

# Yokohama Tire Manufacturing Virginia, LLC (YTMV)

**Business activities**

Production of tires for passenger cars and light trucks

**Total site area**

243,000m<sup>2</sup>

**Number of employees**

642 (as of January 1, 2023)

**Location**

1500 Indiana Street, Salem, VA 24153

**Contact for consultation and complaints**

Tel: +1-800-433-9851 (Toll free number, available only in the United States)

Director, EHS. Neil Dalton

e-mail: Neil.Dalton@yokohamatire.com



## Message from the President



Osamu Zushi

Yokohama Tire Manufacturing Virginia (YTMV) continues to focus and establish strong CSR values throughout the organization. YTMV has a long history of positive contributions to the surrounding communities and is regarded as one of the top employers in local area.

Our fundamental CSR value is built upon sustainable operations, employee involvement, and environmental stewardship. Policies and procedures developed in compliance with the ISO 14001:2015 standard provides a foundation and overall guideline for regulatory compliance and continual improvement.

YTMV is also committed to energy conservation and to the reduction of carbon emissions in conjunction with the YRC carbon reduction initiatives for 2030 and 2050.

As we progress into the future, YTMV will continue to produce a quality product while providing a safe work environment for employees, minimal impact to the environment, and preservation of natural resources.

## Organizational Governance

For fiscal 2022, the slogan of our action plan is “Don’t Limit your Challenges, challenge your limits – Analyze thoroughly before making plan – Take Action with Speed”. We shall continue to place an emphasis on communication and teamwork, and conduct initiatives that are aimed at achieving targets as has been the case up until now. In 2023, we shall focus on strengthening a range of company activities, and place importance on working to minimize any impact on the environment thus both contribute to the protection of the global environment and to promote human happiness.



Policies for fiscal 2022

## Human Rights

All employees receive education and training on the Yokohama Rubber Action Guidelines that stipulate the protection of human rights in order to prevent unethical behavior and harassment.

Computer Based Learning Lessons (CB2L's) are used to this end.

Lessons are composed of multiple slides that consist of mini quizzes that explain the policy, and a test on the level of understanding is conducted at the end of each session.

All employees are required to pass tests with a score of 80 or higher.

YTMV maintains an “open door” policy with respect to all employees.

Internal complaint handling procedures have been established and made as easy to use as possible; where employees feel that they have been treated unfairly in the workplace, we provide opportunities for them to raise their concerns and have them resolved.

In addition, we have reached agreement with our union regarding employment contracts that are free from discrimination with respect to the issues of race, religion, skin color, gender, age, and nationality, as stipulated in both state and federal law.



Computer based learning lessons

## Labor Practices

### Equal employment opportunity

YTMV is committed to providing equal employment opportunities for people who are interested in working for the company. We implement an equal employment opportunity (EEO) policy with respect to all terms and conditions of employment.

In 2022, the Human Resources Department organized training by interview for all managers and employees regarding employment in accordance with the requirements of employment legislation.

The training addressed issues including the areas to which equal opportunity legislation applies (including race, gender, religious beliefs, age, etc.), as well as physical and mental disability, and the utilization of company provided accommodation, etc. The training was successful in strengthening employees’ understanding of such issues.

We will listen to employees’ views regarding ideas for improving employment interviews, to strengthen the relationship between the company and its employees.

## Safety and health

Our Safety Management Department has clarified that protecting the health and safety of employees is its top priority again for fiscal 2022, and it conducts its activities based on that priority. That is reflected in active initiatives that include weekly risk assessments, meetings with department administrators, and many audit programs.

- New hire training and regular follow up sessions
- Training during workplace transfers
- Training of external contractors
- Emergency contact training for use during incidents
- Emergency transport training for use during incidents
- PIT (vehicle) training
- Lockout/Tag out training
- Thirty-hour OSHA mandated training
- Environmental management training
- Everyday kiken yochi (KY) and training upon the commencement of operations.

In addition to the types of education and training mentioned, concerning both YTMV's business units and all the various processes in which they engage, we are always promoting improvements with respect to our equipment and facilities, all of which have been equipped with protective and safety devices. Concerning the personal protective equipment that is issued to all employees, it is always kept in a ready state so that it can be used immediately. Additionally, both its wearing and usage is actively promoted and managed. Whereby accidents occur, thorough investigations are conducted, and various forms of response are suggested and then executed, with subsequent follow-ups also undertaken.

More than anything else, it is important to us that our employees are able to return home safely after completing their work.

## Emergency response

Emergency response vehicles are available 24 hours a day in order to respond to various medical emergencies that may occur in the workplace. The company has also organized a highly-skilled emergency rescue team with 24 team members, who have received training in order to be able to respond to a variety of situations including rescues from narrow spaces and heights. We conduct regular drills for responding to fires and emergencies as part of raising awareness among all employees.



Rescue Squad



Fire drills

# The Environment

## Recycling of waste

YTMV has established methods of recycling throughout the facility to capture paper, aluminum cans, bottles and cardboard in common areas.

In 2022, YTMV was able to expand recycling of materials such as discarded super sacks and label backing. In 2023, YTMV will continue to focus on maintaining secondary outlets for recyclable materials due growing volatility in the recycling market. Having reliable outlets helps YTMV maintain zero waste to landfill.

## YOKOHAMA Forever Forest Activities

In 2017, YTMV concluded its onsite Forever Forest activities (those taking place within the grounds of the company). In 2022, in collaboration with the Arbor Day Foundation, YTMV donated 1000 longleaf and shortleaf pine trees in Georgia. These trees will be planted across a mix of public and private lands. They will provide a home for endangered wildlife species.

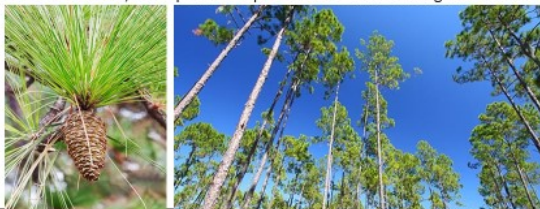
### Arbor Day 2023

#### • Longleaf pine

Longleaf pine was once the dominant tree species in the South, covering more than 90 million acres from Virginia to Texas. Early settlers gradually began clearing the forests away for agriculture and lumber around 400 years ago. As they disappeared, these valuable trees were replaced with less expensive and faster-growing varieties. Today, longleaf pine covers less than 3% of its original range. That loss of ecosystem has been devastating to the nearly 600 animal and plant species that depend on it.

In partnership with the Arbor Day Foundation, Yokohama Tire Manufacturing Virginia LLC is helping plant 1,000 longleaf and shortleaf pine trees in Georgia. These trees will be planted across a mix of public and private lands.

As the trees grow, they will reduce forest fragmentation and give a home to endangered wildlife like the red-cockaded woodpecker, eastern indigo snake, and gopher tortoise. They'll also reduce erosion, due to their ability to grow in sandy and mountainous areas. And, because longleaf pine is resistant to weather extremes and disease, these positive impacts will continue on for generations.



YOKOHAMA

## Environmental data

Category	FY2018	FY2019	FY2020	FY2021	FY2022	
Waste generated (t)	1,509	1,616	1,369	1,454	1,286	
Proportion sent to landfill (%)	1.1	0.0	0.0	0.0	0.0	
Landfill waste (t)	16.0	0.0	0.0	0.0	0.0	
Energy use (oil equivalent: kl)	Electric power	16,776	16,549	13,969	16,133	15,434
	Fuel	9,109	8,553	6,884	8,208	8,089
	Total	25,885	25,102	20,853	24,341	23,523
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	49.5	48.0	39.9	58.5	38.8	
Water usage (1,000m <sup>3</sup> )	140.5	137.4	116.7	137.6	134.4	

※FY: January to December

※Greenhouse gas emissions were calculated based on the Greenhouse Gas Protocol Initiative.



## Wastewater management

YTMV thoroughly enforces wastewater management, and continues to comply with wastewater regulatory standards year after year. YTMV monitors wastewater flow daily and conducts regular inspections at wastewater source locations to adequately maintain compliance with the standards. Voluntary sampling is also conducted on a monthly basis.



Sampling equipment purchased for voluntary sampling

## Biodiversity conservation activities

With the aim of improving our biodiversity activities and making a positive contribution toward the ecosystems and the environment in the vicinity of the plant, our company launched two biodiversity protection projects in 2015. However, the two projects were suspended in FY2020. Although the Bluebird Conservation Activity was suspended, YTMV still maintains the habitat for multiple bird species.



## Bluebird conservation activities

The Virginia Bluebird Society was established in 1996. Its purpose is to provide habitat for bluebirds to raise their young and to limit the decline of the species.

Although monitoring of the bluebird habitat at YTMV was limited in FY2022, the birdhouses continue to provide habitat for multiple species of birds each year.



Observing birdhouses

Observing birdhouses

## River water quality monitoring program

River quality monitoring program no longer available to YTMV.

※We monitor water quality along the Roanoke River, which flows downstream from our company, and collect data every 2-4 times a year. This activity is in partnership with the Commonwealth of Virginia and provides information on the ecological health of local streams and rivers, thereby contributing to their restoration.

## Environmental measures

### Virginia Environmental Excellence Program (VEEP)

The Virginia Environmental Excellence Program (VEEP) is a program launched by the Commonwealth of Virginia (the Virginia state government) to encourage facilities located within Virginia to make environmental improvements that go beyond the minimum statutory requirements. In the fourth quarter of 2017, YTMV's VEEP status was upgraded to E4 (Extraordinary Environmental Enterprise), the highest level that a business enterprise can attain under VEEP. The benefits of having E4 status include an enhanced profile within the local community, reduced handling charges for special permits, and regulatory incentives, etc.

## Fair Operating Practices

### Chemical substance management

All materials used within the plant are in compliance with Yokohama Rubber's list of prohibited chemical substances and in line with the Green Procurement Guidelines.

Safety data sheets (SDS) are continuously maintained for each material; and updated using the web system (Sphera/Sitehawk).

## Consumer Issues

### Customer visits

The company has systems fully in place to welcome visits from customers at any time.

## Community Involvement and Development

### Community interaction and volunteering activities

Due to pandemic, community interaction and volunteer activities were suspended in 2021. This continued into 2022. For 2023 YTMV is re-establishing a community involvement team.

### Regional donations

During fiscal 2022 as well, the company and its employees continued to make donations to local charities and organizations.

### United Way

(which supports education, households, healthcare and the environment in the Roanoke region)



# Yokohama Tire Manufacturing Mississippi, LLC (YTMM)

## Business activities

Production of radial tires for truck and bus

## Total site area

2,000,000m<sup>2</sup>

## Number of employees

860 (as of December 2022)

## Location

1 Yokohama Boulevard, West Point, MS 39773

## Contact for consultation and complaints

+1-800-423-4544 x6936 (Toll free number, available only in the USA)

YTMM Manager, EHS. Peter Papas

e-mail: Peter.Papas@yokohamatire.com



## Message from the President



Takehisa Morimoto

Yokohama Tire Manufacturing Mississippi (YTMM) aims to realize Yokohama Rubber's corporate vision of building a trusted identity as a contributing member of the global community. As such, we strive to achieve harmony between our manufacturing operations and the needs of the environment and society.

YTMM is contributing to the building of a sustainable society by promoting measures to reduce energy consumption and the amount of waste generated. We are recycling materials such as plastics and educating employees on how they can contribute to reduced CO<sub>2</sub> emissions by reduce, reuse, recycle initiatives.

We are committed to a workplace that prioritizes employee safety and peace of mind.

All YTMM employees are taught and empowered to use stop, call, wait when they discover an anomaly. Increased use of 3S has led to a reduction of occupational

accidents.

As one of the largest employers in our local area, YTMM strives to create a workplace environment that allows employees to work in a safe and healthy manner, thus feeling secure to perform to the best of their abilities. We strive to be the employer of choice in our local community and for employees to be proud of their association with Yokohama. As our slogan says, "we are Team Mississippi."

# Organizational Governance

In 2023, we shall continue to focus on strengthening all our company activities by performing TPM as the foundation. Our mission will be to use continuous improvement to drive down key metrics of machine downtime and scrap by using the PDCA methodology. Our vision is to be a strong and independent company by year end 2024.



Vision for 2023

# Human Rights

All employees receive education and training on the Yokohama Rubber Action Guidelines that stipulate the protection of human rights in order to prevent unethical behavior and harassment.

YTMM maintains an “open door” policy with respect to all employees. Internal complaint handling procedures have been established and made as easy to use as possible; where employees feel that they have been treated unfairly in the workplace, we provide opportunities for them to raise their concerns and have them resolved.

YTMM employment is free from discrimination with respect to the issues of race, religion, skin color, gender, age, and nationality, as stipulated in both state and federal law.

# Labor Practices

## Equal employment opportunity

YTMM is committed to providing equal employment opportunities for people who are interested in working for the company. We implement an equal employment opportunity (EEO) policy with respect to all terms and conditions of employment.

## Safety and health

All leaders recognize all those who go above and beyond in Safety by use of DOJO Training, Executive Safety Audits, SOP Safety Reviews, New Equipment Safety Assessments, Risk Assessment, Kaizen Board Reviews and Gemba.



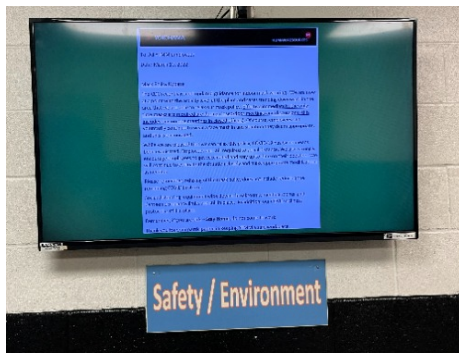
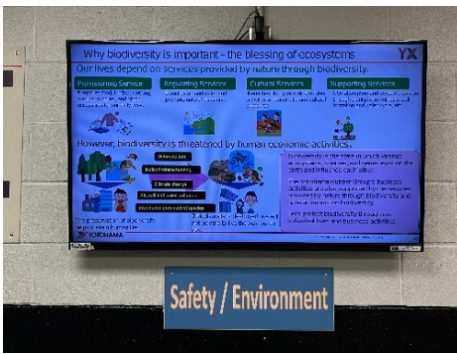


## Hazard Prediction

Weekly Executive Safety Audits and SOP Safety Reviews were used to confirm direction and success of YTMM safety program. Safety briefs concentrated on COVID-19 awareness, prevention, and protocols both at work and at home.



Scrolling Power Point were updated regularly to include Safety Topics and slogans pertaining to Safety 24/7 here and at home.



## Emergency response

With the lessening of COVID outbreaks our emergency response has turned towards strengthening YTMM's Emergency Responder numbers in facility from 18 responders to 29. Even though lessening of Covid spread, our team is still adhering to illness protocol, tracking and education.



# The Environment

## Yokohama Clean-up the World Day

YTMM Employees participated in the Marshall Park clean-up day in the local community. Also held Plant property clean up days.

## Environmental data

Category	FY2018	FY2019	FY2020	FY2021	FY2022	
Waste generated (t)	8,387	7,480	6,733	3,791	4,530	
Proportion sent to landfill (%)	8.9	7.3	6.0	16.4	16.6	
Landfill waste (t)	745.0	545.0	405.0	623.0	751.7	
Energy use (oil equivalent: kl)	Electric power	—	15,167	13,448	14,539	16,108
	Fuel	—	5,444	4,609	4,324	4,921
	Total	—	20,611	18,056	18,863	21,029
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )	—	38.3	33.6	35.1	33.4	
Water usage (1,000m <sup>3</sup> )	—	197.0	159.6	136.3	163.4	

※FY: January to December

※The calculation of emissions from overseas business locations has been based on the Greenhouse Gas Protocol Initiative.



## Wastewater management

The company thoroughly enforces wastewater management, and it has been in compliance with legal standards for Eight consecutive years.

## Fair Operating Practices

### Chemical substance management

All materials used within the plant follow Yokohama Rubber's list of prohibited chemical substances and are in line with the Green Procurement Guidelines.

Safety data sheets (SDS) are continuously maintained for each material; and updated using the web system (Site hawk).

## Consumer Issues

### Customer visits

The company has systems fully in place to welcome visits from customers at any time.

## Community Involvement and Development

### Community interaction and volunteering activities

Approximately 70 employees participated in Christmas parades in Columbus, West Point, and Aberdeen.

Approximately 45 employees participated in the YTMM Susan Komen Cancer Walk to raise money for cancer research.

More than 50 plant tours were given for both internal and external members.

YTMM Continued to sponsor local elementary and high school sports teams.



### Regional donations

During fiscal 2022, the company and its employees continued to make donations to local charities and organizations.

# Yokohama Industries Americas Inc. (YIA)

**Business activities**

Production and sale of hose assemblies for auto air-conditioners, power steering units and transmission oil coolers.

**Total site area**

YIA Inc. (DIV.1) 15,100m<sup>2</sup>

YIA South Carolina LLC. (DIV.3) 11,200m<sup>2</sup>

YIA Ohio Inc. (DIV.5) 12,820m<sup>2</sup>

YIA Mexico (DIV.6) 9,300m<sup>2</sup>

**Number of employees**

1,203 (as of February 2023)

**Location**

Versailles Plant 105 Industry Drive, Versailles, KY 40383, U.S.A.

**Contact for consultation and complaints**

Tel: +1-864-850-2342 Fax: +1-864-306-2004

E-mail: [Matthew.OShields@yokohamaia.com](mailto:Matthew.OShields@yokohamaia.com)



## Message from Senior Vice President

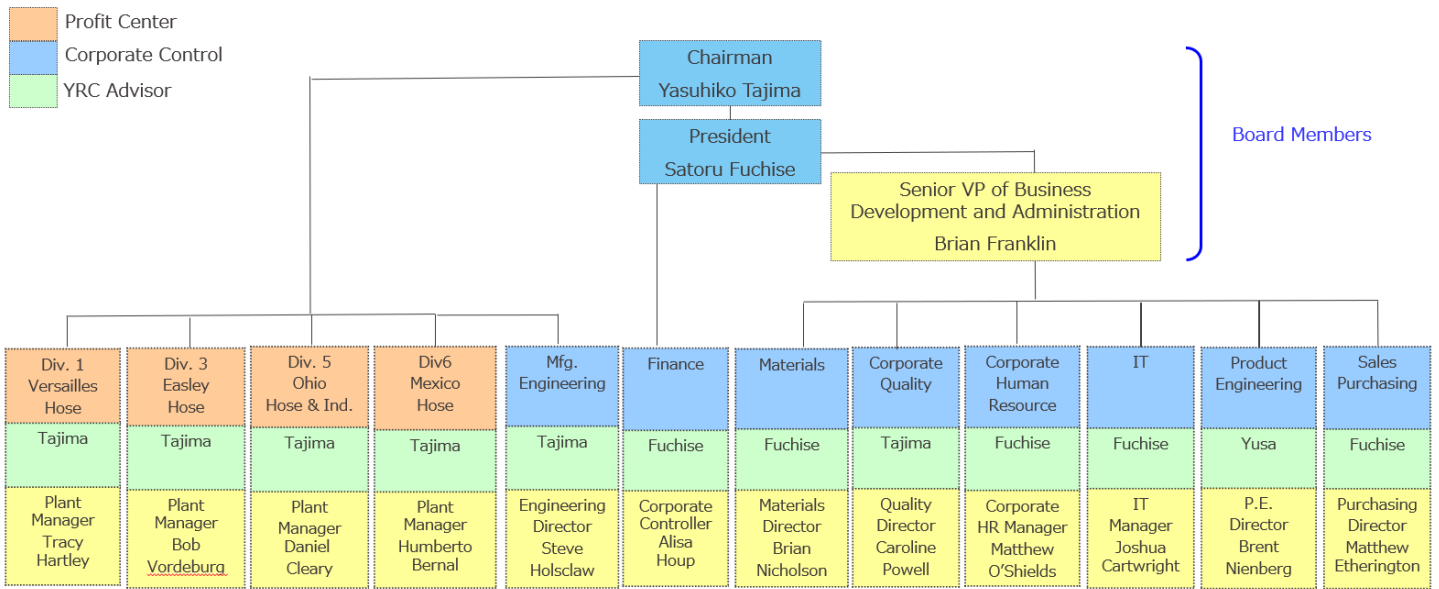


Brian Franklin

Yokohama Industries Americas (YIA) strives to provide the best conditions of employment and the greatest opportunity for advancement for each employee. The safety and well-being of our employees is and will remain of prime importance to YIA and its management. YIA believes in providing each employee the opportunity for meaningful and rewarding employment in a safe and healthful working environment. YIA wants each of its employees to have the freedom necessary to exercise his talents and skills to the fullest extent possible.

We want employees to constantly challenge the norm and therefore we urge employees to exercise creativity and openness among their supervisors and peers. We strive to have employees be proud of their work place and take a sincere interest in what they are doing and give their best every day. It is through these personal characteristics and philosophies that we will succeed in exceeding customer expectations in the areas of Quality, Cost, Delivery, and Service.





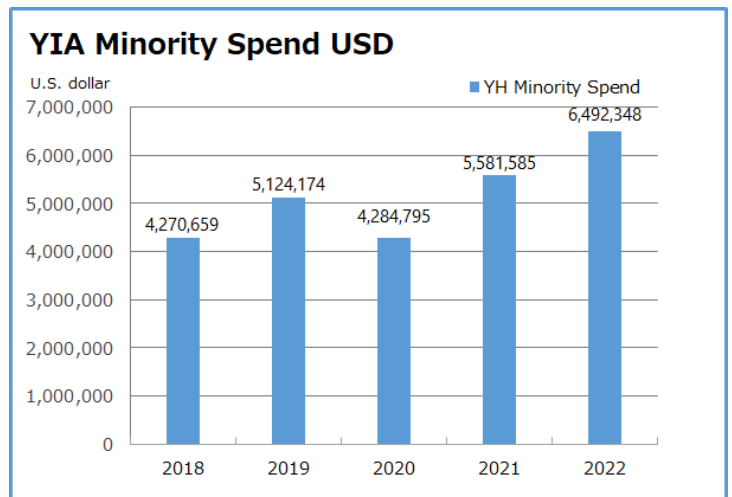
# Human Rights

## Measures for respecting human rights

YIA respects the rights of all people and rejects all actions that could potentially discriminate against any person directly or indirectly. YIA complies with all state and federal laws protecting human rights. YIA follows all the rules and regulations established by the Equal Employment Opportunity Commission.

## Minority Business Economic Development

YIA actively pursues business opportunities that foster the growth of minority businesses. YIA continuously searches for minority businesses that can provide goods and services that meet our needs. Over the years as our company has grown so have our purchases of products from minority owned business.



# Labor Practices

## Occupational safety and health

YIA's top priority is the safety of our employees. Central to our efforts is to identify safety risks and correct them before accidents happen. YIA's safety efforts show in its below industry average incident rates. YIA is committed to improving our safety programs to continuously drive risks and injuries out of our operations.

## Major Activities

1. Standardize procedures across divisions to ensure continuity and consistency.
2. Focus on training for all sites to stay in line with legal and corporate compliance.
3. Consolidate systems for smoother process flow.
4. We installed thermo scanners at each plants' entry doors to screen anyone entering the premises for elevated body temperatures.
5. We developed a "5SENS" group auditing process that focuses on "5S" "ENvironmental" and "Safety"
6. We focused on safety training with all the new employees as we ramped back up our operations.

## Disaster Preparedness

YIA has a structured organization to handle disasters if they may occur. These volunteers, known as the Emergency Response Team (ERT) are trained to be the initial responders to address injured personnel or other emergency situations. The ERT is trained to assist employees until local authorities arrive on-site.

## Education and training for employees

Employee training and development programs are essential to the success of YIA. Not only do these programs offer opportunities for staff to improve their skills, but also for the organization to enhance employee productivity and improve company culture. YIA recently made the switch the ADP Learning Management to assist in assigning and tracking employee training. This module has offered a great deal of additional training for professional development that we will pursue through 2023/2024.

# The Environment

## Environmental management

All Tier 1 YIA manufacturing facilities are ISO 14001 certified. All YIA US operations are starting their 6th year of being “Zero Landfill”. YIA MX operations achieved zero landfill spring 2022. All facilities are focused on reducing and recycle all waste streams to further lessen our impact on the environment.

### YIA DIV.1 (Under the Hose Business Department) Environmental Data

Category		FY2018	FY2019	FY2020	FY2021	FY2022
Waste disposed (t)		194	229	160	108	157
Proportion sent to landfill (%)		0.0	0.0	0.0	0.0	0.0
Landfill waste (t)		0.0	0.0	0.0	0.0	0.0
Energy use (oil equivalent: kl)	Electric power	2,150	2,288	1,987	2,203	2,236
	Fuel	79	122	42	17	11
	Total	2,229	2,409	2,029	2,220	2,247
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )		5.5	6.0	5.0	7.4	3.7
Water usage (1,000m <sup>3</sup> )		25.3	30.1	24.5	26.4	27.8

※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. Since 2016, they were calculated based on the Greenhouse Gas Protocol Initiative.

### YIA DIV.3 (Under the Hose Business Department) Environmental Data

Category		FY2018	FY2019	FY2020	FY2021	FY2022
Waste disposed (t)		361	454	321	334	368
Proportion sent to landfill (%)		0.0	0.0	0.0	0.0	0.0
Landfill waste (t)		0.0	0.0	0.0	0.0	0.0
Energy use (oil equivalent: kl)	Electric power	1,093	1,079	961	959	892
	Fuel	104	141	107	79	59
	Total	1,197	1,220	1,068	1,038	951
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )		2.3	2.4	2.1	1.8	1.5
Water usage (1,000m <sup>3</sup> )		4.4	5.8	3.8	3.6	5.8

※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. Since 2016, they were calculated based on the Greenhouse Gas Protocol Initiative.

## YIA DIV.5 (Under the Hose Business Department) Environmental Data

Category		FY2018	FY2019	FY2020	FY2021	FY2022
Waste disposed (t)		187	124	144	88	58.2
Proportion sent to landfill (%)		0.0	0.0	0.0	0.0	0.0
Landfill waste (t)		0.0	0.0	0.0	0.0	0.0
Energy use (oil equivalent: kl)	Electric power	918	867	792	712	663
	Fuel	426	516	390	419	538
	Total	1,344	1,383	1,182	1,131	1,201
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )		2.6	3.5	3.5	3.1	2.1
Water usage (1,000m <sup>3</sup> )		12.0	10.4	8.8	7.2	9.6

※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. Since 2016, they were calculated based on the Greenhouse Gas Protocol Initiative.

## YIA DIV.6 (Under the Hose Business Department) Environmental Data

Category		FY2017	FY2018	FY2019	FY2020	FY2021
Waste disposed (t)		–	11	113	88	1,286
Proportion sent to landfill (%)		–	0.0	0.0	5.7	0.0
Landfill waste (t)		–	0.0	0.0	5.0	0.0
Energy use (oil equivalent: kl)	Electric power	–	1,449	297	353	414
	Fuel	–	0	0	0	0
	Total	–	1,449	297	353	414
Greenhouse gas emissions (1,000t-CO <sub>2</sub> )		–	0.7	0.5	0.7	675
Water usage (1,000m <sup>3</sup> )		–	4.5	5.5	5.0	8,198

※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. Since 2016, they were calculated based on the Greenhouse Gas Protocol Initiative.



## Fair Operating Practices

### Corruption prevention

YIA has taken steps to ensure that corruption does not occur in our operations. We continuously improve our processes to make them more effective with checks and balances to make sure mistakes and fraud can not happen. In 2022 we continued to improve our internet security to make sure that our employees are not tricked into fraudulent losses.

## Community Involvement and Development

Each production location undertakes activities to make donations to support events organized by the local community. This is the list for 2022.

Organization	Amount Donated (USD)
Miracle Hill Ministries	\$ 500.00
Make a Wish South Carolina	\$ 1,000.00
Pickens County YMCA	\$1,000.00
Ohio School Resource Officers Association	\$ 300.00
Tahj Boyd Foundation	\$ 1,600.00
American Cancer Society	\$500.00
Floyd County Community Center	\$1,500.00
School District of Pickens County Career and Technologies	\$1,500.00
Versailles Police Department Toy Drive	\$1,000.00
Oconee Humane Society	\$1,000.00
Operation Christmas Child	\$500.00
BBB Education Foundation	\$625.00
The Foxtrot Foundation	\$500.00
Donation to local University	\$500.00
K9s for Warriors	\$850.00
Total	\$12,875



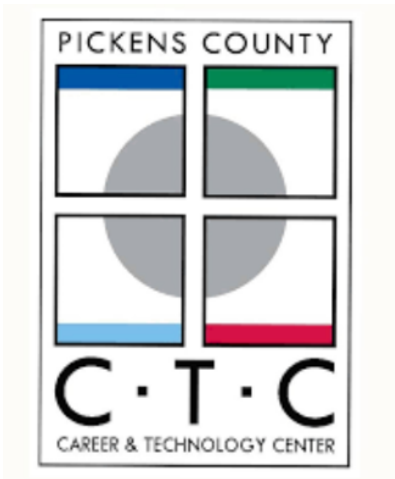
Donation made to a local softball team



community development



Terminal Care Center



vocational training school



Cancer Fund

# Yokohama Aerospace America, Inc. (YAA)

**Business activities**

Sales of components for aircraft parts, and purchase of components

**Total site area**

2,362 m<sup>2</sup>

**Number of employees**

11 (as of December 2022)

**Location**

22223 68th Avenue, South Kent, WA 98032 USA.

**Contact for consultation and complaints**

Administrator Tel: +1-253-893-0123 Fax: +1-253-893-0173

E-mail: [asuka.ohara@yokohama-aero.com](mailto:asuka.ohara@yokohama-aero.com)



## Message from the President



Hajime Kitasaka

Yokohama Aerospace America, Inc. was established in 2001.

We sell spare parts and conduct delivery support for bathroom units (lavatory modules) and water tanks which are delivered by Yokohama Rubber for installation into Boeing-manufactured 737 and 757 series passenger aircraft.

We are also responsible for procurement of parts and materials requested by Aerospace Division and Aerospace Parts Division of Yokohama Rubber.

Furthermore, as a company certified by the Federal Aviation Administration (FAA) of the United States, we engage in sale of spare parts to airline companies both in the US and around the world.

Following the environmental policy of Yokohama Rubber and maintaining awareness of environmental challenges, we engage in sales of environment- friendly products, of which lightweight aircraft bathroom units are representative examples.

# Organizational Governance

## Ingraining the Code of Conduct

Within the Employee Handbook, the Code of Conduct is stipulated as Yokohama's Philosophy. Furthermore, when new hires join the company, or when the Handbook undergoes revision, we take steps to ensure that employees confirm the content. We have revised it in FY2020.

# Human Rights

## Human rights policy

We strictly prohibit "harassment" in our company rules. The main content of these regulations is the prohibition of discrimination based on race, ethnicity, religion, gender, nationality, marital status, etc.

In addition, we have been implementing in-house employee education based on education provided by external organizations and Yokohama Rubber's own education and training materials.

# Labor Practices

Human Resources personnel participate in annual seminars on labor-related laws. In accordance with federal and state law, once each year (or when there is a revision of the applicable laws), we fulfill our statutory duty by notifying employees and displaying the following information in the workplace.

- A. Emergency Plans (responses in cases of disaster)
- B. Safety Rules and Injury Reports (internal safety rules)
- C. Employees' Rights (laws related to the rights of employees)
- D. Discrimination Laws (revision of laws related to racial discrimination, etc.)

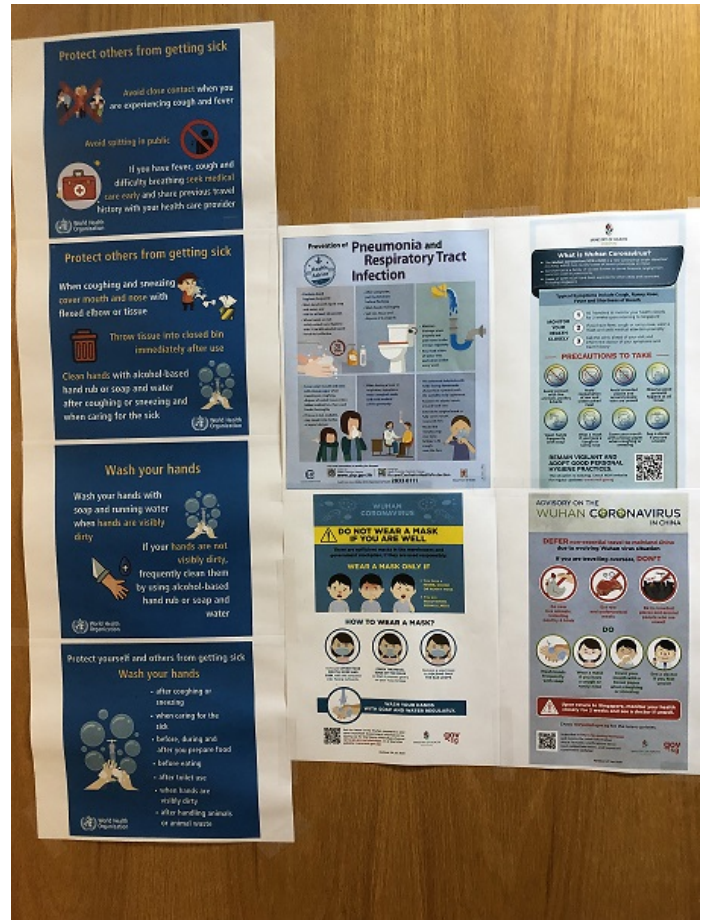
## Safe and healthy work environment

Proper management of dangerous substances, machinery and equipment, etc., is regularly conducted. Furthermore, a program of checks and onsite inspections is conducted by the Kent City Fire Department (this involves the disposition of warehouses, sprinklers, fire extinguishers, the disposition of dangerous substances and various electrical sources, etc.). Training content includes ensuring that employees are familiar with safe evacuation routes; before implementing non-regular operations such as inventory-taking, etc., we check that employees are aware of the importance of "KY" hazard prediction.





Promote awareness of COVID-19 measures



## The Environment

### Environmental guidelines

1. We strive to identify the impacts of our business on the environment, and make efforts to improve environmental conservation.
2. We comply with environment related laws and statutes.
3. We make efforts to plan and sell aircraft products while aiming at reduction of the environmental impact.
4. We make efforts directed at energy savings, resource savings, recycling and reduction of waste.

### Recent measures

We have made changes to the packaging materials that we use, switching over from tailor-made boxes for packaging purposes to ordinary, commercially available packaging materials that are easier to recycle.

## Fair Operating Practices

### Corruption prevention

Entertaining public officials and engaging in the exchange of gifts with them is prohibited. We have recorded no such violations to date.

### Communication with business partners

The assessment documents that we forward to business partners include items that allow requests or opinions to be noted.

## Consumer Issues

### Communication with customers

Starting with Boeing who is one of our customers, we visit airline companies worldwide in order to both understand their satisfaction with our products and listen to their wishes. Such feedback allows us to work hard in providing them with even better products. With respect to quality, we have obtained AS9100 certification which represents the quality management system used in the aeronautics industry. Furthermore, we continue to maintain its standards.



## Community Involvement and Development

### Relationship with local societies

We also participate in the annual food aid packaging operation at Northwest Harvest's Kent Warehouse located near our company.

In 2022, we did not participate volunteering at Northwest Harvest Kent warehouse due to changes in management and lack of eligible employees.

We are considering to participate later in the year of 2023.



Participation in community activities  
(Initiatives for FY2020)

# Yokohama Corporation of North America/ Yokohama Tire Corporation

## Business activities

YCNA: oversees all businesses related to the Yokohama Rubber Group in North America, including sales, marketing, manufacturing, technology development, and long-term business planning and investment

YTC: Sales and technical services for a wide range of products, including high-performance tires, light truck tires, passenger car tires, and commercial truck and bus tires

## Number of employees

316 (as of December 2022) - YTC & YCNA only

## Location

Corporate Headquarters : 1 MacArthur Place, Suite 900 Santa Ana, CA 92707

Western RDC : 16388 Fern Ave, Chino, CA, U.S.A.


Southern RDC : 1250 Barrow Industrial Pkwy, Auburn, GA 30011, U.S.A.

Columbus DC : 5925 Opus Drive, Groveport, OH 43125, U.S.A.

Wilmer DC: 110 Sunridge Blvd. Wilmer, TX 75172

OE Sales Office : 10414 Bailey Road, Suite 514, Cornelius, NC, 28031

## Web site

 <https://www.yokohamatire.com/>

## Message from the President



Shinichi Takimoto, President & CEO of YCNA

We've established something special at YTC. We've hired and cultivated the best and brightest employees, have an iconic brand, best-in-market products and an incredibly loyal customer base. This has led us to become a leading entity, globally, within the YRC group in terms of top line revenue and bottom line profits. This extraordinary achievement is due to the tireless, enthusiastic individual efforts of our employees, as well as the solid cultural foundation we've established.

I've often described YTC as a family-oriented business and our employees as our number one asset. Protecting those values is vital so we've updated our Mission, Vision and Values Statements.

Reimagining the MVV was important for us, as a company, to evolve. It's one of the most important documents we have and speaks volumes, not only to who we are as individuals, but as a team that can rely upon one another. At their core is our desire to be an indispensable partner to our customers and exceed their needs with unmatched values.

The new MVV will help drive optimal performance in our business and help generate momentum to get to a better place. It lays the foundation for us to be more sustainable, more progressive and more dynamic in the future. It will be our personal responsibility to build, maintain and reinforce a culture that we can be profoundly proud of and reap the rewards this will yield in the future.

## Organizational Governance

In accordance with the provisions of the Immigration Reform and Control Act of 1986, all persons hired by the Company are required to submit original documents proving their identity and their right to work in the United States. The I-9 Form must be completed within 72 hours from the date of hire and maintained in accordance with federal guidelines. Additionally, you may be requested to submit updated information if the original documents you provided have expired.

Yokohama participates in the federal E-Verify program. This program verifies the identity and employment eligibility of all employees by utilizing information provided on the I-9 Form. Yokohama is committed to hiring only those individuals authorized to work in the U.S.

It is the policy of Yokohama to conduct its business in accordance with the highest ethical standards in order to merit and maintain the complete confidence and trust of its customers, and the public in general. Our employees must conduct and manage their business transactions in a manner that does not result adverse criticism from the public or in any way damage Yokohama's reputation as a responsible tire manufacturer. Common sense and high moral standards are the best guide to avoiding any conflict of interest.

This Code of Ethics ("Code") describes the standards of business conduct expected of all of us at Yokohama. This code applies to all officers and employees of Yokohama, except those covered by a collective bargaining agreement. Nothing in this Code, in any company policies and procedures, or in other related communications (verbal or written) creates or implies an employment contract or term of employment.

We are committed to continuously reviewing and updating our policies and procedures. Therefore, this Code is subject to modification. This version of the Code supersedes all other such versions, policies, procedures, instructions, practices, rules or written or verbal representations to the extent they are inconsistent.

The policies contained herein are not intended to interfere with employee protected rights under the National Labor Relations Act.

## Human Rights

Yokohama is committed to maintaining a respectful workplace that is free of discrimination and harassment. Therefore, discrimination or harassment of any kind, including those on the basis of sex (including sexual harassment, gender identity or gender expression harassment, and harassment based on pregnancy, child birth or related medical conditions), race, religion (including religious dress or grooming practices), color, national origin, ancestry, citizenship status, military status, veteran status, age, sex, sexual orientation, transgender status, sex stereotypes, mental or physical disability, medical condition, marital status, registered domestic partner status, genetic information or otherwise as defined by federal, state, and local law will not be tolerated. All such harassment and/or discrimination is unlawful.

This policy applies to all agents and employees, as well as non-employees, such as vendors, customers, or applicants. Supervisors and managers are responsible for maintaining a harassment-free workplace. All employees are expected to treat each other with courtesy and respect. Yokohama will not tolerate conduct by any employee that disrupts or interferes with another employee's work performance or that creates an intimidating, offensive, abusive, or hostile work environment. Each employee must use good judgment to avoid conduct that may be seen by others to be harassment.

Harassment and/or discrimination in employment takes many forms:

- Verbal conduct, such as jokes, epithets, slurs, and unwelcome remarks about an individual's body, dress, clothing, color, physical appearance or talents, age, medical condition, derogatory comments, questions about a person's sexual practices, patronizing terms or remarks, threats or suggestive or insulting sounds;

Physical conduct, such as physically interfering with normal work, impeding or blocking movement, assault, unwelcome physical contact or touching, staring at a person's body, and threatening, intimidating, or hostile acts that relate to a protected characteristic;

- Visual conduct, such as offensive or obscene photographs, calendars, posters, cards, cartoons, drawings and gestures, displays of sexual, suggestive, or lewd objects, obscene gestures, unwelcome letters or notes, or any other graphic material that denigrates or shows hostility or aversion toward an individual because of a protected characteristic;
- Abusive conduct, such as gratuitous sabotage or undermining a person's work performance.

## **Sexual Harassment**

Is a violation of State and Federal law and is strictly prohibited. Sexual harassment can include the harassment of women by men, harassment of men by women, and of persons of the same gender as the harasser. It also includes, but is not limited to:

- Making unwelcome sexual advances and requests for sexual favors or sexually motivated physical contact and other verbal or physical conduct, or visual forms of harassment of a sexual nature where one or more of the following conditions exist:
- Submission to such conduct when it is made an explicit or implicit term or condition of employment.
- Submission to or rejection of such conduct by an employee when it is used as the basis for employment decisions.
- Conduct that has the purpose or effect of substantially interfering with an employee's performance or work environment and creates a hostile, abusive, intimidating, or offensive work environment.
- Verbal conduct, such as epithets, derogatory jokes or comments, slurs or comments;
- Visual displays, such as derogatory and/or sexually oriented posters, photography, cartoons, drawings, emails, or gestures;
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race, or any other protected characteristic;
- Threats and demands to submit to sexual requests as a condition of continued employment, or to avoid some other loss, and offers of employment benefits in return for sexual favors;
- Visual conduct, such as leering, making sexual gestures, or displaying sexually suggestive objects, pictures, cartoons, or posters; and
- Verbal abuse of a sexual nature, graphic verbal commentary about an individual's body, sexually degrading words to describe an individual, or suggestive or obscene letters, notes, or invitations.

## **Complaint Procedure**

It is the responsibility of each employee to ensure that discrimination or harassment does not occur within the workplace. Employees who feel they have been subjected to illegal or inappropriate discrimination or harassment of any kind should report the incident to their own, or any other Company supervisor, or the Human Resources Department. Employees are not required to report harassment, discrimination, retaliation, or other prohibited conduct to any person that engaged in such conduct. Employees may raise concerns and make reports without fear of reprisal. Additionally, any supervisor or manager who becomes aware of, or observes any, unlawful harassment or discrimination must immediately report the incident to the Human Resources Department.

The Company will conduct a fair, timely, thorough, effective, and complete investigation into any reports of harassment, discrimination, retaliation, or other prohibited conduct. During the investigation, the Company will maintain confidentiality to the extent practicable under the circumstances. At the conclusion of the investigation, Yokohama will determine whether harassment or discrimination in violation of this policy has occurred.

Any employee of the Company who is determined to have violated this policy will be subject to prompt and effective remedial action, up to and including immediate termination. Steps will be taken as necessary to prevent any further discrimination or harassment.

California law provides for remedies for individuals who experience prohibited discrimination or harassment in the workplace. These remedies include hiring, front pay, back pay, promotion, reinstatement, cease-and-desist orders, expert



witness fees, reasonable attorneys' fees and costs, punitive damages, and emotional distress damages.

In addition to the complaint and reporting procedures provided in the Company's policy against harassment and discrimination, California employees who believe they have experienced discrimination or harassment may file a complaint with the California Department of Fair Employment & Housing ("DFEH"). Complaints must be filed within one year of the last act of discrimination or harassment or, for victims who are under the age of 18, not later than one year after the victim's eighteenth birthday. For more information, you may contact the DFEH by telephone at (800) 884- 1684; TTY at (800) 700-2320; videophone for the hearing impaired at (916) 226-5285; email at [contact.center@dfeh.ca.gov](mailto:contact.center@dfeh.ca.gov); or online at [www.dfeh.ca.gov](http://www.dfeh.ca.gov).

The Company is committed to providing a work environment that is free from all forms of retaliation. No employee will be retaliated against for coming forward with a complaint or for participating in management's investigation of harassment. Retaliation for reporting, filing a complaint about, or opposing possible unlawful or improper conduct, or for participating in a report, complaint, investigation, or proceeding relating to such conduct, constitutes misconduct in violation of Company policy and will not be tolerated. Any employee or independent contractor found to have engaged in retaliation will be subject to disciplinary action, up to and including termination. If you believe you are being retaliated against, you should report such conduct immediately to Human Resources.

Yokohama also recognizes that false allegations of harassment and discrimination can have serious effects on the lives and careers of innocent men and women. While the Company will not tolerate harassment or discrimination and will discipline any employee engaged in such conduct, the Company expects that all employees will act responsibly to establish a pleasant working environment free from such conduct.

The Company reserves its right to take appropriate action against any employee who makes a knowingly false claim or complaint or who does not cooperate in an investigation or proceeding conducted by the Company.

## **Labor Practices**

Yokohama is committed to providing equal employment opportunities to all employees and applicants. Employees are selected on their ability to satisfy the requirements of the position without regard to race, religion (including religious dress and grooming practices), color, sex (including pregnancy, gender identity, and gender expression), national origin, ancestry, age, disability, family medical history or genetic information, sexual orientation, sex stereotypes, transgender status, parental status, physical or mental disability, medical condition, marital status, registered domestic partner status, political affiliation, military service or veteran status, or any other non-merit based factor or otherwise as defined by federal, state, and local law. This policy prohibits associational and perception-based harassment and discrimination based on any of the above characteristics. Our management team is dedicated to ensuring the fulfillment of this policy with respect to hiring, placement, promotion, transfer, demotion, layoff, termination, recruitment, pay and other forms of compensation, training, and other terms and conditions of employment. Additionally, Yokohama endeavors to investigate, in good faith, any reports of discrimination, harassment, and/or retaliation.

In accordance with applicable federal and state laws protecting qualified individuals with known disabilities, Yokohama will attempt to reasonably accommodate those individuals unless doing so would create an undue hardship on Yokohama. Any qualified applicant or employee with a disability who requires an accommodation in order to perform the essential functions of the job should contact the Human Resources Department and request an accommodation.



## The Environment

YCNA and YTC have set into action a 'Green Initiative' for our U.S. operations to reduce our environmental footprint in every way possible. "BluEarth®" is the umbrella name for our global environmental vision. It incorporates our product engineering philosophy, which is aimed at producing tires that are environmentally, socially and human-friendly. Many of our products are specifically designed to protect the environment.

Each tire we make — and every manufacturing plant they're made in — is designed to create as little impact on the environment as possible. That's why every Yokohama tire is built to perform around these four key environmental criteria: global warming prevention, resource recycling, resource saving, and safety & comfort.

For example, many of YTC's commercial truck and bus tires are on the U.S. Environmental Protection Agency's (EPA) SmartWay® list of verified technologies for tires. These products are recognized as SmartWay "low rolling resistance tires." They have met the SmartWay program's stringent verified low rolling resistance criteria because they run cooler and help reduce fuel consumption, which cuts costs and benefits the environment.

The EPA has also designated Yokohama's RY617™ steer and all-position tire as the benchmark casing to establish a SmartWay verification program for retreaded tires used on Class 8 line-haul trucks. This means all retread solutions will be measured against a target number for rolling resistance on our casing. This is an important and necessary initiative by the EPA to incorporate retreading into the SmartWay program. It has been instrumental in helping the trucking industry become more fuel-efficient and we are very glad to have our casing represent the benchmark.

YCNA and YTC have also been active in YRC's long-term, global venture called Forever Forest, which is designed to create forests around factories to absorb carbon dioxide from the atmosphere. The forests created will also contribute to their local communities in various other respects including safety and disaster-preventive roles as evacuation sites at times of earthquakes and fires. YCNA has held several Forever Forest plantings at its U.S. plants in Mississippi and Virginia.

## Fair Operating Practices

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We are committed to continuously reviewing and updating our policies and procedures. Therefore, this Code is subject to modification. This version of the Code supersedes all other such versions, policies, procedures, instructions, practices, rules or written or verbal representations to the extent they are inconsistent.

The policies contained herein are not intended to interfere with employee protected rights under the National Labor Relations Act.

If an employee has knowledge of or a concern of illegal or dishonest fraudulent activity, the employee is to contact Human Resources. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination.

Yokohama's Whistleblower Policy covers complaints related to:

1. Bribery as it relates to the offering, giving, soliciting, or receiving of any item of value as a means of influencing the actions of an individual
2. Accounting Fraud/Theft as it relates to questionable accounting or financial reporting, including
3. misrepresentation or deliberate error of employer
4. Anti-Trust as related to unlawful business practices

All reports of illegal and dishonest activities as applicable to the four areas of this policy will be promptly submitted to the Human Resources representative who is responsible for investigating and coordinating corrective action.

Employees with any of these concerns are encouraged to submit a report using our confidential third-party reporting system as follows:

Website:

[www.lighthouse-services.com/yokohamatire](http://www.lighthouse-services.com/yokohamatire)

Anonymous Reporting App: Keyword: yokohamatire

Toll-Free Numbers:

English speaking USA: 855-222-3717

Spanish speaking US: 800-216-1288

E-mail: reports@lighthouse-services.com (must include company name with report)

Fax: 215-689-3885 (must include company name with report)

Mail: Attention: Yokohama Corporate Human Resources

Address: 1 MacArthur Pl., Suite 900, Santa Ana, CA 92707

## Consumer Issues

### Privacy Policy

Yokohama Tire Corporation ("Yokohama") is committed to protecting your privacy and the personal information you share with us. This Privacy Policy explains our privacy practices and how you can manage your privacy rights with Yokohama.

### PERSONAL INFORMATION WE COLLECT

The type of information we collect varies based on our interaction with you. For example, if you register your tires for a Yokohama warranty we may collect more and different information from you than if you sign up to receive information about our products via email. In most cases, we collect your personal information directly from you.

Yokohama collects the following categories of personal information and is listed below in the following format, Category of Data, Source of Data and Business or Commercial Purpose of Processing.

Category of Data	Source of Data	Business or Commercial Purpose of Processing
<b>Name, contact information, and other identifiers</b>	We usually collect this information directly from you. For example, you might ask to be included on our mailing list, or you might register your tires for recall purposes. In some cases, a dealer may provide the information to us as part of a promotion. We make no representations as to how a third party, including a dealer, may collect and use your information.	To provide the products or services that you have requested or purchased; to refine our services and to communicate with you about Yokohama and Yokohama products; and to aid in recall programs, as required by law.
<b>Commercial information, including products or services purchased, obtained, or considered</b>	We collect this information when you shop at our on-line merchandise store, and as part of the warranty, rebate, and promotions processes.	To provide the products or services that you have requested or purchased and aid in recall programs, as required by law.
<b>Financial data such as bank account numbers, credit or debit card numbers, and similar information</b>	We use third party processors to facilitate payments you may make on our online merchandise store, so we do not store or have future access to your payment card information. We collect bank account information from employees and related persons for payroll and benefits purposes.	To provide the products or services that you have requested or purchased and to manage our human resources and meet legal requirements.
<b>Internet and other electronic network activity</b>	When you visit our site, we collect information such as browsing activity on our site, ads viewed or clicked, and search terms used. Our systems automatically collect information such as IP address, browser type and language, operating system, device type, and hardware attributes from all website visitors.	To help diagnose technical issues and to ensure the security of our systems. To communicate with you about Yokohama and Yokohama products.
<b>Geolocation</b>	We may request your location when you ask for the nearest dealership, for example.	To provide the products or services that you have requested or purchased.
<b>Audio, electronic, visual, or similar information</b>	We may collect this category of information as part of our efforts to ensure the physical security of our facilities and personnel. Also, you may choose to access our social media platforms, where you may choose to provide photos and other user-generated content.	To refine our services and to communicate with you about Yokohama and Yokohama products and for physical security.
<b>Professional or employment related information</b>	We collect this information from job applicants, employees, former employees, and related persons, as a normal part of our human resources processes. This includes, as appropriate, union membership information. We may also collect this information from third-party networking sites, such as LinkedIn.	To manage our human resources and meet legal requirements.
<b>Education Identifiers</b>	We collect this information from job applicants, employees, former employees, and related persons, as a normal part of our human resources processes.	To manage our human resources and meet legal requirements.
<b>Sensitive Identifiers</b>	Under some circumstances, we may collect social security, driver's license, state identification card, or passport numbers from job applicants, employees, former employees, and related persons, as part of our human resources processes.	To manage our human resources and meet legal requirements.
<b>Protected classifications under California or federal law</b>	We collect this information only as required by law, typically as part of the employment process. (For a list, see: <a href="https://www.senate.ca.gov/content/protected-classes">https://www.senate.ca.gov/content/protected-classes</a> )	To manage our human resources and meet legal requirements.
<b>Inferences</b>	At Yokohama, like many other companies, we use contextual customization of advertisements to enhance your visit to our website. We do not build a profile of your user experience but instead use this information to share advertisements with you after you have exited our website.	To refine our services and to communicate with you about Yokohama and Yokohama products.

## Community Involvement and Development

YCNA and YTC have a long commitment of giving back to our community and supporting crisis relief efforts. This commitment and giving back to those in need is aligned with our parent company, Yokohama Rubber (YRC) in Japan, which recently set up an employee-backed YOKOHAMA Magokoro Fund to donate a total of ¥50 million to support Ukrainian refugees. To do its part, YCNA has partnered with the American Red Cross who, in collaboration with the Red Crescent partners, is providing assistance with the humanitarian crisis in Ukraine. We're encouraged by all the employees who have helped support this effort, providing much needed services for all who have been impacted.

Also, during the height of the pandemic, YTC partnered with the St. Christopher Truckers Development and Relief Fund to help truckers and their families who had experienced an illness or injury that took them off the road.

Additionally, YTC helped thousands of local kids live healthier lives by building four new, eco-friendly KaBOOM! playgrounds across the U.S. YTC also became a major sponsor of US Youth Soccer, encouraging youths to hone their soccer skills via the Yokohama Skills Challenge.

New in 2023 we've created a scholarship program to help push higher education for our Youth sports partner, Steel Sports. We're also partnering with High Fives Foundation which focuses on preventing life-changing injuries and provides resources and hope if they do happen.

Community safety is paramount with YCNA and YTC. That's why YTC Yokohama supports the U.S. Tire Manufacturers Association's annual Tire Safety Week through the production of videos which help inform consumers as to various safety and maintenance measures that they should take.

# Yokohama Tire (Canada) Inc.

## Business activities

Distribution of Yokohama brand tires including sales, technical, and customer service support.

## Number of employees

75 (as of June 2023)

## Location

Head Office #218-20353 64th Avenue, Langley, BC, Canada V2Y 1N5 with distribution centers in Alberta and Quebec of over 300,000 SF of space.

## Website

[www.yokohama.ca](http://www.yokohama.ca)



## Message from the President



Eric Dedoyard

Yokohama Tire Canada has a long history in Canada since being established in 1983 and is a proud member of the Yokohama group of companies. With offices and employees spread across a vast multi-lingual country we strive to reliably deliver products that are in demand by our customers and to provide after-sales service, promotion, and support to enhance the customer experience and grow the Yokohama brand. As Society becomes more aware of (ESG) Environmental, Social, and Governance issues and has higher expectations of companies, Yokohama Tire Canada is committed to being a good socially responsible corporate citizen by respecting all local laws and people we deal with, supporting communities we operate in, and

helping the environment.

## Organizational Governance

The business operations of Yokohama Tire Canada are managed by an Executive Committee which is overseen by a Board of Directors and we are a part of (YCNA) Yokohama Corporation of North America. Yokohama Tire Canada follows YRC's Charter of Corporate Behavior and Global Financial Reporting Policies. All employees must respect the law and are required to complete mandatory annual training for compliance, ethics, and information security.

## **Human Rights**

Yokohama Tire Canada respects the right of every employee to a safe and respectful workplace that is free from discrimination and harassment. We have a diverse workplace and do not tolerate discrimination of any kind whether it is based on race or ethnicity, age, sex or gender, etc. with regards to treatment of employees or our business partners.

## **Labor Practices**

Yokohama Tire Canada respects the right of every employee to be treated fairly in accordance with federal, provincial, or municipal laws and regulations in terms of pay and working conditions. We have regular performance reviews with employees and are committed to ongoing skills training and development of staff and recognize long service and good performance.

YTV adopted a post-Covid work style consisting of hybrid remote work and shared office work spaces.

## **The Environment**

Yokohama Tire Canada has undertaken initiatives to improve the environment. Examples include adopting roof top solar power generation, electrifying our forklifts, using LED lights to reduce electricity use, going paperless, and participating in industry groups to recycle used tires to reduce rubber waste going to a landfill.

## **Fair Operating Practices**

Yokohama Tire Canada conducts its business dealings with customers, partners, and competitors with integrity and in the spirit of fair competition. We abide by laws and competition rules forbidding improper conduct, bribery, corruption or collusion.

## **Consumer Issues**

Yokohama Tire Canada provides a variety of end-user consumer support services from pre-sale to after-sale support, assisting customers find authorized servicing dealers, promotional assistance, providing a rebate program, handling warranty claims, and resolving complaints. We maintain a bilingual customer service call center that is also accessible online.

## **Community Involvement and Development**

Yokohama Tire Canada has prospered from the support we receive from partners and customers across the country so we are happy to give back by donating to charities and non-profit groups that work to improve the well being and quality of life of people living in communities that we operate in. We encourage supporting groups in which employees are volunteers or are somehow directly connected. Yokohama is a sponsor of the Nikkei Matsuri Festival which is an annual celebration of Japanese arts, culture, and heritage to raise funds to maintain a Japanese-Canadian museum and cultural centre.



# Yokohama Tire México, S de RL de CV (YTMX)

## Business activities

Sales of tires in Mexico, Guatemala, El Salvador, Honduras, Panamá, Caribbean and marketing activities.

## Number of employees

53 (as of December 2022)

## Location

Querétaro, Qro, México.

## Corporate Office

Bernardo Quintana 300 Int. 1102 Torre 57, Centro Sur, Querétaro, Qro. Mexico.

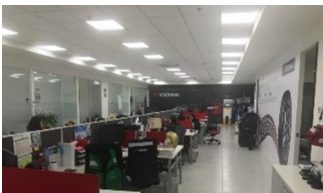
## Warehouse

Querétaro, Qro. 175K tires capacity, Saltillo, Coahuila 5K tires capacity, Toluca, Mex. 50K tires capacity.

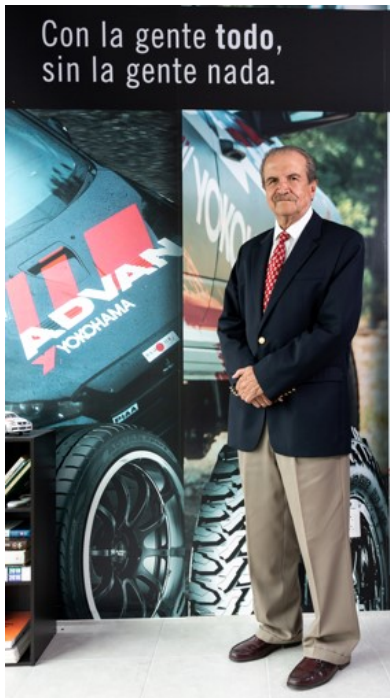
## Contact for consultation and complaints

Tel : +52 442 4049500

Email : [luis.bante@yokohamatire.mx](mailto:luis.bante@yokohamatire.mx)



## Message from the President



Humberto Marcos Gómez Rojo

Yokohama Tire Mexico was established in 2013 and is a subsidiary of Yokohama Corporation of North America with responsibility of the Mexican Market as well as the Central America and Caribbean Markets.

We have been working since day one in developing a culture of principles and values with a strong code of ethics aim to gain sustainability in the economic, environmental, and social areas.

This year our objective is to strengthen our activities by designing and implementing a YTMX CSR strategy to be fully in line with YRC Management vision – “To Build a Trusted Identity as Contributing Member of the Global Community”.

## Organizational Governance

All YTMX’s teammates are trained in corporate policies and values, as well as in each of the procedures of our Quality Management System, especially in our Code of Ethics, which is signed by each member ensuring that all employees know and understand it and also we made annual evaluations regarding the content of the ethics code to ensure that we keep in mind all precepts included.

## Human Rights

Respect for Human Rights is essential in the business culture of YTMX, our Code of Ethics includes precepts of equal opportunities, non-discrimination, sexual harassment, non-violence and we have mechanisms for reporting any offense that violates the Human Rights of our teammates. We also have and comply with instruments to identify psychosocial risks in our collaborators.

## Labor Practices

Our work philosophy is focused on the person as the main core and we strive to offer competitive salaries and employment benefits, development programs that allow us to generate an ideal environment work and a permanence in our Company. Every year, we apply different evaluation instruments to identify opportunity areas for the continuous improvement of our labor practices. The safety of our collaborators is a priority at YTMX.

## The Environment

In recent years we have carried out activities related to the environment, such as:

- All of our staff members are working to reduce our electricity and lighting expenses, cutting down on unnecessary printing and economize the use of paper.
- YTMX is a member of the rubber chamber and we participate in used tire collection activities.
- We have a certified supplier who is responsible for disposing of used tires, in charge of disposing of the tires in compliance with the legal provisions in Mexico.



## Fair Operating Practices

### Policy on corruption and other irregularities

We strive to prevent corruption by ensuring that we do not provide benefits such as bribes. In order to enable Whistleblowers to report anonymously from inside and outside the company, we have made available.

E-mail contact: [etica@yokohamatire.mx](mailto:etica@yokohamatire.mx)

Corporate confidential line: 800-2161288 or <https://www.lighthouse-services.com/yokohamatire>

## Consumer Issues

Our central focus is oriented the client satisfaction (QMS).

- We have a 1-800 line to serve Mazda original equipment customers.
- We deal with complaints and suggestions received through the Federal Consumer Attorney (PROFECO).

We successfully implemented our unique "mileage guarantee" in Mexico, to guarantee the satisfaction of the final customer.

## Community Involvement and Development

We carried out the donation of hygiene and health supplies for a nursing home San Francisco de Asís. Additionally, at YTMX we want to give a better orientation to CSR activities, and at the end of 2022 we have designed a program that starts with a diagnosis under the B certification model, which includes:

- Governance: How to improve policies and practices related to our mission, ethics, corporate responsibility, and transparency.
- Workers: How to improve to contribute to the financial, physical, professional, and social well-being of our employees.
- Community: What can we do to contribute to the economic and social well-being of our community.
- Environment: What can we do to improve our environmental management.
- Customers: How we can improve the value that YTMX brings to customers and end consumers of our products and services.
- Disclosure: How we identify practices contrary to the principles of corporate social responsibility.

With the result of this diagnosis we now have a work plan and we will be able to guide targeted CSR actions with a greater impact on society and on YTMX.

