

S Society

SOCIAL

The JAMCO Group constantly undertakes to respect the human rights of all persons in its business. In order to continue to be “a sincere company that respects people,” JAMCO will support the growth of all employees supporting the Group, and promote a workplace environment where everyone can actively work.



Respect for Human Rights

Basic Policy

Per our Compliance Code, JAMCO Group pledges to observe applicable laws, international rules, internal regulations, and other regulations, and behave properly in accordance with firm ethical standards and a sincere social conscience. On the basis of this code, we observe Japanese laws and ordinances in accordance with our respect for the rights denoted in the International Bill of Human Rights and the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work, prohibiting any and all discrimination on ethnicity, religion, sex, age, sexual orientation, disability, nationality, etc., as well as child labor, forced or excessive labor, and harassment. We also respect the fundamental rights of employees, including freedom of association, collective bargaining, and a minimum wage. We also call on these matters to be observed throughout our supply chain.

Promotion Structure

The CSR Promotion Committee centrally supervises matters relating to labor and human rights for the Group. With the Executive Officer in charge of Sustainability Promotion as Chairman, the CSR Promotion Committee convenes periodically and otherwise as required to promote overall activities relating to human rights, including training and responses to risks to such rights.

Human Rights Policy

The JAMCO Group, to achieve its management philosophy and maintain sustainable growth, will fulfill its responsibility to respect fundamental human rights by the following.

1. Promote initiatives that respect fundamental human rights based on international standards*, and contribute to the creation of a sustainable society.
2. Comply with the laws of the countries and regions that we do business in based on international standards.
3. To refrain from acting in ways that have a negative effect on human rights.
4. To take immediate steps to begin the remediation process in cases where our actions have a negative effect on human rights, or where we have had a hand in such an effect.
5. Operate internal or external hotlines for reporting the discovery of negative effects on human rights.
6. Reduce and avoid risks that could result in negative effects on human rights.
7. Promote human rights awareness activities that target all JAMCO Group officers and employees.
8. Require our business partners to respect human rights and to work to avoid doing anything that may have a negative effect on those rights.
9. Disclose information about human rights issues related to our business activities and discuss them with stakeholders as appropriate.

* “International standards” refers to “international standards regarding business and human rights” that are represented by the following:
 - Universal Declaration of Human Rights & International Covenants on Human Rights (United Nations)
 - ILO Declaration on Fundamental Principles & Rights at Work (International Labor Organization/ILO)
 - Guiding Principles on Business and Human Rights (United Nations)

Whistleblowing and Inquiries Regarding Human Rights

The JAMCO Group operates reporting points appropriately and undertakes continually to build efficacious policies to allow prompt discovery and correction of human rights violations.

We have established internal and external compliance hotlines (contact points for whistleblowing and consultation and inquiries concerning harassment, etc.), which accept anonymous inquiries. Staffers with a strict duty to uphold confidentiality, for consultation both internally and externally, strive to respond to whistleblowing and inquiries as sincerely and promptly as possible in cooperation with relevant internal departments and external consultants and

attorneys. Our internal regulations, which stipulate specific operating procedures, mandate the protection of whistleblowers to prevent unfavorable treatment toward them, as well as periodic training and other methods to ensure accurate understanding and widespread awareness of the whistleblowing and consultation hotlines and how to contact them. They also require that efforts be made to improve operation. These regulations have been significantly expanded in response to Japan’s revised Whistleblower Protection Act, which came into effect in June 2022.

Human Rights Assessment

Investigations of Risks Relating to Human Rights

We undertake assessments of risks relating to human rights in 25 key categories*1 for corporations to be aware of relating to human rights and corporate activities with reference to primary human rights international rules and frameworks to comprehensively and systematically ascertain and analyze internal human rights risks. We devise measures and promote initiatives based on current findings. We also carry out sustained efforts for the protection of the human rights of workers throughout our businesses and supply chains as well as within our Group, based on a policy of rejecting any human rights violations, particularly including but not limited to child labor, forced labor, oppression, harassment, discrimination, or violence. We conduct annual CSR surveys of those we do business with, including a risk assessment relating to human rights.

▶ See page 46 for FY2022 CSR Survey Findings.

*1 Cited in “Responding to ‘Business and Human Rights’,” published by the Human Rights Bureau, Ministry of Justice

Human Rights Instruction Efforts

In its efforts at instruction relating to human rights, JAMCO Group distributes its Compliance Handbook to all officers and employees. It presents Guidelines for Action relating to respect for basic human rights as follows.

- We respect the basic human rights of persons whom we come in contact with in any and all situations.
- We do not discriminate on the basis of ethnicity, nationality, creed, sex, age, socioeconomic status, place of origin, sickness, disability, etc. Nor do we discriminate on the basis of gender or against sexual minorities.

In our regular business activities, there are opportunities for contact with persons having various outlooks and values, including customers, business associates, and persons in our local communities, as well as our coworkers on the job. As a foundation of social responsibility, we instruct our employees to meet with all persons with mutual understanding and respect and dignity, rather than rejection.

Diversity and Inclusion

The JAMCO Group will contribute to the Group's sustainable growth and creation of a better society by promoting diversity of human resources, setting up a workplace environment where employees with various backgrounds can play an active role.

Promotion of Work-Life Balance

JAMCO Group has established various systems to promote the work-life balance of our employees in order to create a workplace environment where our diverse human resources can work vigorously and rewardingly, and maximize their abilities.

We have devised a General Employer Action Plan, promoting balancing work with raising children, thereby responding to such matters as questions of returning to work after childcare leave and children on daycare waiting lists. We are establishing an environment at our Tachikawa primary business facility allowing preferential use of the corporate-run daycare center run by tenant owners. We are also adopting telecommuting to respond to employees' needs regarding childcare, which is widely used by male as well as female staff.

JAMCO will continue to evaluate and enhance the creation of a comfortable work environment together with its employees.

Main Work-Life Balance Support Systems and Usage Results (2022)

Program	Summary	Male	Female
Maternity Leave	6 weeks prior to and 8 weeks after childbirth for a total of 14 weeks.	-	5
Time of Birth Leave	4 days leave available for use.	40	-
Childcare Leave	Until the child is 1 year and 6 months old (up to a maximum of the first March 31 when the child is 2 years old).	2	9
Reduced Working Hours for Childcare	Until the first March 31 when the child is 12 years old working hours can be reduced by two hours per day.	3	20
Childcare Leave	5 days leave available per child per year for the school events, etc. of children up to 12 years old. (10 days for 2 children, 15 days for 3 children)	102	23
Family Care Leave	5 days available per year for family care.	4	1
Family Care Leave	A maximum of 93 days available per year for family care.	0	0
Telecommuting	Telecommuting for Employees Raising Children	5	5

* Other work-life balance support programs such as Childcare Flexible Work Hours, Overtime Duty Exemption, Late-Night Overtime Exemption, Childcare Leave Returnee Program, Family Care Assistance Leave, etc. are also available.

* Available to full-time employees, part-time employees and contract employees.

Reducing Total Actual Hours Worked

Motivating Employees to Take Annual Paid Vacation

All employees, including supervisory personnel, are to take at least eight days' annual paid vacation. As of March 31, 2023, the proportion of this annual vacation taken by all employees including supervisory personnel stood at 84.8%. We continue to concentrate on the state of employees taking vacation and strive for 100% vacation taken. Employees took an average of 16.57 days paid vacation in 2022.

Reducing Overtime

We carry out convening and operating the Overtime Work Reduction Council meetings which take place periodically between labor and management to be more responsive to circumstances on the ground, including establishing sites allowing deliberations with the company on problems confronting Groups.

Strict Adherence to Overtime Management based on Plans

We are able to prevent overwork and other problems by simplifying overtime management by employees and managers alike by such attendance system functions as alerts.

General Employer Action Plan

To create an environment where all employees can manage both work and childcare, and can demonstrate their abilities to the fullest. Also, to support the development of the next generation, and to promote activities by female employees, we have formulated the following action plan:

1. Next Generation Development Support (Planned period: April 1, 2021– March 31, 2023)

Goal 1: Improve work-life balance through initiatives to increase the number of employees to participate in raising their children by encouraging the use of annual paid leave

Goal 2: Build an environment that allows employees to balance work-life with childcare

2. Women's Activity Promotion Plan (Planned period: April 1, 2021–March 31, 2023)

Goal 1: Increase the percentage of women assistant managers to 8% or more.

Goal 2: Maintain a 100% participation rate of childcare leave during the planned period, while aiming to encourage more male employees' to participate in the national childcare leave program and to participate in child rearing activities. JAMCO's target goal is 8% or more participants.

Providing Flexible Styles of Work

Establishing Internal Satellite Offices for Support of Flexible Styles of Work

As part of our policies for realizing flexible styles of work for our employees, we set a target of establishing internal satellite offices in our General Employer Action Plan for April 1, 2021–March 31, 2023, and established our first internal satellite office in our Aircraft Components Manufacturing Group in Chofu.

Labor-Management Relations

In addition to undertaking toward making better workplaces on the basis of coordination between labor and management, we secure work agreements with the JAMCO Labor Union,

having sincere discussions on concerns to be resolved and directions for the company to take, including wages, hours, health and safety, and employee welfare and benefits, thereby building a positive trust relationship.

We also periodically convene meetings of the Central Labor-Management Council, where opinions and information are exchanged on various subjects to improve the contents of programs and policies on the basis of attendance by the President and CEO and the rest of core management.

As of the end of FY2022, 718 employees were JAMCO Labor Union members, accounting for 100% of eligible employees.

Human Resources Development

Basic Human Resources Development Policy

Turning to human resources development, we consider human resources development the foundation that contributes to realizing our Management Philosophy and sustainable corporate growth, and we are setting down implementation structures, descriptions, etc., for the education and training that are the key policies for said development in our internal regulations and methodically carry out same.

Having made "work through the aviation industry to supply high value-added products and services harnessing rich technical expertise" one of our basic principles of management, JAMCO provides products and services that meet customers' needs while making ensuring flight safety

and enhancing quality our top priority. Honest and fair ethics, specialized and sophisticated knowledge, skill, and ability, and extensive experience are required of human resources that support and realize this. In recent times, there have been concerns such as responding to new risks and creating new business opportunities through such as alterations in industrial structures and advances in digital technologies, and a need has also arisen for human resources capable of responding to such concerns as well. To systematically and continually develop such human resources as these, we are establishing and operating education and training systems, promoting human resource development while reevaluating the substance of such systems as required and as appropriate.

Human Resources Development Program

We have set down implementation programs, educational systems, etc., relating to education and training in our internal regulations for education and training. Our educational systems are configured of hierarchical training, training by selection, specialist skills training, linguistic training, subject-specific training, and self-improvement. Outlines of these are as follows:

A. Hierarchical Training

Hierarchical training is configured of entry-level training for newly promoted employees and brush-up training. Its objective is comprehension of the roles expected of these positions, improvement of corresponding abilities, and acquisition of thoughts, techniques, etc., of solving problems confronting them at work.

B. Training by Selection

This is training for selecting candidates for future management and developing them at early opportunities. It imparts realization while making such employees recognize business environments and motivating self-awareness and changes in actions, and aims to improve management abilities.

Another crucial management concern is promoting women's activity, and we are carrying out training through training programs for female leaders and leadership candidates that motivates them to comprehend and have self-awareness of leadership roles and improves their business skills.

C. Specialist Skills Training

We are systematically conducting specialist education by each Group to acquire internal and official qualifications and specialist knowledge, skills, techniques, etc., as required for work.

D. Linguistic Training

We conduct various curricula toward improving corporate international competitiveness including overseas dispatch programs, training programs at language schools, e-learning and online English conversation.

E. Subject-specific Training

We conduct training as called for with the objective of cultivating general and specialist knowledge in such areas as compliance and information security according to changes in various laws and ordinances, changes in societal conditions and business environments, etc.

F. Self-improvement

We are building programs for self-directed learning in self-improvement, including various types of remote education and e-learning contributing to individual career enhancement and skills improvement.

Development of Globally Oriented Human Resources

A crucial concern for our company is the development of globally-oriented human resources capable of exercising leadership on the international stage, such as in business with major US and European aircraft manufacturers and airlines the world over, or in overseas Group facilities.

We are conducting such programs as dispatches to language training programs at US colleges and universities and short-term study abroad at language schools in the Philippines, with the objective of absorbing different cultures

and customers, improving language utilization abilities in environments near areas of business, and building a platform as globally-oriented human resources, rather than merely becoming more proficient at languages.

Assistant in Development of DX Human Resources

Citing HRX, or Strategic DX Human Resource Development, as a primary concern in JAMCO Vision 2030, we are striving to build an organization that creates innovation through human resources development and accelerating initiatives.

We have also formed an HRX Working Group centered on the Corporate Administration & Human Resource Dept. and have designed and implemented a human resources development program that will adapt all company officers and employees to the DX era. The program commenced operations as of FY2023.

Human Resources Development and Creating Attractive Workplaces

We believe that each and every one of our employees are the most important management resource, and that employee growth drives JAMCO's sustained progress. We strive to create an organization where each employee engages with tasks having pride in their work and being highly competent, proactively taking on new sectors and tasks. We are undertaking the human resources development that forms the basis thereof and promoting creating an attractive workplace environment where employees can work energetically. We are also instituting a fair and equitable evaluation program to this end whereby employees can work in a highly motivated manner.

We survey employee awareness every two years unless otherwise indicated, and communicate findings companywide, including to management. Turning to annual stress checks, we work to elevate employee satisfaction and engagement, through such as distributing detailed feedback reports to concerned parties and giving guidance on specific measures for improving workplace environments.

Efforts at Human Resources Acquisition and Development

For sustainable growth, we are working to acquire human resources that meet our desired image of having a globally-oriented viewpoint and mindset, being strong-willed and able to think and act on their own, able to cooperate with their surroundings and generate greater power, and striving to the utmost with a sense of responsibility.

We impart our particular image of working at JAMCO in the hiring process through such efforts as symposia, interviews, and keeping in touch with probable recruits, thereby avoiding mismatches after hiring.

Turning to keeping human resources in place, we conduct such policies as new employee support programs

and new employee supplemental education to drive improved post-hiring ease of working and job satisfaction.

We also have career development programs in place and operate career rotation programs and succession plans to keep each and every employee's motivation up and allow them to exercise their abilities over the long term.

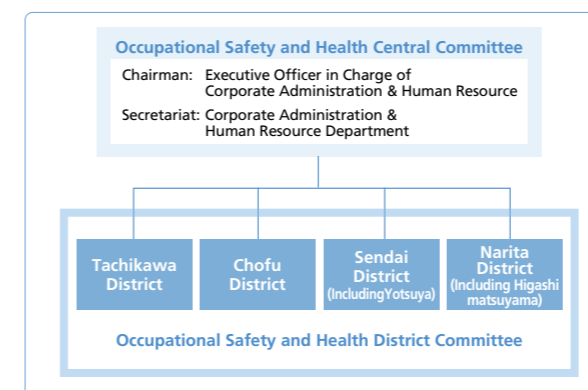
In terms of benefits, we are establishing such initiatives as providing full-fledged leave programs for work-life balance and services for finding carer support, as well as telecommuting and reduced hours programs, to effect a balance between childcare and caregiving on the one hand and work on the other.

Occupational Safety and Health

Basic Policy on Occupational Safety and Health

Ensuring occupational safety is the most important foundation of our business and a duty to society. JAMCO's basic policy is to raise awareness of health and safety and create a workplace environment where anyone can work safely and with confidence in good mental and physical health. As organizations that promote health and safety activities, JAMCO has established the Occupational Safety and Health Central Committee, which is chaired by the executive officer in charge of Corporate Administration & Human Resource, as well as an Occupational Safety and Health District Committee for each district, and these organizations work in a methodical manner.

Occupational Safety and Health Management Structure



* In JAMCO, the people in charge of safety and health in each district (supervisors of safety and health managers, safety managers, health managers, safety and health promoters and industrial physicians) are all assigned according to the number of employees.

* JAMCO assigns a dedicated operations chief as stipulated in the Industrial Safety and Health Act of each district.

Initiatives on Occupational Safety and Health Priorities

In FY2022, JAMCO strived to create a "safe and secure" working environment and worked on the following priorities.

FY2022 Priorities

1. Provision of health and safety education in order to raise the level of health and safety
2. Strengthening of the employee health management system
3. Mental health care initiatives
4. Initiatives to eliminate occupational accidents by sharing accident reports and information on near misses
5. Requests to temporary staffing agencies for support and cooperation with health and safety activities

To protect the health of employees, JAMCO has set in place an environment for maintaining health. This includes providing all employees with education on mental health in addition to mandatory stress checks. We have also made it compulsory for all employees to have physical health examinations, provide support for employees who are over a certain age to have a comprehensive medical checkup, and have established an external helpline that accepts health consultations 24-hours a day.

Responding in a Disaster

We are working to raise employee safety awareness every day, such as by informing employees about how to respond to occupational accidents and earthquake disasters, implementing safety and health education for employees at factory sites, and conducting employee safety confirmation drills.

Safety and Quality

■ Responsibility to Our Customers

JAMCO contributes to society by providing high quality products and services that meet customer satisfaction, all while prioritizing safety and quality.

Ensure Flight Safety

As the top priority in its Basic Principles of Management, JAMCO spares no effort in working to “Ensure flight safety and strengthen our quality.” Anchored in the aviation industry, we devote infinite consideration to the safety and quality indispensable to expand our business, supplying high added-value products and services positioned to harness our rich technical expertise. This is our bold aspiration to excel as a sustainable corporate entity, thereby contributing to the creation of an equally sound and sustainable social fabric.

Initiatives to Foster a Culture of Safety and to Elevate Our Quality

JAMCO directly contributes to safe operations by manufacturing and maintaining aircraft and aircraft equipment. We strive to improve the quality of our products and services, guarantee safety, and build customer trust by creating a solid framework for the safety and quality management systems of the JAMCO Group, working to foster a culture of safety and to improve quality across the Group, and reliably implement the PDCA cycle.

■ Our Safety Vision

Principle of Safety First “Ensuring aviation safety is our Company’s most important foundation and its responsibility to customers and society.”

Principle of Legal Compliance “We comply with relevant laws and regulations and work together in pursuit of aviation safety.”

Principle of Continuous Improvement of Our Safety Management System “In order to ensure aviation safety, all personnel will continue making concerted efforts to administer and improve our safety management system.”

Our Safety Management System

JAMCO works with Group companies to promote aviation safety together. Departments with responsibility for promoting aviation safety take a comprehensive and integrated approach to hazards, risks, and unsafe incidents while all personnel work together to ensure customer safety and drive progress in aviation.

■ Our Quality Vision

The JAMCO Group will work with a sense of pride and responsibility to deliver high-quality aviation products and services to our customers that instill trust and confidence.

Enhancing Quality Assurance and Inspection Systems

In order to fully ensure quality control, JAMCO is focused on strengthening the quality management system by establishing a good cooperation between the manufacturing, quality assurance, quality audit, and inspection divisions.

Our Quality Management System

JAMCO is actively committed to providing high quality products and services that satisfy customers by establishing, implementing, and maintaining quality policies that align with the business of each organization in accordance with the requirements of JIS Q 9100 and the quality policy established by the top management.

Maintaining and Updating Management System Certification

Our business requires an advanced quality assurance system that is specific to the aerospace industry. So, we have acquired JIS Q 9100 “Quality Management System” and ISO 27001 “Information Security Management Systems” certification, as well as certification from aviation bureaus in Japan and other countries, and are building quality assurance and other systems that are suited to the various demands of our business.

Please see the following URL for more details on acquisition of certifications.

<https://www.jamco.co.jp/en/company/certification.html>

Supply Chain Management

The JAMCO Group strives to build fair and sound relationships with our business partners by always conducting business honestly so that we can develop together with them.

JAMCO has been promoting procurement that adheres to social norms in accordance with the laws and ordinances of each country and region. However, in response to

growing social demands in recent years, we think that it is necessary to work with our business partners on CSR and to fulfill our responsibilities to society more actively.

We will share procurement policies with our Group companies and cooperate with our business partners to promote initiatives throughout the supply chain.

■ Procurement Policy

The JAMCO Group has established a procurement policy, requires business partners to comply with it, and promotes CSR activities throughout the entire supply chain.

1. Building Sound Business Relationships

- Maintain healthy business relations with our partners by placing value on relationships built on mutual understanding and trust.
- Adhere to fair and appropriate terms in all of our transactions.
- Encourage transactions that value corporate social responsibility, evaluating the financial condition, technological strengths, corporate stance and other aspects of our business partners.

2. Fair Selection of Business Partners and Appropriate Procurement

- Select business partners based on objective purchasing standards such as quality, price, and delivery time, using fair judgement to do so.

3. Elimination of Questionable Relationships

- To carry out transactions that are fair and just, and will not accept personal remunerations or commissions related to work, nor accept hospitality or gifts that exceed socially accepted bounds.

4. Compliance & Ethics

- Comply with the laws and ordinances of the countries and regions that we perform transactions in.
- Observe industry standards and trends, and carry out transactions in alignment.
- Comply with the parental enterprise responsibilities set out in the Act against Delay in Payment of Subcontract Proceeds, Etc. to Subcontractors, and will not carry out unfair business practices that are prohibited as an abuse of a superior bargaining position as established in the Antimonopoly Act.
- Withhold confidential terms of transactions to outside parties not involved with the transactions.
- Withhold information and intellectual assets provided to us without the consent of the party providing them.
- Ensure supply chain transparency and carry out responsible procurement with regard to conflict minerals.

5. Green Procurement

- Promote green procurement and carry out transactions that give adequate consideration to environmental and resource conservation.

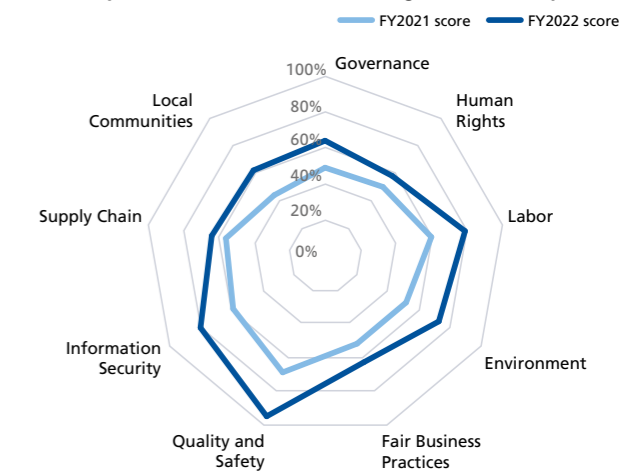
6. Respect for Human Rights and Occupational Safety and Health

- Respect basic human rights while promoting procurement activities that give adequate consideration to working environments, occupational safety and health.

Assessment

We conduct CSR surveys to assess the current state of CSR at our Group companies and subcontractors. As we did in FY2021, in FY2022, we conducted surveys using a questionnaire created with reference to the CSR/Sustainable Procurement Self-Assessment Questionnaire (Common SAQ)* formulated by the Global Compact Network Japan (GCNJ). We surveyed 50 companies (five contracted by the Aircraft Maintenance Group, five contracted by the Aircraft Components Manufacturing Group, and 36 contracted by the Aircraft Interiors Group, and four Group companies). The survey results are shown in the figure on the top right.

SAQ Response Results for FY2022 (average of all 50 companies)



* The CSR/Sustainable Procurement Self-Assessment Questionnaire (Common SAQ) deepens mutual understanding among all companies involved in the supply chain, and enables them to practice CSR procurement on a global level, by having them answer SAQ questions. It was designed to be consistent with international standards such as the ten principles of the United Nations Global Compact (UNGC), ISO 26000, and the GRI.

The results were higher than the scores in the previous fiscal year in all of the categories. We will continue working to support subcontractors who we determine need to improve, by mutually confirming issues together and aiding them in making improvements.

Responding to Conflict Minerals

Tantalum, tin, tungsten and gold are four minerals (conflict minerals) produced by the Democratic Republic of the Congo and surrounding countries, and the funding of armed insurgents causing atrocities in these countries through the sale of these minerals has become an international problem. So as to not facilitate conflicts in those areas, JAMCO declares we do not use materials recognized as conflict minerals, and we are responding appropriately to requests for reviews and reports on conflict mineral regulations from customers.

We are also requesting suppliers of raw materials related to these four kinds of minerals to submit a pledge that the materials we purchase not to contain conflict minerals.

Contribution to Local Communities

■ Community Volunteering

As member of local communities, the JAMCO Group values its relationships with everyone in those communities. JAMCO promotes volunteering and other social contribution activities such as interaction with local residents, education/academic support, and joint research and development through collaboration with overseas companies.