

Survey items (Group companies in Japan)

Basic labor CSR indicators - Conducted annually

1. Number of employees (by position/gender)
2. Average years at company and average age (by position/gender)
3. Number of newly recruited employees (by position/gender/career stage (new versus mid-career)/type of work (administrative versus technical)
4. Number of retired employees (by position/gender/reason)
5. Data on re-employment after age-limit retirement (by position/gender)
6. Number of executives (by gender/Japanese nationality)
7. Number of fixed-term employees (by gender/Japanese nationality/fixed term/OB/part time)
8. Use of childcare leave/number of days (average and maximum)/childcare short-time work system (by gender)
9. Use of nursing care leave/nursing care short-time work system (by gender)
10. Number of employees taking leave for volunteer activities (by gender)
11. Number of employees taking nursing care leave (by gender)
12. Use of reemployment system for retirees due to family circumstances (by gender)
13. Number of employees using teleworking program (by gender)
14. Number of foreign workers (by position/nationality/gender/job title/date of hire)
15. Number of foreign trainees (technical interns) accepted
16. Number of employees seconded overseas (Japanese employees seconded to overseas companies)
17. Number of employees posted away from their family (domestically and overseas)
18. Gender wage gap (regular, non-regular/by gender/reasons for gap)
19. Status of responding to Act on Promotion of Women's Participation and Advancement in the Workplace (submission of action plans/disclosure of items)

Status of labor management - Conducted when required

[Legal compliance]

1. Employment of the elderly
2. Work hours
3. Temporary/Contract workers
4. Maternity protection and childcare
5. Care and nursing
6. Equal-opportunity employment

[Labor affairs measures]

1. Work-life balance (e.g., overtime hours/annual paid holidays/flextime system)
2. Retirement allowance system
3. Progress in promoting diversity
4. Recruitment and education
5. Health and welfare system (dormitories/other issues)
6. Other issues (e.g., existing issues for which demand for support exists)

Survey items (overseas Group companies)

Survey of the following basic labor CSR indicators (by position/gender)

1. Number of employees
2. Average years at company and average age
3. Number of new recruits
4. Number of employees who retired