

# Yokohama Tire Retread Company Limited (YTR)

## Business activities

Production and sale of retread tires

## Total site area

31,501 m<sup>2</sup> (Head Office & Onomichi plant) : 13,757 m<sup>2</sup>, Saitama Plant: 6,588 m<sup>2</sup>, Nagoya Plant: 5,648 m<sup>2</sup>, Hokkaido Plant: 5,508 m<sup>2</sup>)

## Number of employees

82 (as of December 2022)

## Location

Head Office & Onomichi Plant: 2-165-28, Chojabara, Onomichi City, Hiroshima, JAPAN

Hokkaido Plant: 162-2, Uenae, Tomakomai City, Hokkaido, JAPAN

Saitama Plant: 395, Kita-Nagai, Miyoshi-machi, Iruma-gun, Saitama, JAPAN

Nagoya Plant: 192-2, Minami-Yamanoue, Azabu-cho, Miyoshi City, Aichi, JAPAN

## Contact for consultation and complaints

Operations Department, Operations Division, Head Office & Onomichi Plant Tel: +81-848-48-3400 Fax: +81-848-48-4055

E-mail: [ytr@yokohamatire-rt.jp](mailto:ytr@yokohamatire-rt.jp)



## Message from the President



Shigetoshi Kondo

Yokohama Tire Retread Company Limited manufactures and sells retreaded tires, mainly for trucks and buses.

Used tires are recycled as a resource, and the amount of CO<sub>2</sub> emissions can be reduced by about 65% compared to new tires, while the CO<sub>2</sub> emissions in the retread tire manufacturing process are roughly 60% lower than emissions in the production of new tires; our environmentally-friendly retread tires thus embody the 3R principles of Reduce, Reuse and Recycle.

Last year, the economy was severely hard by the impact of COVID-19.

However, the effects of COVID-19 will continue in 2022, and the challenge will be how to respond to market needs that are different from those of previous years.

In the uncertain economy, as a member of the Yokohama Rubber Group, we will continue our production and sales activities, based on the basic management policy of "contributing to our customers through the manufacture of safe and reliable products," while striving for harmonious coexistence with related companies and local communities, and taking "safety," "the environment," "quality" and "compliance" as our watchwords.

## **Organizational Governance**

### **Promoting compliance**

The department responsible for matters of accounting and the closing of accounts undergoes regular audits by corporate auditors and the Internal Audit Department. Improvements are implemented promptly in response to any identified issues. We also work hard to ensure that there is no non-compliance with regulatory requirements and no unintentional errors or omissions in the manner in which we do business. Furthermore, by conducting employee compliance training on a monthly basis, we are aiming to strengthen employees' compliance awareness, while also starting work on improvements to operational systems; the improved systems are scheduled to begin operation in fiscal 2019, and we will be taking steps to realize a further heightening of operational transparency.

## **Human Rights**

### **Child labor or forced labor**

There have been no cases of our company employing children or forced labor.

### **Promotion of gender equality**

Wages, promotion etc. are handled in accordance with a unified company policy, and there is no discrimination between male and female employees with regard to assignments, etc.

## **Labor Practices**

### **Creating safe and healthy workplaces**

On the safety and health front, in addition to all employees participating in radio calisthenics at the beginning of the working day, starting from this year we have been working to strengthen our safety and health awareness-raising activities, for example by having employees recite the "Safety Chant." Besides striving to maintain and enhance a working environment that ensures safety and peace of mind through the implementation of regular safety patrols and the use of work environment measurement to realize quantitative monitoring of the working environment, we also work to create a safe, healthy workplace by using periodic health checkups to monitor individual employees' health status, etc. We realize effective follow-up in relation to these activities through the operations of each facility's Safety and Health Committee, etc.

### **Education and training for employees**

New employees are educated using a scheduled program that is fully implemented in line with the company's education and training plan. Also, all employees receive education regarding fundamental content such as safety, the environment and quality management, as well as compliance-related awareness-raising activities, either at the regular early morning workplace gatherings or through instruction at monthly morning meetings. In addition, at manufacturing sites, periodic education and operational training are conducted using the operational guidelines and one-point lessons.

## Responding in case of disaster

Our fire-fighting equipment is inspected periodically by a specialist company. In addition to regularly reporting the results of these inspections to the local supervisory authorities (i.e. the fire prevention authorities), we strive to prevent emergencies from occurring by taking prompt remedial action whenever any deficiencies are discovered.

Also, by implementing regular evacuation drills and fire-fighting training at each plant, we ensure first-response preparedness in the event of an emergency occurring.

## Employment of people with disabilities

We hire according to the law.

# The Environment

## Strengthening environmental management

We are working to strengthen our environmental management through the effective utilization of an environmental management system based on ISO 14001, which was established in April 2006. In addition to raising employees' environmental awareness by increasing the number of internal auditors, and by making efforts to both reduce waste and enhance energy efficiency through improvements to our equipment, we are also working to improve our environmental indicators through various improvement activities.

As part of our efforts, we are actively disposing of equipment containing PCBs and replacing equipment that used Freon gas. We hope to contribute to the further development of a recycling society by promoting increased reuse of tires, through the growth and expansion of our business activities.

## Management of chemical substances (responding to the Pollutant Release and Transfer Register Law)

In cooperation with Yokohama Rubber, by aiming to have our different sites list their chemical substances, we employ the Substances of Concern (SOC) principle when handling such products. Regarding the PRTR requirements, by filing the required documentation with both the national government and the relevant prefectures, we engage in secure management of those materials subject to the law.

## Environmental data

Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Waste Disposed (t)	2,122	2,152	2,042	2,044	1,985
Water usage (1,000m <sup>3</sup> )	5.1	5.5	5.2	5.1	5.0
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	2.72	2.73	2.48	2.5	2.3

※FY: January to December

※The calculation of greenhouse gas emissions has been based on the methods specified in the GHG Emissions Accounting and Reporting Manual published by Japan's Ministry of the Environment and Ministry of Economy, Trade and Industry.

We are working to reduce the environmental burden associated with our activities by reducing our energy consumption per unit of production output and the amount of industrial waste that we generated, through measures such as switching to LED factory lighting, adopting new inverter technology in our production equipment and compressors, and actively implementing measures such as switching boilers to improve production efficiency to reduce power consumption and ensure efficient power consumption management, as well as reducing water consumption.

## Noise, vibration and odor

By implementing regular measurement of noise and holding meetings with voluntary monitors, we make efforts to prevent noise, vibration, and odors.

We also place importance on communication with neighboring residents (coexistence with the community), and have not received any complaints from them.

## Fair Operating Practices

### Building trusting relationships with business partners

We enjoy business relationships with numerous partner companies in regard to the sale of retread tires, the purchase of used tires and the disposal of industrial waste, etc.; We enter into transactions with potential partner companies only after confirming that meet regulatory requirements for the business activities in question. We work to verify compliance with the law by conducting our own audits of the companies who dispose of our industrial waste.



On-site verification of an intermediate processing facility (Saitama)

## Consumer Issues

### Building trusting relationships with customers

As regards inquiries from customers about product quality, we provide an appropriate response in collaboration with individual Yokohama Tire Japan Co., Ltd. dealers, as well as Yokohama Rubber's Tire Technical Service Department and Tire Quality Assurance Department. In the event that an incident involving non-conforming product does occur, the reasons for the issue are investigated and measures to prevent reoccurrence are decided on at the periodic meetings of the quality management committee that are held at each of our production facilities.

Relevant information is managed within the Yokohama Rubber network systems with a strong emphasis on information security management, aiming to ensure a level of security equivalent to that applying in Yokohama Rubber as a whole.



# Community Involvement and Development

## Credibility with stakeholders

We participate on a regular basis in meetings organized by relevant administrative authorities in each of the regions in which we operate, and we endeavor to strengthen communication with local communities. Given that our Hokkaido Plant looks out on Lake Utonai, which has been designated as an environmental special protection area, we participate in various activities aimed at safeguarding the biodiversity of the Lake Utonai Sanctuary, etc.

Additionally, Our Hokkaido plant was awarded the Hokkaido Zero Emission Grand Prize (2020) for its achievements in reducing industrial waste emissions.

Our Saitama Plant participates in the Green Support Team” activity organized by the local government authorities, contributing to environmental protection activities aimed at conserving local areas of mixed woodland.

As part of our continued efforts to strengthen communication with local kindergartens, employees from the Nagoya Plant collaborated on an activity involving the creation of plastic bottle cap artworks with children at a neighboring kindergarten, as part of the kindergarten’s “graduation” ceremony activities.

And we continue to carry out the Forever Forest activities etc.



Biodiversity preservation activities and cleanup activities at Lake Utonai (Hokkaido)



Weeding and garbage pickup(Saitama)



Environmental conservation activities (Nagoya)



Plastic bottle cap artworks forming part of a kindergarten’s “graduation” ceremony activities (Nagoya)



Shiba-zakura\* art along the road (Nagoya)  
\* moss phlox (Phlox subulata)

# Yokohama Mold Co., Ltd. (YMC)

**Business activities**

Production and distribution of tire molds

**Total site area**

16,563 m<sup>2</sup>

**Number of employees**

128 (as of December 2022)

**Location**

2227-1, Kamitamari, Omitama City, Ibaraki 311-3436, JAPAN

**Contact for consultation and complaints**

Corporate General Affairs and Procurement Department Tel: +81-299-26-1417 Fax: +81-299-26-3316



## Message from the President



Makoto Takagi

This company became a member of the Yokohama Rubber Group in August of 2009, thus continuing the traditions of tire mold production that began with a group of companies established in 1916. Currently, besides undertaking all tire mold and related product development, design and production work for the Yokohama Rubber Group, we also undertake global procurement tasks.

As for environmental protection activities, YMC acquired ISO 14001 certification in 2010, and achieved its “zero emission” target in 2013. We are currently aiming to realize further improvements, using new technology and improvement of our production processes to achieve resource savings and reduce emissions, and endeavoring to implement thorough energy-saving activities.

Striving to be a company that grows and develops alongside its stakeholders, we are working to improve working conditions for our employees, implement effective human resource development, promote communication with the local communities, and strengthen relationships with suppliers. In 2018, we established a mold manufacturing subsidiary in Thailand and continued our efforts to obtain ISO 14001 certification.

As a member of the Yokohama Rubber Group, we are committed to becoming “a company having world-class strengths in technologies for protecting the environment”, and we will expand the activities that we have been working on in Japan to overseas to promote environmental activities, improve operational efficiency, and contribute to society.

# Organizational Governance

## Promoting compliance

In line with our corporate philosophy of “delivering the best products at competitive prices and on time,” we have established a policy whose abbreviated title is “SEQPCDT” (S: safety, E: environment, Q: quality, P: production, C: cost, D: delivery, and T: training). This policy addresses the three important issues listed below.

In addition, besides working to enhance the capabilities of our internal auditing staff so as to strengthen governance, we are also working to make necessary adjustments to relevant rules and guidelines.

### Important issues

1. Reducing the environmental burden by raising productivity.
2. Developing new technologies and environmentally-friendly products.
3. Emphasizing human resources cultivation and compliance.



First meeting of the internal environmental audit

# Human Rights

“Workplace Compliance Seminars” are conducted for all employees. We are also working hard to raise the understanding of human rights.

This year, in order to prevent infection of COVID-19, the course was conducted as a self-study with materials distributed.

# Labor Practices

## Safety

We continue to identify and improve areas of insecurity and conduct hazard prediction training through monthly meetings of the Safety and Health Committee, safety patrols, near-misses, and 4R-KYT as part of group activities. In addition, every year in May, all employees participate in a disaster drill.



Reporting on safety response measures

## Recruitment

Besides recruiting recent graduates on a regular basis, we also adopt a proactive approach towards recruiting mid-career hires for full-time positions. We value the capabilities and experience that mid-career hires possess, and we recruit employees of different nationalities over a wide age range.

## Education and training for employees

In addition to education and training carried out within our company, we proactively implement human resources cultivation that makes effective use of the Yokohama Rubber training system.

## Employment of people with disabilities

The company has met its statutory obligations with respect to the employment of people with disabilities.

## Employment Extension

We have established a system for the continued employment of employees aged 65 and over, and are working to utilize employees that are healthy and willing to work.

## Measures to prevent COVID-19 infection

We have been promoting teleworking, preventing splashes in the office, and staggering lunch hours to avoid the three densities.

# The Environment

## Environmental management

### Environmental policy

Yokohama Rubber's management policies have established "Deal fairly with society and value harmony with the environment" as a norm, and we aim to become "a company having world-class strengths in technologies for protecting the environment" in accordance with this.

1. As a company, with senior management taking the lead, Yokohama Mold is working on measures that take the environment into consideration in all areas of its business.
2. By intensifying communication with stakeholders and promoting collaboration with other companies in the value chain, Yokohama Mold is striving to make a positive contribution to the local community and to society.
3. Our environmental management systems have been strengthened, and we are taking steps on an ongoing basis to advance the prevention of both environmental pollution and sensory discomfort, and to improve protection of the environment.
4. We will comply with environmental laws and regulations, and all other applicable requirements. Furthermore, we shall dedicate ourselves to improving the environment around us.
5. To achieve carbon neutrality, we promote decarbonization measures such as energy-saving activities and introduction of renewable energy. We also promote resource conservation and recycling to realize a recycling-oriented society.
6. Through our business activities, we are working to help safeguard biodiversity and ensure that biological resources can be used in a sustainable manner.
7. Yokohama Mold will seek to promote harmony with the planet, aiming to become a company that contributes to environmental protection while being trusted by local communities.
8. Our environmental policies will be made available to the public.

## Case study examples of dealing with environmental issues

With the aim of reducing the amount of waste generated during tire production, Yokohama Mold is developing and adopting new, environmentally-friendly tire molds.

In regard to industrial waste generation, Yokohama Mold continues to operate as a “zero emission” company.

To further reduce CO<sub>2</sub> emissions, the company is implementing thorough energy conservation measures in regard to production facilities, by upgrading equipment to reduce power consumption, reducing the time needed to complete machine processing tasks, etc.

Other measures being implemented on an ongoing basis to reduce electric power consumption include the deployment of a “Green Curtain,” the use of bubble wrap that is normally used for packaging to improve window insulation, the fitting of timers to warm-water type toilet seats, etc.

We are also actively implementing activities to safeguard biodiversity.

## Environmental data

Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Waste disposed (t)	208	220	165	940	191
Water usage (1,000m <sup>3</sup> )	1,644	2,456	2,061	2,447	2,691
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	0.87	0.65	0.62	0.77	0.80

## Fair Operating Practices

Basic transaction contracts are concluded with our business partners, and we develop relationships with them that are based on a sense of fairness.

With respect to our major business partners, information is exchanged with them on a regular basis; we are also using video-conferences with overseas business partners to strengthen communication.

In addition, employees involved in purchasing are periodically educated on the Subcontract Act.

## Consumer Issues

While we do not market our products directly to consumers, we endeavor to keep up to date with consumer trends by attending meetings to exchange information with Yokohama Rubber’s product development department, and by attending Yokohama Rubber’s new product development meetings.



## Community Involvement and Development

As part of our community contribution activities, we strive to provide opportunities for young people, who represent the future, to experience playing an active role in society, for example by providing workplace experience learning opportunities for local junior high school students and offering internships to students from neighboring vocational schools. We have also created an environment that makes it easy for our employees to contribute to the local community, e.g. by formulating a volunteer leave system.

### Yokohama Forever Forest Activities

We are raising plant seedlings for the purpose of providing them to the local community.

We are also using the knowhow that we have developed to participate in related activities as a core member of the Yokohama Rubber Group.

### Relationship with the local societies

Every year in October, we hold the “YOKOMO” family festival, which helps to strengthen communication and exchange between employees, their families, and local residents.

Unfortunately, due to COVID-19, we were unable to hold or participate in these events this year as well, but we will actively promote exchanges when the situation improves.



seedling growing

# Yokohama Tire Japan Co., Ltd. (YTJ)

**Business activities**

Sales of automobile tires and other rubber products.

**Total site area**

1,760 m<sup>2</sup> (Main office)

**Number of employees**

2,762 (as of December 2022)

**Location**

Shinagawa Intercity Tower C 13th floor, 15-3 Konan 2-chome, Minato-ku, Tokyo 108-6213, Japan



## Message from the President



Katsuhiko Yahata

As a component of the Head Office operations of Yokohama Rubber, the YTJ Head Office participates in the operation of ISO 14001, conducting environmentally-friendly management practices based on target management principles. Both the YTJ Sales Headquarters and each individual YTJ subsidiary also conduct environmentally-friendly management practices in accordance with the CSR Environmental Management Guidelines.

In particular, in addition to making a social contribution through the sale and promotion of environmentally-sound tires and products, we are shouldering some of the responsibility in the building of a recycling society through our contributions in the form of collection and effective use of waste tires. Through such activities, we aim “to build a trusted identity as a contributing member of the global community”, which represents the Yokohama Rubber Group CSR Management Vision.



## Organization



## Organizational Governance

### Corporate governance systems

Concerning the Company's governance system, a Corporate Officer System has been adopted in addition to the institutions mandated by the Companies Act (General Shareholder's Meeting, Representative Director, Board of Directors, Board of Auditors, and Accounting Auditors). This step has been undertaken to clarify management supervision and operations execution, and to fundamentally accelerate both management decision making and operations execution. With respect to the auditing system, this is comprised of accounting audits undertaken by accounting auditors acting as external auditors, and operations audits undertaken by the Internal Audit Department. In addition to being an audit system in which the components maintain independence from one another, governance is strengthened through a suitable exchange of information between the accounting auditors and the Internal Audit Department.

### Compliance measures

Each company president has been designated as the person responsible for promoting compliance, with legal-compliance status reports and confirmations conducted regularly.

A contact point of the "Compliance Hotline" internal reporting system has been established within the company, and every effort has been made to create an environment conducive to stress-free consultation.

The company has also compiled a sexual harassment prevention manual, with which employees are required to familiarize themselves.

Training programs are being used to implement ongoing awareness raising with respect to all different types of harassment.

## Human Rights

The company's Employment Rules expressly prohibit discrimination and harassment of all kinds. Recognizing that, for employees to be able to work with peace of mind, it is vitally important that all employees have a correct understanding of human rights, we are continuing to implement awareness-raising measures and compliance-related training on an ongoing basis.

# Labor Practices

## Occupational safety and health

We are proceeding with our efforts to assign people who possess ordinary emergency first-aid skills to each of our sales offices nationwide.

Furthermore, we are endeavoring to improve driving manners by conducting driving seminars at companies throughout Japan for the benefit of employees who drive company vehicles.

In addition to these developments, we have also confirmed the earthquake-resistance status of all our domestic sales offices. Moreover, with respect to the Tokai, Tonankai and Nankai regions in particular, three areas in which long-period ground motion earthquakes are predicted to strike, we have prioritized these regions and have completed earthquake resistance reinforcement measures.

## Promotion of employment of people with disabilities

Recognizing the need to provide people with disabilities with a more convenient working environment, we have formed a partnership with Startline Co., Ltd. (a satellite office service provider), and established a new Yokohama Office in April 2017. The new office has a comprehensive range of support systems, and has dedicated staff working there full-time who are equipped with the specialist skills needed to support disabled workers.

The operation of our Yokohama Office is helping to increase the percentage of disabled employees at YPJ and is also helping people with disabilities to maintain stable employment.

# The Environment

## Environmental management

In accordance with the CSR Environmental Management Guidelines, in addition to each of the companies engaging in self-assessments with respect to their environmental management practices, through the assignment of parties who are responsible for environment management and also the establishment of persons within the Sales Headquarters to promote the cause, we are moving forward with our promotion of environmental management.

## Environmental data

Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	9.9	11.0	10.3	11.0	10.1
Scope 1 (Buildings: Fuel Used)	0.1	0.1	0.1	0.1	0.1
Scope 2 (Buildings: Electricity Purchased)	2.9	3.2	2.9	2.9	2.8
Scope 3 (Consignors: Fuel Used)	6.9	7.8	7.3	10.9	7.2

※CO<sub>2</sub> emissions are calculated by multiplying the consumption amount by the coefficient published by each power company.

## **Fair Operating Practices**

### **Credibility with our business partners**

In some regions we participate in regional cleanup activities in collaboration with our business partners; we also operate booths at environmental events held by business partners, and take steps to display our products, etc.

## **Consumer Issues**

YFS (Yokohama Field Service) employees who have received special training are assigned to each of our sales offices. They respond to inquiries about quality, etc., received from users throughout Japan.

## **Community Involvement and Development**

### **Relationship with local societies**

Each company independently participates in communication activities with their respective regions and makes efforts to strengthen its activities. Depending on the region, we voluntarily conduct cleaning activities around our sales offices or organize other events and activities, etc.

### **Yokohama Tire Japan head office**

Due to COVID-19, we were not able to engage in activities last year.

# PRGR Co., Ltd.

**Business activities**

The planning, development, production and sale of golf equipment-related machinery. The management of golf schools.

**Total site area**

1,536 m<sup>2</sup> (within YRC's main office)

**Number of employees**

91 (as of December 2022)

**Location**

2-1 Oiwake, Hiratsuka City, Kanagawa Prefecture, 254-8601 Japan

**Contact for consultation and complaints**

Customer Service Center Tel: 0120-81-5600 (Toll free number, available only in Japan)

## Message from the President



Hiroyoshi Hibino

PRGR exists so that "as many people as possible can experience and realize the fun of golf and the excitement of golf" has been the guiding principle of PRGR since its founding, and it has taken the lead in developing a harmonious and sustainable society through all of its business activities, based on the principles of safety, health and compliance with transparency. We are committed to making a contribution to the golf industry.

First and foremost, we will revitalize the golf industry by providing superior products, services, and playing environments from the customer's perspective, while increasing our corporate value. We will also respect our employees and provide an equal working environment, while at the same time supporting their growth and development while ensuring individual diversity. In our relationships with suppliers, dealers and other business partners, we will take a long-term view and strive to build relationships based on mutual trust and mutual benefit.

This year, as the COVID-19 disaster comes to a close, Pro Gear celebrates its 40th anniversary.

We will continue to support the maintenance and improvement of physical fitness and the promotion of communication through golf as we move forward into the next 10 years.

As a company that contributes to the environment, we will continue to actively promote the creation of an affluent society while ensuring safety and security in all regions where we do business.

## (Branches)

### South Korean Branch

1F, 634-3, Sinsa-Dong, Kangnam-Gu, Seoul, South Korea

## (Directly-Operated Stores)

<https://www.prgr-golf.com/en/>

### PRGR TOKYO HUB Golf School & Studio

i Terrace, Ochiai-Minami-Nagasaki, 4-5-20, Minami-Nagasaki, Toshima-ku, Tokyo 171-0052, JAPAN  
Tel: +81-3-5982-8809

### PRGR AKASAKA

B2 Floor, Orix Akasaka 2-Chome Building, 2-9-11, Akasaka, Minato-ku, Tokyo 107-0052, JAPAN  
Tel: 0120-562-250 (Toll free number, available only in Japan)

### PRGR GINZA

1st Floor, SF Ginza Building, 2-11-15, Nishi-Ginza, Chuo-ku, Tokyo 104-0061, JAPAN  
Tel: +81-3-5565-8610

### PRGR GINZA EX

3rd Floor, HULIC Ginza 1-chome Gas Lamp Street Building,  
1-7-17 Ginza, Chuo-ku, Tokyo 104-0061, JAPAN  
Tel: 0120-562-270 (Toll free number, available only in Japan)

### PRGR NAGOYA

2nd Floor, Nagoya Tokyo Marine & Nichido Building,  
2-20-19, Marunouchi, Nagoya City, Aichi 460-0002, JAPAN  
Tel: 0120-562-199 (Toll free number, available only in Japan)

## (Management of golf schools)

At our directly-operated stores, in addition to the "Science Fit" system, an analysis program that checks golfers' swings, we offer lessons for groups and also lessons in golf-round tactics. By scientific means, we support the improvement of golfing skills through a step-by-step approach that incorporates aspects of analysis, improvement and proficiency.



## Organizational Governance

In accordance with regulations, decisions regarding the Company's business policies and other important resolutions are made by meetings of the Board of Directors (which are held as required) and at management meetings (which are held once a month).

As to the system of audit, the Company undergoes regular audits by corporate auditors. Improvements are then implemented accordingly in response to any identified issues. We also work to ensure there are no legal defects or loopholes. Furthermore, with respect to the overseas branch office in South Korea, its audits are carried out by accounting auditors who act in an external capacity.

## Compliance measures

Compliance training is conducted monthly and status reports sent to the Corporate Compliance Department of Yokohama Rubber. In addition to heightening the overall compliance consciousness of employees, steps are also taken to disseminate information.

## Human Rights

The Company complies with the Yokohama Rubber Group CSR Action Guidelines

## Labor Practices

### Occupational safety and health

As part of occupational safety, near-misses are submitted monthly to all employees, and near-misses are developed daily by the person in charge.

In fiscal 2022, four traffic accidents occurred (four property damage accidents); fortunately, none of these accidents was serious.

As one of Progea's own compliance activities, we confirm the "Zero Traffic Accident Campaign" at monthly sales meetings and other meetings.

We also conduct monthly traffic hazard prediction training (KYT) for all employees to ensure traffic safety.

We also attend the ordinary emergency first-aid skill seminars and driver safety seminars conducted by Yokohama Rubber.

Workplace environment measurements are conducted regularly at the Hiratsuka Plant.

Additionally, Class 1 Health Officers are assigned by the Company in accordance with the provisions of the Labor Safety and Health Law, and these employees manage the technical matters that pertain to issues of safety.

Concerning the issue of employee overwork, in accordance with the "36 Agreement" regarding overtime and holiday work (drawn up in accordance with the provisions of the Labor Standards Act), in addition to reports being made to monthly management meetings, etc., measures have been put in place whereby overwork cases undergo interviews with industrial physicians.

The Company also implements stress checks in accordance with the requirements of Article 66 of the Industrial Safety and Health Act, which has made 10 types of stress check compulsory.

Reports concerning the status of absenteeism due to illness, etc., are also made to management meetings, and appropriate response measures are then undertaken.

### Human resources development

New hires are assigned to work sites after undergoing group training (immediately after joining the Company) and a period of individual training at each of the various headquarters (planning, production and sales). Among our sales positions, in working to improve our sales techniques, we have established a system of qualifications for internal fitters\*. Furthermore, employees also participate in golf club sales technician training seminars conducted by the Japan Golf Goods Association.

At Hiratsuka Plant, all participants receive special training with regard to organic solvents.

We are making arrangements for you to participate in the Yokohama Rubber Training System.

\*Internal Fitters: These are club-selection specialists who can select the best clubs for customers based on the use of 1. Ballistic measurement instruments, 2. Grip-speed measurement equipment and 3. Video-based swing analysis.

### Diversity of human resources

We have employed four disabled persons.

We have also re-employed seven former employees.

# The Environment

## Environmental management

Our environmental activities are conducted in accordance with the environmental policies of the Yokohama Rubber Head Office.

## Environmental data

Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Electrical power usage KWh	181,417	168,163	150,272	163,574	165,612
Electrical power usage (values calculated in barrels of oil equivalent) KL	46.7	43.3	38.7	42.1	42.6
Greenhouse gas emissions (t-CO <sub>2</sub> )	86.6	78.8	68.6	72.6	75.0

※FY: January to December

※Greenhouse gas emissions were calculated based on the Calculation and Reporting Manual for Greenhouse Gas Emissions jointly published by the Ministry of the Environment and the Ministry of Economy, Trade and Industry, Japan.

## Reductions in electrical power usage

We are working to reduce electricity consumption by turning off all lights at lunchtime and turning off lights in unused areas. Every Wednesday and Friday are designated as regular closing days, and we aim to have at least 50% of employees leave the office by 6:30 p.m.

We are also working to reduce electricity consumption at our five directly managed stores.

- Lighting in unused spaces is turned off outside business hours.
- Depending on the space, air conditioners are turned off and temperature settings established.
- Temperature settings are raised when the golf school is not open; however, the increase was due to the implementation of appropriate ventilation for COVID-19 infection prevention measures.



## **Reductions in CO<sub>2</sub> gas emissions**

CO<sub>2</sub> emissions were reduced by eliminating transportation from the assembly plant by conducting same-day club assembly and delivery at the event site.

## **Green procurement measures**

In the golf industry, there are no clear standards or regulations with respect to the usage of hazardous substances. At PRGR, as a member of the Yokohama Rubber Group, through reducing the usage of substances that place a burden on the environment, we are working on measures that will lead the industry.

For example, with respect to swing-balance weights and the paints used with golf clubs, etc., some up until now have contained lead. Recognizing the burden placed on the environment by the disposal of such clubs, through a revision of materials and ingredients, etc. used in production, we have been able to greatly reduce our use of lead. Furthermore, with respect to the wax molding dies used when producing golf club heads, we have been proactively working to eliminate their lead content.

In the future as well, with respect to components, production processes and the products themselves, etc., in all areas from the manufacturing of products through to disposal, we shall continue to be proactive in confronting issues so as to reduce the burden placed on the environment.

# **Fair Operating Practices**

## **Credibility with our business partners**

In undertaking their business activities in a manner that is fair, the Company's departments comply with the relevant laws. The duties of the purchasing department are undertaken in accordance with the provisions of the "Act against Delay in Payment of Subcontract Proceeds, Etc., to Subcontractors," while the sales department acts in accordance with the "Act on Prohibition of Private Monopolization and Maintenance of Fair Trade". Meanwhile, the planning and development department observes the provisions of the "Act Against Unjustifiable Premiums and Misleading Representations".

We comply with the Fair Competition Code for Sporting Goods and ensure that giveaways are provided and labeled properly.

# Consumer Issues

## Quality policy

1. In accordance with the Yokohama Rubber Basic Policy which states; "Deliver the best products at competitive prices and on time," by continuing our efforts to satisfy customers throughout the world with high-quality products whose usage offers both safety and peace-of mind, the Company shall contribute to both humanity and society.
2. Concerning all products provided to customers, while we will continue to satisfy quality management system requirements such as those stated through "customer requirements," "applicable laws and regulations" and "product quality manuals," we shall constantly strive to improve as we aim to achieve even better systems.
3. Quality targets shall be established within each Company department so as to realize this policy, and, in addition to thoroughly implementing the targets within each department, a review process shall improve the quality of the operations conducted with respect to product planning, design, production and sales. Through such measures we shall secure suitable returns by which we shall work to further develop the Company.
4. The quality policy shall be thoroughly made known to all related officers and employees of the Company.

## Safety and quality of our products and services

As part of a strategy set out by the Japan Golf Goods Association, by labeling our products with a common seal used as an anti-counterfeit measure for all golf clubs, the Company is working to prevent fraud.

Furthermore, by using a serial number that allows for a warranty of two years after a customer purchase, we are tracking our products from their manufacture through to shipment.

We have established a toll-free telephone number within Japan to handle customer inquiries.

Customer Service Center Tel: 0120-81-5600 (Toll free number, available only in Japan)

# Community Involvement and Development

## Relationship with local societies

The hands-on environmental event "Think Eco Hiratsuka" is an annual event held at the Hiratsuka Plant of Yokohama Rubber Co., Ltd. under the concept of "learning together, playing together, and having fun together.

Due to COVID-19 infection prevention measures, Think Eco Hiratsuka could not be held as in the previous year.

# HAMAGOMU AICOM INC. (HAI)

## Business activities

Information-processing services

## Number of employees

379 (as of April 2023)

## Location

Yokohama Office: Technowave 100 Building, 1-1-25, Shinurashima-cho, Kanagawa-ku, Yokohama City, Kanagawa 221-0031, JAPAN  
Tel: +81-45-451-6611

Tokyo Office: Shinagawa Intercity Tower C 13th floor, 15-3 Konan 2-chome, Minato-ku, Tokyo 108-6213, JAPAN

Mishima Office: East Shizuoka Insurance Services HQ Building, 3-19-6, Omiya-cho, Mishima City, Shizuoka 411-0035, JAPAN

Makuhari Office: Fujitsu Building, 1-9-3 Nakase, Mihama-ku, Chiba 261-8588, Japan

## Contact for consultation and complaints

General Affairs and Personnel Division (HQ) Tel: +81-45-451-6611 Fax: +81-45-451-0411



## Message from the President



Masaki Nakamura

The Company was established in July of 1970 as a result of it being spun-off from the Information Systems Division of Yokohama Rubber.

With our advanced information technology skills, our reliability as people, and the numerous wonderful human resources that we've developed, the Company has transformed itself to become a trusted business partner which possesses the ability to respond to the diversified needs of customers.

Commencing with our acquisition of ISO 9001 (quality) certification in December 2002, the Company has endeavored to develop socially responsive systems. This strategy has included the acquisition of Privacy Mark certification (October 2006), and ISO 14001 (environment) and ISO 27001 (information-security) certification (both February 2007), etc. Moreover, while recognizing marketing communications and product liability as the most serious issues, in that it represents the Yokohama Rubber

Group CSR Management Vision, the Company aims "to build a trusted identity as a contributing member of the global community."

## Organizational Governance

### Corporate governance systems

In accordance with regulations, decisions involving the entire company are decided upon both at meetings held by the Board of Directors (as needed) and at management meetings (held monthly).

Each year, in addition to formulating medium-range plans and announcing them to all employees, at the unit policy announcement meetings, the various managers announce the unit policies for each financial year.

### Compliance measures

A program of e-learning is implemented to provide all employees with compliance training. The person responsible for promoting compliance confirms the status of legal compliance and reports their findings each month.

Security measures are strictly conducted in accordance with the information security management system (ISMS) certification that the Company has already acquired.

Issues are taken very seriously when they are identified through internal or external audits, etc., and we work quickly to implement responses.



**JQA-IM0434**

ISO/IEC 27001 Certificate

### Business continuity

In the event of a serious disaster, accident, or other unforeseen event, we will place the highest priority on human life, ensure the safety of our employees and their families, and take measures to minimize its impact. We will then do our utmost to continue our business, thereby earning the trust of our customers and fulfilling our corporate social responsibility.

## Human Rights

### Antidiscrimination measures

Concerning discriminatory behavior such as sexual harassment and workplace bullying, etc., in addition to calling attention to such issues through our compliance training, the Company is responding by the establishment of a point of contact that shall be able to offer consultations.

### Health and productivity measures

We are actively working to reform the way we work under the banner of health management. We have introduced a wide range of teleworking programs, including a telecommuting system, to create a system that allows employees to work regardless of their environment.

In February 2022, we continued to receive the highest level "AAA" of the "Yokohama Health Management Certification" sponsored by the City of Yokohama, and in March 2023, we were recognized by the Ministry of Economy, Trade and Industry as an "Excellent Health Management Corporation 2023" for the fifth consecutive year.



Yokohama Certification for Health Management  
(Class AAA)



Certification as an Excellent Corporation for Health  
Management

## Labor Practices

### Promoting employee diversity

We employ 4 people with disabilities and 2 foreign nationals. Out of a total of 379 employees, 96 are women: 8 are on maternity/paternity leave and 16 are on shortened working hours for childcare.

### Human resources development

Before assignment to a work site, new hires undergo group training that lasts six months. Furthermore, technical and career-focused training is planned and implemented for all employees.

### Emergency drills

At the Yokohama Office, we participate in emergency drills that are jointly held twice a year with all tenants in the building. Disaster drills are also conducted at least once a year at other offices. The drills assume the occurrence of disasters such as earthquake, tsunami, or fire, and they are participated in by most employees and partner company employees regardless of whether they are engaged in meetings, training, or meetings with customers, excluding times when it is decided they will be absent in advance.

We have supplies of emergency food enough for 3 days, and the expiration dates are managed.



Emergency drills

### Occupational safety and health

In fiscal 2022, there was one commuting accident (no work-related accident), but fortunately it was not serious.

The Company is working to strengthen consciousness as to the need to create safe and healthy workplace environments. In aiming to improve the operations of various workplaces, we have implemented a “visible approach” whereby it is possible to understand the extent to which plans have been achieved. We are taking steps to improve the quality and efficiency of operations, while also working to reduce “near misses,” etc.

Furthermore, concerning the issue of employee overwork, in accordance with the “36 Agreements” regarding overtime and holiday work (which relate to Article 36 of the Labor Standards Act), in addition to reports being made to monthly corporate business meetings, etc., measures have been put in place whereby overwork cases undergo interviews with industrial physicians.

Reports concerning the status of absenteeism due to illness, etc., are also made to management meetings, and appropriate response measures are then undertaken.

# The Environment

## Quality, environment and information-security policies

### Basic philosophy

As an information services business, HAMAGOMU AICOM INC. (hereinafter “the Company”), shall fulfill its social responsibility by establishing its policies as follows, by improving the quality of its services, by reducing the burden it places on the environment, and by strengthening its information security measures.

### Policies

- The improvement of quality represents the duty of all employees. By continuously engaging in quality-improvement, customers shall be provided with high-quality software and services that exceed their expectations.
- By working hard to provide environmentally-friendly products and services, through its business activities, the Company shall strive to protect biodiversity and to achieve the sustainable use of biological resources.
- The Company shall implement information-security measures in accordance with information-resource risk levels, and information resources shall be managed appropriately.  
Furthermore, in the even that information-security accidents occur, the Company shall work to minimize any damage and it shall implement measures to prevent any reoccurrence.
- The Company shall establish, operate and continuously improve comprehensive management systems that are capable of meeting quality, environment and information-security demands.
- Aims and objectives shall be established and implemented for the purpose of improvement. Moreover, evaluations and further improvements shall be undertaken on a regular basis.
- The Company shall act in accordance with all relevant laws and regulations, and it shall also comply with any other requirements.
- With respect to employees and all other people engaged in the operations of the Company, they shall undergo education and training for the purposes of improving quality, protecting the environment and strengthening information-security.

In addition to informing employees and all other people engaged in the operations of the Company as to the details of these policies, the policies shall be broadly publicized in the public domain.

## Environmental data

Item	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Electrical power usage KWh	85,095	81,971	78,015	71,498	75,890
Electrical power usage (values calculated in barrels of oil) KL	21.9	21.1	20.1	18.4	19.5
Greenhouse gas emissions (t-CO <sub>2</sub> )	40.6	38.5	35.9	32.1	34.5
Water usage (m <sup>3</sup> )	846	809	694	647	654
Waste generated (t)	3.3	4.3	2.7	2.8	1.9

## **Reductions in electrical power usage**

Electricity consumption increased by 6.1% in the entire company (Yokohama Office and Mishima Office) compared to FY2021.

## **Reductions in paper usage**

Various measures are being implemented for the purpose of reducing paper usage.

Such include reducing the volumes of paper used by the business as well as the volume of information stored in a paper format. Furthermore, reducing the amount of physical storage space can be tied to greatly reducing the volume of paper being used.

## **Vending machine measures (power-saving, disaster-preparedness)**

Various energy-saving measures have been adopted with respect to the automatic vending machines located in the Yokohama Office.

Furthermore, so that these machines may also prove handy for the storage of provisions during times of disaster, we have developed a system of vendors as a disaster-preparedness policy.

# **Fair Operating Practices**

## **Credibility with our business partners**

We are building relationships of trust with customers while placing an emphasis on compliance.

Focusing on the training concerning the “Act against Delay in Payment of Subcontract Proceeds, Etc. to Subcontractors” which is being conducted by the Procurement Division, training is being conducted throughout the entire organization.

# **Consumer Issues**

## **Safety and quality of our products and services**

In accordance with the quality management system that was developed when ISO 9001 certification was acquired, we are working to ensure quality.

We also conduct customer surveys, etc., and these activities lead to improvements in cases where issues have been identified.

With respect to privacy issues, matters are handled in accordance with the Privacy Mark certification that the Company has acquired.

# **Community Involvement and Development**

## **Relationship with local societies**

As a management system activity, goals have been established with respect to the promotion of regional contribution activities, and each and every employee actively participates in regional cleanup activities and volunteer activities.

In fiscal 2022, a total of 905 people participated in some form of activity.

The HAMAGOMU AICOM INC. website can be found here. (available only in Japanese)

<http://www.aicom.co.jp/>



# Yokohama Industrial Products Japan Co., Ltd. (YMJ)

**Business activities**

Wholesaling of industrial rubber products

**Number of employees**

330 (as of December 2022)

**Location**

Shinagawa Intercity Tower C 13th floor, 15-3 Konan 2-chome, Minato-ku, Tokyo 108-6213

**Contact for consultation and complaints**

Tel: +81-3-6810-1250 Fax: +81-3-3474-1507



## Message from the President



Takayuki Hamaya

As a member of the Yokohama Rubber Group, we practice environmental management in accordance with the Yokohama Rubber Group Action Guidelines.

In addition, based on the CSR slogan "Caring for the Future" established in 2017, we aim to achieve our own sustainable growth in order to contribute to the realization of a sustainable society through our business.

In particular, we will realize "Caring for the Future" by expanding sales of environmentally friendly products, switching to hybrid vehicles for company-owned vehicles, and promoting participation in local volunteer activities.

## Organizational Governance

A Management Meeting attended by full-time directors and headquarters general managers is held every month to discuss account closing, personnel, and other important issues, and the matters that resolutions are made on are decided on by the Board of Directors. In addition, a Company Presidents Meeting that is attended by all presidents of in-house companies in addition to the members of the Management Meeting is held every three months with the aim of forming a companywide consensus.

### Organization (offices)

Hokkaido Company	2-2-1, Yonesato 2-jo, Shiroishi-ku, Sapporo City, 003-0872	Tel: +81-11-351-3307
Tohoku Company	5-1-6 Oroshimachihigashi, Wakabayashi-ku, Sendai, 984-0002	Tel: +81-22-390-1733
Kanto Company	Shinagawa Intercity Tower C 13th floor, 15-3 Konan 2-chome, Minato-ku, Tokyo 108-6213	Tel: +81-3-6810-1254
Chubu Company	West Building, 3-5-9 Shirokane, Showa-ku, Nagoya 466-0058	Tel: +81-52-602-9868
Kinki Company	6-1-1, Itachibori, Nish-ku, Osaka 550-0012	Tel: +81-6-670-9574
Chugoku Company	6-7-32, Minami-Kannon, Nishi-ku, Hiroshima City, Hiroshima 733-0035	Tel: +81-82-231-8851
Kyushu Company	1-7-4, Yakuin, Chuo-ku, Fukuoka City, Fukuoka 810-0022	Tel: +81-92-711-8541

### Compliance measures

A compliance card is distributed to all employees with the aim of strengthening compliance awareness.

In addition, we conduct compliance workplace seminars for all employees, and also conduct compliance training for new employees, managers, etc. as needed.

Furthermore, regular internal audits are conducted on various internal operations, during which consideration is also given to instructions and improvements in terms of compliance.

## Human Rights

There is no forced labor or child labor at the Group. Furthermore, there is no gender discrimination in terms of wages, promotion, placement, etc.

We work to improve understanding and response to human rights through compliance education, and we have also established a Compliance Consultation Desk to respond to such issues.

# **Labor Practices**

## **Human resources development and training**

In order to foster the growth of both individual employees and the Company as a whole, we implement various types of training activity, divided into the following broad categories: program-type training, checkpoint-type training, and level-specific training. Other product knowledge training is being conducted for internal sales staff.

The aim of these training activities is to strengthen employees' knowledge of and commitment to products, and to achieve further development of sales at the regional level.

## **Occupational safety and health**

We are working to prevent disasters by stationing employees with lifesaving skills at business locations throughout Japan, and conducting drills for fire evacuation, fire extinguishing, tsunami evacuation, and disaster safety confirmation.

We also work to strengthen the promotion of occupational safety and health through means such as holding safe operations workshops, implementing overtime hours management to prevent overwork, and the holding of monthly meetings of the health and safety committees at each YMJ workplace, etc.

## **Promotion of employment of people with disabilities and employee diversity**

We employ 9 people with disabilities as a certified company of the Yokohama Rubber Group.

Female employees account for 98 of our total of 330 employees, and we also have 35 elderly employees (re-employed employees aged 60 or above).

## **Work-life balance**

We work to enable our employees to maintain a good work-life balance by setting Wednesdays and Fridays as regular days for leaving the office, as well as implementing work-at-home and staggered working hours.

We have also formulated a General Business Owner Action Plan in accordance with the Act on Advancement of Measures to Support Raising Next-Generation Children, and we are working to put in place the working environment and diversified working conditions needed to help employees with childcare responsibilities balance the needs of their careers and their families.

# The Environment

## Environmental policy

We will be an environmental contribution company that values fairness to society and harmony with the environment.

- Continued improvement of environmental management.
- Action to combat global warming.
- Contributing to the creation of a sustainable recycling society.

## Environmental data

Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	1.17	1.01	0.87	0.79	0.62
Scope 1 (Buildings: Fuel Used)	0.02	0.02	0.02	0.02	0.02
Scope 2 (Buildings: Electricity Purchased)	0.40	0.34	0.31	0.28	0.24
Scope 3 (Consignors: Fuel Used)	0.75	0.65	0.54	0.49	0.36
Water usage (m <sup>3</sup> )	264	2,009	1,777	3,108	1,600
Waste Disposed (t)	53.3	69.6	61.8	76.9	77.1

※CO<sub>2</sub> emissions are calculated by multiplying the consumption amount by the coefficient presented by each power company.

# Fair Operating Practices

## Credibility with our business partners

Regular compliance education is conducted for both sales departments and purchasing departments to ensure thorough compliance with antitrust laws, subcontractor laws, and other related laws, in order to ensure fair trade.

# Consumer Issues

## Safety and quality of our products and services

The sales contact points of in-house companies nationwide respond to inquiries and complaints from customers regarding products and services.

In addition, we have made a contact point available on the website in order to respond to opinions and questions from customers regarding the products we offer.

Click here for Yokohama Industrial Products Japan Co., Ltd.'s website. (available only in Japanese)

<https://www.y-yokohama.com/group/ymj/>

# Community Involvement and Development

## Relationship with local societies

In FY2021, activities stagnated due to the COVID-19 disaster, but in FY2022, each company has resumed volunteer activities such as community cleanups and tree-planting activities.

In addition, the head office donated masks that had been stockpiled up to now to two welfare facilities.

【Tree Planting Activities】 ※These activities were conducted in FY2020.

### ■Green Levee Tree Growing Activities in Iwanuma City

Tohoku Company continues to be involved in tree-planting activities as a supporter of Millennium Hill of Hope in Iwanuma City, Miyagi Prefecture.

The company conducted tree-planting activities on June 25 (8 participants) and October 22 (11 participants).



Tree planting activities



Group photo after the work

### ■Tree planting activity in Fudeyama Park, Kochi Prefecture



### ■Petit Beautification Campaign in Matsuyama City

(Cleaning around the company and the path behind the company once a month)





# Aichi Tire Industry Co., Ltd.

## Business activities

Manufacture and sale of industrial rubber products, mainly tires for industrial vehicles

## Total site area

49,609m<sup>2</sup> (Head office and Komaki: 35,709 m<sup>2</sup>, Kasugai: 13,900 m<sup>2</sup>)

## Number of employees

118 (as of December 2022)

## Location

Head office and Komaki plant:

5827-1 Nenjozaka, Okusa, Komaki, Aichi 485-0802, Japan

Kasugai plant:

1108, Otsubo, Taraku, Kasugai, Aichi 486-0808, Japan

East Japan Sales Dept:

2-13-19 Takasago, Urawa, Saitama-city, Saitama 330-0063, Japan

## Contact for consultation and complaints

General Affairs Group Tel: +81-50-3777-8645 Fax: +81-568-79-4808



## Message from the President



Naoki Takea

We are a manufacturer of tires for industrial vehicles, wholly owned by Yokohama Rubber Co.

As a pioneer of cushioned tires, we have two manufacturing plants in Aichi Prefecture and supply high quality products to customers all over Japan.

To meet the diversifying needs of our customers, we aim to be a company that contributes to society by creating a safe and secure workplace and coexisting with the local community as a member of the Yokohama Rubber Group, based on reliable quality and the technology and development capabilities that support that quality.

As for our environmental activities, we obtained ISO 14001 certification in 2003 and ISO 9001 certification in 2019.

# Organizational Governance

## Promotion of Compliance

With "Mutual trust" as our basic corporate philosophy, we are working from the perspective of SEQPCDT (safety, environment, quality, production, delivery, and people).

We conduct monthly compliance training to raise employee awareness and promote the review of rules and procedures. We have also established a compliance office within the Group, which includes external organizations.

## Important issues

1. Zero accidents
2. Increase productivity and profitability
3. Development of value-added products and expansion of sales areas
4. Reduction of environmental impact
5. Human resource development, compliance

## Human Rights

There is no evidence of child labor, forced labor, or gender inequality.

## Labor Practices

### Safety

Monthly safety patrols are conducted by the Safety and Health Committee and top management. Information is shared by listening to near-misses and deploying them within the company.

### Response to Disasters

In addition to participating in drills with Yokohama Rubber to simulate a Nankai earthquake, we conduct annual disaster drills at each of our business sites to identify problems and make improvements.

### Recruitment

We are actively recruiting new graduates and mid-career employees. Mid-career hiring is based on ability and experience.

### Education and Training of Employees

Utilized the Yokohama Rubber Group's training system in addition to the qualification acquisition incentive system and in-house education and training. In the future, we are considering using an outside organization to provide training by job level, and are actively working to develop human resources.

### Employment of disabled persons

One new employee was hired in April 2022.



# The Environment

## Environmental management

### Basic Philosophy

Our company aims to create "environment-friendly" and "people-friendly" products, build an environmental management system, and become a company that is oriented toward a recycling-oriented society.

### Basic Environmental Policy

1. We will strive to continuously improve our environmental management system, reflect changing conditions and information in our environmental objectives and targets, and review them periodically.
2. We will comply with environmental laws and regulations related to our business activities, as well as other requirements to which we agree.
3. We will accurately assess the impact of our business activities on the environment and strive to prevent pollution and protect the environment through the following activities in order to reduce the environmental impact.
  - 3-1. We will make effective use of sustainable resources and promote resource conservation, energy conservation, and the 3Rs (\*1) of waste.
  - 3-2. We will identify and improve the hazards and harmfulness of our business activities in order to protect the environment as well as to prevent any impact on human health.
  - 3-3. Develop and sell products that are "environmentally friendly" and "people-friendly" in consideration of their life cycles.
  - 3-4. We will strive to mitigate and adapt to climate change and protect biodiversity and ecosystems.
  - 3-5. We will provide our customers with information on how to save energy and resources.
4. We will make our environmental policy known to all employees and related contractors through in-house education and enlightenment activities, strive to raise environmental awareness, and disclose this environmental policy to the public.

※ 1 3R = Reduce, Reuse, Recycle.

## Approaches to Environmental Issues

We are promoting waste reduction and recycling to reduce environmental impact.

Used tires with wheels are collected, and the wheels are rebuilt and reused. Used tires are chipped and used as fuel.

We are also promoting the shift to gas boilers, the introduction of equipment with low power consumption, and the use of LED lighting.

In consideration of our neighbors, we are actively installing deodorizing equipment and soundproof walls to prevent odors and noise.

## Environmental data

Category	FY2018	FY2019	FY2020	FY2021	FY2022
Waste disposed (t)	3,823	3,686	3,827	4,090	4,148
Proportion sent to landfill (%)	1.2	0.6	0.3	0.0	0.0
Water usage (m <sup>3</sup> )	30,759	34,407	36,079	47,347	49,371
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	6,207	5,930	5,682	6,140	6,610

## Fair Operating Practices

We have concluded basic transaction agreements with our business partners to build fair relationships.

## Consumer Issues

We are striving to stabilize and improve quality through ISO 9001.

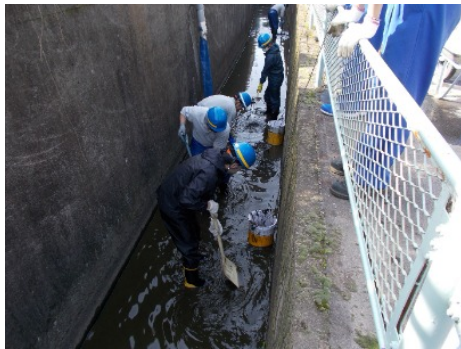
Our products include energy-saving products, E-cushion tires with improved ride comfort, and a wide variety of other products to meet the needs of consumers.

## Community Involvement and Development

As part of its community contribution activities, the Kasugai Plant cleans water for use around the plant twice a year.



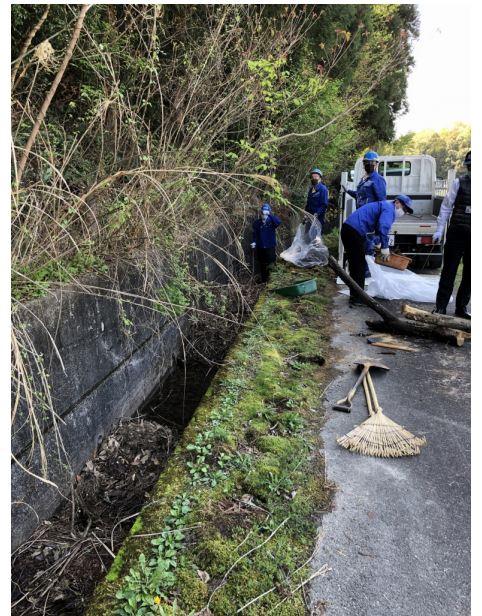
Cleaning irrigation canals at the Kasugai Plant



Cleaning irrigation canals at the Kasugai Plant



Cleaning irrigation canals around the head office and Komaki Plant



Cleaning irrigation canals around the head office and Komaki Plant

## Relationships with Local Communities

We sponsor local festivals and other events.

The Kasugai Plant has been certified as an Eco-Office by Kasugai City, and is actively involved in activities such as waste reduction, paper reduction, green curtains, and promotion of idling stop.

Every year on the first Wednesday of August, we hold a water sprinkling event with our employees on "Eco-Life Day" organized by Kasugai City.



Water sprinkling in August 2022

[Link to Kasugai City's website](#)



# Kameyama Bead Company, Limited

**Business activities**

Production and sales of beads for tires

**Total site area**

62,457m<sup>2</sup>

**Number of employees**

155 (as of March 2023)

**Location**

820-6, Taiokadera-cho, Kameyama city, Mie 519-0168, JAPAN

**Contact for consultation and complaints**

Tel: +81-595-83-1102 Fax: +81-595-83-1082



## Message from the President



Hirofumi Imamura

In January 2015, our company started a new path as a specialized manufacturer of bead wires for tires, wholly owned by Yokohama Rubber Co.

Our company is located in a corner of Meihan Kameyama-Seki Plant Complex in Kameyama City, known for Kameyama-juku and Seki-juku on the Tokaido-way.

We manufacture and sell bead wires, the main parts of tires, to Yokohama Rubber's tire production bases in Japan.

We hope to support Yokohama Tire by manufacturing safe, high-quality, and high-performance products using the advanced technology we have cultivated since our establishment.

With "Challenge, Fair, Open" as our action guideline, we are working every day to become a company where employees themselves act as parts manufacturers that maintain the quality of Yokohama Tire and continue to take on new challenges as one.

# Organizational Governance

## Management policy

1. Create a corporate culture that greets employees, observes rules, and does not leave or allow abnormalities to occur.
2. All employees have a sense of professionalism, identify waste individually, and work together to make improvements.
3. Continuously provide reliability through comprehensive manufacturing capabilities specialized in beads.

## Mid-term Policy

- Establish a system to provide products of the required quality at the appropriate time.
- Clarify the roles of equipment and personnel, and promote technological development and on-site improvements that do not rely solely on personnel.
- Further improve the work environment (safety, disaster prevention, light labor) to create a diverse workplace.
- Create a production system that is resilient to rapid changes in the environment (quantity and workforce).
- Create an attractive corporate organization with high employee satisfaction (ES).

## Action Guidelines

Challenge: Never be satisfied with the status quo, never give up, and take on challenges with faith.

Fair: Follow the rules, accept diverse work styles, and do what needs to be done.

Open : Do not take matters into your own hands, share information among all employees, and cooperate with each other.

## Compliance Policy

We distribute "Compliance Cards" to all employees to ensure that compliance is thoroughly implemented, and have set up a compliance consultation counter and suggestion boxes, aiming for organizational management with a high level of self-cleansing function.

## Compliance Education

The Compliance Committee meets once a month and conducts compliance education to raise employee awareness.

# Human Rights

## Employment of People with Disabilities

The number of employees with disabilities in FY2022 was 4 (the legally mandated number of employees is 3), maintaining a high level.

We will continue our efforts to employ people with disabilities and enhance the workplace environment.

## Diversity Promotion

Since 2020, we have held a luncheon for women working in the company on International Women's Day, March 8 every year to promote women's activities.



Outside meal on International Women's Day, March 7, 2023

# Labor Practices

## Health and Safety Policy

1. Prioritize safety and health above all else, and work to improve safety and health activities with the participation of all employees.
2. Implement safety and health activities in an organized manner and practice continuous improvement by repeating the PDCA cycle.
3. Promote the creation of a comfortable work environment where employees can work with peace of mind, and work to improve mental and physical health.
4. Raise awareness of the importance of health and safety among workers and provide necessary education and training.

## Priority safety issues

Deployment of safety model and promotion of reducing workload, development of BCP system and promotion of earthquake countermeasures

1. Continue to achieve no accidents (lost time, lost workdays, traffic accidents, small fires)
2. Create an easy-to-work-in workplace by developing a safety model, improving the workplace environment, and reducing workload
  - Identification and reaping of risks through risk assessment and Hiyari-Hatto activities
  - Improvement of safety sensitivity through KYT activities and open work observation
3. Build BCP foundation and promote earthquake countermeasures

## Disaster Response

We focus on disaster drills such as in-house evacuation drills (twice a year, including one night drill) and safety confirmation drills using an app (four times a year).

We also participate in disaster drills in cooperation with Yokohama Rubber to identify problems and make improvements.



Evacuation drill on November 24, 2022

## Recruitment Efforts

We are developing recruitment activities mainly through job sites, and starting to use the job site Indeed.

In addition to regular hiring of new graduates, we are also actively recruiting permanent mid-career employees.

## Employee Education and Training

We provide education materials on compliance, environment, safety, and quality to all employees.

We also actively utilize external training programs, such as managers' training and KYT training, to promote employee education and training.

We have recently established a new qualification allowance system to encourage employees to work positively toward acquiring qualifications.

## Creating a workplace where people can take on challenges

We encourage our employees to take on challenges without fear of failure, and we are working to improve even the smallest matters through our improvement proposal forms.

## Promotion of Employee Health

A new health promotion allowance (allowance for no smoking on company premises) was established to promote a better understanding of one's own health and to encourage the practice of health promotion. (Smoking rate as of April 1, 2022: 27%)

## Promotion of Diversity

- We have introduced a teleworking system to allow a variety of work styles and meet the needs of our employees.
- We are also promoting the hiring of female employees at production sites to create a more diverse workplace.



# The Environment

## Environmental Policy

1. To implement environmentally friendly measures in all of our activities in accordance with Yokohama Rubber's policies.
2. Operate an environmental management system and continuously engage in environmental improvement activities.
3. Promote energy-saving activities, resource conservation, and resource recycling to realize a carbon-neutral, recycling-oriented society.

## Priority Environmental Issues

Cost reduction through 3R model deployment and GHG emission reduction through energy saving improvement deployment.

1. Continue to achieve zero emissions
2. Reduction of disposal costs by strengthening 3R activities
  - Reduction of product scrap and improvement of rework/reprocessing ratio in conjunction with quality improvement activities
  - Improvement of the purchase ratio of valuable resources by sorting waste materials
3. Promote energy conservation by reducing energy loss and adopting high-efficiency equipment

## Acquisition of ISO 14001 certification

We acquired ISO14001 certification in July 2020.

We aim to become an environmentally friendly company by increasing our sensitivity to environmental burdens and risks.

## Initiatives for Environmental Issues

1. We continue to achieve zero emissions by recycling all industrial waste.
2. We are promoting recycling of waste by using rubber and wire separation equipment. We are working to reduce waste by strengthening 3R activities, such as reducing waste by welding wire ends to reduce product scrap.
3. To reduce the use of organic solvents (rubber solvents), we have changed the bonding method for TBS filler splices from the spraying method to the heating method. We are also studying the possibility of changing the treatment method for TBG insulation pretreatment, and have begun tests.
4. Introduced intermittent operation control system for factory air conditioners to save energy.

## Environmental data

Category	FY2018	FY2019	FY2020	FY2021	FY2022
Waste disposed (t)	70	82	75	61	83
Proportion sent to landfill (%)	24.29	82.93	28.00	0.00	0.00
Water usage (m <sup>3</sup> )	—	—	—	8,132	9,328
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	—	—	—	3,337	3,677

## Fair Operating Practices

We conclude basic transaction agreements with our business partners and establish fair relationships with them in compliance with laws and regulations.

Directors and employees also comply with laws, regulations, and internal rules, and strive to conduct proper corporate management and business operations.

## Consumer Issues

### Quality Policy

1. Operate a quality management system and engage in continuous quality improvement activities.
2. Aim for "zero leakage of abnormal quality products outside the company" through activities that get to the root cause and dig deeper into the facts.

### Priority Quality Issues

Expansion of quality sensors and restructuring of the system for guaranteeing own process/preventing leakage outside the company.

1. Establishment of processing conditions that prevent defects from occurring
  - Analysis of true causes of abnormalities and establishment of (tentative) standards to prevent recurrence
2. Further clarification of quality control items
  - Early detection of abnormalities through constant monitoring and trend management
  - Development and horizontal deployment of quality sensors
3. Review of quality education system
  - Expansion of competence certification system (quality dojo, inspector certification system)

## Community Involvement and Development

### Encourage participation in volunteer activities

We provide employees with opportunities to voluntarily contribute to society by establishing a new volunteer leave program. We encourage employees to contribute to various social issues such as local welfare, environmental protection, and educational support.