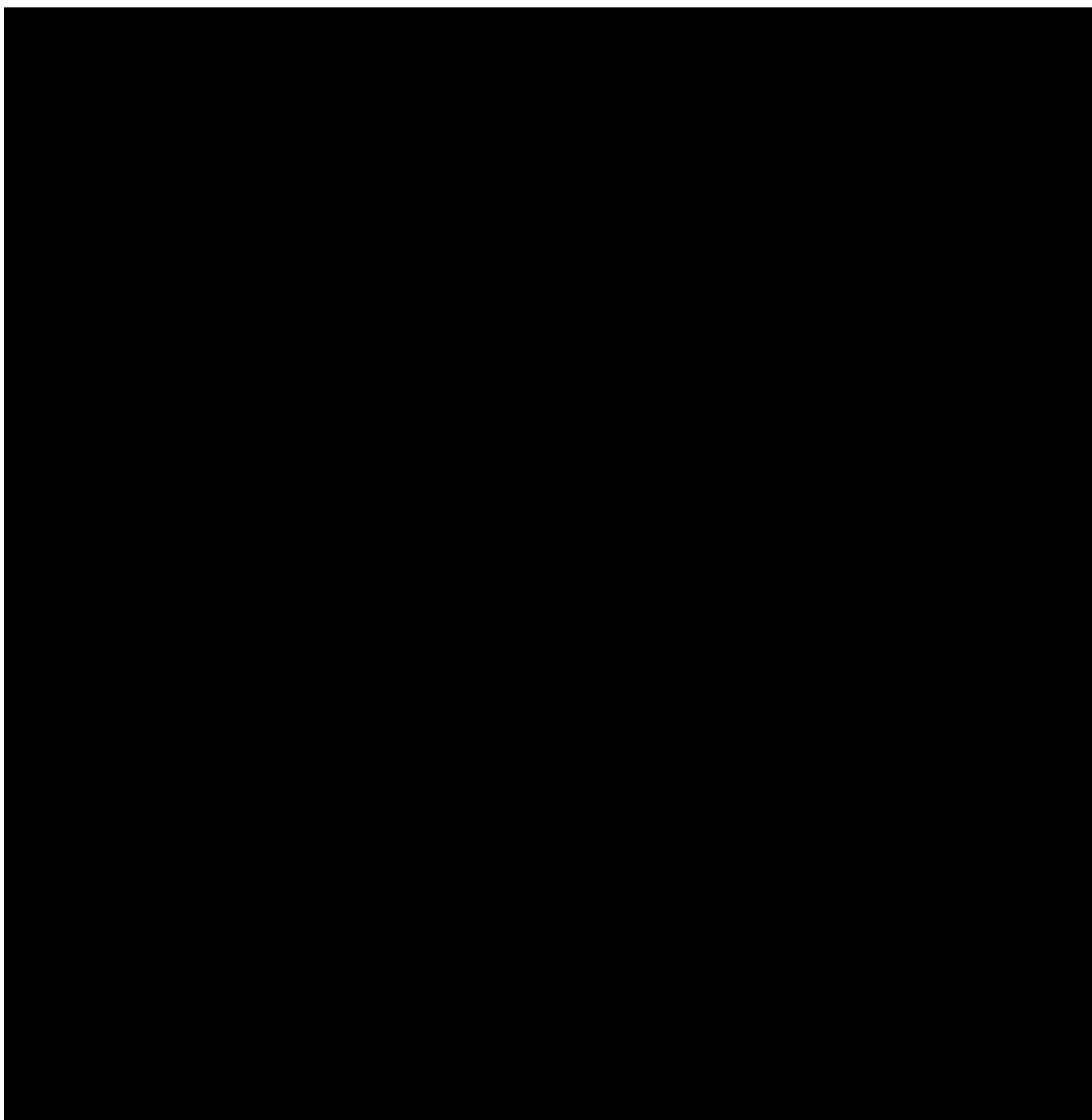
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文書管理規程



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[The following text is a dense, continuous block of text, likely a scan of a document page. It appears to be a mix of English and possibly some non-English characters, but the overall structure suggests a single paragraph or a series of lines of text. Due to the low resolution and potential noise in the scan, the specific words and punctuation are difficult to discern accurately. The text is oriented vertically on the page.]

the 1990s, the number of people in the world who are under 15 years of age has increased by 1.2 billion, from 1.1 billion in 1980 to 2.3 billion in 1999. The number of people aged 15 years and over has increased by 1.1 billion, from 1.1 billion in 1980 to 2.2 billion in 1999.

There are a number of reasons why the world population is growing so rapidly. One of the main reasons is that the number of children born to each woman has increased. In 1980, the average woman in the world had 4.7 children. In 1999, the average woman in the world had 5.1 children.

Another reason why the world population is growing so rapidly is that the number of people who are surviving to old age has increased. In 1980, the average person in the world lived for 52 years. In 1999, the average person in the world lived for 72 years.

There are a number of reasons why the number of people who are surviving to old age has increased. One of the main reasons is that the number of people who are dying from disease and violence has decreased. In 1980, there were 1.1 billion deaths in the world. In 1999, there were 0.8 billion deaths in the world.

Another reason why the number of people who are surviving to old age has increased is that the number of people who are living in poverty has decreased. In 1980, there were 1.1 billion people in the world who were living in poverty. In 1999, there were 0.8 billion people in the world who were living in poverty.

There are a number of reasons why the number of people who are living in poverty has decreased. One of the main reasons is that the number of people who are working has increased. In 1980, there were 1.1 billion people in the world who were working. In 1999, there were 1.4 billion people in the world who were working.

Another reason why the number of people who are living in poverty has decreased is that the number of people who are educated has increased. In 1980, there were 1.1 billion people in the world who were not educated. In 1999, there were 0.8 billion people in the world who were not educated.

There are a number of reasons why the number of people who are not educated has decreased. One of the main reasons is that the number of people who are attending school has increased. In 1980, there were 1.1 billion people in the world who were not attending school. In 1999, there were 0.8 billion people in the world who were not attending school.

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履歴事項全部証明書

東京都千代田区三番町 6 番地 2
ダイヤル・サービス株式会社

会社法人等番号	0100-01-138925
商 号	ダイヤル・サービス株式会社
本 店	東京都千代田区三番町 6 番地 2
公告をする方法	官報に掲載する方法により行う。
会社成立の年月日	昭和 4 4 年 5 月 1 日
目 的	1. 電話・ファクシミリ・インターネットシステム及び移動体通信システムによる連絡業務代行、接続サービス、情報の収集処理、提供業務 2. 企業及び各種団体の不正通報窓口、健康相談窓口、メンタルヘルス相談窓口、虐待通報窓口等、各種相談窓口業務 3. インターネットを利用した福利厚生・健康管理に関するプログラムの開発及びそのサービスの提供 4. 日常家庭用品の仲介及び販売 5. 不動産売買・賃貸及び管理 6. 広告代理店業務 7. 印刷・出版業務 8. 労働者派遣事業法に基づく人材の派遣 9. 損害保険代理店業務 10. コンピューターシステム及びソフトウェアの企画、開発、販売、コンサルタント業務 11. 企業の経営に関するコンサルティング業務 12. 企業の提携に関するコンサルティング業務 13. 企業の販売促進、宣伝活動の研究及び企画の請負 14. パソコン・携帯電話・携帯情報端末の周辺機器の販売 15. 有料職業紹介業 16. 起業家育成事業 17. 各種イベントの企画、運営、実施 18. 酒類販売業 19. 生命保険の募集に関する業務 20. 前各号に附帯する一切の事業 平成 2 8 年 7 月 2 8 日変更 平成 2 8 年 9 月 1 2 日登記
発行可能株式総数	138万4000株
発行済株式の総数 並びに種類及び数	発行済株式の総数 42万959株

資本金の額	金 1 億円	平成 2 6 年 3 月 1 日変更
		平成 2 6 年 3 月 3 日登記
株式の譲渡制限に関する規定	当会社の株式の譲渡又は取得については、株主又は取得者は、取締役会の承認を受けなければならない。	
役員に関する事項	<u>取締役</u> 今 野 由 梨	平成 3 0 年 7 月 2 4 日重任
		平成 3 0 年 7 月 3 1 日登記
	<u>取締役</u> 今 野 由 梨	令和 1 年 7 月 2 4 日重任
		令和 1 年 8 月 7 日登記
	<u>取締役</u> 今 野 由 梨	令和 2 年 7 月 2 8 日重任
		令和 2 年 8 月 2 0 日登記
	<u>取締役</u> 今 野 由 梨	令和 3 年 7 月 2 7 日重任
		令和 3 年 1 0 月 1 9 日登記
	<u>取締役</u> 重 森 豊	平成 3 0 年 7 月 2 4 日重任
		平成 3 0 年 7 月 3 1 日登記
	<u>取締役</u> 重 森 豊	令和 1 年 7 月 2 4 日重任
		令和 1 年 8 月 7 日登記
	<u>取締役</u> 重 森 豊	令和 2 年 7 月 2 8 日重任
		令和 2 年 8 月 2 0 日登記
		令和 3 年 7 月 2 7 日退任
		令和 3 年 1 0 月 1 9 日登記
	<u>取締役</u> 大 久 保 秀 夫	平成 3 0 年 7 月 2 4 日重任
		平成 3 0 年 7 月 3 1 日登記
		令和 1 年 7 月 2 4 日退任
		令和 1 年 8 月 7 日登記

	<u>取締役</u> 大塚ひろみ	平成30年 7月24日重任
		平成30年 7月31日登記
	<u>取締役</u> 大塚ひろみ	令和 1年 7月24日重任
		令和 1年 8月 7日登記
		令和 2年 7月28日退任
		令和 2年 8月20日登記
	<u>取締役</u> 今野譲司	令和 1年 7月24日就任
		令和 1年 8月 7日登記
	<u>取締役</u> 今野譲司	令和 2年 7月28日重任
		令和 2年 8月20日登記
		令和 3年 7月27日退任
		令和 3年10月19日登記
	<u>取締役</u> 岡田昌治	令和 3年 7月27日就任
		令和 3年10月19日登記
	<u>取締役</u> 齋藤嘉信	令和 3年 7月27日就任
		令和 3年10月19日登記
	代表取締役 今野由梨 代表取締役 今野由梨 代表取締役 今野由梨 代表取締役 今野由梨	平成30年 7月24日重任
		平成30年 7月31日登記
		令和 1年 7月24日重任
		令和 1年 8月 7日登記
		令和 2年 7月28日重任
		令和 2年 8月20日登記
		令和 3年 7月27日重任
		令和 3年10月19日登記

東京都千代田区三番町6番地2
ダイヤル・サービス株式会社

	監査役 上原 浩 人	平成29年 7月27日重任
		平成29年 8月 7日登記
	監査役 上原 浩 人	令和 3年 7月27日重任
		令和 3年10月19日登記
取締役会設置会社 に関する事項	取締役会設置会社	
監査役設置会社 に関する事項	監査役設置会社	
登記記録に関する 事項	平成23年3月10日東京都港区南青山四丁目20番19号から本店移転 平成23年 3月16日登記	



これは登記簿に記録されている閉鎖されていない事項の全部であることを証明
した書面である。

令和 4年 4月 8日
東京法務局
登記官

小 山 田 実

