

## Labor and Human Rights

### Creation of an environment for improving job satisfaction

We are promoting the creation of a rewarding workplace where employees can devote themselves to their work and take on new challenges. In order to improve the job satisfaction of each and every employee, we have launched a “workshop to improve job satisfaction” in which top management and labor union executives participate. As a company, we are working to identify and eliminate factors that hinder job satisfaction.

### Human rights

In a rapidly changing environment, we promote the creation of a vibrant workplace with a high degree of psychological safety where each and every employee can frankly express their ideas and opinions, in order to encourage them to take on challenges that they have never experienced before. As part of our efforts, all employees, including the President, made a “zero harassment declaration” with the aim of eradicating harassment in our workplace. To achieve zero harassment, we hold training to improve communication skills for all managers. In addition, we are creating an environment where employees can work with peace of mind by setting up counselors in each workplace.

### Work-style reforms

The purpose of our work-style reforms is for each employee to experience self-growth and to work enthusiastically while feeling job satisfaction, and to improve the company by accumulating these employees’ self-growth and satisfaction. We are preparing our workplace environment as a company so that we can respond to changes in the environment speedily, and realize each employee’s “desire to do it like this.” For systems, we have introduced a remote working system and an external challenge (side job) system. Regarding the leave-taking promotion for the purpose of refreshing minds and bodies, in addition to “avoiding cutting,” (to take annual paid leave as planned to eliminate the expired annual leave), we recommend rest activities (activities to make employee’s private life healthy and enriched).

#### Achievement status of avoiding cutting of annual paid leave

	No. of target people (people)	No. of achievements (people)	Achievement rate (%)	Avg. No. of days taken (days)	Avg. No. of days taken per month (days)
2019	4,874	4,494	92.2	19.6	1.63
2020	4,898	4,744	96.9	18.7	1.56
2021	4,935	4,668	94.6	19.8	1.65

\*For FY 2020, calculate with the target value of 10/12 months of the number of days carried forward.

#### No. of overtime workers over 540 hours (people)

FY 2016	195	FY 2019	0
FY 2017	5	FY 2020	0
FY 2018	7	FY 2021	0

### Work-life balance

We have created an environment where each employee can choose their own work style according to their life stage, and we are supporting them to work with motivation while balancing job and family. In terms of balancing work and childcare, in addition to support for taking time off, such as the childcare leave of absence system, we have implemented the shortened working hours for childcare system, the remote working system, and childcare on holidays to create an environment in which it is easy for employees who are raising children to work. We also hold an interview before maternity leave and pre-return seminars to encourage employees to think about how to work after returning, to provide a place to share this with their managers, and to support them so that they can return to the workplace with peace of mind. Regarding balancing work and nursing care, we have established systems for nursing care leave of absence, shortened working hours, and remote working to create an environment in which employees can balance work and nursing care.

In addition, we hold a nursing care seminar and an information exchange meeting among employees, and also distribute a “Support handbook for balancing work and nursing care” to employees over the age of 40.



“Kurumin,” a certification mark for the “Act on Advancement of Measures to Support Raising Next-generation Children”

#### No. of people who used the shortened working hours for childcare system or the nursing care leave of absence system (people)

	No. of people who used the shortened working hours for childcare system			No. of people who used the nursing care leave of absence system		
	Total	Men	Woman	Total	Men	Woman
FY 2017	160	1	159	4	0	4
FY 2018	201	1	200	5	0	5
FY 2019	199	1	198	6	2	4
FY 2020	196	2	194	4	1	3
FY 2021	190	3	187	6	3	3

### Human rights initiatives

Our company made a “My Jinken (human rights) Declaration,” and it was published on the special page of the Human Rights Library operated by Center for Human Rights Education and Training. “My Jinken Declaration” is a project promoted by the Ministry of Justice as an effort to realize a society in which everyone respects one another’s human rights.

Please refer to the Human Rights Library website [https://www.jinken-library.jp/my-jinken/company\\_list.php](https://www.jinken-library.jp/my-jinken/company_list.php) for details.

