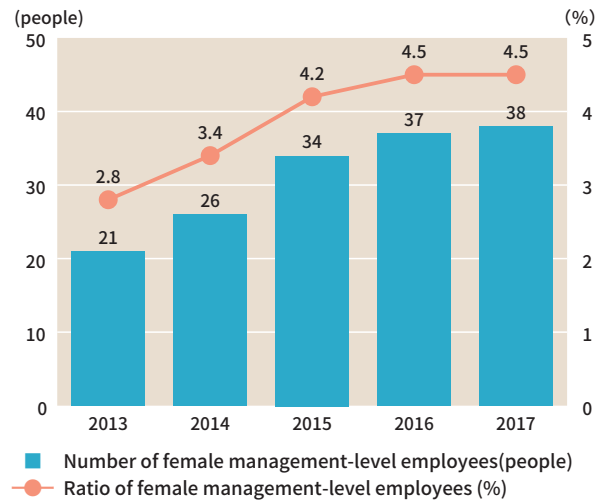


# Personnel data

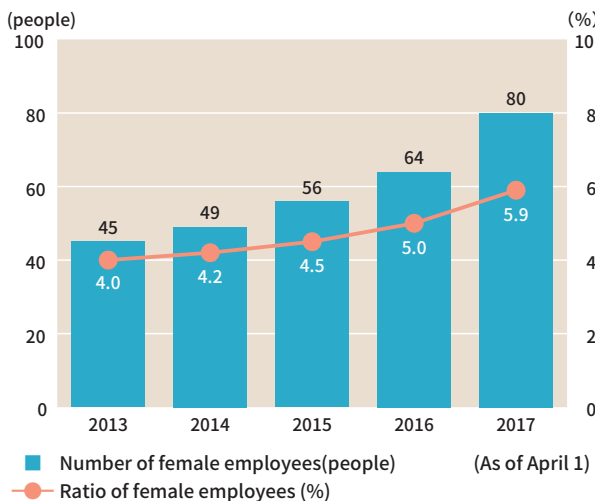
## ● Promotion of diversity

### Number of female management-level employees



(As of April 1)

### Number of female management-level employees / female section heads



(As of April 1)

We have prepared a mechanism that enables people with diverse values and backgrounds to work actively. And as an added support for female workers, we are working to foster female section heads who will be promoted to the management level in the future, along with female managers.

### Usage of the childcare support system

		FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Female employees	Number of female employees who gave birth	30	40	45	32	37
	Number of female employees who took childcare leave	30	40	44	32	37
	Ratio of female employees who took childcare leave (%)	100	100	98	100	100
Male employees	Number of male employees whose spouses gave birth	153	150	176	156	150
	Number of male employees who took maternity leave for spouses*	—	—	—	87	102
	Ratio of male employees who took maternity leave for spouses (%)*	—	—	—	55.8	68.0
	Number of male employees who took childcare leave	0	2	4	9	14
	Ratio of male employees who took childcare leave (%)	0	1.3	2.3	5.8	9.3

\*The maternity leave system for spouses was introduced in July 2015, so the data for FY 2015 shows the numbers from July 2015 to March 2016.

### Re-hire ratio of age-limit retirees

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Number of age-limit retirees	62	79	31	36	49	52
Number of re-hired workers	53	62	28	32	45	50
Ratio of re-hire (%)	85.5	78.5	90.3	88.9	91.8	96.2

### Ratio of employment of people with disabilities

	FY 2014	FY 2015	FY 2016
Number of employees with disabilities	84	84	84
Ratio of employment (%)	2.12	2.18	2.14

# Personnel data

## ● Promotion of diversity

### List of childcare support systems

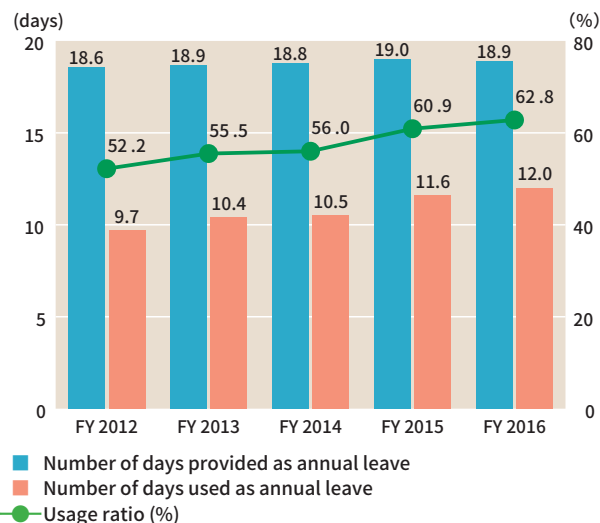
		System for female employees	System for male employees	System for both male and female employees					
Before pregnancy	Pregnancy	Birth	0-years old	1-year old	2-year old	3-year old	Elementary school first-grader	Elementary school fourth-grader	Junior high school third-grader
<p>■ Accumulated annual leave for infertility treatment The accumulated annual leave (*) is available for infertility treatment. Allowance: Paid leave Period: 5 working days in a fiscal year</p>	<p>■ Leave due to nausea in pregnancy The leave is available to pregnant employees who are prevented from working effectively by morning sickness. Allowance: Paid leave Period: Up to 7 days during pregnancy</p> <p>■ Leave for hospital visit The time-off required to visit a hospital for a medical examination, treatment, or the like is available. Allowance: Paid leave Period: During pregnancy and for 1 year after childbirth</p> <p>■ Short-time work hours due to pregnancy The working hours can be shortened in half-hour periods for up to 2 hours a day. Allowance: Unpaid for hours not worked Period: During pregnancy</p> <p>■ Exemption of pregnant employees from overtime, midnight work, and holiday duty Employees who are pregnant or care for a newborn infant are excused from overtime, midnight work, and holiday work. Period: During pregnancy and for 1 year after childbirth</p>	<p>■ Maternity leave Leave before and after childbirth Allowance: Paid leave Period: From the 6th week before the expected date of birth to the 8th week after the birth</p>	<p>■ Childcare leave Childcare leave is available. Allowance: Childcare leave allowance (20,000 yen per month for up to 6 months) Period: Until the end of the first April after your child reaches the age of 2</p> <p>■ Short-time work hours for childcare The working hours can be shortened by half-hour periods for up to 2 hours a day. Allowance: Unpaid for hours not worked Period: Until the end of April of the child's fourth-grade year in elementary school</p> <p>■ Staggered hours for childcare The working hours can be adjusted by beginning work by as much as one hour before or after the specified beginning of the workday. Period: Until the end of April of the child's fourth-grade year in elementary school</p> <p>■ Restriction on overtime and exemption from late-night work for childcare Restriction on overtime: Overtime can be limited to no more than 24 hours per month and no more than 150 hours per year. Exemption from late-night work: No work is assigned from 22 o'clock to 5 o'clock. Period: Until the child reaches the age of elementary school enrollment</p> <p>■ Exemption from overtime for childcare No overtime work is assigned. Period: Until the child reaches the age of 3</p> <p>■ Leave for medical care of a child A leave of absence is available for the nursing, medical checkups, and immunization of a child. Up to 5 days of work-off per year for one child or up to 10 days per year in total (for employees with two or more children) are given. Time-off in half-day periods is also available. Allowance: Paid leave Period: Until the end of April of the child's fourth-grade year in elementary school</p>	<p>■ Maternity leave for spouses A leave of absence of up to 5 days is available to employees whose spouses give birth. Allowance: Paid leave Period: 8 weeks after the birth from the beginning of your spouse's hospitalization</p> <p>■ Childcare leave Childcare leave based on the accumulated annual leave system (*) is available. Allowance: Paid leave Period: 8 weeks, beginning from the day after your spouse gives birth</p> <p>■ Accumulated annual leave for childcare When caring for a child younger than 1 year of age, you can take childcare leave using the accumulated annual leave system. (*) (You can take the leave even if you have fewer than 10 days of holiday leave in the current year.) Allowance: Paid leave</p> <p>■ Childcare hours Employees who care for a child younger than 1 year of age can take childcare breaks twice a day for up to 30 minutes each time, in addition to the normally scheduled breaks. Allowance: Paid leave</p>	<p>■ Leave for school event The accumulated annual leave system (*) is available for the following five events held at elementary and junior high schools. Allowance: Paid leave ① Admission ceremony ② Graduation ceremony ③ Athletic meeting ④ Cultural festival ⑤ Class visit Period: When your child is enrolled in elementary school or junior high school</p>				

\*Accumulated annual leave: Up to 20 days of annual leave expired in previous years can be used for specific reasons.

# Personnel data

## ● Work-life balance

Number of days used as annual leave / Usage ratio



We continue to support flexible ways of working and have prepared various leave systems. We are also working to develop an environment where our employees feel free to take their annual leaves without constraints.

### System to support flexible working styles

Teleworking system	Allows employees to work at home.
Satellite work system	Allows employees to work in business offices nationwide.
Time-difference work system	Allows employees to set their starting and ending times themselves without changing their working hours per day.
Flextime system	We individually manage the office hours of each employee according to predetermined monthly working hours.
Short-time work system	Allows employees to shorten their working hours by half-hour periods for up to 2 hours a day.

### Leave system

Annual leave	We grant our employees up to 20 days of paid leave, setting number based on their careers.
Accumulated annual leave	Up to 20 days of annual leave can be carried over from previous years, for use for certain reasons.
Leave due to a personal sickness or injury	A paid leave of absence is granted for long-term medical treatment, treatment after a hospital discharge, or other forms of care for a personal sickness or injury (counted as accumulated annual leave).
Volunteer leave	A paid leave of absence is granted for participation in a volunteer activity (counted as accumulated annual leave).
Childcare leave	A paid leave of absence is granted for the caretaking of a baby younger than 1 year of age (counted as accumulated annual leave).
Leave for self-development	A paid leave of absence is granted to employees over 45 years of age for self-development and preparation for retirement (counted as accumulated annual leave).
Leave for infertility treatment	A paid leave of absence is granted for infertility treatment (counted as accumulated annual leave).
Leave for school event	A paid leave of absence is granted for school events (counted as accumulated annual leave).
Leave for civil service	A paid leave of absence is granted for participation in an election, the exercise of a citizen's rights, or work as a citizen judge.
Special leave for weddings and funerals	A paid leave of absence is granted for a marriage ceremony, another happy event, or religious ceremony for a relative.
Leave for job transfer	A paid leave of absence is granted for preparation for a job transfer.
Leave due to a disaster	A paid leave of absence is granted to employees suffering from natural disasters or other disasters.
Leave due to a shutdown of traffic	A paid leave of absence is granted when traffic is blocked due to an epidemic disease or work is prohibited to prevent the spread of an infectious disease.
Leave due to a work-related sickness or injury	A paid leave of absence is granted for medical injuries or sicknesses related to work.
Maternity leave	A paid leave of absence is granted to pregnant female employees for childbirth.
Maternity leave for spouses	A paid leave of absence is granted for the support of a spouse being admitted to or discharged from a maternity hospital or for the attendance of a childbirth by a spouse.
Menstrual leave	A paid leave is granted to female employees who can hardly work due to menstrual cramps.
Leave due to nausea in pregnancy	A paid leave of absence is granted to female employees who can hardly work due to nausea in pregnancy.
Leave for medical care for child	A paid leave of absence is granted for the nursing, medical checkups, and immunization of a child.
Leave for refreshment	A paid leave of absence is granted to employees when they reach their 20th and 30th year of service for the company.
Leave for family-care	A paid leave of absence is granted for the care of sick, injured, or handicapped family members.