



# UNIPRES

## CSR Report 2019

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**UNIPRES CORPORATION**

### <Editorial Policy>

At the Unipres Group, we are building mutual understanding and forging relationships of trust with stakeholders as we undertake various initiatives to maintain our growth, thereby contributing to the sustainable development of society as a whole. In order to use disclosure of non-financial information as a means to help others understand Unipres in even greater detail, we have compiled the relevant information into a single PDF file in the form of the Unipres CSR Report 2019. This report conforms to the Core option of the GRI Standards.

#### ● Reporting period

FY2018 (April 1, 2018 to March 31, 2019)  
For measures implemented before or after this period, the month and year are noted.

#### ● Publication

Japanese version: August 2019  
English version: August 2019

#### ● Reporting cycle

Published each year as an annual report

#### ● Target companies

• Unipres Corporation and 20 consolidated subsidiaries in Japan and overseas  
• Employee data and data included in the environmental report cover Unipres Corporation and Unipres R & D Co., Ltd.

#### ● Reference guidelines

• The GRI Sustainability Reporting Standards (GRI Standards)  
• CSR guidebook of the Japan Auto Parts Industries Association

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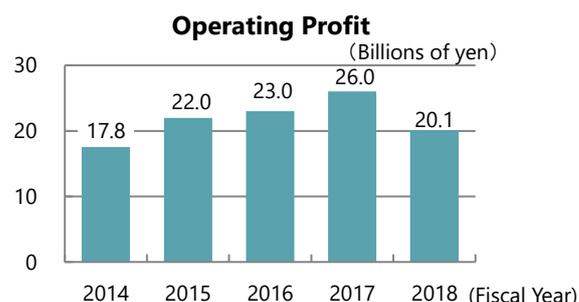
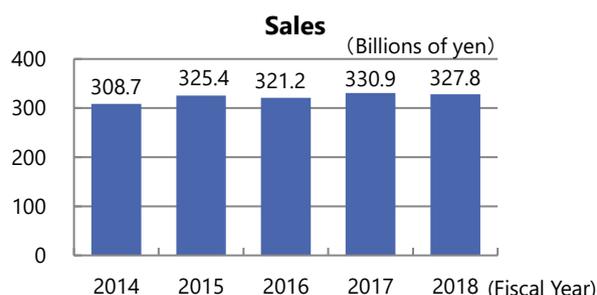
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# Corporate Profile

## Company Outline (March 31, 2019)

Company Name	UNIPRES CORPORATION
Established	March 1, 1945 (Change of name through company merger on April 1, 1998)
Business Activities	1. Manufacture and sale of automotive parts 2. Manufacture and sale of electric machinery parts 3. Manufacture and sale of metal products 4. Manufacture and sale of welders, dies, jigs and tools 5. Inspection and maintenance of press machinery
Capital	10,136.33 million yen
Sales	327.8 billion yen (consolidated/ending March 31, 2019)
Employees	9,962 (consolidated)
Head Office	1-19-20 Shin-Yokohama, Kohoku-ku, Yokohama City, Kanagawa Pref. 222-0033 Japan
Offices and Plants	Kanagawa Pref., Shizuoka Pref., Tochigi Pref., Fukuoka Pref., Hiroshima Pref., U.S.A., Mexico, U.K., France, China, India, Thailand, Indonesia, Brazil
Consolidated Subsidiary	Unipres R & D Co., Ltd.                      Unipres Kyushu Corporation Unipres Precision Corporation          Unipres Mold Corporation Unipres Butsuryu Co., Ltd.              Unipres Service Corporation Unipres North America, Inc.          Unipres U.S.A., Inc. Unipres Southeast U.S.A., Inc.        Unipres Alabama, Inc. Unipres Mexicana, S.A. de C.V.        Unipres (UK) Limited Unipres Lussia LLC                      Unipres (China) Corporation Unipres Guangzhou Corporation        Unipres Zhengzhou Corporation Unipres Precision Guangzhou Corporation    Unipres India Private Limited Unipres (Thailand) Co., LTD.          PT. Unipres Indonesia
Principal Customers	Nissan Motor Co., Ltd.    Nissan Shatai Co., Ltd.    JATCO Ltd Honda Motor Co., Ltd.    Renault S.A.S.    Mazda Motor Corporation UD Trucks Corporation    SUBARU CORPORATION TOYOTA AUTO BODY CO., LTD    DAIHATSU MOTOR Co., LTD. Toyota Iron Works Co., Ltd.    Hino Motors, Ltd.    Isuzu Motors Limited Mitsubishi Motors Corporation    SUZUKI MOTOR CORPORATION Calsonic Kansei Corporation    AISIN AW CO.. LTD.    Dynax Corporation NSK-Warner K. K.    Musashi Seimitsu Industry Co., Ltd.
Main association membership	Japan Auto Parts Industries Association
Stock Exchanges on Which the Company's Shares are Listed	Tokyo Stock Exchange, First Section (Securities code: 5949)
Number of Shares Issued	47,944,973
Number of shareholders	6,890



## Main Business Activities

### Car body products

We provide the car body structural parts that determine basic vehicle performance. For an optimal structure, all the parts are considered together as a system. Light vehicle weight along with safety is achieved through increased use of HTSS.



<Main products>  
Platform parts; body frame parts; fuel-related parts, including gasoline tanks; chassis parts; dies for pressing; welding equipment and jigs

### Precision-pressed products

Our precision transmission parts are made to exacting, world-class standards. Along with precision, they meet demands for light weight and durability. Our original UFP (Unipres Fine Press) technology enables wider use of pressing for precision parts.



<Main products>  
Automatic transmission parts; engine parts; four-wheel drive transfer parts; dies for pressing; welding equipment and jigs

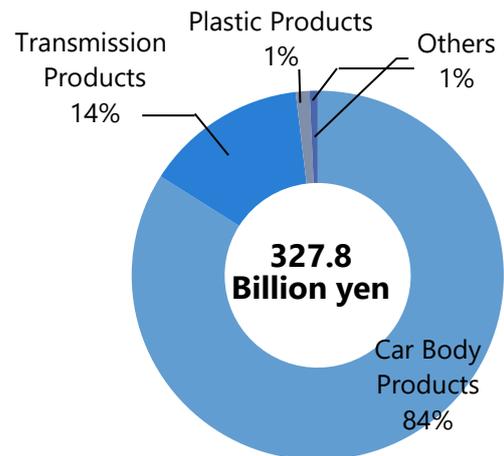
### Plastic-pressed products

Use of plastic for body parts, which must be strong and durable, greatly contributes to reducing vehicle weight. Our original technology achieves far greater productivity than conventional injection molding.



<Main products>  
Exterior and interior trim parts; structural body parts; dies for pressing; welding equipment and jigs

### Sales Breakdown by Product Category



## Global Network

The overseas deployment of automobile manufacturers is accelerating year by year. As an automobile parts manufacturer that meets the needs of its customers, Unipres provides support for the development and production of world cars. We deliver the highest quality products anywhere in the world in a timely manner. Furthermore, with regional headquarters in North America, Europe, and China Unipres is further strengthening cooperation among our bases all over the world.



### <Domestic Bases>

- Unipres Corporation
  - Head Office
  - Sagami Office
  - Fuji Office
  - Tochigi Plant (Moka)
  - Tochigi Plant (Oyama)
  - Tool & Die Plant
  - Fuji Plant (Fuji)
  - Fuji Plant (Fujinomiya)
- Unipres R & D Co., Ltd.
- Unipres Kyushu Corporation
- Unipres Precision Corporation
- Unipres Mold Corporation

### <Overseas Bases>

#### [Americas]

- Unipres North America, Inc.
- Unipres U.S.A., Inc.
- Unipres Southeast U.S.A., Inc.
- Unipres Alabama, Inc.
- Unipres Mexicana, S.A. de C.V.
- MA Automotive Brazil Ltd.

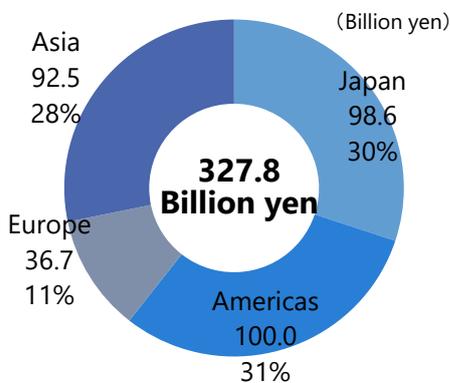
#### [Europe]

- Unipres Europe, SAS
- Unipres (UK) Limited
- UM Corporation, SAS

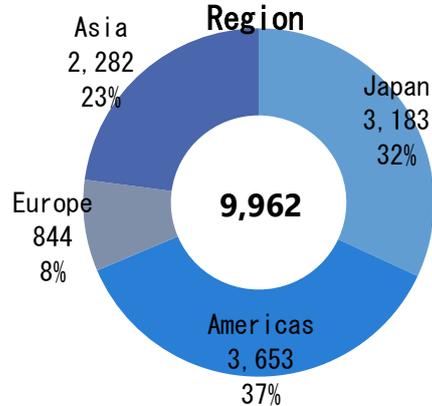
#### [Asia]

- Unipres (China) Corporation
- Unipres Guangzhou Corporation
- Unipres Zhengzhou Corporation
- Unipres Sunrise Corporation
- Unipres Precision Guangzhou Corporation
- Unipres India Private Limited
- PT. Unipres Indonesia
- Unipres (Thailand) Co., Ltd.

### Sales Breakdown by Region



### Employee Distribution by Region



\* Figures in pie charts are before consolidation adjustments.

## Management Philosophy

### “Perfecting Machine Press Technologies: Going a Step Beyond”

We are dedicated to furthering technical progress, finding practical applications, and pursuing innovation to perfect Unipres products that are used throughout the world.

We are committed to faithfully performing these roles and assuming these responsibilities and will be unceasing in our efforts to cultivate the core of our activities.

#### <Vision for Unipres>

As a company, Unipres aims to:

1. Develop technologies anticipating market needs
2. Manage costs flexibly to maintain its preeminent competitive position
3. Employ a global strategy addressing structural changes in the automotive industry

## Unipres' Mission

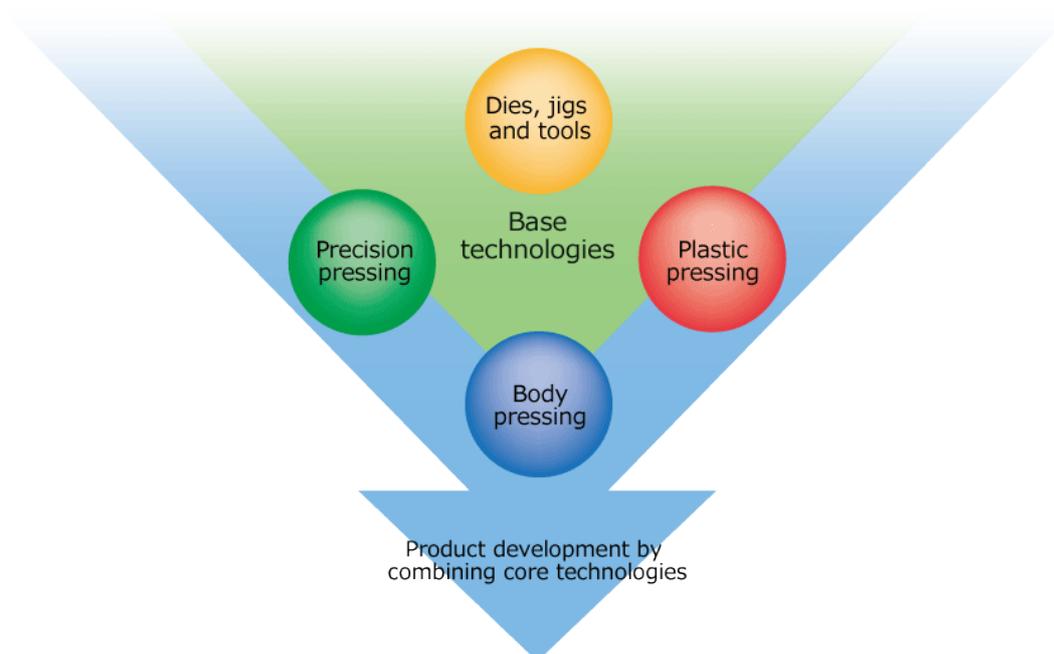
### Press technology for the protection of people and the earth

The automobile, indispensable to human society, now faces a major turning point.

By reducing the weight of individual vehicle parts, fuel efficiency can be improved resulting in fewer emissions of CO<sub>2</sub> which is thought to be responsible for global warming. This kind of evolution is required in the automotive industry. Unipres, as a comprehensive manufacturer of press-formed automotive components, is supporting car manufacturing by proposing a variety of new technologies.

Today we are applying highly advanced press technology to create parts meeting both safety and ecology needs, for the automobile manufacturing of the future.

Aiming both to co-exist harmoniously with the environment and bring joy to people all over the world, unipres continues to take up this challenge.



### Improving safety and contributing to a low-carbon society

Realizing high strength and lowering CO<sub>2</sub> emissions through weight reduction and improved fuel efficiency

# Top Message

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## **Our advanced press technology will support creation of next-generation vehicles that excel in safety and environmental performance**

Our fiscal 2018-2020 medium-range management policy states that we will “promote Unipres Production System (UPS) activities and enhance our profitability and competitiveness to become the No. 1 global company.” In accordance with this policy, Unipres has addressed four key management issues in fiscal 2018: (1) utilization and strengthening of global production bases, (2) promotion of technology development, (3) top level competitiveness in the industry, and (4) corporate action with awareness of ESG investment.

In the promotion of technology development, the technology development for further vehicle weight reduction and efficient driving will become more important due to the progress of car electrification.

To contribute to both safety and environmental performance, we are promoting weight reduction and other technology development in such areas as ultra-high-tensile materials, hot stamping, and aluminum technology. In the belief that aiming to solve social issues through our core business should be the basis of the Unipres Group's CSR activities, we will continue to support the production of next-generation vehicles that excel in safety and environmental performance by making full use of our strengths in advanced press technology.

In the corporate action with awareness of ESG investment, we are committed to corporate governance, compliance, risk management, and other issues to fulfill our social responsibilities and enhance corporate value through our daily business activities.

Year 2018 saw many natural disasters in Japan, including the Northern Osaka Earthquake in June, the Western Japan Heavy Rain in July, and the Hokkaido Eastern Iburi Earthquake in September. During the Western Japan Heavy Rain, some Unipres Group employees had their homes damaged, and some of our customers suffered enormous damage. We would like to extend our condolences to everyone who has been affected by the disasters. In terms of risk management, we are reviewing and enhancing documents related to business continuity planning (BCP) in recognition of its importance, and have implemented business continuity management (BCM) training for the first time in November 2018 to strengthen our commitment to BCM.

In fiscal 2019, we have changed the title of the fourth key management issue to “commitment to CSR with awareness of SDG challenges.” While the social responsibility of corporations increases, we will continue to actively work on global environment and other issues to contribute to the sustainable development of society.

Strong promotion of CSR activities is essential for Unipres to grow and advance. We will continue to meet expectations by being aware of the interests of our stakeholders, carrying out dialogs, and deepening mutual understanding.



President and Representative Director **Masanobu Yoshizawa**

# CSR Management

## Materiality

In order to produce this report, the Unipres Group analyzed the materiality of a range of topics according to their importance within its own global business operations, as well as their importance in light of past dialogues and interactions involving stakeholders. The analysis therefore employed two axes: "Importance for stakeholders," and "Importance for the Unipres Group" (see figure below).

In our materiality analysis, we use issues listed in the GRI Standards as a guide, introduce additional issues related to Unipres' business activities, and classify them into different levels.

We will continue to analyze materiality with reference to social circumstances and our stakeholders' opinions, revising the assigned levels of materiality as necessary.

### <Materiality for the Unipres Group>

<b>Importance for Stakeholders</b>	<b>High</b>	<ul style="list-style-type: none"> <li>• Indirect Economic Impacts</li> <li>• Anti competitive Behavior</li> <li>• Supplier Environmental Assessment</li> <li>• Child Labor</li> <li>• Forced or Compulsory Labor</li> <li>• Local Communities</li> <li>• Supplier Social Assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Energy</li> <li>• Water</li> <li>• Atmospheric Emissions</li> <li>• Effluents and Waste</li> <li>• Employment</li> <li>• Occupational Health and Safety</li> <li>• Diversity and Equal Opportunity</li> <li>• Strengthening corporate governance</li> </ul>
	<b>Average</b>	<ul style="list-style-type: none"> <li>• Market Presence</li> <li>• Procurement Practices</li> <li>• Materials</li> <li>• Biodiversity</li> <li>• Labor / Management Relations</li> <li>• Security Practices</li> <li>• Rights of Indigenous Peoples</li> <li>• Public Policy</li> <li>• Marketing and Labeling</li> </ul>	<ul style="list-style-type: none"> <li>• Economic Performance</li> <li>• Anti-corruption</li> <li>• Environmental Compliance</li> <li>• Training and Education</li> <li>• Non-discrimination</li> <li>• Freedom of Association and Collective Bargaining</li> <li>• Human Rights Assessment</li> <li>• Customer Health and Safety</li> </ul>
		<b>Average</b>	<b>High</b>
		<b>Importance for the Unipres Group</b>	

# Main Targets and Results of CSR Initiatives in FY2018

(✓: Achieved △: Almost/partially achieved ✕: Not achieved)

Topics	SDGs	FY2018 Targets (KPIs)	FY2018 Results	Level of Achievement
<b>Diversity and equal opportunity</b>	5, 8	No. of men using childcare leave: 1 or more Women's use of childcare leave: Keep at 75% or more *Target companies: Unipres & Unipres R & D	Men: 2 Women: 100%	✓
<b>Diversity and equal opportunity</b>	5	Ratio of women among workers hired: 12% or more	13.8%	✓
<b>Diversity and equal opportunity</b>	5	Ratio of women among managers: 2% or more	1.60%	✕
<b>Diversity and equal opportunity</b>	10	Disabled people in workforce: achievement of the statutory percentage (2.2%)	2.24%	✓
<b>Employment</b>	3, 8	Implementation of measures to improve work-life balance	Extended application of the super flex time system to other departments than the Head Office Administrative Departments	✓
<b>Occupational health and safety</b>	3	Lost work-time frequency rate: 0.00	0.00	✓
<b>Strengthening corporate governance</b>	12	First implementation of BCM training	Conducted at the Head Office	✓
<b>Strengthening corporate governance</b>	8, 10	Implementation rate of in-house compliance self-check: 100% * Excluding foreign employees, employees on maternity and childcare leave, and long-term overseas business travelers	97.8%	△
<b>Strengthening corporate governance</b>	8, 10	Establishment of an external whistle-blower hot line for five domestic subsidiaries, and development of a reporting line for Unipres alone	The hot line for five subsidiaries established Development of the reporting line for Unipres alone completed	✓
<b>Energy</b>	13	Energy intensity 99% (1% improvement) compared with the previous fiscal year Average yearly change in energy intensity over a five-fiscal-year period: 99% (1% improvement)	107.9% compared with the previous fiscal year Average yearly change in energy intensity over a five-fiscal-year period: 100.7%	✕
<b>Atmospheric emissions</b>	13	Achievement of CO <sub>2</sub> reduction targets via improvements in distribution: 100%	125%	✓
<b>Atmospheric emissions</b>	13	Greenhouse gas emission intensity: improvement by 8% (relative to fiscal 2010)	12.5% below target	✕
<b>Water</b>	13	Total water intake intensity: 1% improvement (relative to fiscal 2015)	15.4% improvement	✓
<b>Effluents and waste</b>	12	Industrial waste recycling rate: 1% improvement (relative to fiscal 2015)	2% improvement	✓

## SDGs (Sustainable Development Goals)

The sustainable development goals (SDGs) adopted by the United Nations in 2015 are common goals for all humans to be achieved by 2030. Unipres strives to achieve the SDGs in cooperation with our stakeholders through technology, products, and various other business activities.

### Some of our commitments to achieve SDGs

Contributing to a low-carbon society by reducing vehicle body weight (goals 9, 13, and 15)

- Technology development of ultra-high-tensile material processing
- Development of resin battery case (page 17 and 18)

Donations through a shareholder benefit plan (goals 1, 3, 10, 11, 13, 15, and 17)

- More Trees
- Foundation for Orphans from Automobile Accidents
- Kids Smile QUO Card (page 35)

Initiatives to reduce CO<sub>2</sub> in logistics (goals 13, 15, and 17)

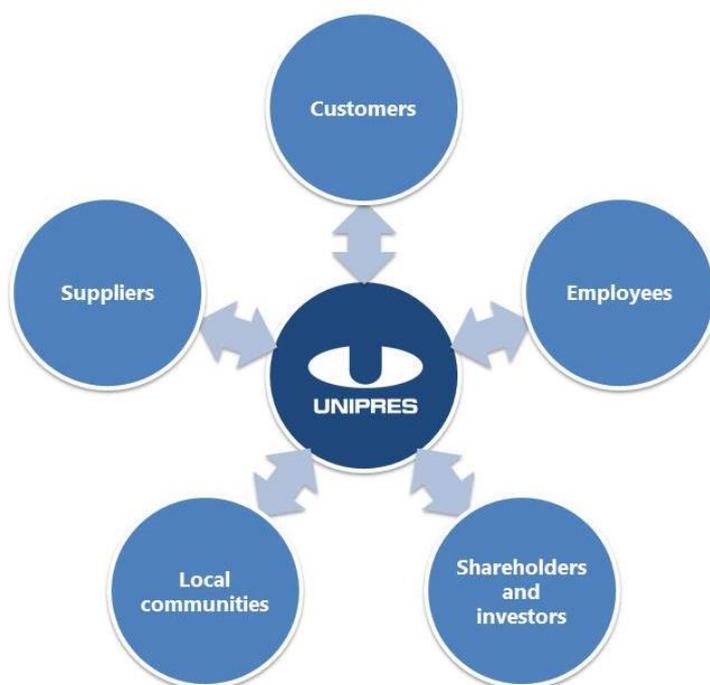
- CO<sub>2</sub> reduction by modal shift
- CO<sub>2</sub> reduction by improving logistics (page 43 and 44)



## Stakeholder Engagement

A wide variety of important stakeholders have an effect on the Unipres Group's business activities. We will continue our efforts to communicate with stakeholders, build mutual understanding, and forge relationships of trust in order to maintain the growth of the Unipres Group and facilitate the sustainable development of society at large.

### <The Unipres Group's Stakeholders>



### <Methods of Interacting with Stakeholders>

#### ◆ Customers

Sales/proposal activities, quality assurance activities, and joint research activities

#### ◆ Employees

Employee performance appraisals, educational program, awards program, informal gatherings between workers and management, internal whistle-blowing (via internal and external contact points), occupational safety and health measures, stress checks, various counselling services, and in-house newsletter/intranet

#### ◆ Suppliers

Procurement activities, suppliers' meetings, and awards program

#### ◆ Shareholders and investors

Disclosure of information (via statutory disclosure, the Tokyo Stock Exchange's timely disclosure, mass media, and external websites), annual shareholders' meetings and shareholder receptions, business reports, financial results briefings for analysts and institutional investors (two in FY2018), small meetings (10 in FY2018), individual interviews (with 120 individuals in FY2018), company briefings for individual investors (19 in FY2018), shareholder questionnaires, and investor questionnaires

#### ◆ Local communities

Sponsorship: Tricolore Club, Yokohama Human & Technoland, u-life 21, Mount Fuji Women's Relay, Nissan Cup Oppama Championship, Fuji Festival, etc.

Donations: Foundation for Orphans from Automobile Accidents and More Trees

Plant tours: for nearby elementary schools and employees' family

Disclosure of information and response to inquiries via external websites

Participation in business associations (the Japan Auto Parts Industries Association, etc.)

## Corporate Governance

### <Basic Approach>

To ensure that business is conducted properly, Unipres put the necessary structure in place by establishing an Internal Control Committee chaired by the president in FY2006. To facilitate the centralized implementation of the internal control system, three subcommittees—Risk Management, Financial Information Disclosure, and Compliance—have been set up under the Internal Control Committee. These subcommittees decide on policies and measures, and take action to ensure that business is conducted properly.

At Unipres we are fulfilling our corporate social responsibility by ensuring that the entire company adheres to our management philosophy and the Unipres Group Code of Conduct in the course of its business activities, and by strengthening our management system at the global level.

### <Organizational Structure for Corporate Governance>

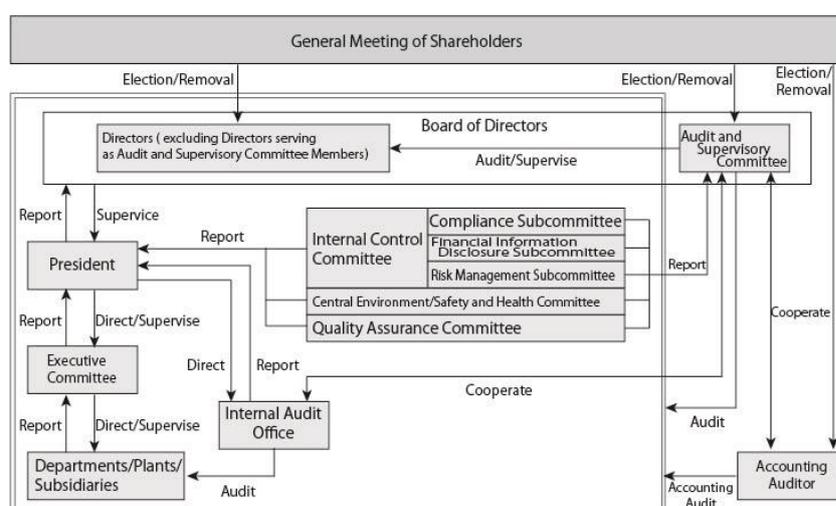
In April 2015, Unipres implemented changes to its business management structure. The changes were intended to facilitate prompt managerial decisions and business execution by clearly separating managerial decision-making and supervision from business execution, as well as to enhance corporate value by strengthening corporate governance. Moreover, the Company sought to strengthen its governance even further by converting from a company with an audit and supervisory board to a company with an audit and supervisory committee at the 77th Regular Shareholders' Meeting held in June 2016. The organization and chairs of each committee are detailed below.

- The Internal Control Committee is chaired by the president elected by the Board of Directors.
- The Executive Committee, which passes resolutions on matters delegated to it by the Board of Directors, as well as other important matters relating to business execution, is also chaired by the president.
- The chairs of the subcommittees for risk management, financial information disclosure, and compliance are nominated by the president. The subcommittees for risk management and compliance are chaired by the executive officer with specific responsibility for general administration, and the subcommittee for financial information disclosure is chaired by the executive officer with specific responsibility for finance and accounting.

- Unipres established the Central Environment/Safety and Health Committee to deliberate and decide on matters relating to the environment and management of safety and health. The committee's chair is nominated by the president from among the executive officers and it is chaired by the executive officer with specific responsibility for general administration.

- The Quality Assurance Committee is chaired by the executive officer with specific responsibility for quality assurance.

### [Corporate Governance at Unipres Corporation]



☆Online links: [Corporate Governance Report](#) (in Japanese); [Internal Control System Basic Policy](#)

## <Risk Management>

Unipres has established a Risk Management Subcommittee to conduct risk management throughout the Company. The subcommittee controls overall risk management activities such as the improvement of risk management programs and the establishment of inter-departmental risk solutions. (The subcommittee met six times in FY2018.)

### [Identifying Risks Using a Risk Management Self-Checklist]

In order to manage risk of loss, we assessed and analyzed risk throughout the Company and selected six major areas requiring companywide responses (measures to address tax law, measures to address exchange rate fluctuations, information security, business continuity plan [BCP], human resource risk, and compliance). We take action to reduce each of the associated risks and report progress to the Board of the Directors.

### [Information Security System]

At Unipres we recognize our social obligation to take comprehensive and effective measures to minimize the risk of information being leaked, and to manage and use our information assets securely. We have therefore formulated an Information Security Policy to maintain information security properly, and we are working to improve our management of confidential information by establishing an information security system based on this policy.

### [Business Continuity]

Our measures to counter risks related to possible large-scale natural disasters include (1) BCP development, (2) seismic reinforcement implementation, (3) emergency stockpile deployment, etc. Thus, we are taking action to ensure that post-disaster damage to our businesses is kept to a minimum.

### [Implementation of BCM training]

The first BCM training was conducted at the Unipres Head Office in fiscal 2018. The objective of business continuity management (BCM) is to continue business and minimize the shortage of products to customers when risk arises. Training is provided to cope with situations that may occur due to risks, and the effectiveness of functions and procedures is checked against the prepared risk management plan. In the next fiscal year and afterward, we plan to continue training at different business sites every year.



BCM training in operation

☆Online links: [Corporate Governance](#); [Annual Securities Report](#) (in Japanese)

## <Compliance>

Unipres has established a Compliance Subcommittee to promote compliance throughout the Unipres Group; the subcommittee draws up compliance programs and supervises compliance activities. (The subcommittee met five times in FY2018.)

### [The Unipres Group Code of Conduct]

Guided by our management philosophy, "Perfecting Machine Press Technologies: Going a Step Beyond," we in the Unipres Group will continue to operate in a way that merits society's trust. In order to realize this management philosophy, we believe it is essential to make a unified commitment to manufacturing, and at the same time to fulfill our corporate social responsibility by complying with all national and international laws and regulations, as well as internal rules, and by keeping our other promises. Based on this belief, we are making a concerted effort as a Group to enhance our compliance.

☆Online link: [The Unipres Group Code of Conduct](#)

### [Compliance self-check (education)]

Self-checking (testing) of compliance awareness using e-learning and answer sheets has been conducted once a year for domestic employees and temporary workers since fiscal 2012 to verify the improvement of compliance awareness in the Unipres Group and the effectiveness of the code of conduct education.

### [Internal Whistle-Blowing System]

To obtain compliance-related information, Unipres has instituted an internal whistle-blowing system and established the Unipres Hotline as a contact point within the Company. This enables directors and employees who have discovered any compliance issues to directly notify or consult with the compliance supervisory unit. In addition, external contact points involving external counselors have been established for Unipres and its domestic subsidiaries to ensure fairness and transparency. For privacy protection, anonymous reports are also accepted. The total number of whistle-blowing reports in fiscal 2018 was 19 in Unipres and its five domestic subsidiaries, and all cases have been handled.



Unipres provides products that offer high quality at a reasonable price by taking the position of consumers and users and giving full consideration to safety. We are engaged in ongoing creative and innovative technological development and actively cultivate new fields of business.

## <<Quality>>

### Policy on Quality

Unipres maintains a consistent focus on customer satisfaction and customer trust to supply products for which quality is assured.  
 ~ This policy on quality is both our starting point in terms of quality assurance and our end point in terms of how we aspire to run our business. ~

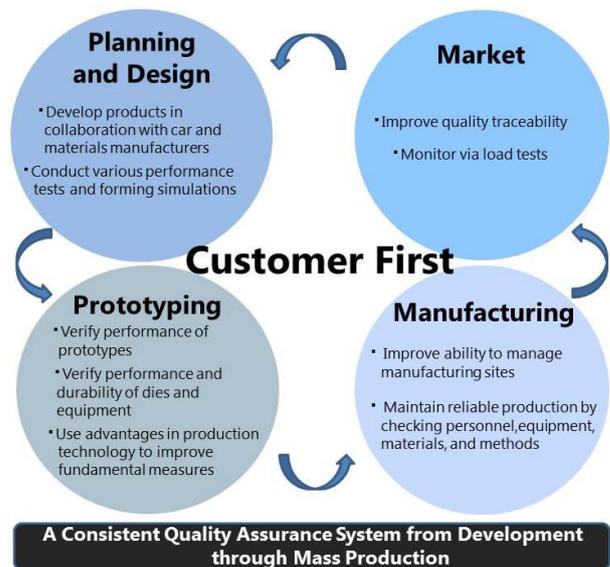
- (1) The president will review the appropriateness of this policy on quality. In addition, Unipres will ensure that the policy is put into practice by taking continuous measures to improve conformity with requirements and the efficacy of the quality management system.
- (2) To ensure that the policy's objectives in terms of quality are achieved, the executive officer with specific responsibility for quality assurance will set annual and medium-term targets for quality and will implement these throughout all departments. These targets for quality are targets for the organization as a whole, and they are to be achieved by all members of the organization.
- (3) The head of each department will produce a departmental policy document setting out management tasks, as well as measures and short-term goals for achieving the quality targets. After obtaining the approval of the executive officer with specific responsibility, the head of department will implement the departmental policy among the department's employees and ensure consistently target-oriented management of each area of responsibility and task.

### Key Initiatives in FY2018 to Improve Quality

- (1) Eradicate serious defects
- (2) Significant reduction in the number of defectives
- (3) Ensure that global quality standards are rigorously adhered to at manufacturing sites

### Quality Control

The aim of the Unipres worldwide quality control system is zero defects.  
 By developing a consistent quality assurance system spanning the entire process from development through mass production and basing quality control on the same standards at all our global sites, we provide the best possible quality all over the world.



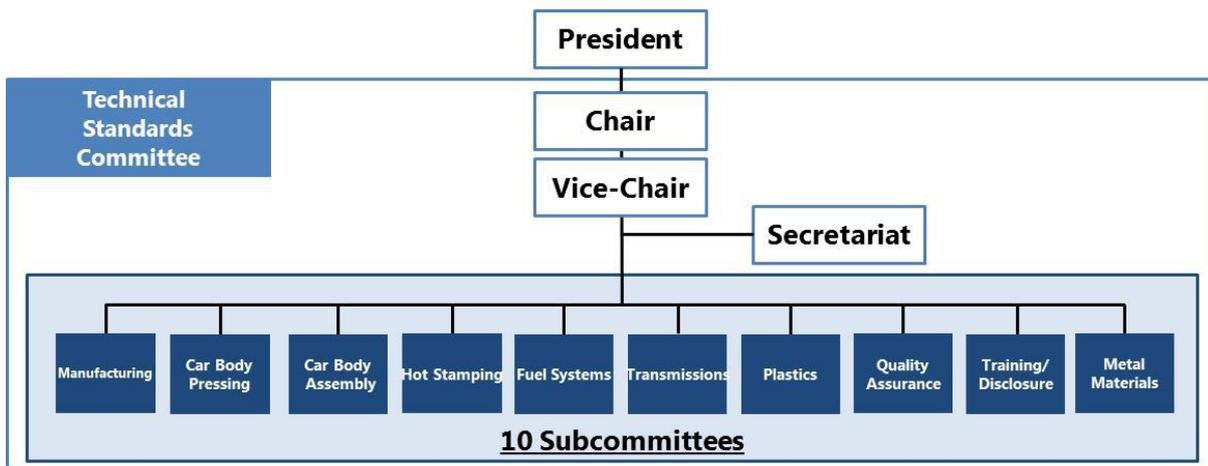
### Quality Management System

The Unipres Group is in the process of earning certifications under the international standards for quality management systems. Our manufacturing bases in Japan and overseas have obtained certification under either ISO 9001 or ISO/TS 16949, the standard specific to the automotive industry. A transition to the IATF 16949 standard, whose number of requirement items is about 1.5 times that of ISO/TS 16949, was initiated in fiscal 2017; and this transition was completed in September 2018 at overseas production sites.

## Implementation of Shared Global Standards

Unipres has been implementing new quality improvement measures since FY2014, aiming to further boost the quality of its products. One such measure is the development of technical standards to be shared globally. We identified and clarified the issues, and prepared an action plan for each one. In addition, the in-house technical standards committee has been reorganized, with 10 subcommittees established to develop standards and procedures. The Unipres Engineering Standards (UESs) were prepared as global unified standards in fiscal 2016, and development of 807 standards was completed in fiscal 2018.

The UESs were steadily applied in fiscal 2018, and creation and revision of standards were reported by relevant subcommittees at committee meetings held four times a year. Moreover, all subcommittees are working to prevent the recurrence of defectives by ensuring the feedback of problems to the UESs.



## Use of Supplier Quality Assessments (USSCs)

Given that the quality demanded by customers is becoming increasingly higher from one year to the next, in April 2017 we started issuing Unipres Supplier Score Cards (USSCs) to our main suppliers. The aim was for Unipres and its suppliers to work in unison and share the same targets to achieve the best possible results.

We issue monthly reports that use scores to record the levels of quality our suppliers achieve each month. We also take steps to stimulate suppliers' motivation to make improvements, and to encourage voluntary action to boost quality. For suppliers with low assessment scores we implement special action plans involving auditing and guidance.

As a result, the number of defectives found by our main customers in fiscal 2018 was reduced to less than 30% of that in fiscal 2016, the year before implementing the improvement program. In fiscal 2018, we have started to issue Unipres supplier score cards (USSC) to the suppliers of Unipres Kyushu.

## Daily notification of quality status

To raise the awareness of defective-free delivery and share targets, we have set targets for the number of defectives delivered and the PPM value\* at all production sites; daily notification of actual values in relation to the target values to the managers and other relevant persons of each site has started in fiscal 2018. By setting up targets and improving the noticeability of defectives delivered, we have reduced the number of defectives by 30% compared to the previous fiscal year and recorded the best PPM value ever in fiscal 2018.

\* The PPM (parts per million) value represents the number of defectives among one million products.

## QC (Quality Control) Circle Activities

Unipres is conducting QC circle activities with the aim of promoting action within the workplace to improve quality. In July each year we hold a companywide QC circle convention at which presentations are given by QC circles that won top prizes at the Company's block presentation meetings. The companywide convention is also attended by representatives of QC circles at overseas manufacturing bases and our suppliers as a means of boosting quality throughout our entire supply chain.

In the Nationwide QC Circle Conference held in Okinawa in December 2018, the QC circle of the Fuji Plant (Fujinomiya), which won the top prize in the company-wide convention, won an Excellent Experience Case Award, which is an award given to a circle that presented a unique, excellent case of experience.



Presentation at the QC circle conference

# << Technological Development >>

## Overview of Technological Development

The Unipres Group combines its basic technologies relating to equipment such as dies, jigs, and tools with core technologies comprising car body pressing, precision pressing, and plastic pressing to develop and manufacture products with an emphasis on safety and the environment. The Group's Medium-Term Management Policy is "Promote UPS activities and enhance our profitability and competitiveness to be the No. 1 global company," and in accordance with this policy, the Group is pushing ahead with deepening its core domain centering on press technologies, as well as tackling new domains including innovative methods and products.

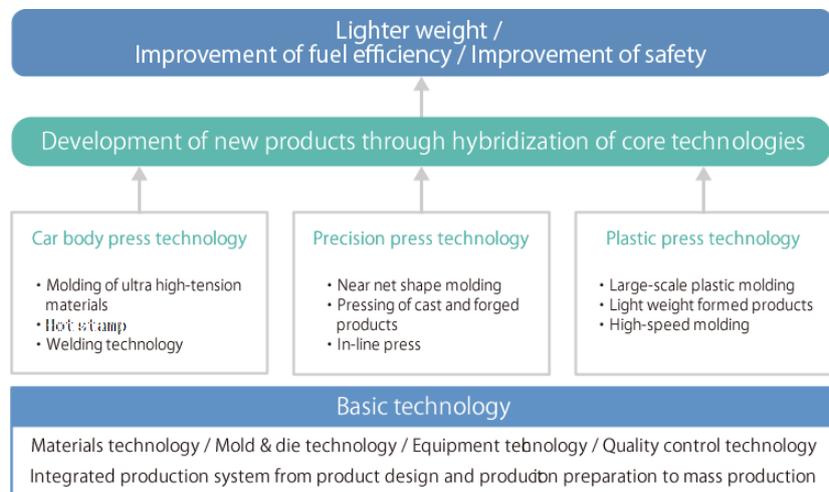
On the R&D front, the Japan-based Unipres R & D Co., Ltd. is spearheading the development of new technologies and new products, as well as conducting joint research with automotive and steel manufacturers, and universities. At the end of FY2018, personnel involved in R&D numbered 700, and R&D expenditure for FY2018 amounted to 6.4 billion yen. Meanwhile, industrial property rights held by the Unipres Group as a whole at the end of FY2018 numbered 87.

### <Main R&D Challenges in FY2018>

- Development of 1.5 GPa class super high tensile parts
- Development of hot stamping parts
- Development of transmission parts for future expansion of electrification
- Development of high-performance plastic parts

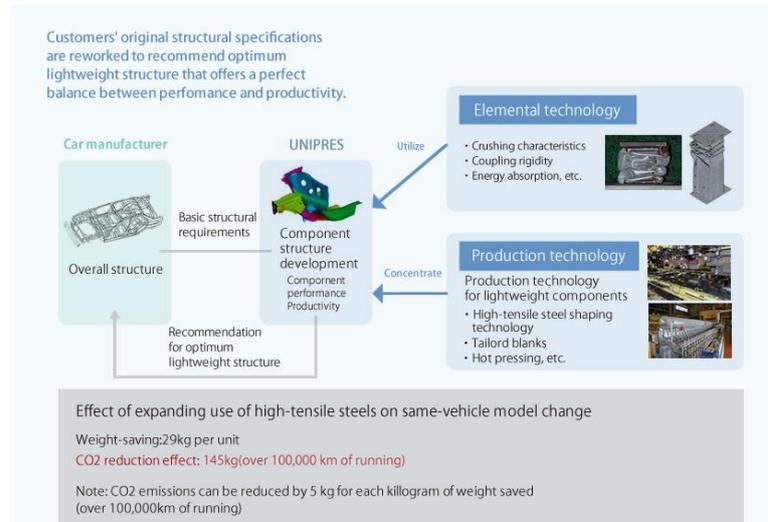
## Development and design efforts

Unipres has contributed to weight reduction, improved fuel efficiency, and enhanced safety by improving car body press, precision press, and plastic press technologies thanks to our base technologies relating to materials, molds, equipment, and quality assurance.



## <Optimal lightweight structure proposal>

Unipres has been working to develop molding technology for processing high-tensile materials, ultra-lightweight parts made of foamed plastics, and more. We propose to our customers an optimal lightweight structure that realizes both performance and productivity by capitalizing on the strengths of total press engineering, which handles everything related from pressing, from product design and development to mass production.



★Online link: [What are high-tensile materials?](#)

## Development Example

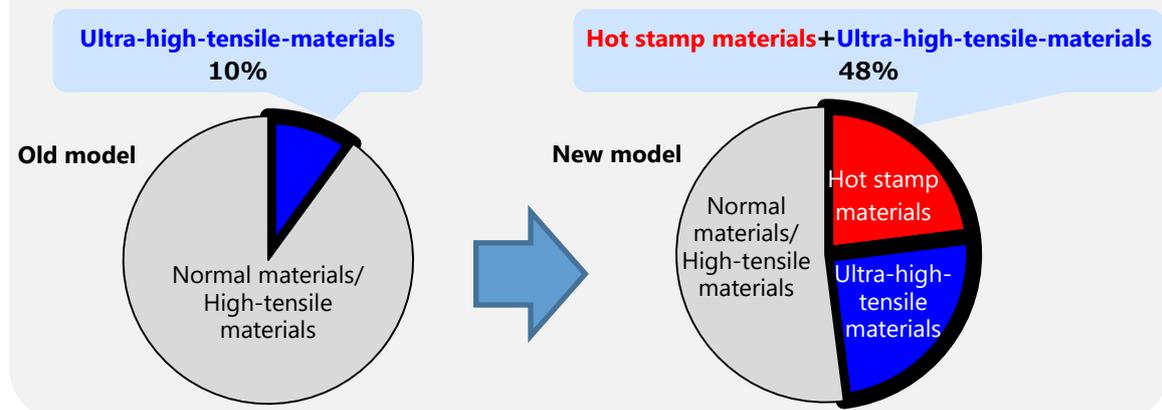
### Ultra-high-tensile material processing technology for increasing the strength and reducing the weight of body frame parts

In recent years in the auto industry, further reduction in the weight and further increase in the strength of car bodies are required to meet both environmental regulations and growing needs for safety.

Automakers are expanding the application of ultra-high-tensile materials and hot stamping parts, and the proportion of high-strength materials used in body frame parts is increasing year by year.

Unipres is promoting the development of technology to reduce the weight of body parts, with focus on the processing technology of high-tensile materials and hot stamping, in which the company has an advantage. For cold pressing, we are developing molding technology for 1.5 GPa materials, which surpass the 1.2 GPa materials already being used in mass-produced vehicles. In hot stamping, we have succeeded in developing ultra-deep drawing parts whose depth is more than double that of conventional ones.

#### Usage rate of high-strength materials (weight ratio) in auto frame parts supplied by Unipres



## Development Example

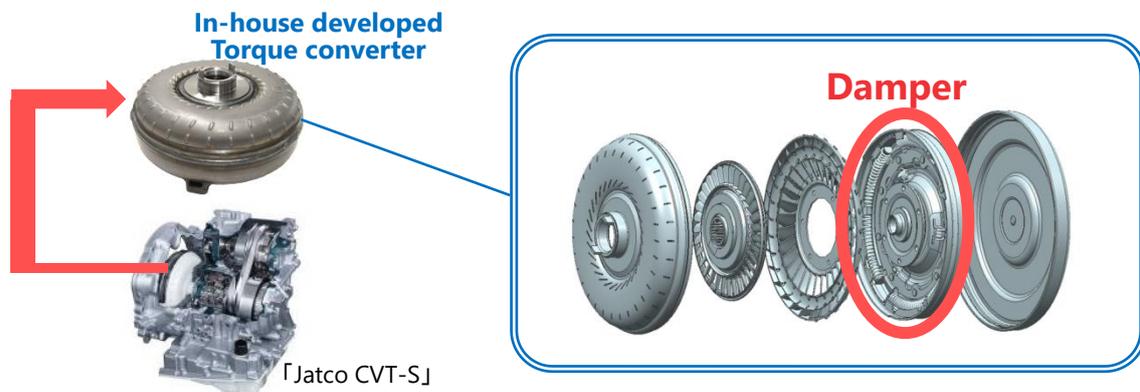
### Development of gas-soft-nitrided steel damper plate

In 2015, Unipres started production of its first in-house developed product, a torque converter, which is the company's main product type.

While working on the development of a torque converter for light vehicles, which was the second completely original model of Unipres, we succeeded in developing a damper plate using gas-soft-nitrided steel with high strength and low distortion. This torque converter has been adopted in Jatco Ltd.'s new continuously variable transmission for light vehicles, the Jatco CVT-S (JF021E), and its production and supply began in January 2019.

In damper plates, which require high strength, high wear resistance, and high accuracy, hot-rolled steel sheets have conventionally been carbonitrided to ensure quality. We have worked with Nippon Steel Corporation on development to further reduce costs, improve productivity, and improve quality.

This product is mounted on the new Dayz model of Nissan Motor Co., Ltd. and the new eK Wagon and eK X models of Mitsubishi Motors Corporation.



## Development Example

### Advanced plastic technology adapted to electrification

With the progress of electrification in the auto industry, further body weight reduction and improvement of aerodynamic performance to extend cruising ranges are required.

Unipres is working on the development of a plastic battery case (top cover) to further reduce the body weight. A 70% weight reduction is expected by adopting plastic, compared with conventional steel.

In addition, bottom body covers are expected to become larger and more widely used to improve aerodynamic performance, and this presents business opportunities to Unipres, which has the capability of low-pressure molding of large products.

We will continue to expand sales by developing products using our technological advantages.



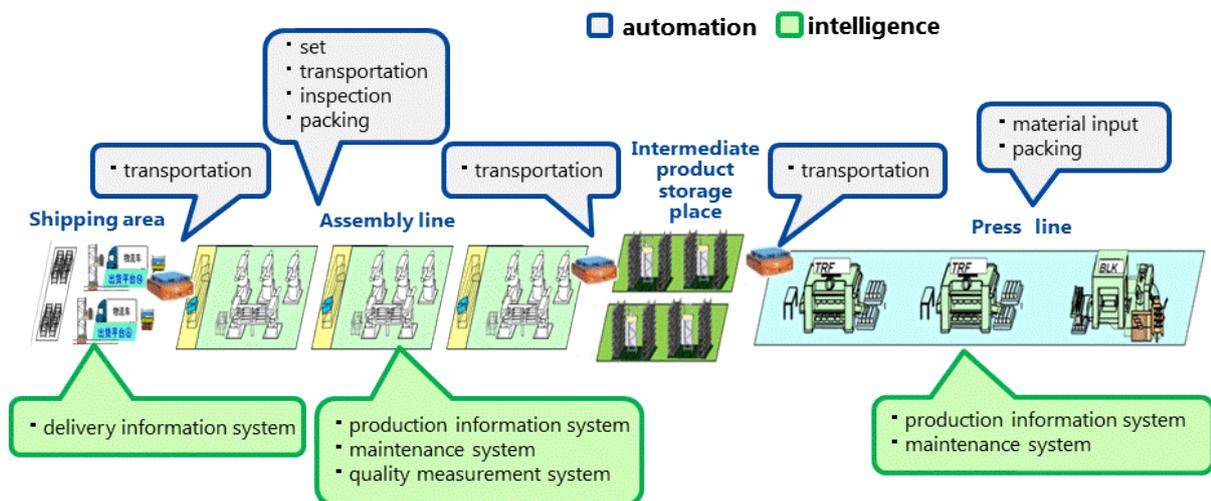
Plastic battery case (top cover)

## Development Example

### Promoting automation and intelligence (IoT)

With the aim of establishing unmanned plants, we have been working on various items of automation and intelligence since fiscal 2018, using our China plant as a model. For example, we have achieved significant labor savings by transporting parts with automated guided vehicles and automating assembly lines. We will promote horizontal deployment of automation and intelligence items at our global sites going forward.

#### 【Examples of automation and intelligence technologies promoted at China plant】



# Social Responsibility Report | Shareholders and Investors

We disclose information needed by the company’s shareholders, investors, and other stakeholders in a timely and proper fashion and thus aim to ensure accurate understanding and evaluation of our company. Aware of our social responsibility, we engage in fair market competition.

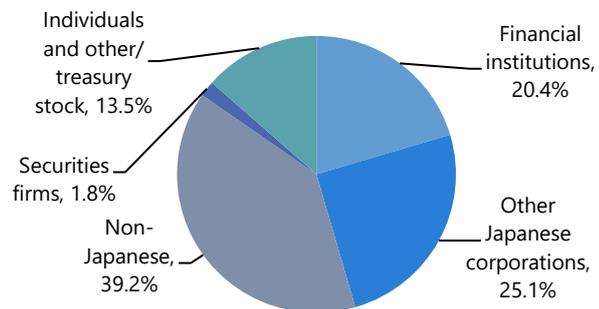
## Disclosure of Information

Unipres strives to disclose information in a timely and proper fashion according to the laws, regulations, and rules relating to statutory disclosure and timely disclosure. Even when information is not subject to legal requirements, we recognize that the information society really requires goes beyond the information that must be disclosed under laws and regulations. Accordingly, we will continue to disclose information voluntarily through a variety of IR activities in order to earn trust as a transparent company. We will continue our efforts to promptly communicate a full range of information by, for example, publishing news releases and reports (shareholder newsletters), and posting up-to-date information on our website. In this way we will aim to help our shareholders and investors understand the Company in more detail.

## Shareholder Distribution

As of March 31, 2019, the total number of shares issued by Unipres Corporation was 47,944,973, while shareholders numbered 6,890. Shareholder distribution is as shown to the right.

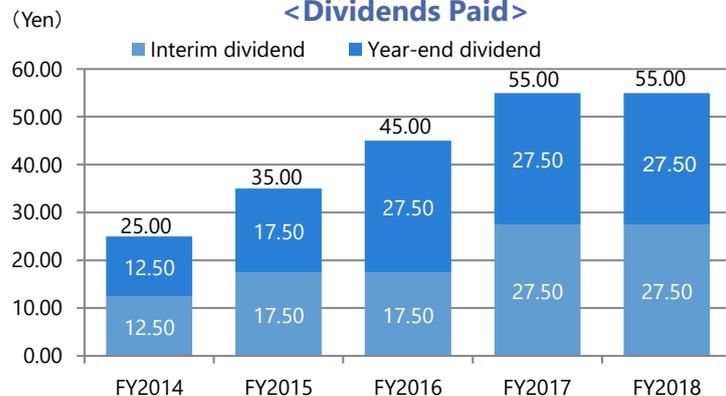
<Ratio of Shares Held by Shareholder Type>



## Redistribution of Profits

Unipres regards stable redistribution of profits to its shareholders as an important management task. In accordance with this policy, the Company’s key principle with regard to dividends for shareholders is to take a comprehensive view of factors such as performance in each fiscal period to maintain stable payment of an appropriate level of dividends.

<Dividends Paid>



## << Main IR Activities in FY2018 >>

### Annual Shareholders' Meetings and Shareholder Receptions

At its Regular Shareholders' Meetings Unipres strives to help shareholders understand the Company better by presenting its business report in visual form to make the report easy to understand. After the end of the formal shareholders' meeting, we hold a shareholder reception in the same venue. Each year we receive positive feedback from shareholders on these events, at which they can talk directly with the Company's executives to exchange opinions and ask questions in a sociable environment, while enjoying refreshments.



Shareholder reception held at the Shin Yokohama Prince Hotel on June 21, 2018

### Financial Results Briefings

Unipres holds regular financial results briefings for institutional investors and analysts, which are attended by the president and other relevant executives. At these briefings, we explain our financial results and business operations directly to investors. In FY2018 briefings were held in May and November. In addition to these briefings, we are proactive in offering other opportunities for dialogue with investors, including organizing small meetings and responding to requests for individual interviews.



Investors Attend a Financial Results

### IR Events for Individual Investors

Every year Unipres holds company briefings for individual investors and exhibits at IR events. In FY2018, we held company briefings in 19 locations across Japan. We provided explanations on topics including the details of our business and our strengths as a company, our financial situation, and our shareholder returns, and as a result we were able to help a large number of individual investors understand the Company in greater detail.

#### <Locations of Company Briefings for Individual Investors FY2018>



### Shareholder Questionnaires

We use the application postcards for shareholder incentive services as well as our website to administer questionnaires to our shareholders. We annually conduct a web-based questionnaire survey aimed at individual investors. In fiscal 2018, we explained Unipres' CSR initiatives and solicited opinions and feedback. We use the opinions expressed by respondents to improve our IR activities.

**We build and maintain equal, fair, and transparent trade relationships with all our business partners and build strong cooperative ties through mutual understanding and respect as business partners. In this way, we seek our mutual benefit.**

## Procurement policies

Unipres has established procurement policies because of the necessity to fulfill social responsibilities in conducting procurement activities with all domestic and overseas business partners.

Unipres shall conduct its procurement activities in accordance with the following three basic guidelines.

### 1. Fair transactions

- Unipres shall build equitable, fair, and transparent relationships with all of its suppliers, inside and outside Japan. It shall also forge ties of mutual understanding and respect, and aim for coexistence and co-prosperity with them as business partners.
- In addition, Unipres shall constantly pursue new technology, high quality, and low costs in keeping with its management philosophy, and endeavor to strengthen its competitiveness through a concerted effort with its suppliers.

### 2. Compliance with CSR procurement

- In recent years, Unipres has been engaged in various CSR activities accompanying changes in the social situation. These activities include improvement of labor conditions, disclosure of environmental data on levels of CO2 emissions and energy use as well as establishment of targets for their reduction, expanded contribution to communities, and preparation of business continuity plans (BCP) and other initiatives to address risks.
- Unipres also requests its suppliers to understand, and actively cooperate with, CSR activities as members of society.
  - i. Compliance with laws and regulations
  - ii. Reinforcement of in-house systems
  - iii. Sure notification to all suppliers throughout the supply chain

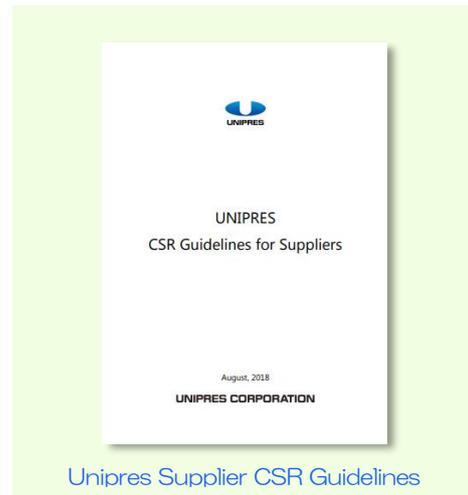
### 3. Approaches to green procurement

- At Unipres, each and every employee is taking action on his or her own initiative to protect the global and local environments, in keeping with the Unipres Environmental Policies and Green Procurement Guidelines. Our product development takes account of not only product safety but also reduction of environment-burdening substances and conservation of resources and energy, for the purpose of curtailing environmental impact to a minimal level.
- Furthermore, we believe that the automotive industry as a whole, from automakers to small and medium manufacturers of parts throughout the supply chain, must fulfill their social responsibilities from their respective standpoints. We are therefore requesting the cooperation of our suppliers, too, in approaches to green procurement.

## CSR Guidelines for Suppliers

On the basis of procurement policies, we engage in business while pursuing compliance and environmental consciousness in cooperation with our partners.

In August 2018, we established the CSR Guidelines for Suppliers, summarizing common items with the aim of enabling our business partners to reflect on their corporate activities from a CSR perspective and take clear actions for further improvement. We have prepared Japanese, English, and Chinese versions and have distributed them to global suppliers.



Unipres Supplier CSR Guidelines

## Green procurement activities

Unipres established the Unipres Green Procurement Guidelines in April 2009. The guidelines have set forth our commitment to reduce the impact on the environment when materials, parts, and sub-materials are delivered by our supplies. In this way, Unipres promotes global environmental conservation activities with an aim to create a society that enjoys sustainable development throughout the supply chain.



Unipres Green Procurement Guidelines

## Suppliers' Meetings

As a means of building even greater trust in our relationships, we hold annual suppliers' meetings attended by the companies that supply us, including our affiliated companies. We explain the fiscal year's policies and challenges with regard to procurement, quality, and delivery, and ask for our suppliers' cooperation with initiatives to overcome the challenges.

## Continuous Improvement (Kaizen) Training Workshops

We offer multiple training courses for our suppliers each year to empower them to improve quality and boost productivity. For the introductory continuous improvement training we start off in our training institute in the city of Izu in Shizuoka Prefecture with classroom lectures that address how to cultivate the corporate characteristics and human resources required to pursue continuous improvement. Thereafter, the training moves to one of the participant companies' operating sites, where practical training on continuous improvement is provided while observing the operating site at first hand.

In addition to the continuous improvement training, we also offer introductory quality training aimed at embedding QC circle activities, as well as training for managers and supervisors aimed at cultivating such personnel and better equipping them for their roles, and presentations at which examples of quality and continuous improvement best practice are shared.

## Outstanding manufacturer awards

Each year, Unipres presents awards to suppliers that have made special contributions in areas such as quality, delivery, cost, and safety, in order to further enhance the performance of our excellent business partners. In this way we continue to promote improvements in quality and collective strength among our suppliers.

## Use of Supplier Quality Assessments (USSCs)

★Link (within this PDF): [Use of Supplier Quality Assessments \(USSCs\)](#)

## Initiative to Address Conflict Minerals

Conflict minerals are specific minerals mined in areas where civil war is endemic, such as the Democratic Republic of the Congo and surrounding countries, that may potentially be used to fund armed groups. The United States has legislation mandating that companies investigate and report on any use of metals derived from conflict minerals within their supply chains. To meet our own obligations from a CSR perspective, we at Unipres Group obtained the understanding and cooperation of our suppliers to investigate the use of conflict minerals within our supply chain. Our investigation revealed no use of such minerals.



If each of our employees is to play a part in supplying better products to our customers, it is important to provide working environments in which each of those employees can work with peace of mind. Convinced that a company is made by its people, we are creating workplace environments enabling each individual to make the most of their abilities.

## << Hiring and Training of Human Resources >>

### Human rights policies

We established our human rights policies in November 2018 with the aim of raising the human rights awareness of each Unipres Group employee. The human rights policies have been translated into multiple languages and applied to all of our global sites.

#### <Basic Policy for Human Rights>

The Unipres group stipulates its policy of respecting diversity and human rights in “Unipres Group Code of Conduct Guide Book”, and this Basic Policy for Human Rights (“the Policy”) is developed based on the International Bill of Rights (the Universal Declaration of Human Rights and the two International Covenants), the International Labor Organization Declaration on Fundamental Principles and Rights at Work, and the United Nations Guiding Principles on Business and Human Rights.

As our firm commitment to respect human rights is comprehensively defined in the Policy, we will meet our responsibility to respect human rights in line with the Policy, together with our existing policies and processes.

The policy applies to all the executives and employees of Unipres group.

#### 1. Human Rights and Privacy

We respect the human rights and privacy of the individual.

#### 2. Discrimination and Harassment

We do not engage in discrimination or harassment of any kind based on race, nationality, gender, sexual orientation, religion, disability, age, social origin, or employment status.

#### 3. Child Labor, Forced Labor, and Human Trafficking

We do not allow child labor, forced labor, and human trafficking.

#### 4. Remuneration

We comply with the laws of each country and region regarding the minimum wages, overtime, wage deductions, performance-based pay, and other remuneration.

#### 5. Working Hours

We comply with the laws of each country and region regarding the setting of employees’ working hours including overtime and the granting of scheduled days off and paid annual vacation time.

#### 6. Dialogue and Consultation with Employees

Taking into account the laws and labor practices of each country, the Company will try to foster a good relationship with its employees and to resolve issues by having a sincere and constructive dialogue.

#### 7. Safe and Healthy Working Environment

We give the top priority to the health and safety of employees and make every effort to prevent accidents

#### 8. Responsibilities to Respect Human Rights

Where we confirm that we have caused or contributed to adverse human right impacts, the company will provide for or cooperate in legitimate processes to provide remediation.

#### 9. Stakeholders and Human Rights

We seek the respect of human rights from all parties we do business with and related parties.

#### 10. Promotion of Human Rights Policy

We cultivate a corporate culture of respecting human rights by conducting human rights enlightenment educations and trainings to all Unipres group executives and employees.

## **Fair Treatment and Appraisal**

The Unipres Group does not set recruitment or hiring requirements that discriminate by gender, age, or any other attribute, nor does it treat employees in a discriminatory manner based on nationality or beliefs, social standing, race, gender, sexual orientation, religion, physical ability or disability, age, place of origin, or employment status. Such avoidance of discrimination applies to employment terms including pay, working hours, days off, and paid leave, as well as to treatment including education and training, career progression, transfers, or company benefits. We treat and appraise our employees fairly under a performance review system that assesses employees' performance and work skills as they work and uses the results to offer pay raises, bonuses, promotions, career progression, and skills development. Accordingly, no difference exists in terms of base pay or total compensation between men and women of the same rank.

Personnel appraisal is not just an assessment, but is aimed at enhancing employees' willingness and ability to work and helping them do better work. For this reason, we have created a system for disclosing the items necessary for assessment to the employees concerned and providing a place for frank conversation; this involves feedback interviews with immediate supervisors regarding the results of personnel appraisal.

## **Relations between Labor Union and Management**

Employees at Unipres are enrolled in the Unipres Labor Union, and the union is a member of the Federation of All Nissan and General Workers' Unions. As of April 2018, 100 percent of employees were enrolled in the labor union (excluding managers, re-employed retired workers, and non-regular employees), amounting to a total of 1,768 members.

Unipres has established a sound relationship with the Unipres Labor Union and we hold monthly departmental union-management council meetings to share information and seek solutions to issues. If management plans major redeployment of personnel that will have a significant impact on employees, the labor agreement between the Company and the union stipulates a minimum notice period of three months (60 working days) and Company adheres rigorously to fair procedures.

## **Promoting Diversity**

Under the human resource policy of diversity, we implement recruitment policies that are not biased by nationality, gender, or age.

## **Employing People with Disabilities**

At Unipres we take a proactive approach to hiring people with disabilities. In FY2018, 2.24 percent of our employees were people with disabilities.

(FY2018 statutory percentage of disabled people in workforce: 2.2%)

## **Hiring of Non-Japanese People**

At the end of FY2018 Unipres was employing 20 non-Japanese employees and had appointed two non-Japanese executive officers. In our overseas subsidiaries, we are working actively to take on local employees, and 42 percent of our full-time senior managers at the level of executive officer or above are hired from the local community (as of April 2019).

## Promoting Active Participation by Women

In accordance with Japan's Act on Promotion of Women's Participation and Advancement in the Workplace, we drew up the action plan below to provide an employment environment in which women can participate actively.

[Duration of action plan]

April 1, 2016 to March 31, 2019

[Targets]

- Ensure that 12 percent or more of new hires are women
- Ensure that 2 percent or more of managers are women

In FY2018 the percentages relating to women employees were as shown below.

	FY2014 (Base year for targets)	FY2018
Percentage of women among new hires	11.1%	13.8%
Applicants per job by gender	Men: 16.4    Women: 13.8	Men: 5.5    Women: 8.6
Percentage of women among all employees	7.2%	8.5%
Male-female gap in average years worked continuously	4.9 years	5.5 years
Percentage of women among managers	1.6%	1.6%
Percentage of women among executives	0.0%	3.3%

\* Target companies: Unipres Corporation and Unipres R & D Co., Ltd.

## 100 Percent Return Rate after Childcare Leave

Since FY2015 we have benefited from a 100 percent rate of return to work by employees who have taken childcare leave. We intend to maintain and further improve our workplace environments to ensure that employees can return to work easily after taking childcare leave.

## Comprehensive Reinstatement System for Former Employees

Unipres has set up a reinstatement system for former employees to enable jobs to be reinstated for those who leave the Company due to pregnancy, childbirth, childcare, caring for sick family members, marriage, or their spouse's job relocation. After reinstatement, pay is maintained at the same level as before employees left and they are assigned to jobs and workplaces where they can take advantage of their skills, experience, and other attributes.

## Re-employing Retired Workers and Life Design Seminars

At Unipres we re-employ 100 percent of employees who wish to continue working after reaching the official retirement age of 60, enabling them to carry on working until 65. To get the most out of those who are re-employed, we take steps to boost their motivation, reviewing their performance like other employees.

We also liaise with the labor union to support this senior cohort in preparing for their future by ensuring that their lives are stable and secure. To this end, we encourage them to participate in life design seminars where they can learn about the thinking behind self-directed life planning and self-help methods.

## Employee motivation survey

Unipres has been surveying employees' motivation since fiscal 2017 to identify and improve issues such as employees' willingness to work and the work environment. The survey results are quantified for each department and fed back to the management and department heads.

We will continue to conduct surveys to manifest internal issues, and address the identified issues to improve the satisfaction and motivation of each employee.

## Expansion of super flextime system without core time

In fiscal 2018, we extended application of the super flextime system to plants, in addition to the Head Office Administrative Departments. By changing from the previous flextime system to the super flextime system that eliminates core time, we will increase the freedom of work styles, improve work-life balance, and reduce overtime.

## Cultivating a Global Workforce

Guided by our management philosophy, "Perfecting Machine Press Technologies: Going a Step Beyond," Unipres is focused on the cultivation of a global workforce. In particular, we are prioritizing stratified training aimed at understanding the requirements of a role and acquiring skills tailored to specific levels of seniority or job types, as well as language training to improve ability to handle global business involving interaction with bases or suppliers overseas. In FY2018, we provided 43,332 hours of training programs (19.3 hours per employee) for a cumulative total of 1,227 individuals.

The annual investment in education has increased to the current level of 29,237 yen per employee.

### < Training System >

#### ◆ Stratified training

We provide compulsory training based on two different programs: seniority-based training and job type-based training. The training's objectives include acquisition of skills required for specific levels of seniority or job types, and understanding the requirements of a role.

#### ◆ Self-development correspondence training

Employees can choose from more than 100 correspondence courses—ranging from foreign language skills to official certifications or business skills—to take a course that meets their own objectives.

#### ◆ Language training

We aim to boost skills in languages that are particularly necessary in the global business environment by offering language learning study abroad programs, as well as training to help with preparing for the TOEIC (Test of English for International Communication), with conversing in English, and with learning foreign languages prior to overseas postings.

[Language learning study abroad program]

In order to have employees learn the basic skills required of a global workforce, we provide for a language learning study abroad program to learn English intensively at a language school overseas. The aim is for employees to acquire language and communication skills which can be used overseas not only through cross-cultural experiences via daily life in a homestay, but also by interacting with students from around the world. In FY2018, three employees were selected and studied abroad in Vancouver, Canada.

## Cultivating Next-Generation Leaders (the Middle Management Program)

In FY2017 Unipres introduced a middle management program targeting early cultivation of next-generation leaders (i.e., heads of overseas bases and heads of departments). The program promotes systematic acquisition of management skills and nurtures a companywide management perspective. Training is provided by an external organization and boosts overall business management skills by offering an opportunity to learn about all key aspects of management. By discussing issues with representatives of a diverse range of industries over a three-month period, participants can learn from each other to acquire the broad outlook, leadership, and character required of managers of global corporations. At the end of the 10-month program, participants draw on the knowledge acquired to make recommendations to our management team on the type of company Unipres should aim to be in future.

## Implementation of training for nurturing female leaders

To nurture female managers, we have introduced in fiscal 2018 a training system for female employees who may be appointed to be managers. In a three-month training program using an external organization, the trainees not only learn basic knowledge necessary for management but also raise their motivation to work actively as leaders and managers.

## Development of education system for skills transfer

The Global Manufacturing Training Center (GMTC) has been established at the Sagami Office, where skills training has been conducted since 2016 with the aim of improving the level of manufacturing on a global basis.

To improve the skills of technical staff at domestic and overseas sites, we have developed teaching materials and equipment for instructors, various assessment and diagnostic tools, and award systems. With these, we are working to nurture site-based trainers who have both expertise and advanced skills in dies, press equipment, and assembly equipment. The site-based trainers will become the pillar of the education system at their respective sites and take responsibility in various skills education for newcomers and maintenance personnel, and will eventually promote the independent capability of each site.

In addition, since fiscal 2017, we have been working on human resource development for personnel engaged in manufacturing other than maintenance.

For example, in fiscal 2018, we invited trainees from various global sites and conducted specialized knowledge and skills training in the field of welding, which is important for assembling auto parts. The trainees are certified as welding masters, and the knowledge they have learned is spread out to their sites to create a basis for preventing welding defects.



Training at GMTC

## Won the Wake Up Award 2018-2019 for the first time

We won the Wake Up Award 2018-2019 sponsored by Wake Up Co., Ltd. for the first time in March 2019.

This award, which recognizes activities that have yielded results in society through coaching, was given to Unipres for its coach training provided to department-recommended employees starting from fiscal 2017. The purpose of this training is not only to develop skills but also to foster a mindset for nurturing subordinates. We will continue to focus on strengthening human resource development through practical education.



Wake Up Award ceremony

★Link (within this PDF) : [Employee Data](#)

# << Safety and Health >>

## Unipres Basic Safety and Health Policy

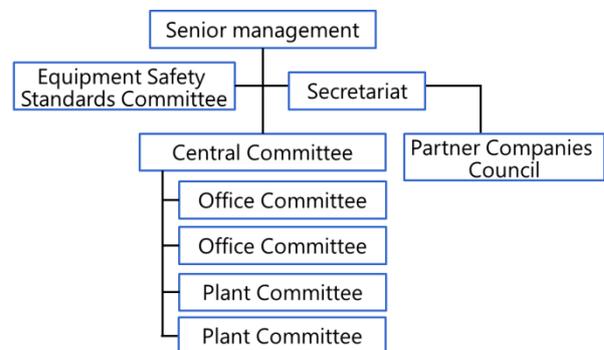
Recognizing that it is the pooling of employees' efforts that provides the driving force enabling a company to constantly grow, we value every single one of our employees and consider it of the utmost importance to preserve and advance their safety and health. In line with this fundamental stance, we maintain an unwavering commitment to avoiding workplace accidents of any kind as we pursue our activities for safety and health.

## Structure for Implementing Occupational Safety and Health Measures

Unipres implements measures to ensure the safety of its workplaces and the safety and health of employees under the leadership of safety and health committee officers (the overall safety and health supervisors) at all its offices and plants. To ensure that our equipment is genuinely safe, we set up the Equipment Safety Standards Committee comprising representatives of the departments in charge of development and design, which determines equipment specifications, and the plants, which uses the equipment. The Central Committee communicate companywide safety and health targets which are broken down for individual operating sites.

We also endeavor to maintain and further improve employment terms for union members

by including provisions relating to safety and health in the labor agreement between the Company and the union and stipulating matters that require compliance in the Occupational Safety and Health Rules.

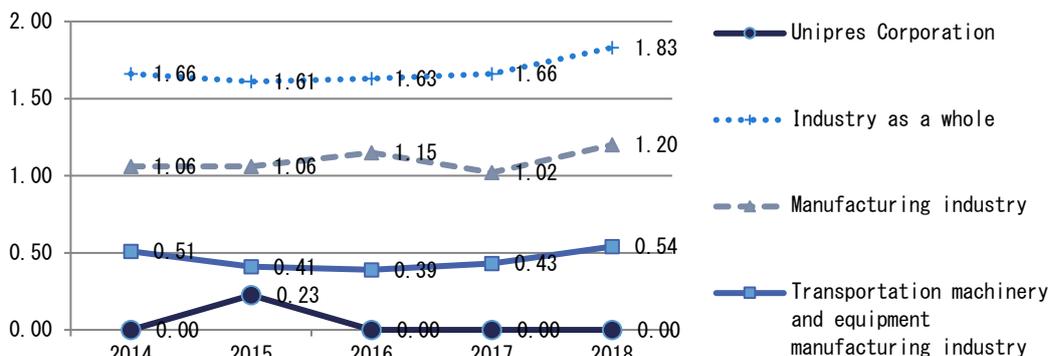


## Occupational Safety and Health Performance

Unipres has been implementing a range of occupational safety and health measures as a management task since FY2006, and our occupational accident levels have consequently remained consistently below the industry average. We will redouble our efforts going forward to further enhance our performance.

### <Industrial Accident Frequency Rate>

$$\text{Industrial Accident Frequency Rate} = \frac{\text{No. deaths and injuries due to industrial accidents}}{\text{Cumulative hours worked}} \times 1,000,000$$



Note: Data other than those for Unipres Corporation are from the Survey on Industrial Accidents (Ministry of Health, Labour and Welfare statistics & other data)

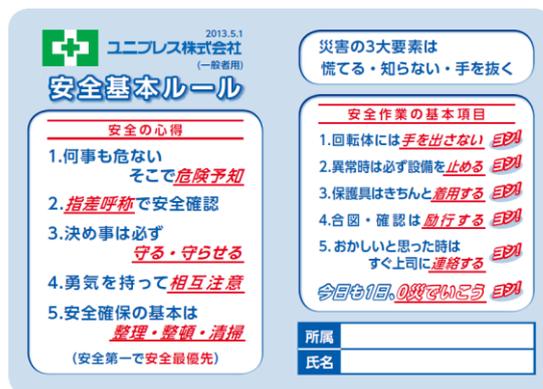
## Safety Supervisor System

In April 2013 Unipres reinforced the safety arrangements at its plants by inaugurating the safety supervisor system. Safety supervisors are responsible for assisting plant managers with their duties relating to safety and health and upgrading management of safety and health in the workplace. We are aiming to establish independent safety management measures at each operating site and eradicate industrial accidents.

## Recitation of Basic Safety Rules

In May 2013 we instituted recitation of Unipres' basic safety rules with the aim of nurturing a culture of safety within the Company. Everybody from senior management to employees recites together the rules before meetings, assemblies, and morning gatherings in order to enhance safety awareness.

The pocket-sized basic safety rules distributed for all employees to carry with them



## Global Safety Audits

We conduct safety audits at all our bases globally to reduce the risk of serious accidents caused by production equipment. We employ checklists based on equipment safety standards to perform inspections including checks to confirm that safety catches are functioning correctly.

Auditing at an overseas base



## Implementing Safety Management Status Assessments

Safety management assessments aim to systematically eliminate the factors that cause industrial accidents by quantitatively assessing the status of safety management and pursuing measures to upgrade it. We are conducting training on safety management status assessment at our bases globally.

## Hands-on education at Safety Dojo

Unipres Kyushu has set up a Safety Dojo where personnel can experience simulated dangers. They can experience where and what dangers exist when handling production equipment, so that they can work with high safety awareness. The Dojo is aimed at creating a workplace where people can work with peace of mind and reducing the number of occupational accidents.



Safety Dojo of Unipres Kyushu

## Traffic Safety Measures

In addition to enacting measures to prevent traffic accidents at all our operating sites, we offered special lectures by traffic safety consultants as a companywide initiative. Thus, we are taking action to eradicate traffic accidents as befits a company whose business is the manufacture of car parts.

## Creating a hazard prediction map

All employees are required to submit a hazard prediction map. By creating a map of the commuting route between home and workplace and clearly indicating dangerous locations on it, the employees will have an opportunity to think about danger prediction on their own. The map is revised every year.

## First aid training

Believing that the more people we have who can administer emergency medical treatment in our company, the more colleagues' lives we can save, we place emphasis on first aid, providing training sessions for CPR and AED (automated external defibrillator) use. Our aim is to increase the number of people with first aid experience so that whoever happens to be at the scene of an accident in a plant or office can give first aid or take life-saving action. We intend to save colleagues' lives by enabling action to be taken in the so-called nine-minute gap before an ambulance arrives.



Practical AED training

## Unipres Safety and Health Council

The Unipres Safety and Health Council aims to upgrade safety and health management by cooperating with the Group companies and suppliers who comprise its membership to prevent industrial accidents, protect against disease, and promote health within those companies. Each year the council interviews five companies about their safety and health measures and inspects their manufacturing sites.

## Mental Health Measures

Although stress check programs became legally mandatory in Japan in December 2015, Unipres has been using an external provider to administer annual stress checks to all its employees since before this legislation was enacted. Employees who take a stress assessment test receive feedback on their own current mental health in the form of graphs and written explanations. However, for reasons of personal information protection, the test results are not disclosed to the Company without the test-taker's consent. When the test was administered in November 2018, 89.8 percent of employees took it and five individuals with particularly high stress levels who requested support were offered counselling via meetings with industrial physicians.

In November 2015 we set up an external mental health consultation service to supplement the existing face-to-face meetings with industrial physicians and public health nurses. The service, which is contracted out, provides external mental health specialists such as clinical psychologists, who respond to requests for counselling via email, telephone, or face-to-face meetings. The service is available not only to employees themselves, but also to family members (up to second-degree relatives); neither the names of those seeking counselling nor the content of discussions are disclosed to the Company.

If employees are absent from work for a long time (a month or more) as a result of mental health issues, we help them to return to the workplace. To this end, we provide a job reinstatement program and take steps to prevent recurrence of their mental health issues.

# Social Responsibility Report | Local Communities

We are actively involved in local communities and contribute to the development of our business activities and these communities. In addition to complying with international rules and the laws in the countries where we operate, we also respect those countries' cultures and customs and contribute to their development.



## Supporting Charities in Conjunction with Our Shareholders

Unipres works together with its shareholders to contribute to society. We introduced a points-based system to our shareholder incentive program, enabling shareholders to donate their points to organizations contributing to society. As a company, we double the total amount of money (i.e., points) donated by shareholders, and at the same time donate any points that shareholders have not used. In FY2018 we donated a total of 2,051,000 yen to two organizations: More Trees, which is engaged primarily in forest preservation activities in Japan and overseas, and the Foundation for Orphans from Automobile Accidents, which supports children who have lost their parents as a result of car accidents. In FY2015 we added Kids Smile QUO Cards to our incentive gifts for shareholders. For each Kids Smile QUO Card purchased, 50 yen are donated to support activities that make life better for children in the areas affected by the March 2011 earthquake and tsunami.

★Online link: [Shareholder Incentives](#) (in Japanese only)

## Plant Tours for Children

Unipres offers plant tours to elementary schools near each of its operating sites. We also conduct family plant tours, inviting employees' children so that they can learn about Unipres by seeing their mothers or fathers at work. In FY2018, a family plant tour was offered at the Tochigi Plant (Oyama) in November.



A family plant tour

## Efforts to Cultivate the Next Generation

In January 2019 an employee from Unipres R & D Co., Ltd. gave a lecture to graduate students researching machinery-related fields at the University of Electro-Communications. As a second effort following fiscal 2017, engineers who are active at the forefront of technology development have lectured on specialist fields. This may be of some use in students' own research or in getting interested in new fields, and will lead to the development of highly specialized human resources.



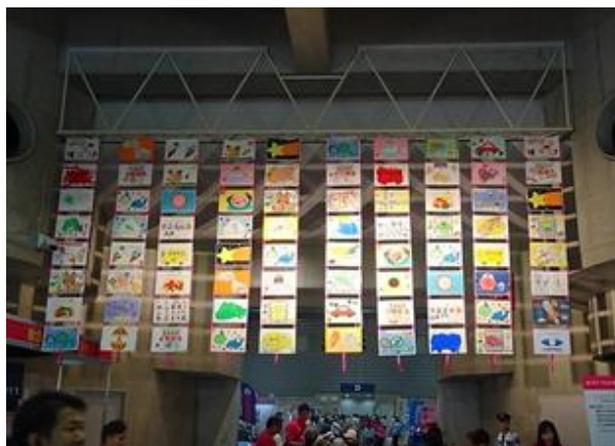
Lecture on the topic of Unipres' measures to enhance the precision of its press-forming simulations

## Sponsorship

Unipres provides sponsorship and financial support, focusing primarily on organizations and events in communities where its head offices and plants are located. We also play an active part in community events.

### < Main Sponsorships in FY2018 >

- Yokohama F Marinos Tricolore Club
- Foundation for Yokohama Rehabilitation Services
- Yokohama Human & Technoland
- Federation of All Nissan and General Workers' Unions NPO Center u-life21
- All Japan Intercollegiate Women's Ekiden Championship (Mt. Fuji Women's Relay)
- National Wheelchair Marathon (Nissan Cup Oppama Championship)
- Fuji Festival, Fuji, Shizuoka Prefecture



Yotec Welcome Flags at Yokohama Human & Technoland 2018 sponsored by Unipres and drawn by children living in centers for children with disabilities in Yokohama

## Initiatives by Group Companies

Unipres Group companies in Japan and overseas are also engaged in a range of initiatives. Examples of initiatives undertaken during FY2018 are described below.

### ◆ Implementing regional green activities [Unipres Kyushu]

Every year, we conduct cleanup activities hosted by a labor union mainly in Miyako-machi, where Unipres Kyushu is located, with the aim of local invigoration. In the 42nd cleaning event in fiscal 2018, we collected an amount of garbage enough to fill a truck. We will continue our activities in the future.



### ◆ Activities to support elementary schools [PT. Unipres Indonesia]

As part of community contribution activities, we donate stationery to local elementary schools in collaboration with Japanese companies in the KBI industrial park, where Unipres Indonesia is located. We have been taking part in the donation for more than 10 years, and in fiscal 2018, we made donations to two schools and conducted activities to pick up garbage in schoolyards.



◆ **Participation in volunteer activity “Team Honda Week of Service” for the first time**  
[Unipres Alabama, Inc.]

For the first time, we participated in the Team Honda Week of Service—community contribution activities led by the Honda Group and its suppliers and dealers in North America. Fourteen people from Unipres Alabama participated in the Service and took about 7 hours to paint the hallways and entrance of a school in the city where the company is located.



◆ **Christmas donations**  
[Unipres Alabama, Inc.]

We make various donations during the Christmas season every year. Among them, many employees bring canned foods in the Can Food Drive campaign to raise donations of preserved food. The collected preserved food is donated to the town of Steele, Alabama, where the company is located, and is distributed to families with low income by the municipality.



◆ **Holding an improvement report meeting with families invited**  
[Unipres Mexicana, S.A. de C.V.]

At our transmission parts factory in Mexico, employees' family members were invited to an improvement report meeting for the first time to show the employees' daily activities to their families. The employees reported the improvements they made by using showpieces and explanation panels. This event was well received by the participating families and was effective in improving the employees' motivation.



◆ **Training technical interns at Training Academy**  
[Unipres (UK) Limited]

We have established a Training Academy in 2017, which accepts about 50 apprentices a year who aim to become technical personnel in the automotive field. The Academy's practical training program is aimed at not only gaining specialized knowledge but also learning at actual production sites.



# Environmental Report

< Related SDGs >



**Guided by our Environmental Policy, we will comply with environmental laws and regulations, and build, maintain, and continuously improve our environmental management system. In addition to ensuring safety when developing products, we will strive to minimize their impact on the environment by reducing environmentally hazardous substances and conserving resources and energy.**

## Overall Environmental Approach

Various environmental regulations have been put in place to ensure our society is sustainable. This has prompted Unipres to set out the fundamental thinking behind all its activities in the form of its Environmental Policy, which forms the basis for our efforts to preserve the environment. Given that the general public is now demanding more of companies with regard to environmental issues, for the purpose of expanding the scope of our environmental measures, we released the new version on April 1, 2018.

### < Environmental Policy >

Based on our management philosophy of "Perfecting Machine Press Technologies: Going a Step Beyond," Unipres contributes to global environmental preservation from an international perspective by constantly striving to create new functions and value. To pass down a beautiful and rich earth to the next generation, Unipres takes the following action to create societies that enjoy sustainable development:

1. We comply with environmental laws and regulations as well as other requirements to which our company agrees, and we work to protect the environment.
2. We endeavor to curb greenhouse gas emissions by bringing together materials, dies, equipment, and products on an entirely new plane.
3. We strive to prevent pollution of the air, water, and soil by reducing and limiting our use of environmentally hazardous substances (including harmful chemicals).
4. We endeavor to curb our use of mineral and water resources and our production of waste by conserving energy and resources, as well as reusing and recycling.
5. We collaborate with local communities and society at large to help preserve biodiversity and ecosystems.
6. We seek to maintain and upgrade our environmental management system by making ongoing improvements.

## Developing an Environmental Management System

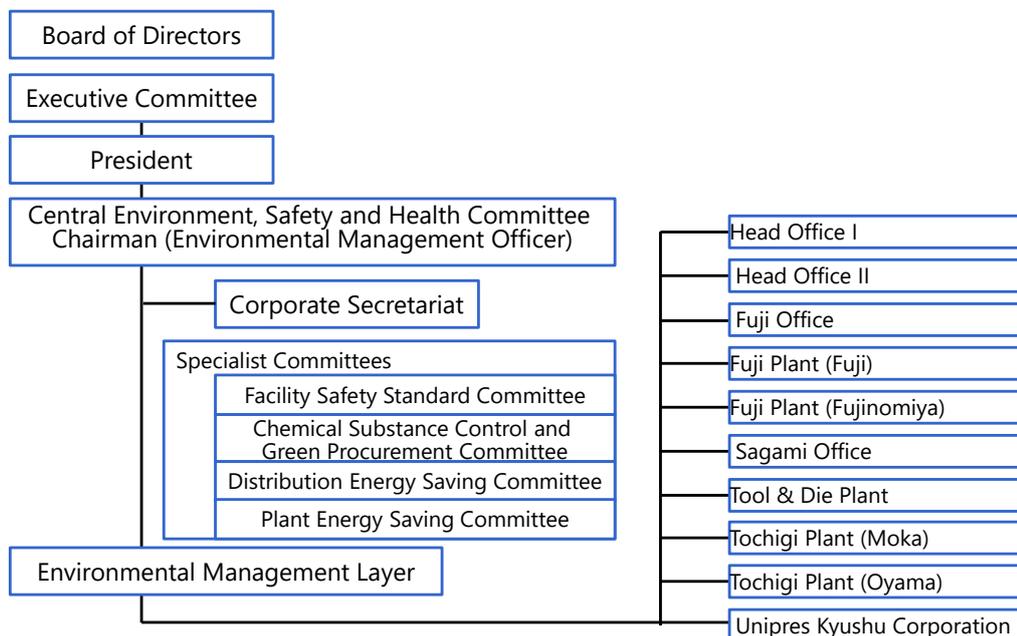
Since 2004 the Unipres Group has been working to earn certifications under the ISO 14001 international standards for environmental management systems. We are operating our environmental management system and pursuing measures to reduce the impact on the environment of our corporate activities.

### < ISO 14001 Certification Status >

Domestic Bases	Head Office I	Fuji Office	Fuji Plant (Fujinomiya)
	Head Office II	Tochigi Plant (Moka)	Tool & Die Plant
	Unipres R & D Co., Ltd	Tochigi Plant (Oyama)	Unipres Kyushu Corporation
	Sagami Office	Fuji Plant (Fuji)	Unipres Mold Corporation
Overseas Bases	Unipres Southeast U.S.A., Inc.	Unipres (China) Corporation	Unipres Precision Guangzhou Corporation
	Unipres Mexicana, S.A. de C.V.	Unipres Guangzhou Corporation	Unipres India Private Limited
	Unipres (UK) Limited	Unipres Zhengzhou Corporation	

## Structure for Operating the Environmental Management System

In order to operate our environmental management system in accordance with ISO 14001, we employ the structure shown to the right to pursue environmental measures based on our Environmental Policy.



\*Note: Unipres R & D Co., Ltd. is included in Head Office II, Fuji Office, and Sagami Office.

## Development and design efforts

☆Link (within this PDF): [Development and design efforts](#)

## Supply Chain Efforts

### <Green procurement activities>

☆Link (within this PDF): [Green procurement activities](#)

### <Initiatives for substances of very high concern>

With the understanding and cooperation of our suppliers, Unipres keeps track of the content of substances of concern and of very high concern\*1 and provides reports to our customers. In addition, in order to respond quickly and appropriately to tightening regulations on chemical substances in each country (including PRTR Regulations, domestic chemical substance-related laws, European ELV Directives\*2, and REACH Regulations\*3), we have established the Chemical Substance Control and Green Procurement Committee to share information and consider countermeasures as needed.

## Production Efforts

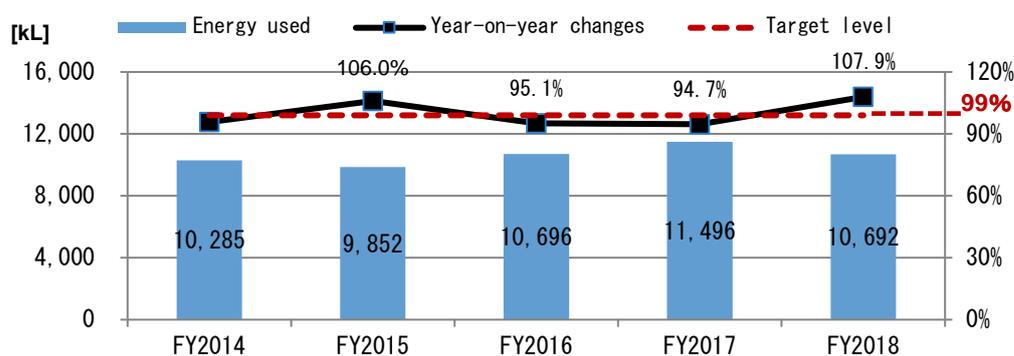
### < Energy Usage >

Having set targets for reducing energy use per unit of production for Unipres as a whole, as well as for each operating site, we plan the energy conservation measures to be taken and regularly check on progress.

We have set the following goals: 1% improvement in energy intensity (99% of the energy intensity of the previous fiscal year), and 1% improvement in the average yearly change in energy intensity over a five-fiscal-year period (99% of the average yearly change obtained in the previous fiscal year). We failed to meet these targets in fiscal 2018: the energy intensity was 107.9% and the average yearly change in five years was 100.7% compared to the previous fiscal year.

On the other hand, energy consumption decreased by 7.0% compared to the previous fiscal year.

#### [Energy Use and Energy Use per Unit of Production]



	FY2014	FY2015	FY2016	FY2017	FY2018
Year-on-year changes		106.0%	95.1%	94.7%	107.9%
Average yearly change in energy intensity over a five-fiscal-year period					100.7%

\* Energy use is calculated according to the Act on the Rational Use of Energy.

\* The average yearly change in energy intensity over a five-fiscal-year period is the geometric mean of the year-on-year changes of the four consecutive years including the fiscal year of reporting.

\* The system boundary in the above graph corresponds to Unipres Corporation and Unipres R & D Co., Ltd.

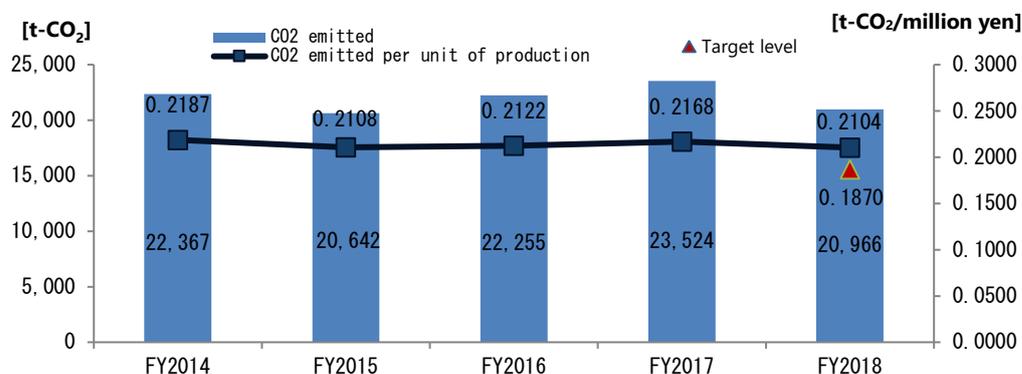
#### [Use of Non-Renewable Energy by Source of Supply]

	[GJ]				
	FY2014	FY2015	FY2016	FY2017	FY2018
Total energy use	398,649	381,872	414,570	445,594	414,421
Electric	326,246	301,192	345,740	301,192	344,590
Thermal	1,705	1,700	1,746	1,700	1,746
Fuel	88,324	78,979	98,109	78,979	68,085

## <Measures to Reduce Greenhouse Gas Emissions>

We are promoting efforts to reduce greenhouse gas emissions, and have set a long-term target of 10% improvement in energy intensity by fiscal 2020 relative to fiscal 2010. In fiscal 2018, we set a goal of 8% improvement compared to fiscal 2010. Although CO<sub>2</sub> emissions decreased as a result of energy saving and conversion efforts, we failed to achieve the target.

### [Greenhouse Gas (CO<sub>2</sub>) Emissions and Emissions per Unit of Production]



\* The greenhouse gas system boundary corresponds to Unipres Corporation and Unipres R & D Co., Ltd.

\* Emission intensity: greenhouse gas (CO<sub>2</sub>) emissions resulting from energy use divided by the amount of parts sales

\* Greenhouse gas emissions are calculated according to the greenhouse gas emissions accounting and reporting manual based on the Act on Promotion of Global Warming Countermeasures.

### [Direct Greenhouse Gas Emissions (Scope 1)]

	[t-CO <sub>2</sub> ]				
	FY2014	FY2015	FY2016	FY2017	FY2018
Energy-derived CO <sub>2</sub>	5,218	4,975	5,435	6,186	4,166
Other GHGs	129	114	226	190	98
Non-energy sources CO <sub>2</sub>	118	101	126	110	90
Methane (CH <sub>4</sub> )	4	3	4	4	5
Dinitrogen monoxide (N <sub>2</sub> O)	7	2	2	2	2
Leaked fluorocarbons	—	8	94	74	1

\* Non-energy-derived CO<sub>2</sub> in fiscal 2014 is an estimated value.

### [Indirect Greenhouse Gas Emissions (Scope 2)]

	[t-CO <sub>2</sub> ]				
	FY2014	FY2015	FY2016	FY2017	FY2018
Energy-derived CO <sub>2</sub>	17,149	15,641	16,821	17,339	16,800

### [Indirect greenhouse gas emissions in the supply chain (scope 3)]

	boundary	FY2018
Category 1 (Purchased product)	Unipres Corporation, Unipres U.S.A., Inc., Unipres Southeast U.S.A., Inc., Unipres Alabama, Inc., Unipres Mexicana, S.A. de C.V., Unipres (UK) Limited, Unipres Guangzhou Corporation, Unipres Zhengzhou Corporation, Unipres Precision Guangzhou Corporation, Unipres India Private Limited, PT. Unipres Indonesia	2,195,097
Category 2 (Capital goods)	Unipres Corporation	10,742
Category 4 (Outsourced logistics)	Unipres Corporation	1,295
Category 5 (Waste)	Unipres Corporation, Unipres Kyushu Corporation	563
Category 6 (Employees' business trips)	Unipres Corporation	1,173
Category 7 (Employees' commuting)	Unipres Corporation	774

\* Calculations in scope 3 are based on the Emissions Unit Database for Calculating an Organization's Greenhouse Gas Emissions Throughout the Supply Chain (ver. 2.6) issued by the Ministry of the Environment.

\* Since system boundaries are different, comparison cannot be made straightforwardly.

## <Energy conservation activities>

### [Adoption of and conversion to high-efficiency motors]



As for main motors for cooling water pumps, we are adopting and converting to high-efficiency motors that save more energy. Further energy saving is expected by combining such motors with inverter control.

### [Introduction of cogeneration system]



The Sagami Office introduced a cogeneration system using city gas as fuel. By switching from a conventional heavy-oil-fired hot-air boiler, it has become possible to recover exhaust heat and achieve an energy reduction of about 14%. In addition, as the system uses city gas as a fuel, which is considered to be disaster-tolerant, we can expect early recovery from damage caused by an earthquake or other disturbance.

### [Use of heat pumps in heating equipment]



At the Fuji Office, electricity accounted for 86% of the total energy consumption. In particular, surface treatment equipment used for processing precision press parts consumed a lot of electricity due to an electric heater used for heating. By switching this heating method to the use of a circulating heat pump and a spiral heat exchanger, we have reduced power consumption by approximately 90%.

## <Won the best award for Energy Conservation Month>

The Fuji Plant received the best award for 2018 Energy Conservation Month from the Kanto District Electricity Use Rationalization Committee because it significantly reduced power consumption by changing the heating method of surface treatment equipment. This award recognizes companies that have contributed to energy conservation through improvements in energy utilization technology. We will continue to promote energy-saving activities led by energy managers.



Award ceremony of Energy Conservation Month

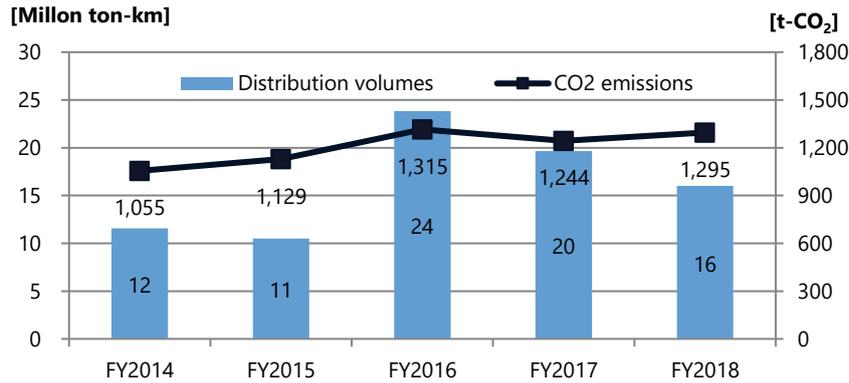
## Distribution Efforts

### < Reduction of Greenhouse Gas (CO<sub>2</sub>) Emissions during Distribution >

As our volume of consigned freight transportation amounts to less than 30 million ton-kilometers annually, Unipres does not qualify as a specified consigner as defined under the Act on the Rational Use of Energy, and is therefore exempt from submitting notifications under that act or other laws and regulations. Nonetheless, we draw up plans for cutting CO<sub>2</sub> emissions during distribution and strive to achieve reductions.

In FY2018 we succeeded in meeting our voluntary targets for the year as a result of implementing measures such as a modal shift.

### [Distribution Volumes and Distribution-Derived Greenhouse Gas (CO<sub>2</sub>) Emissions]



### < CO<sub>2</sub> Reduction via Modal Shift >

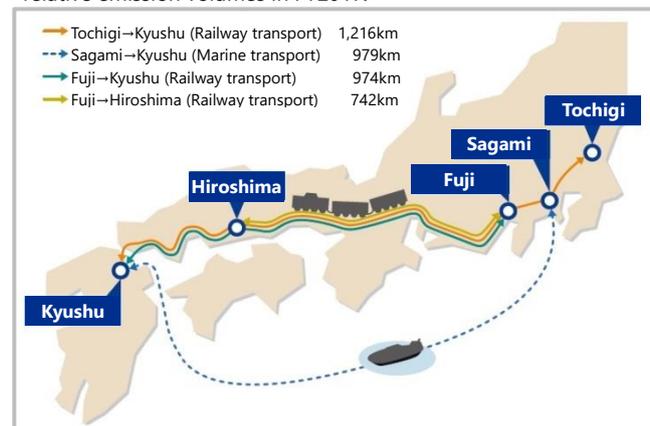
We have switched from truck-based transportation to rail freight and ferry transportation to mitigate impact on the environment through reduction of CO<sub>2</sub> emissions, and through other means such as alleviating traffic congestion to prevent air pollution.

According to Japan's Ministry of Land, Infrastructure, Transport and Tourism, CO<sub>2</sub> emission per transportation unit for rail freight and ferry transportation is approximately one-eleventh of the emission for commercial truck-based transportation. \*

Unipres' rail freight and ferry transportation in FY2018 amounted to 10,750,000 ton-kilometers. If one compares the resulting emissions with

emissions for equivalent transportation by truck, it appears that the modal shift resulted in a CO<sub>2</sub> emissions reduction of approximately 1,175 tons.

\* CO<sub>2</sub> emission per transportation unit is the volume of CO<sub>2</sub> emitted when transporting 1 ton of freight 1 kilometer. The ratio refers to relative emission volumes in FY2017.



### <Certified as Eco-Rail Mark Company>

Unipres has been certified as an Eco-Rail Mark company by the Eco-Rail Mark Management and Certification Committee set up by the Ministry of Land, Infrastructure and Transport. The Mark certifies products and companies that use rail freight transportation with low CO<sub>2</sub> emissions achieved through a modal shift in product logistics. With four companies including Unipres certified in fiscal 2018, there are 89 certified companies as of now.

We will continue to promote modal shifts actively and work to reduce environmental impact.



### < Reduction of CO<sub>2</sub> Emissions through Improvements in Distribution >

We have been working on distribution-related energy conservation measures by setting a CO<sub>2</sub> emissions reduction target each fiscal year. Measures we took in FY2018 included increasing the container filling rate, and as a result we exceeded our CO<sub>2</sub> reduction target by twenty five percent.

#### [CO<sub>2</sub> Emissions Reduction in FY2018]

CO <sub>2</sub> reduction target	CO <sub>2</sub> reduction achieved	Rate of achievement
12.2t-CO <sub>2</sub>	15.23t-CO <sub>2</sub>	125%

## Office and Plant Efforts

### <3R initiatives>

We are working on 3R (reduce, reuse, and recycle) activities to use limited resources effectively.

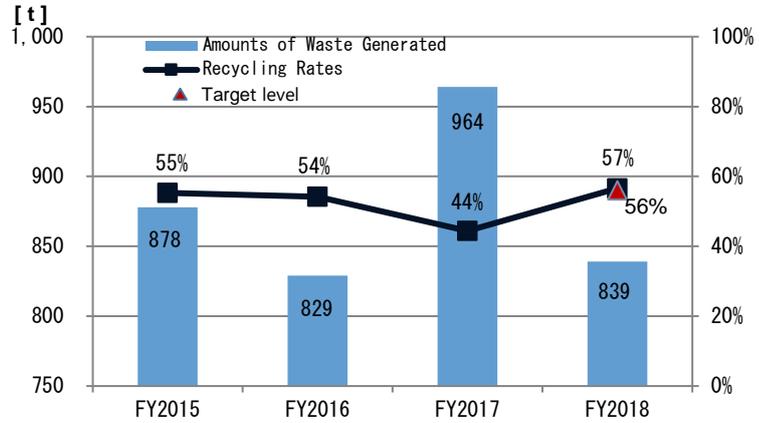
#### [Changes in the amount of waste generation and recycling rate]

We use returnable containers that can be used repeatedly for delivering products to our business partners.

We are also striving to curb waste generation by reusing packaging materials. Items that are difficult to reuse are recycled as much as possible.

We are promoting activities to meet our goal of improving the industrial waste recycling rate by 1% compared to fiscal 2015.

In fiscal 2018, we achieved the goal by attaining a recycling rate of 57%.



### < Measures to Prevent Pollution >

We manage electrical equipment and appliances containing PCBs properly in accordance with laws and regulations, disposing of such items as industrial waste requiring special management.

Type	FY2015	FY2016	FY2017	FY2018
Waste containing high-concentration PCBs	1,321	220	—	—
Waste containing low-concentration (or negligible) PCBs	—	—	41,845	9,016

### < Management of Environmentally Hazardous Substances >

Changes in volumes of environmentally hazardous substances (subject to PRTR law) are as shown below.

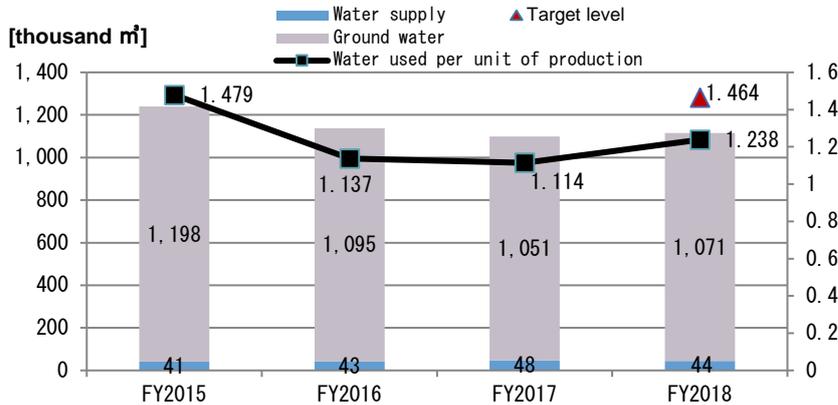
Type	FY2014	FY2015	FY2016	FY2017	FY2018
Toluene	0.6	0.8	0.7	0.8	0.9
Xylene	—	0.1	—	0.1	0.1
N-hexane	—	—	—	—	2.8
Methylnaphthalene	38	40	41	49	10

\* Dashes in the table above indicate that the amount of the substance handled was less than the minimum reporting threshold.

### < Reducing the Amount of Water Used >

We take measures to save water, considering it to be a valuable resource. With the goal of improving energy intensity by 1% relative to fiscal 2015, each business office is working to use water resources effectively by circulating cooling water and conducting secondary use of cooling water. In addition to the above initiatives, we are conducting activities to reduce inefficient use of water resources by implementing water leakage patrols. As a result, we have achieved a 15.4% improvement relative to the target value.

#### [Volumes of Water Resources Used]



### < Introducing Renewable Energy >

As part of our strategy to reduce emissions of greenhouse gases, we are introducing photovoltaic power generation. Having installed photovoltaic power systems at our Fuji Office, our Fuji plants in Fuji and Fujinomiya, and our Tochigi plants in Oyama and Moka, we are now generating electricity.



Fuji Plant (Fujinomiya)

At our Tochigi Plant (in Moka) for example, we are able to supply almost all the energy used in the administrative building. The generated electricity is also used to charge the Company's Leaf electric vehicles and as an emergency power supply during power cuts.

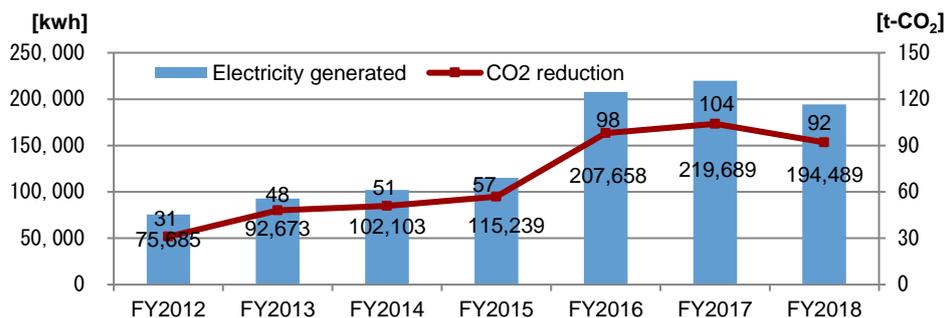


Tochigi Plant (Moka)

In FY2018, Unipres as a whole generated 194,489 kWh of electricity, all of which was used within the Company. This resulted in an annual reduction in use of fossil fuel (crude oil) of approximately 50 kl, as a consequence of which annual CO<sub>2</sub> emissions were cut by some 92 tons. This is equivalent to the amount of CO<sub>2</sub> absorbed by 6,571 cedar trees in a year.\*

\*Calculation was based on the assumption that the amount of CO<sub>2</sub> absorbed by one cedar tree was approximately 14 kg per year (Estimated from Measures to Promote Forest Carbon Sinks to Prevent Global Warming by the Ministry of the Environment and Forestry Agency)

#### [Volumes of Electricity Generated by Photovoltaic Systems and CO<sub>2</sub> Reductions]



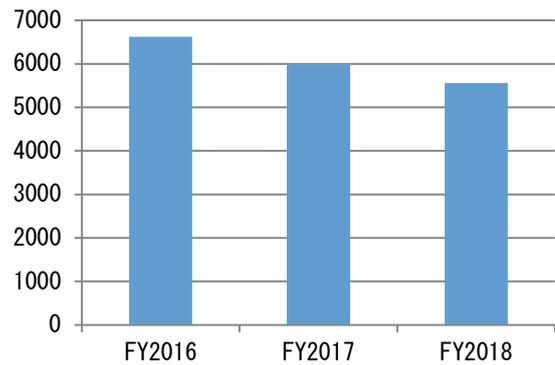
### <Measures to Reduce Paper Use>

Since July 2017 we have been implementing measures to reduce paper use within the Company, targeting a 50 percent reduction in the number of print-outs over three years. In addition, we are disclosing the number of printed sheets of paper at each department, so that each employee raises their awareness of paperless-ness and becomes conscious of doing business with minimal printing.

As a result of these efforts we succeeded in reducing the number of print-outs by 16 percent compared with FY2016.

### [No. of Print-Outs]

[Thousands]



### < Switching to High-Efficiency Lighting >

In order to promote CO2 emissions reduction through energy conservation, we are switching to high-efficiency lighting in our offices and plants. By FY2018 we had replaced all ceiling lights at our plants in Oyama, Moka, Oppama, Sagami, Fuji, and Fujinomiya with LED lighting. As a result we succeeded in reducing electricity use by up to one fourth while providing better illumination.



### < Implementation of green curtains >

We use green curtains to plant bitter melons and loofahs on the wall of the offices. Green curtains have shading and cooling effects thanks to the action of transpiration, which contributes to energy conservation as a result of reduced use of air-conditioners.



### < Introducing Leaf, the company-owned electric vehicle >

Unipres has been working to reduce emissions of exhaust gas arising from burning gasoline and CO<sub>2</sub> by introducing an electric vehicle, the Nissan Leaf.

We manufacture components such as car body structural parts, battery cases and plastic undercovers for the Nissan Leaf, and contribute to the improvement of automobile fuel efficiency through the creation of lightweight products and the promotion of zero-emission vehicles.



# Supplementary Materials

## Employee Data

(Target companies: Unipres Corporation and Unipres R & D Co., Ltd.)

		Unit	FY2016	FY2017	FY2018
Employees		No.	2,267	2,375	2,426
	Men	No.	2,081	2,168	2,216
	Women		186	207	210
Average age		Years	42.1	42.2	41.3
	Men	Years	42.5	42.7	41.6
	Women		38.2	38.2	38.4
Average years employed		Years	18.8	18.3	17.7
	Men	Years	19.3	18.9	18.2
	Women		13.3	12.5	12.3
Employees who left the company		%	2.2	3.8	4.3
	For personal reasons (%)	%	2.2	3.8	4.3
	For Company reasons (%)		0	0.04	0
Employee retention rate (three years after recruitment of new graduates)		%	77.8	90.9	89.5
Average annual salary		Thousand yen	5,881	6,113	6,128
Disabled people in workforce		%	2.03	2.03	2.24
Employees taking childcare leave		No.	9	8	7
	Men	No.	1	3	1
		%	1.7	4.4	1.4
Women	No.	8	5	6	
	%	100	100	100	
Employees returning after childcare leave		%	100	100	100
	Men	%	100	100	100
	Women		100	100	100
Employees taking nursing care leave		No.	1	1	0
	Men	No.	1	1	0
	Women		0	0	0
Employees taking maternity leave		No.	9	5	6
Days of annual leave taken		Days	12.6	13.7	13.8
Annual leave taken		%	66.9	73.1	73.8
Average hours of overtime		Hours/month	25.4	25.4	24.3
Total union members		No.	1,694	1,715	1,768
Female managers		No.	5	5	5
	Female (%)	%	1.6	1.3	1.6
Female directors		No.	1	1	1
	Female (%)	%	12.5	14.3	12.5
Female outside directors		No.	1	1	1
	Female (%)	%	33.3	33.3	33.3
Non-Japanese employees		No.	13	18	20
	Men	No.	8	9	10
	Women		5	9	10
New graduates hired		No.	72	74	69
	Men	No.	65	63	61
	Women		7	11	8
Graduates from university/graduate school, or above		No.	38	42	46
	Men	No.	32	34	38
	Women		6	8	8
Graduates from non-university institutions		No.	34	32	23
	Graduates from junior college/vocational school	No.	4	3	0
		Men	No.	4	2
	Women	No.	0	1	0
	Graduates from high school/other	No.	30	29	23
		Men	No.	29	27
Women	No.	1	2	0	
Mid-career hired		No.	28	13	47
	Men	No.	17	10	39
	Women		11	3	8
Percentage of women hired		%	18.0	16.1	13.8

## Employee Data

	FY2016	FY2017	FY2018
No. of employees (Unipres Group)	11,308	11,642	11,557
Japan	3,392	3,440	3,467
Americas	3,669	3,679	3,797
Europe	1,242	1,415	1,356
Asia ex. Japan	3,005	3,108	2,937

## Safety and Health Data (Target companies: Unipres Corporation and Unipres R & D Co., Ltd.)

		Unit	FY2016	FY2017	FY2018
Lost work-time incidents	No. of serious accidents	No.	0	0	0
	Industrial accident frequency rate		0.00	0.00	0.00
	Severity rate of accidents causing absence from work		0.00	0.00	0.00

## Environmental Data (Target companies: Unipres Corporation and Unipres R & D Co., Ltd.)

	Unit	FY2016	FY2017	FY2018
Power usage	Mwh	33,447	35,470	35,521
Water consumption (water supply and groundwater)	Thousand m <sup>3</sup>	1,138	1,099	1,115
Energy usage	GJ	414,570	445,594	414,421
Renewable energy generation	Kwh	207,658	219,689	194,489
Greenhouse gas emissions (scopes 1 and 2) * See page 41 for scope 3, which has different criteria	t-CO <sub>2</sub>	22,482	23,715	21,064
Waste emissions (general waste + industrial waste)	t	1,037.5	1,199.8	1,039.8
Emissions of substances subject to the PRTR law	kg	41.7	49.9	13.8

## Comparative Table with GRI Standards

This report conforms to the Core option of the GRI Standards.

### <General Disclosures>

\* : Core items

Topic	Disclosure		Page no. / document
	No.	Title	
GRI102: General Disclosures 2016	102-1 *	a. Name of the organization.	2
	102-2 *	a. A description of the organization's activities. b. Primary brands, products, and services, including an explanation of any products or services that are banned in certain markets.	2,3
	102-3 *	a. Location of the organization's headquarters.	2
	102-4 *	a. Number of countries where the organization operates, and the names of countries where it has significant operations and/or that are relevant to the topics covered in the report.	2
	102-5 *	a. Nature of ownership and legal form.	2
	102-6 *	a. Markets served, including: ▪ geographic locations where products and services are offered; ▪ sectors served; ▪ types of customers and beneficiaries.	2,3
	102-7 *	a. Scale of the organization, including: ▪ total number of employees; ▪ total number of operations; ▪ net sales (for private sector organizations) or net revenues (for public sector organizations); ▪ total capitalization (for private sector organizations) broken down in terms of debt and equity; ▪ quantity of products or services provided.	2,3,4, <a href="#">Securities Reports</a>
	102-8 *	a. Total number of employees by employment contract (permanent and temporary), by gender. b. Total number of employees by employment contract (permanent and temporary), by region. c. Total number of employees by employment type (full-time and part-time), by gender. d. Whether a significant portion of the organization's activities are performed by workers who are not employees. If applicable, a description of the nature and scale of work performed by workers who are not employees. e. Any significant variations in the numbers reported in Disclosures 102-8-a, 102-8-b, and 102-8-c (such as seasonal variations in the tourism or agricultural industries). f. An explanation of how the data have been compiled, including any assumptions made.	48,49
	102-9 *	a. A description of the organization's supply chain, including its main elements as they relate to the organization's activities, primary brands, products, and services.	9,22,23,24
	102-10 *	a. Significant changes to the organization's size, structure, ownership, or supply chain, including: ▪ Changes in the location of, or changes in, operations, including facility openings, closings, and expansions; ▪ Changes in the share capital structure and other capital formation, maintenance, and alteration operations (for private sector organizations); ▪ Changes in the location of suppliers, the structure of the supply chain, or relationships with suppliers, including selection and termination.	N/A
	102-11 *	a. Whether and how the organization applies the Precautionary Principle or approach.	11
	102-12 *	a. A list of externally-developed economic, environmental and social charters, principles, or other initiatives to which the organization subscribes, or which it endorses.	13,38
	102-13 *	a. A list of the main memberships of industry or other associations, and national or international advocacy organizations.	2,9

Topic	Disclosure		Page no. / document
	No.	Title	
GRI102: General Disclosures 2016	102-14 *	a. A statement from the most senior decision-maker of the organization (such as CEO, chair, or equivalent senior position) about the relevance of sustainability to the organization and its strategy for addressing sustainability.	6
	102-15	a. A description of key impacts, risks, and opportunities.	10,11
	102-16 *	a. A description of the organization's values, principles, standards, and norms of behavior.	12
	102-17	a. A description of internal and external mechanisms for: <ul style="list-style-type: none"> <li>• seeking advice about ethical and lawful behavior, and organizational integrity;</li> <li>• reporting concerns about unethical or unlawful behavior, and organizational integrity.</li> </ul>	12
	102-18 *	a. Governance structure of the organization, including committees of the highest governance body. b. Committees responsible for decision-making on economic, environmental, and social topics.	10
	102-19	a. Process for delegating authority for economic, environmental, and social topics from the highest governance body to senior executives and other employees.	10
	102-20	a. Whether the organization has appointed an executive-level position or positions with responsibility for economic, environmental, and social topics. b. Whether post holders report directly to the highest governance body.	10,39
	102-21	a. Processes for consultation between stakeholders and the highest governance body on economic, environmental, and social topics. b. If consultation is delegated, describe to whom it is delegated and how the resulting feedback is provided to the highest governance body.	-
	102-22	a. Composition of the highest governance body and its committees by: <ul style="list-style-type: none"> <li>• executive or non-executive;</li> <li>• independence;</li> <li>• tenure on the governance body;</li> <li>• number of each individual's other significant positions and commitments, and the nature of the commitments;</li> <li>• gender;</li> <li>• membership of under-represented social groups;</li> <li>• competencies relating to economic, environmental, and social topics;</li> <li>• stakeholder representation.</li> </ul>	<a href="#">Securities Reports</a>
	102-23	a. Whether the chair of the highest governance body is also an executive officer in the organization. b. If the chair is also an executive officer, describe his or her function within the organization's management and the reasons for this arrangement.	10, <a href="#">Securities Reports</a>
	102-24	a. Nomination and selection processes for the highest governance body and its committees. b. Criteria used for nominating and selecting highest governance body members, including whether and how: <ul style="list-style-type: none"> <li>• stakeholders (including shareholders) are involved;</li> <li>• diversity is considered;</li> <li>• independence is considered;</li> <li>• expertise and experience relating to economic, environmental, and social topics are considered.</li> </ul>	10
	102-25	a. Processes for the highest governance body to ensure conflicts of interest are avoided and managed. b. Whether conflicts of interest are disclosed to stakeholders, including, as a minimum: <ul style="list-style-type: none"> <li>Cross-board membership;</li> <li>Cross-shareholding with suppliers and other stakeholders;</li> <li>Existence of controlling shareholder;</li> <li>Related party disclosures.</li> </ul>	<a href="#">Corporate Governance Report</a> , <a href="#">Securities Reports</a>
	102-26	a. Highest governance body's and senior executives' roles in the development, approval, and updating of the organization's purpose, value or mission statements, strategies, policies, and goals related to economic, environmental, and social topics.	13,22,25,31,38

Topic	Disclosure		Page no. / document
	No.	Title	
GRI102: General Disclosures 2016	102-27	a. Measures taken to develop and enhance the highest governance body's collective knowledge of economic, environmental, and social topics.	-
	102-28	a. Processes for evaluating the highest governance body's performance with respect to governance of economic, environmental, and social topics. b. Whether such evaluation is independent or not, and its frequency. c. Whether such evaluation is a self-assessment. d. Actions taken in response to evaluation of the highest governance body's performance with respect to governance of economic, environmental, and social topics, including, as a minimum, changes in membership and organizational practice.	<a href="#">Corporate Governance Report</a>
	102-29	a. Highest governance body's role in identifying and managing economic, environmental, and social topics and their impacts, risks, and opportunities – including its role in the implementation of due diligence processes. b. Whether stakeholder consultation is used to support the highest governance body's identification and management of economic, environmental, and social topics and their impacts, risks, and opportunities.	10, <a href="#">Shareholders' Meeting Notices</a>
	102-30	a. Highest governance body's role in reviewing the effectiveness of the organization's risk management processes for economic, environmental, and social topics.	10, <a href="#">Shareholders' Meeting Notices</a>
	102-31	a. Frequency of the highest governance body's review of economic, environmental, and social topics and their impacts, risks, and opportunities.	-
	102-32	a. The highest committee or position that formally reviews and approves the organization's sustainability report and ensures that all material topics are covered.	-
	102-33	a. Process for communicating critical concerns to the highest governance body.	<a href="#">Shareholders' Meeting Notices</a>
	102-34	a. Total number and nature of critical concerns that were communicated to the highest governance body. b. Mechanism(s) used to address and resolve critical concerns.	-
	102-35	a. Remuneration policies for the highest governance body and senior executives for the following types of remuneration: • Fixed pay and variable pay, including performance-based pay, equity-based pay, bonuses, and deferred or vested shares; • Sign-on bonuses or recruitment incentive payments; • Termination payments; • Clawbacks; • Retirement benefits, including the difference between benefit schemes and contribution rates for the highest governance body, senior executives, and all other employees. b. How performance criteria in the remuneration policies relate to the highest governance body's and senior executives' objectives for economic, environmental, and social topics.	<a href="#">Corporate Governance Report, Securities Reports, Shareholders' Meeting Notices</a>
	102-36	a. Process for determining remuneration. b. Whether remuneration consultants are involved in determining remuneration and whether they are independent of management. c. Any other relationships that the remuneration consultants have with the organization.	<a href="#">Corporate Governance Report, Securities Reports, Shareholders' Meeting Notices</a>
	102-37	a. How stakeholders' views are sought and taken into account regarding remuneration. b. If applicable, the results of votes on remuneration policies and proposals.	-
	102-38	a. Ratio of the annual total compensation for the organization's highest-paid individual in each country of significant operations to the median annual total compensation for all employees (excluding the highest-paid individual) in the same country.	-
	102-39	a. Ratio of the percentage increase in annual total compensation for the organization's highest-paid individual in each country of significant operations to the median percentage increase in annual total compensation for all employees (excluding the highest-paid individual) in the same country.	-
	102-40 *	a. A list of stakeholder groups engaged by the organization.	9
	102-41 *	a. Percentage of total employees covered by collective bargaining agreements.	26

Topic	Disclosure		Page no. / document
	No.	Title	
GRI102: General Disclosures 2016	102-42 *	a. The basis for identifying and selecting stakeholders with whom to engage.	9
	102-43 *	a. The organization's approach to stakeholder engagement, including frequency of engagement by type and by stakeholder group, and an indication of whether any of the engagement was undertaken specifically as part of the report preparation process.	9
	102-44 *	a. Key topics and concerns that have been raised through stakeholder engagement, including: <ul style="list-style-type: none"> <li>• how the organization has responded to those key topics and concerns, including through its reporting;</li> <li>• the stakeholder groups that raised each of the key topics and concerns.</li> </ul>	N/A
	102-45 *	a. A list of all entities included in the organization's consolidated financial statements or equivalent documents. b. Whether any entity included in the organization's consolidated financial statements or equivalent documents is not covered by the report.	1, <a href="#">Securities Reports</a>
	102-46 *	a. An explanation of the process for defining the report content and the topic Boundaries. b. An explanation of how the organization has implemented the Reporting Principles for defining report content.	7
	102-47 *	a. A list of the material topics identified in the process for defining report content.	7
	102-48 *	a. The effect of any restatements of information given in previous reports, and the reasons for such restatements.	N/A
	102-49 *	a. Significant changes from previous reporting periods in the list of material topics and topic Boundaries.	N/A
	102-50 *	a. Reporting period for the information provided.	1
	102-51 *	a. If applicable, the date of the most recent previous report.	CSR Report
	102-52 *	a. Reporting cycle.	1
	102-53 *	a. The contact point for questions regarding the report or its contents.	1
	102-54 *	a. The claim made by the organization, if it has prepared a report in accordance with the GRI Standards, either: <ul style="list-style-type: none"> <li>• 'This report has been prepared in accordance with the GRI Standards: Core option';</li> <li>• 'This report has been prepared in accordance with the GRI Standards: Comprehensive option'.</li> </ul>	1,50
	102-55 *	a. The GRI content index, which specifies each of the GRI Standards used and lists all disclosures included in the report. b. For each disclosure, the content index shall include: <ul style="list-style-type: none"> <li>• the number of the disclosure (for disclosures covered by the GRI Standards);</li> <li>• the page number(s) or URL(s) where the information can be found, either within the report or in other published materials;</li> <li>• if applicable, and where permitted, the reason(s) for omission when a required disclosure cannot be made.</li> </ul>	50-64
	102-56 *	a. A description of the organization's policy and current practice with regard to seeking external assurance for the report. b. If the report has been externally assured: <ul style="list-style-type: none"> <li>• A reference to the external assurance report, statements, or opinions. If not included in the assurance report accompanying the sustainability report, a description of what has and what has not been assured and on what basis, including the assurance standards used, the level of assurance obtained, and any limitations of the assurance process;</li> <li>• The relationship between the organization and the assurance provider;</li> <li>• Whether and how the highest governance body or senior executives are involved in seeking external assurance for the organization's sustainability report.</li> </ul>	No third-party guarantee obtained

## <Topic-specific disclosures>

★ : Material topics

Topic	Disclosure		Page no. / document.
	No.	Title	
GRI 103 : Management Approach 2016	103-1*	<p>a. An explanation of why the topic is material.</p> <p>b. The Boundary for the material topic, which includes a description of:</p> <ul style="list-style-type: none"> <li>• where the impacts occur;</li> <li>• the organization's involvement with the impacts. For example, whether the organization has caused or contributed to the impacts, or is directly linked to the impacts through its business relationships.</li> </ul> <p>c. Any specific limitation regarding the topic Boundary.</p>	All material topics ;7 GRI302·303·305·306;38 GRI401·403·405;25,31
	103-2	<p>a. An explanation of how the organization manages the topic.</p> <p>b. A statement of the purpose of the management approach.</p> <p>c. A description of the following, if the management approach includes that component:</p> <ul style="list-style-type: none"> <li>• Policies</li> <li>• Commitments</li> <li>• Goals and targets</li> <li>• Responsibilities</li> <li>• Resources</li> <li>• Grievance mechanisms</li> <li>• Specific actions, such as processes, projects, programs and initiatives</li> </ul>	GRI302·303·305·306;38 GRI401·403·405;25,31
	103-3	<p>a. An explanation of how the organization evaluates the management approach, including: the mechanisms for evaluating the effectiveness of the management approach; the results of the evaluation of the management approach; any related adjustments to the management approach.</p>	GRI302·303·305·306; 40-47,49 GRI401·403·405; 31,48,49
GRI 201 : Economic Performance 2016	201-1	<p>a. Direct economic value generated and distributed (EVG&amp;D) on an accruals basis, including the basic components for the organization's global operations as listed below. If data are presented on a cash basis, report the justification for this decision in addition to reporting the following basic components:</p> <ul style="list-style-type: none"> <li>• Direct economic value generated: revenues;</li> <li>• Economic value distributed: operating costs, employee wages and benefits, payments to providers of capital, payments to government by country, and community investments;</li> <li>• Economic value retained: 'direct economic value generated' less 'economic value distributed'.</li> </ul> <p>b. Where significant, report EVG&amp;D separately at country, regional, or market levels, and the criteria used for defining significance.</p>	<a href="#">Securities Reports</a>
	201-2	<p>a. Risks and opportunities posed by climate change that have the potential to generate substantive changes in operations, revenue, or expenditure, including:</p> <ul style="list-style-type: none"> <li>• a description of the risk or opportunity and its classification as either physical, regulatory, or other;</li> <li>• a description of the impact associated with the risk or opportunity;</li> <li>• the financial implications of the risk or opportunity before action is taken;</li> <li>• the methods used to manage the risk or opportunity;</li> <li>• the costs of actions taken to manage the risk or opportunity.</li> </ul>	-
	201-3	<p>a. If the plan's liabilities are met by the organization's general resources, the estimated value of those liabilities.</p> <p>b. If a separate fund exists to pay the plan's pension liabilities:</p> <ul style="list-style-type: none"> <li>• the extent to which the scheme's liabilities are estimated to be covered by the assets that have been set aside to meet them;</li> <li>• the basis on which that estimate has been arrived at;</li> <li>• when that estimate was made.</li> </ul> <p>c. If a fund set up to pay the plan's pension liabilities is not fully covered, explain the strategy, if any, adopted by the employer to work towards full coverage, and the timescale, if any, by which the employer hopes to achieve full coverage.</p> <p>d. Percentage of salary contributed by employee or employer.</p> <p>e. Level of participation in retirement plans, such as participation in mandatory or voluntary schemes, regional, or country-based schemes, or those with financial impact.</p>	<a href="#">Securities Reports</a>

Topic	Disclosure		Page no. / document.
	No.	Title	
GRI 201 : Economic Performance 2016	201-4	<p>a. Total monetary value of financial assistance received by the organization from any government during the reporting period, including:</p> <ul style="list-style-type: none"> <li>• tax relief and tax credits;</li> <li>• subsidies;</li> <li>• investment grants, research and development grants, and other relevant types of grant;</li> <li>• awards;</li> <li>• royalty holidays;</li> <li>• financial assistance from Export Credit Agencies (ECAs);</li> <li>• financial incentives;</li> <li>• other financial benefits received or receivable from any government for any operation.</li> </ul> <p>b. The information in 201-4-a by country.</p> <p>c. Whether, and the extent to which, any government is present in the shareholding structure.</p>	-
GRI 202 : Market Presence 2016	202-1	<p>a. When a significant proportion of employees are compensated based on wages subject to minimum wage rules, report the relevant ratio of the entry level wage by gender at significant locations of operation to the minimum wage.</p> <p>b. When a significant proportion of other workers (excluding employees) performing the organization's activities are compensated based on wages subject to minimum wage rules, describe the actions taken to determine whether these workers are paid above the minimum wage.</p> <p>c. Whether a local minimum wage is absent or variable at significant locations of operation, by gender. In circumstances in which different minimums can be used as a reference, report which minimum wage is being used.</p> <p>d. The definition used for 'significant locations of operation'.</p>	-
	202-2	<p>a. Percentage of senior management at significant locations of operation that are hired from the local community.</p> <p>b. The definition used for 'senior management'.</p> <p>c. The organization's geographical definition of 'local'.</p> <p>d. The definition used for 'significant locations of operation'.</p>	26
GRI 203 : Indirect Economic Impacts 2016	203-1	<p>a. Extent of development of significant infrastructure investments and services supported.</p> <p>b. Current or expected impacts on communities and local economies, including positive and negative impacts where relevant.</p> <p>c. Whether these investments and services are commercial, in-kind, or pro bono engagements.</p>	-
	203-2	<p>a. Examples of significant identified indirect economic impacts of the organization, including positive and negative impacts.</p> <p>b. Significance of the indirect economic impacts in the context of external benchmarks and stakeholder priorities, such as national and international standards, protocols, and policy agendas.</p>	-
GRI 204 : Indirect Economic Impacts 2016	204-1	<p>a. Percentage of the procurement budget used for significant locations of operation that is spent on suppliers local to that operation (such as percentage of products and services purchased locally).</p> <p>b. The organization's geographical definition of 'local'.</p> <p>c. The definition used for 'significant locations of operation'.</p>	-
GRI 205 : Anti-corruption 2016	205-1	<p>a. Total number and percentage of operations assessed for risks related to corruption.</p> <p>b. Significant risks related to corruption identified through the risk assessment.</p>	-

Topic	Disclosure		Page no. / document.
	No.	Title	
GRI 205 : Anti-corruption 2016	205-2	<p>a. Total number and percentage of governance body members that the organization's anti-corruption policies and procedures have been communicated to, broken down by region.</p> <p>b. Total number and percentage of employees that the organization's anti-corruption policies and procedures have been communicated to, broken down by employee category and region.</p> <p>c. Total number and percentage of business partners that the organization's anti-corruption policies and procedures have been communicated to, broken down by type of business partner and region. Describe if the organization's anti-corruption policies and procedures have been communicated to any other persons or organizations.</p> <p>d. Total number and percentage of governance body members that have received training on anti-corruption, broken down by region.</p> <p>e. Total number and percentage of employees that have received training on anti-corruption, broken down by employee category and region.</p>	11,23
	205-3	<p>a. Total number and nature of confirmed incidents of corruption.</p> <p>b. Total number of confirmed incidents in which employees were dismissed or disciplined for corruption.</p> <p>c. Total number of confirmed incidents when contracts with business partners were terminated or not renewed due to violations related to corruption.</p> <p>d. Public legal cases regarding corruption brought against the organization or its employees during the reporting period and the outcomes of such cases.</p>	N/A
GRI 206 : Anti-competitive Behavior 2016	206-1	<p>a. Number of legal actions pending or completed during the reporting period regarding anti-competitive behavior and violations of anti-trust and monopoly legislation in which the organization has been identified as a participant.</p> <p>b. Main outcomes of completed legal actions, including any decisions or judgments.</p>	N/A
GRI 301 : Materials 2016	301-1	<p>a. Total weight or volume of materials that are used to produce and package the organization's primary products and services during the reporting period, by: non-renewable materials used; renewable materials used.</p>	-
	301-2	<p>a. Percentage of recycled input materials used to manufacture the organization's primary products and services.</p>	-
	301-3	<p>a. Percentage of reclaimed products and their packaging materials for each product category.</p> <p>b. How the data for this disclosure have been collected.</p>	-
GRI 302 : Energy 2016★	302-1	<p>a. Total fuel consumption within the organization from non-renewable sources, in joules or multiples, and including fuel types used.</p> <p>b. Total fuel consumption within the organization from renewable sources, in joules or multiples, and including fuel types used.</p> <p>c. In joules, watt-hours or multiples, the total:</p> <ul style="list-style-type: none"> <li>• electricity consumption</li> <li>• heating consumption</li> <li>• cooling consumption</li> <li>• steam consumption</li> </ul> <p>d. In joules, watt-hours or multiples, the total:</p> <ul style="list-style-type: none"> <li>• electricity sold</li> <li>• heating sold</li> <li>• cooling sold</li> <li>• steam sold</li> </ul> <p>e. Total energy consumption within the organization, in joules or multiples.</p> <p>f. Standards, methodologies, assumptions, and/or calculation tools used.</p> <p>g. Source of the conversion factors used.</p>	40
	302-2	<p>a. Energy consumption outside of the organization, in joules or multiples.</p> <p>b. Standards, methodologies, assumptions, and/or calculation tools used.</p> <p>c. Source of the conversion factors used.</p>	43

Topic	Disclosure		Page no. / document.
	No.	Title	
GRI 302 : Energy 2016★	302-3	a. Energy intensity ratio for the organization. b. Organization-specific metric (the denominator) chosen to calculate the ratio. c. Types of energy included in the intensity ratio; whether fuel, electricity, heating, cooling, steam, or all. d. Whether the ratio uses energy consumption within the organization, outside of it, or both.	40
	302-4	a. Amount of reductions in energy consumption achieved as a direct result of conservation and efficiency initiatives, in joules or multiples. b. Types of energy included in the reductions; whether fuel, electricity, heating, cooling, steam, or all. c. Basis for calculating reductions in energy consumption, such as base year or baseline, including the rationale for choosing it. d. Standards, methodologies, assumptions, and/or calculation tools used.	40
	302-5	a. Reductions in energy requirements of sold products and services achieved during the reporting period, in joules or multiples. b. Basis for calculating reductions in energy consumption, such as base year or baseline, including the rationale for choosing it. c. Standards, methodologies, assumptions, and/or calculation tools used.	40
GRI 303 : Water 2016★	303-1	a. Total volume of water withdrawn, with a breakdown by the following sources: • Surface water, including water from wetlands, rivers, lakes, and oceans; • Ground water; • Rainwater collected directly and stored by the organization; • Waste water from another organization; • Municipal water supplies or other public or private water utilities. b. Standards, methodologies, and assumptions used.	46
	303-2	a. Total number of water sources significantly affected by withdrawal by type: • Size of the water source; • Whether the source is designated as a nationally or internationally protected area; • Biodiversity value (such as species diversity and endemism, and total number of protected species); • Value or importance of the water source to local communities and indigenous peoples.  b. Standards, methodologies, and assumptions used.	-
	303-3	a. Total volume of water recycled and reused by the organization. b. Total volume of water recycled and reused as a percentage of the total water withdrawal as specified in Disclosure 303-1. c. Standards, methodologies, and assumptions used.	46
GRI 304 : Biodiversity 2016	304-1	a. For each operational site owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas, the following information: • Geographic location; • Subsurface and underground land that may be owned, leased, or managed by the organization; • Position in relation to the protected area (in the area, adjacent to, or containing portions of the protected area) or the high biodiversity value area outside protected areas; • Type of operation (office, manufacturing or production, or extractive); • Size of operational site in km2 (or another unit, if appropriate); • Biodiversity value characterized by the attribute of the protected area or area of high biodiversity value outside the protected area (terrestrial, freshwater, or maritime ecosystem); • Biodiversity value characterized by listing of protected status (such as IUCN Protected Area Management Categories, Ramsar Convention, national legislation).	-

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GRI 304 : Biodiversity 2016	304-2	<p>a. Nature of significant direct and indirect impacts on biodiversity with reference to one or more of the following:</p> <ul style="list-style-type: none"> <li>• Construction or use of manufacturing plants, mines, and transport infrastructure;</li> <li>• Pollution (introduction of substances that do not naturally occur in the habitat from point and non-point sources);</li> <li>• Introduction of invasive species, pests, and pathogens;</li> <li>• Reduction of species;</li> <li>• Habitat conversion;</li> <li>• Changes in ecological processes outside the natural range of variation (such as salinity or changes in groundwater level).</li> </ul> <p>b. Significant direct and indirect positive and negative impacts with reference to the following:</p> <ul style="list-style-type: none"> <li>• Species affected;</li> <li>• Extent of areas impacted;</li> <li>• Duration of impacts;</li> <li>• Reversibility or irreversibility of the impacts.</li> </ul>	-
	304-3	<p>a. Size and location of all habitat areas protected or restored, and whether the success of the restoration measure was or is approved by independent external professionals.</p> <p>b. Whether partnerships exist with third parties to protect or restore habitat areas distinct from where the organization has overseen and implemented restoration or protection measures.</p> <p>c. Status of each area based on its condition at the close of the reporting period.</p> <p>d. Standards, methodologies, and assumptions used.</p>	-
	304-4	<p>a. Total number of IUCN Red List species and national conservation list species with habitats in areas affected by the operations of the organization, by level of extinction risk:</p> <ul style="list-style-type: none"> <li>• Critically endangered</li> <li>• Endangered</li> <li>• Vulnerable</li> <li>• Near threatened</li> <li>• Least concern</li> </ul>	-
GRI 305 : Emissions 2016★	305-1	<p>a. Gross direct (Scope 1) GHG emissions in metric tons of CO2 equivalent.</p> <p>b. Gases included in the calculation; whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, or all.</p> <p>c. Biogenic CO2 emissions in metric tons of CO2 equivalent.</p> <p>d. Base year for the calculation, if applicable, including:</p> <ul style="list-style-type: none"> <li>• the rationale for choosing it;</li> <li>• emissions in the base year;</li> <li>• the context for any significant changes in emissions that triggered recalculations of base year emissions.</li> </ul> <p>e. Source of the emission factors and the global warming potential (GWP) rates used, or a reference to the GWP source.</p> <p>f. Consolidation approach for emissions; whether equity share, financial control, or operational control.</p> <p>g. Standards, methodologies, assumptions, and/or calculation tools used.</p>	41
	305-2	<p>a. Gross location-based energy indirect (Scope 2) GHG emissions in metric tons of CO2 equivalent.</p> <p>b. If applicable, gross market-based energy indirect (Scope 2) GHG emissions in metric tons of CO2 equivalent.</p> <p>c. If available, the gases included in the calculation; whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, or all.</p> <p>d. Base year for the calculation, if applicable, including:</p> <ul style="list-style-type: none"> <li>• the rationale for choosing it;</li> <li>• emissions in the base year;</li> <li>• the context for any significant changes in emissions that triggered recalculations of base year emissions.</li> </ul> <p>e. Source of the emission factors and the global warming potential (GWP) rates used, or a reference to the GWP source.</p> <p>f. Consolidation approach for emissions; whether equity share, financial control, or operational control.</p> <p>g. Standards, methodologies, assumptions, and/or calculation tools used.</p>	41

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GRI 305 : Emissions 2016★	305-3	<p>a. Gross other indirect (Scope 3) GHG emissions in metric tons of CO2 equivalent.</p> <p>b. If available, the gases included in the calculation; whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, or all.</p> <p>c. Biogenic CO2 emissions in metric tons of CO2 equivalent.</p> <p>d. Other indirect (Scope 3) GHG emissions categories and activities included in the calculation.</p> <p>e. Base year for the calculation, if applicable, including:</p> <ul style="list-style-type: none"> <li>• the rationale for choosing it;</li> <li>• emissions in the base year;</li> <li>• the context for any significant changes in emissions that triggered recalculations of base year emissions.</li> </ul> <p>f. Source of the emission factors and the global warming potential (GWP) rates used, or a reference to the GWP source.</p> <p>g. Standards, methodologies, assumptions, and/or calculation tools used.</p>	41,43
	305-4	<p>a. GHG emissions intensity ratio for the organization.</p> <p>b. Organization-specific metric (the denominator) chosen to calculate the ratio.</p> <p>c. Types of GHG emissions included in the intensity ratio; whether direct (Scope 1), energy indirect (Scope 2), and/or other indirect (Scope 3).</p> <p>d. Gases included in the calculation; whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, or all.</p>	41
	305-5	<p>a. GHG emissions reduced as a direct result of reduction initiatives, in metric tons of CO2 equivalent.</p> <p>b. Gases included in the calculation; whether CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, or all.</p> <p>c. Base year or baseline, including the rationale for choosing it.</p> <p>d. Scopes in which reductions took place; whether direct (Scope 1), energy indirect (Scope 2), and/or other indirect (Scope 3).</p> <p>e. Standards, methodologies, assumptions, and/or calculation tools used.</p>	41
	305-6	<p>a. Production, imports, and exports of ODS in metric tons of CFC-11 (trichlorofluoromethane) equivalent.</p> <p>b. Substances included in the calculation.</p> <p>c. Source of the emission factors used.</p> <p>d. Standards, methodologies, assumptions, and/or calculation tools used.</p>	-
	305-7	<p>a. Significant air emissions, in kilograms or multiples, for each of the following:</p> <ul style="list-style-type: none"> <li>• NOX</li> <li>• SOX</li> <li>• Persistent organic pollutants (POP)</li> <li>• Volatile organic compounds (VOC)</li> <li>• Hazardous air pollutants (HAP)</li> <li>• Particulate matter (PM)</li> <li>• Other standard categories of air emissions identified in relevant regulations</li> </ul> <p>b. Source of the emission factors used.</p> <p>c. Standards, methodologies, assumptions, and/or calculation tools used.</p>	-
	GRI 306 : Effluents and Waste 2016★	306-1	<p>a. Total volume of planned and unplanned water discharges by:</p> <ul style="list-style-type: none"> <li>• destination;</li> <li>• quality of the water, including treatment method;</li> <li>• whether the water was reused by another organization.</li> </ul> <p>b. Standards, methodologies, and assumptions used.</p>

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GRI 306 : Effluents and Waste 2016★	306-2	<p>a. Total weight of hazardous waste, with a breakdown by the following disposal methods where applicable:</p> <ul style="list-style-type: none"> <li>• Reuse</li> <li>• Recycling</li> <li>• Composting</li> <li>• Recovery, including energy recovery</li> <li>• Incineration (mass burn)</li> <li>• Deep well injection</li> <li>• Landfill</li> <li>• On-site storage</li> <li>• Other (to be specified by the organization)</li> </ul> <p>b. Total weight of non-hazardous waste, with a breakdown by the following disposal methods where applicable:</p> <ul style="list-style-type: none"> <li>• Reuse</li> <li>• Recycling</li> <li>• Composting</li> <li>• Recovery, including energy recovery</li> <li>• Incineration (mass burn)</li> <li>• Deep well injection</li> <li>• Landfill</li> <li>• On-site storage</li> <li>• Other (to be specified by the organization)</li> </ul> <p>c. How the waste disposal method has been determined:</p> <ul style="list-style-type: none"> <li>• Disposed of directly by the organization, or otherwise directly confirmed</li> <li>• Information provided by the waste disposal contractor</li> <li>• Organizational defaults of the waste disposal contractor</li> </ul>	45
	306-3	<p>a. Total number and total volume of recorded significant spills.</p> <p>b. The following additional information for each spill that was reported in the organization's financial statements:</p> <ul style="list-style-type: none"> <li>• Location of spill;</li> <li>• Volume of spill;</li> <li>• Material of spill, categorized by: oil spills (soil or water surfaces), fuel spills (soil or water surfaces), spills of wastes (soil or water surfaces), spills of chemicals (mostly soil or water surfaces), and other (to be specified by the organization).</li> </ul> <p>c. Impacts of significant spills.</p>	N/A
	306-4	<p>a. Total weight for each of the following:</p> <ul style="list-style-type: none"> <li>• Hazardous waste transported</li> <li>• Hazardous waste imported</li> <li>• Hazardous waste exported</li> <li>• Hazardous waste treated</li> </ul> <p>b. Percentage of hazardous waste shipped internationally.</p> <p>c. Standards, methodologies, and assumptions used.</p>	45
	306-5	<p>a. Water bodies and related habitats that are significantly affected by water discharges and/or runoff, including information on:</p> <ul style="list-style-type: none"> <li>• the size of the water body and related habitat;</li> <li>• whether the water body and related habitat is designated as a nationally or internationally protected area;</li> <li>• the biodiversity value, such as total number of protected species.</li> </ul>	-
	GRI 307 : Environmental Compliance 2016	307-1	<p>a. Significant fines and non-monetary sanctions for non-compliance with environmental laws and/or regulations in terms of:</p> <ul style="list-style-type: none"> <li>• total monetary value of significant fines;</li> <li>• total number of non-monetary sanctions;</li> <li>• cases brought through dispute resolution mechanisms.</li> </ul> <p>b. If the organization has not identified any non-compliance with environmental laws and/or regulations, a brief statement of this fact is sufficient.</p>
GRI 308 : Supplier Environmental Assessment 2016	308-1	<p>a. Percentage of new suppliers that were screened using environmental criteria.</p>	23

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GRI 308 : Supplier Environmental Assessment 2016	308-2	a. Number of suppliers assessed for environmental impacts. b. Number of suppliers identified as having significant actual and potential negative environmental impacts. c. Significant actual and potential negative environmental impacts identified in the supply chain. d. Percentage of suppliers identified as having significant actual and potential negative environmental impacts with which improvements were agreed upon as a result of assessment. e. Percentage of suppliers identified as having significant actual and potential negative environmental impacts with which relationships were terminated as a result of assessment, and why.	-
GRI 401 : Employment 2016 ★	401-1	a. Total number and rate of new employee hires during the reporting period, by age group, gender and region. b. Total number and rate of employee turnover during the reporting period, by age group, gender and region.	48
	401-2	a. Benefits which are standard for full-time employees of the organization but are not provided to temporary or part-time employees, by significant locations of operation. These include, as a minimum: • life insurance; • health care; • disability and invalidity coverage; • parental leave; • retirement provision; • stock ownership; • others. b. The definition used for 'significant locations of operation'.	-
	401-3	a. Total number of employees that were entitled to parental leave, by gender. b. Total number of employees that took parental leave, by gender. c. Total number of employees that returned to work in the reporting period after parental leave ended, by gender. d. Total number of employees that returned to work after parental leave ended that were still employed 12 months after their return to work, by gender. e. Return to work and retention rates of employees that took parental leave, by gender.	48
GRI 402 : Labor / Management Relations 2016	402-1	a. Minimum number of weeks' notice typically provided to employees and their representatives prior to the implementation of significant operational changes that could substantially affect them. b. For organizations with collective bargaining agreements, report whether the notice period and provisions for consultation and negotiation are specified in collective agreements.	26
GRI 403 : Occupational Health and Safety 2016★	403-1	a. The level at which each formal joint management-worker health and safety committee typically operates within the organization. b. Percentage of workers whose work, or workplace, is controlled by the organization, that are represented by formal joint management-worker health and safety committees.	31
	403-2	a. Types of injury, injury rate (IR), occupational disease rate (ODR), lost day rate (LDR), absentee rate (AR), and work-related fatalities, for all employees, with a breakdown by: • region; • gender. b. Types of injury, injury rate (IR), and work-related fatalities, for all workers (excluding employees) whose work, or workplace, is controlled by the organization, with a breakdown by: • region; • gender. c. The system of rules applied in recording and reporting accident statistics.	31
	403-3	a. Whether there are workers whose work, or workplace, is controlled by the organization, involved in occupational activities who have a high incidence or high risk of specific diseases.	-
	403-4	a. Whether formal agreements (either local or global) with trade unions cover health and safety. b. If so, the extent, as a percentage, to which various health and safety topics are covered by these agreements.	31
GRI 404 : Training and Education 2016	404-1	a. Average hours of training that the organization's employees have undertaken during the reporting period, by: • gender; • employee category.	28

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GRI 404 : Training and Education 2016	404-2	a. Type and scope of programs implemented and assistance provided to upgrade employee skills. b. Transition assistance programs provided to facilitate continued employability and the management of career endings resulting from retirement or termination of employment.	28,29
	404-3	a. Percentage of total employees by gender and by employee category who received a regular performance and career development review during the reporting period.	-
GRI 405 : Diversity and Equal Opportunity 2016 ★	405-1	a. Percentage of individuals within the organization's governance bodies in each of the following diversity categories: • Gender; • Age group: under 30 years old, 30-50 years old, over 50 years old; • Other indicators of diversity where relevant (such as minority or vulnerable groups). b. Percentage of employees per employee category in each of the following diversity categories: • Gender; • Age group: under 30 years old, 30-50 years old, over 50 years old; • Other indicators of diversity where relevant (such as minority or vulnerable groups).	26,27,29,48
	405-2	a. Ratio of the basic salary and remuneration of women to men for each employee category, by significant locations of operation. b. The definition used for 'significant locations of operation'.	26
GRI 406 : Non-discrimination 2016	406-1	a. Total number of incidents of discrimination during the reporting period. b. Status of the incidents and actions taken with reference to the following: • Incident reviewed by the organization; • Remediation plans being implemented; • Remediation plans that have been implemented, with results reviewed through routine internal management review processes; • Incident no longer subject to action.	N/A
GRI 407 : Freedom of Association and Collective Bargaining 2016	407-1	a. Operations and suppliers in which workers' rights to exercise freedom of association or collective bargaining may be violated or at significant risk either in terms of: • type of operation (such as manufacturing plant) and supplier; • countries or geographic areas with operations and suppliers considered at risk. b. Measures taken by the organization in the reporting period intended to support rights to exercise freedom of association and collective bargaining	-
GRI 408 : Child Labor 2016	408-1	a. Operations and suppliers considered to have significant risk for incidents of: • child labor; • young workers exposed to hazardous work. b. Operations and suppliers considered to have significant risk for incidents of child labor either in terms of: • type of operation (such as manufacturing plant) and supplier; • countries or geographic areas with operations and suppliers considered at risk. c. Measures taken by the organization in the reporting period intended to contribute to the effective abolition of child labor	-
GRI 409 : Forced or Compulsory Labor 2016	409-1	a. Operations and suppliers considered to have significant risk for incidents of forced or compulsory labor either in terms of: • type of operation (such as manufacturing plant) and supplier; • countries or geographic areas with operations and suppliers considered at risk. b. Measures taken by the organization in the reporting period intended to contribute to the elimination of all forms of forced or compulsory labor.	-
GRI 410 : Security Practices 2016	410-1	a. Percentage of security personnel who have received formal training in the organization's human rights policies or specific procedures and their application to security. b. Whether training requirements also apply to third-party organizations providing security personnel.	-

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GRI 411 : Rights of Indigenous Peoples 2016	411-1	a. Total number of identified incidents of violations involving the rights of indigenous peoples during the reporting period. b. Status of the incidents and actions taken with reference to the following: • Incident reviewed by the organization; • Remediation plans being implemented; • Remediation plans that have been implemented, with results reviewed through routine internal management review processes; • Incident no longer subject to action.	N/A
GRI 412 : Human Rights Assessment 2016	412-1	a. Total number and percentage of operations that have been subject to human rights reviews or human rights impact assessments, by country.	-
	412-2	a. Total number of hours in the reporting period devoted to training on human rights policies or procedures concerning aspects of human rights that are relevant to operations. b. Percentage of employees trained during the reporting period in human rights policies or procedures concerning aspects of human rights that are relevant to operations.	25
	412-3	a. Total number and percentage of significant investment agreements and contracts that include human rights clauses or that underwent human rights screening. b. The definition used for 'significant investment agreements'.	-
GRI 413 : Local Communities 2016	413-1	a. Percentage of operations with implemented local community engagement, impact assessments, and/or development programs, including the use of: social impact assessments, including gender impact assessments, based on participatory processes; environmental impact assessments and ongoing monitoring; public disclosure of results of environmental and social impact assessments; local community development programs based on local communities' needs; stakeholder engagement plans based on stakeholder mapping; broad based local community consultation committees and processes that include vulnerable groups; works councils, occupational health and safety committees and other worker representation bodies to deal with impacts; formal local community grievance processes.	-
	413-2	a. Operations with significant actual and potential negative impacts on local communities, including: • the location of the operations; • the significant actual and potential negative impacts of operations.	N/A
GRI 414 : Supplier Social Assessment 2016	414-1	a. Percentage of new suppliers that were screened using social criteria.	-
	414-2	a. Number of suppliers assessed for social impacts. b. Number of suppliers identified as having significant actual and potential negative social impacts. c. Significant actual and potential negative social impacts identified in the supply chain. d. Percentage of suppliers identified as having significant actual and potential negative social impacts with which improvements were agreed upon as a result of assessment. e. Percentage of suppliers identified as having significant actual and potential negative social impacts with which relationships were terminated as a result of assessment, and why.	-
GRI 415 : Public Policy 2016	415-1	a. Total monetary value of financial and in-kind political contributions made directly and indirectly by the organization by country and recipient/beneficiary. b. If applicable, how the monetary value of in-kind contributions was estimated.	-
GRI 416 : Customer Health and Safety 2016	416-1	a. Percentage of significant product and service categories for which health and safety impacts are assessed for improvement.	-

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GRI 416 : Customer Health and Safety 2016	416-2	<p>a. Total number of incidents of non-compliance with regulations and/or voluntary codes concerning the health and safety impacts of products and services within the reporting period, by:</p> <ul style="list-style-type: none"> <li>• incidents of non-compliance with regulations resulting in a fine or penalty;</li> <li>• incidents of non-compliance with regulations resulting in a warning;</li> <li>• incidents of non-compliance with voluntary codes.</li> </ul> <p>b. If the organization has not identified any non-compliance with regulations and/or voluntary codes, a brief statement of this fact is sufficient.</p>	-
GRI 417 : Marketing and Labeling 2016	417-1	<p>a. Whether each of the following types of information is required by the organization's procedures for product and service information and labeling:</p> <ul style="list-style-type: none"> <li>• The sourcing of components of the product or service;</li> <li>• Content, particularly with regard to substances that might produce an environmental or social impact;</li> <li>• Safe use of the product or service;</li> <li>• Disposal of the product and environmental or social impacts;</li> <li>• Other (explain).</li> </ul> <p>b. Percentage of significant product or service categories covered by and assessed for compliance with such procedures.</p>	-
	417-2	<p>a. Total number of incidents of non-compliance with regulations and/or voluntary codes concerning product and service information and labeling, by:</p> <ul style="list-style-type: none"> <li>• incidents of non-compliance with regulations resulting in a fine or penalty;</li> <li>• incidents of non-compliance with regulations resulting in a warning;</li> <li>• incidents of non-compliance with voluntary codes.</li> </ul> <p>b. If the organization has not identified any non-compliance with regulations and/or voluntary codes, a brief statement of this fact is sufficient.</p>	-
	417-3	<p>a. Total number of incidents of non-compliance with regulations and/or voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship, by:</p> <ul style="list-style-type: none"> <li>• incidents of non-compliance with regulations resulting in a fine or penalty;</li> <li>• incidents of non-compliance with regulations resulting in a warning;</li> <li>• incidents of non-compliance with voluntary codes.</li> </ul> <p>b. If the organization has not identified any non-compliance with regulations and/or voluntary codes, a brief statement of this fact is sufficient.</p>	-
GRI 418 : Customer Privacy 2016	418-1	<p>a. Total number of substantiated complaints received concerning breaches of customer privacy, categorized by:</p> <ul style="list-style-type: none"> <li>• complaints received from outside parties and substantiated by the organization;</li> <li>• complaints from regulatory bodies.</li> </ul> <p>b. Total number of identified leaks, thefts, or losses of customer data.</p> <p>c. If the organization has not identified any substantiated complaints, a brief statement of this fact is sufficient.</p>	-
GRI 419 : Socioeconomic Compliance 2016	419-1	<p>a. Significant fines and non-monetary sanctions for non-compliance with laws and/or regulations in the social and economic area in terms of:</p> <ul style="list-style-type: none"> <li>• total monetary value of significant fines;</li> <li>• total number of non-monetary sanctions;</li> <li>• cases brought through dispute resolution mechanisms.</li> </ul> <p>b. If the organization has not identified any non-compliance with laws and/or regulations, a brief statement of this fact is sufficient.</p> <p>c. The context against which significant fines and non-monetary sanctions were incurred.</p>	-