



Implementing Disaster Prevention Measures, and Taking Appropriate Action in Response to a Wide Range of Risks



Significance of our initiatives

Japan and the other countries and regions where Yokohama Rubber operates are constantly exposed to the threat of major natural disasters such as mega-typhoons, record-breaking torrential rainfall, major earthquakes, etc. We systematically implement measures that include training to verify that systems for confirming employee safety in the event of a disaster are operating effectively, stockpiling of food, drink and other emergency supplies, the implementation of Fire Prevention audit and the compiling of Disaster Prevention manuals, etc. We believe that it is very important for every individual employee to maintain Disaster Prevention awareness, and to implement simulations of possible disaster scenarios.

Getting employees into the habit of implementing disaster scenario simulations

Current status of Disaster Prevention measures

No. of
Fire Prevention audits performed
22 sites

Rate of reduction in the incidence of
small fires (year-on-year)
40% reduction

Framework for Disaster Prevention measure implementation

Within Japan, it is estimated that there is a 70% probability of a large-scale natural disaster – such as a major earthquake with its epicenter directly beneath Tokyo, or a Nankai Trough megathrust earthquake – occurring within the next 30 years. It is also very common for Yokohama Rubber's production sites – whether located in or outside Japan – to be affected by natural disasters such as earthquakes, typhoons, tornados and flooding.

In order to be able to respond rapidly in the event of an emergency, Yokohama Rubber has put in place the systems needed to enable smooth, systematic operation of the disaster response headquarters in the event of a natural disaster occurring.

Formulation of Fire Prevention Guidelines

Yokohama Rubber has formulated Fire Prevention Guidelines to serve as a “standard” outlining the appropriate stance, with the aim of realizing verification and improvement of fire prevention activities within the Yokohama Rubber Group and ensuring that, in the event of a fire occurring, swift action will be taken to prevent it from spreading.

Yokohama Rubber is working to strengthen its fire prevention framework by taking these Guidelines as the foundation for the ongoing implementation of fire prevention audits at each production site, and for a PDCA (Plan-Do-Check-Action) cycle to bring about improvements.

Formulation of Disaster Prevention Guidelines

Yokohama Rubber has formulated Disaster Prevention Guidelines, which prioritize the safeguarding of human life, to serve as a code of conduct for employees when responding to emergencies such as natural disasters (including earthquakes, typhoons, flooding, severe snowstorms, landslides, etc.), epidemics, etc., and to outline the preparations that the company must take in relation to such disasters. The aim has been to ensure that the Guidelines are full of useful, practical content, divided into three main sections: “Everyday Preparedness,” “Disaster Response Systems,” and “Initial Response in an Emergency (Code of Conduct).” In the future, we will continue to maintain and adjust the Disaster Prevention framework that we have put in place, working to build systems that will continue to operate effectively in the future. Taking this as the foundation, moving forward we will be formulating business continuity planning (BCP) strategies to address a wide range of different types of risk.



Disaster Response Pocket Manual

When a disaster occurs, what action should be taken in order to safeguard human life? The Disaster Response Pocket Manual clearly outlines what action individuals should take, and what action they should take as employees, in response to a disaster.

First, for each individual, the overriding priority is to safeguard your own life. In an emergency, you must stay calm and think first of all about what you need to do to protect yourself. In order to let other people know that you are safe and unharmed, it is very important to decide in advance with family and friends how you can notify each other that you are safe. In addition, in order to maintain the business activities that underpin daily life, it is also vitally important for individuals to stay calm and collected in their roles as employees. The Disaster Response Pocket Manual outlines what employees should do if they are caught up in a disaster while commuting to or from work, or while they are at work.

Disaster Response Pocket Manual

Basic actions in the event of an emergency caused by an earthquake etc.	
Ensuring your physical safety	Stay safe by sheltering under a desk or table, etc.
Making sure you have a way out	Check where the emergency exits are Don't use elevators
Fire management	If a fire breaks out, try to extinguish it
Initial evacuation	Where can you escape to? When and how can you escape?
Collecting information	Has there been a tsunami warning, etc.?
Secondary evacuation	Is the evacuation assembly area safe from tsunamis, etc.?
Confirming safety Rescue and first-aid provision	Performing roll-call and reporting; does anyone need rescuing?
Determining whether it is safe to return home	Don't act recklessly; confirm what the real situation is first, and only take action after you have correct information

Employee Action procedure	
In an emergency, behave calmly	
When commuting to or from work	<ul style="list-style-type: none"> • Ensure your own personal safety • Collect the information you need • Notify your supervisor that you are safe (normally, if a disaster occurs when you are commuting to or from work, you should return home)
When at work	On company premises <ul style="list-style-type: none"> • Ensure your own personal safety (remain calm) • When the earthquake dies down, evacuate • Wait for instructions
	Outside company premises (while on business trips, etc.) <ul style="list-style-type: none"> • Ensure your own personal safety • Collect the information you need • Check the place where you are staying • Notify your supervisor that you are safe
Outside working hours On weekends or holidays	<ul style="list-style-type: none"> • Ensure your own personal safety • Collect the information you need • Notify your supervisor that you are safe

Yokohama Rubber's response to the COVID-19 coronavirus epidemic

In the past, Disaster Prevention measures were based on the assumption that the disaster would take the form of a natural disaster, fire etc. causing damage to property and injury to people. The emergence of the COVID-19 coronavirus epidemic has made it necessary to add new scenarios to Disaster Prevention planning. Whereas in the past the main focus was on responding to natural disasters, increasing importance is now being attached to business continuity and business recovery, and to activities that relate to preventing disasters from occurring.

Many of the countries and regions where Yokohama Rubber operates have been affected by the announcement of states of emergency, with citizens being encouraged to stay home, imposition of lockdowns, and other measures that have had impacts such as being forced to temporarily suspend operations. It is not just our business operations that have been affected; daily life has also been affected.

Yokohama Rubber's COVID-19 Response Headquarters and Risk Management Committee have been constantly monitoring the changing situation, and have been focusing on business continuity, with efforts in the following two areas playing a key role:

- **Prioritizing the health and safety of employees, their family members, and our customers**
- **Working to minimize the negative impact on our business and operations**

In battling the threat posed by the COVID-19 epidemic, what is needed is a response that recognizes the need to "live with and adjust to the coronavirus," carrying on daily life and work while prioritizing health and safety. With this in mind, Yokohama Rubber formulated, at an early stage, strategies relating to work-styles and guidelines for dealing with customers, adjusting them as needed, and striving to ensure that all employees were familiar with them and implemented them thoroughly.

• Thorough implementation of basic actions

Wearing masks, washing hands / disinfecting / checking one's temperature, social distancing, and avoiding the Three Cs (Crowded places, Close-contact settings, and Confined and enclosed spaces)

• Policy regarding going to work / working at home

In line with national government and local government guidelines, Yokohama Rubber has been thoroughly implementing "off-peak working" (i.e. adjusting working hours so that employees can avoid the rush hour, making use of online meetings, encouraging employees to work from home, minimizing hours spent in the workplace, etc.)

• External measures

The company has prioritized efforts to prevent customers, employees and their family members from becoming infected, by avoiding meetings that are unnecessary or which can be postponed.

In the future, Yokohama Rubber will continue to work closely with suppliers, customers and all other stakeholders, to ensure that we can continue to deliver our company's products and services in a timely manner.