

## **Respecting and Enhancing Human Assets**

We respect the diversity of human resources, and provide them with the opportunity and environment to enhance and perform their abilities.

## We take measures to develop human resources who can realize "HiKQ innovation."

## 1. Our basic philosophy on developing human resources and basic principle for the present fiscal year

Our basic philosophy is to train human resources who "learn on their own, think on their own, and act on their own." The basic principle for the present fiscal year presents the following four points in an attempt to realize HiKQ innovation:

- I . Training human resources able to create new business
- ${\rm I\hspace{-.1em}I}$  . Training human resources with the ability of performance
- III. Training human resources able to activate the organization
- IV. Training human resources able to conduct their basic tasks securely

#### 2. Training of global human resources

We are implementing the full-scale training of human resources as geared toward expanding global business. We have set up the following measures:

#### (1) Training of new employees to nurture a global mindset

In order to foster a global mindset among new employees, we carry out various types of training, including English speech contests, sessions for learning about different cultures, TOEIC® tests, and support for personal development. Under the overseas dispatch program, we also send employees with a certain level of English skills overseas.

Note: TOEIC® is a registered trade mark of Educational Testing Service (ETS).

#### (2) Overseas dispatch program for young employees

We are developing global personnel by utilizing the overseas dispatch program of Hitachi, Ltd., mostly targeting young employees. Under the program, employees are sent overseas for training for a short period of one to three months. The program includes study at overseas language schools, the opportunity to work in local firms, and volunteer activities at educational facilities. In four years from 2011, our Group dispatched a total of about 50 employees. It is our hope that these employees will invigorate our organization by helping to instill a global mindset in their workplaces.

#### VOICE

I participated in a three-month dispatch program to Singapore. For the first month, I attended a local language school and visited local companies. For the remaining two months, I underwent practical training at the local branch of one of our Group companies. I worked hard at this training with the objective of becoming able to communicate smoothly with overseas customers and local staff.

Through this program, I was not only able to improve my language skills, but also to understand local business practices and situations. My experience in Singapore has broadened my thinking and horizons, and I became able to better communicate with overseas customers.



**Keita Miyoshi** Asia Sales Department Semiconductor Equipment Division

Mr. Miyoshi making a presentation at the inhouse briefing session after returning to Japan

#### (3) Introduction of the Global Selection (GS) system

In 2014, we introduced the Global Selection (GS) system, under which talented young employees are selected and trained to serve as the core leadership team in the future. We will develop competent global leaders by providing selected employees not only with knowledge and skills education, but also with the opportunity to work overseas from an early stage.

#### Work-life balance

#### Support for balancing work and family life

Recognizing the importance of achieving a good balance between "a sound and comfortable life" and "rewarding and fulfilling work," we have been working to develop and enrich programs that help workers realize a good balance between work and family responsibilities such as child rearing and nursing care.

#### ■ Systems for supporting child care and nursing care

«Childcare Support System» ≪Nursing-care Support System≫ Available to female employees Available to male employees Leave for seeing a doctor Leave due to pregnancy-Nursing-care leave Pregnancy (1 year in total, related disorders which can be divid-Short-time work system for reducing commuting stress Childbirth spouse's childbearing (5 days in total) care leave Nursing-care leave Childcare leave
(Until the first March 31 after the date on which the child turns 1 year old)

:: Paid half-day leave Childcare Short-time work (The employee can work for 5, 6, or 7 hours a day until the child completes the third year period of elementary school at most) Flextime system (until the child graduates from elementary school)
Sick/injured child care leave (5 days per child)

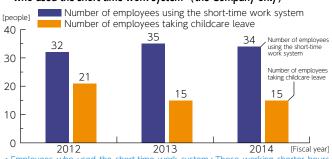
(The underline represents the contents of the system or the system itself that exceeds the provisions of law.)

Leave due to the overseas employment of the spouse

#### Working group to make work and life worthwhile

In fiscal 2010, we organized a working group to promote work-life balance, seeking members through open recruitment. In fiscal 2013, the working group sought new members and started anew with the mission of pursuing "job satisfaction" and a "fulfilling life." In fiscal 2014, the working group developed and executed more than 10 specific proposals. In fiscal 2015, the working group, with a new set of members, will work to develop new proposals and put them into action.

### ■ The numbers of employees who took a childcare leave and employees who used the short-time work system\* (the Company only)



\* Employees who used the short-time work system: Those working shorter hours than normal in order to fulfill parental, nursing care or similar responsibilities

#### **Anti-disaster measures**

The Group holds a Group-wide simultaneous disaster simulation drill once a year based on a scenario of an earthquake occurring directly beneath the Greater Tokyo metropolitan area. This drill aims to strengthen information sharing and coordination between the companywide antidisaster headquarters (led by the President) to be set up at the Head Office and the anti-disaster headquarters to be set up at each operation base. In the event of an earthquake, antidisaster headquarters will be set up and confirmation of the safety of employees will be carried out as a top priority. The Group-wide drill is conducted in three phases: (1)emergency phase (one day after), (2) business resumption phase (three days after), and (3) business recovery phase (one week after), by incorporating a wide variety of elements, including roles of headquarters staff, response to stranded persons, personnel support, restoration of business, and business continuity activities. We will conduct the drill periodically to verify our BCP\* and improve its effectiveness. We will also maintain and continuously improve our BCP.

Each Works also holds an evacuation drill in autumn of every year. The self-defense firefighting squad of each site practices the drill together with local firefighters under the assumption of an actual disaster. Each employee also takes part in the drill, playing an appropriate role according to his or her function. Thus, each Works is making efforts to further improve its fire and disaster prevention system.

\* BCP (business continuity plan): An action plan that provides procedures and systems for response and recovery in the event of an emergency such as infectious disease outbreak, earthquake, or other disaster



Self-defense firefighting squad of the Toyama Works, which won three consecutive championships at a firefighting operations contest



Joint firefighting training at the Tokyo Works with the Kodaira Fire Station

#### **Safety and Hygiene**

In fiscal 2014, the Hitachi Kokusai Electric Group conducted the following safety and health activities.

1. In the area of safety activities, we promoted compliance with rules and reduced the number of lost-time incidents.

Achieved zero lost-time incidents.

# 2. In the area of health activities, we worked to prevent employees from developing physical and mental problems.

In addition to the existing mental health training, a physical health training course was newly established, in which Dr. Akaishi, Deputy Senior Manager of the Health Care Center was invited to give three lectures.



Physical health training "Do you take advantage of health check-ups?"

## 3. In the area of traffic safety activities, we worked to eradicate traffic accidents

The number of work-related traffic accidents in fiscal 2014 increased compared to fiscal 2013. Given this fact, in fiscal 2015 we will implement the following new measures:

- (1) Implement the Group's own Safe Driving Month.
- (2) Perform driving skill assessments.
- (3) Introduce smart drive recorders.

#### **Employment of Diverse Human Resources**

We promote the employment of people with disabilities and the reemployment of older employees.

We have adopted a reemployment system for older workers that allows employees who have reached retirement age to extend their employment to age 65. Many employees choose to utilize this system, which enables them to pass on their long-accumulated experience and professional skills to younger workers.

To promote the employment of people with disabilities, we operate an internship program for disabled job candidates that allows the Company to assess the intern's work skills and abilities while giving the intern the chance to try out the working environment, etc. We hire interns for more permanent roles after the internship is complete. At present, disabled employees make up 2.14% of our workforce, exceeding the mandated employment quota.

#### VOICE

I am working in the Quality Assurance Department. I organize data and create documents such as monthly departmental reports on the computer. I use a wheelchair to get around at work, but thanks to the support and consideration of my colleagues, I experience no inconvenience. I am working in a pleasant work environment. I want

to learn many things as early as possible in order to perform my tasks better. On holidays, I enjoy watching baseball games with my friends and relaxing.

**Yu Katagiri** Quality Assurance Department Defense Electronics Division

