

2023 Occupational Safety and Health Promotion Plan

1. Basic policies:

The Oji Group will promote activities with the target of zero work related accidents across the entire Group with safety as its absolute top priority.

2. Slogan:

Always Follow the Rules and Ensure that Others Follow the Rules to Prevent Fatal and serious Accidents

3. Key Targets (Targets of the entire Oji Group):

To achieve the zero fatal and serious work related accidents

4. Key Measures:

As of the end of October 2022, in the Oji Group there have been two fatalities due to accidents at work caused by forklifts and heavy machinery within Japan and an occupational fatal traffic accident overseas, claiming invaluable lives. Additionally, 58 (59 in the previous year) lost time accidents occurred, and there were 27 (30 in the previous year) violations of the main principles for safety declared in the previous year and workplace safety rules.

Compliance with rules forms the foundation of corporate activities. However, about a half of the incidents and accidents stemmed from a failure to comply with rules. Therefore, we declare that we will comply with and ensure that employees comply with the main principles for safety and the safety rules, and at the same time, we will make machinery/equipment safer. In addition, we will create initiatives to ensure safety based on our own thinking and from our own perspectives by promoting the opening-time call campaign and safety proposal activities and develop initiatives to achieve the priority objective of no fatal or serious accidents and reduce the number of lost time accidents.

1) Full compliance with the main principles for safety and related rules, and implementation of VR (virtual reality) hazard experience training

Prepare safety operating procedures containing the rules, prohibited matters and non-stationary operations to repeatedly provide employees with education while checking their level of understanding and learning. For the implementation of VR (virtual reality) hazard experience training, use original content effectively to prevent industrial accidents

- (1) Full compliance with the main principles for safety and related rules. Recite the main principles for safety before the start of operations.
 - ① Do not touch a rotating object. Make sure to stop the machinery/equipment.
 - ② Do not stand beneath hoisted cargo.
 - ③ Wear and use a safety belt during work at heights.
 - ④ In places where cargo handling operations are conducted using forklifts and similar equipment, pause for a while in order to signal your presence to the operators.
- (2) Continue the implementation of VR (virtual reality) hazard experience training and get the contractors of business sites (including contractors other than unit companies) to participate in the training program.
- (3) The companies of the Oji Group (departments including the headquarters) and the business sites within Japan hold workplace safety and health meetings to ensure the rules are common knowledge, exchange opinions, share information and enable deep discussion between participants and consequently develop initiatives to ensure safety based on their own thinking and from their own perspectives.

- (4) Prevent traffic accidents through traffic safety awareness raising activities that instruct employees to observe the traffic regulations and the traffic rules on the premises, predict dangers as they drive, and drive defensively.

2) Improvement of safety of machinery/equipment

Proactively assess risk in ways that involve the participation of all employees and identify all risks based on the factors behind past accidents without omission. Senior management along with the managing supervisors of all companies and business sites shall swiftly and responsibly take specific safety measures to prevent industrial accidents from occurring or recurring, control progress and visualize hazards in collaboration with the safety department/technical department.

- (1) Measures to prevent contact with cargo handling machines (transport vehicles, heavy cargo handling machinery and cranes)
 - ① Separation of zones for workers from zones where cargo handling machinery is in operation, display of signs, and installation of fences and lights
- (2) Safety measures for machinery/equipment associated with operations that involve contact with or close proximity to rotating bodies, etc.
 - ① Installation of safety devices, such as safety fences, covers and mechanical stoppers
- (3) Measures to prevent falls to a lower level and falling
 - ① Installation of safe scaffolding/temporary scaffolding. Measures to prevent falls, such as installing protective nets and Main rope and use of safety belt and the like
 - ② Do not leave uneven surfaces, height differences and frozen ground surfaces in passageways and worksites unattended. Secure safe passageways and working spaces and thoroughly implement the 3S (seiri, seiton, seiso= sort, set in order, shine).

3) Revitalization of safety activities

The HD Safety Administration Dept., the safety departments of the internal division and lead company shall visit worksites to check the safety of the machinery/equipment and status of appointment and education of those with varied qualifications under laws and regulations.

Confirmation of the rules for patrols and entry into areas with a focus on accidents caused by contact with heavy machinery in converting, finishing, in-warehouse and backyard work

Participate in workplace safety and health meetings to prevent similar accidents from occurring.

4) Strengthening of collaboration between overseas group companies

The safety departments of HD Safety Administration Dept. and internal divisions exchange information and enhance cooperation with the safety divisions of overseas group companies and promote safety activities that comply with the domestic initiatives of the Oji Group and the laws and regulations of varied countries and make them consistent.

5) Management of physical and mental health, and improvement and maintenance of the workplace environment

Maintain and improve health, prevent diseases and detect and treat disease at an early stage by proactively recommending all employees have health checkups regularly and that employees with problems have secondary examinations and special health checkups. Additionally, get all employees to fill in a job stress questionnaire. Prevent health disorders due to overwork and maintain working environments improvement.