

With Our Colleagues

“People” are the axis of all business operations.

We engage in various efforts to enable various personnel to fully demonstrate their abilities just as they like.

Various Programs to Train Leaders

Our basic philosophy on personnel development is to train personnel who “learn on their own, think on their own, and act on their own.” We take measures to train personnel who can assume leadership at their respective hierarchical levels.

1. Promoting the Acquisition of VE Leader Licenses

In our Group, a total of 1,851 persons have acquired the VE leader license as of the end of fiscal 2008. This makes us the top-ranking organization in terms of the number of VE license holders in Japan. Good use of this license is made in various business improvements.

2. Training Project Leaders

We believe that product nonconformities, which cause considerable damage to society, stem not only from technical problems but also from the way work is conducted from the receipt of orders to final shipment. We provide training for project leaders who serve as coordinators in product development.



Seminar for VE leader license trainees

Companywide implementation of a technical personnel map

We began using a technical personnel map in fiscal 2008 to identify the technical areas and technical levels of each technical employee, use it for personnel training, and optimally assign personnel in research and product development. With this tool, we assist training in the workplace and self-education as well.

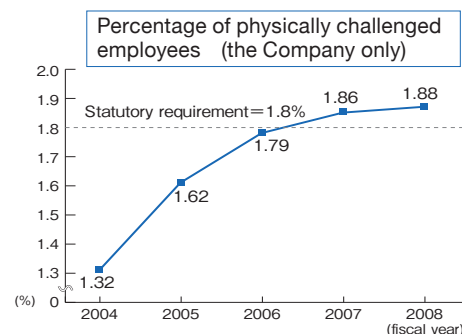
Ongoing Human Rights Seminars

To prevent discrimination due to birthplace, race, nationality, sex and other reasons, we regularly hold a permanent set of rank-specific seminars for new recruits, mid-level employees, managers and executives. We also offer various curriculums concerning compliance in order to thoroughly implement the “CSR, fundamentals, and the right way.”

Promoting the employment of diverse personnel

In order to “respect human rights and develop while contributing to the creation of a sustainable society,” we declare in our corporate code of conduct that “we respect the diversity, character, and individuality of all employees and provide a mentally and physically rewarding workplace environment.” Based on that, we promote the employment of the physically challenged and persons with non-Japanese nationalities.

At the Koganei Works, we recycle the paper resource with a wet shredder in collaboration with Kokusai Electric Techno Service Co., Ltd. in order to “ensure information security” and “promote the buildup of a recycling society.” At the same time, we lead this to increase more job offers for the physically challenged. We will continue our efforts to capitalize on the personality of each and every employee.



Voice

Since 2007, I have been providing guidance on work in the shredder room. The members of the shredder room greet one another cheerfully and are enthusiastically committed to their work when collecting waste documents from the premises. I was very pleased when everyone understood what I told them and learned what to do at work, and when they assumed a leadership.

Keiko Uo

Kokusai Electric Techno Service Co., Ltd.



Voice

Of all my duties involving the collection, sorting and shredding of documents, shredding with the machine is what I do best and like best. Sometimes I find it difficult when a lot of paper must be collected. But my supervisor, Ms. Uo, and other staff give us guidance kindly and sometimes strictly. I also enjoy talking with my colleagues during breaks and would like to continue working here.

Takeaki Murai

Human Resources &
Corporate Administration Division



[Glossary](#)

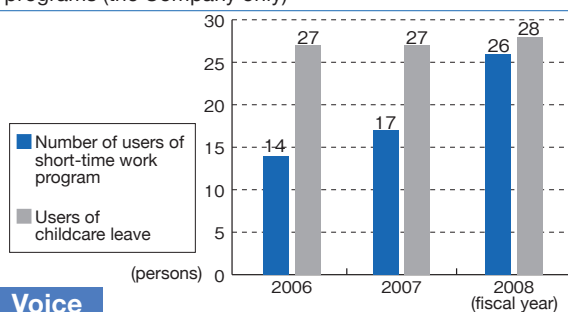
※1 VE Leader (Value Engineering Leader) A license accredited by the Society of Japanese Value Engineering

Assistance in Rearing the Next Generation

As a support program for employees engaged in childbirth and childcare, we provide a childcare leave program and a short-term work program for alleviating the burdens of childcare and commuting. Childcare leave can be taken until March 31 after the child becomes one year old. (This can be further extended for another six months in case of special reasons.) For short-term work for childcare can be applied at most until the child completes the third year of elementary school.

These support programs are made known to the employees via the intranet and other means, and becoming common among them. The childcare leave program is used by more than 20 employees every year. More employees are also using the short-term work program every year, with 26 employees using it in fiscal 2008.

Numbers of users of childcare leave and short-time work programs (the Company only)



Voice

Since I like to work, I decided to take childcare leave and stay with the company. The managers in the workplace are very understanding about childbirth and childcare leave, and let me take leave and return to work without any trouble. I feel it was a very good thing that I could dedicate myself to childcare during the 18-month leave period.

Tomoko Toyozumi
Production Department, Hamura Works



Voice

About two years ago, I returned from my childcare leave to rejoin the Finance & Accounting Division, where I had worked before my child was born. Ever since then, I have worked using the short-time work program. The Finance & Accounting Division is a very busy department, so I was anxious at first about whether I could manage the short-time work. But, given the time constraints, I am able to concentrate that much more on my work. In this way, I can combine my childcare with my work.

Tae Ihara
Finance & Accounting Division



Safety and health activities in action at the Koganei Works

The Koganei Works was granted a class-3 no-disaster record of achievement certificate in March 2009 by the Tachikawa Labor Standards Supervision Office. The class-3 no-disaster record was achieved because we have experienced no disasters resulting in leave for about 10 years (or 15,750,000 hours) from November 18, 1997, to July 20, 2007. We will continue to prevent disasters that would otherwise result in leave and promote safety and health activities toward achieving the (scheduled) class-4 record (23,700 hours) in March 2010.

Disaster Prevention

Each factory has a self-defense fire-fighting team that conducts periodic training once a month. These fire-fighting teams also participate in the annual fire-fighting training competition sponsored by the local fire department and have achieved very high results.

In March, the month ending fiscal 2008, in lieu of its usual periodic training, the Koganei Works self-defense fire-fighting team conducted volunteer activities in picking up



waste along the roads while being split into three sub-teams; one around the Koganei Works, one at Kodaira Station, and the other around Musashi Koganei Station.

This became a reality at the request of team members asking for "training that will remain a good memory."

Moreover, as part of the events for the spring fire prevention campaign period, the Kodaira Fire Station and the Koganei Works self-defense fire-fighting team engaged in joint fire-fighting training with training sessions simulating actual disaster scenes.



Fire-extinguishing training was followed by an evacuation drill in a smoke experience house.