

Human Resources

Occupational Safety and Health

403-1,403-2,403-3,403-4,403-5,403-6,403-7,403-8,403-9,403-10

Our Basic Approach and Strategy

In accordance with the Unicharm Group Policy on Human Rights and the Unicharm Group Charter of Actions, we at Unicharm work to eliminate all forms of child and forced labor as well as prevent overwork.

With the intent of preventing disasters and accidents, we have established basic policies for managing occupational safety and health and will maintain a safe and healthy workplace environment that places the highest priority on ensuring and improving the safety and health of our employees at all times.

Unicharm's policies on occupational safety and health are translated into various languages so that they are understood by all of our employees around the world.

Basic Policy for Health Management

- (1) Employees give priority to primary prevention and strive to improve lifestyle habits based on the idea of "protecting our health on our own."
- (2) The Company provides a safe and comfortable environment so that employees can enjoy a fulfilling workplace and fully exercise their abilities.
- (3) The Human Resources Division properly uses and manages personal information such as medical examination results and promotes health management with collaborators inside and outside the Company.

Being Thorough with Workplace Safety and Occupational Health Management

To prevent workplace accidents and ensure that employees can work safely and comfortably, we strictly implement health and safety management in the workplace toward a goal of zero accidents.

At the same time, we give top priority to ensuring safety at all times, not forcing employees into excessive labor or overtime, and improving the work environment, primarily through the deployment of health and safety managers. Supervisors also observe the mental and physical health of their subordinates and respond promptly when they find an issue.

Management Structure

With a view to ensuring and improving the safety and health of its employees while preventing accidents and disasters, Unicharm has established the Occupational Health and Safety Management Regulations* in accordance with the Industrial Safety and Health Act.

To oversee and manage the Companywide occupational safety and health management system (OSHMS), the executive officer in charge of promoting occupational safety and health, appointed by the representative director, coordinates the occupational health and safety managers of each business site, who

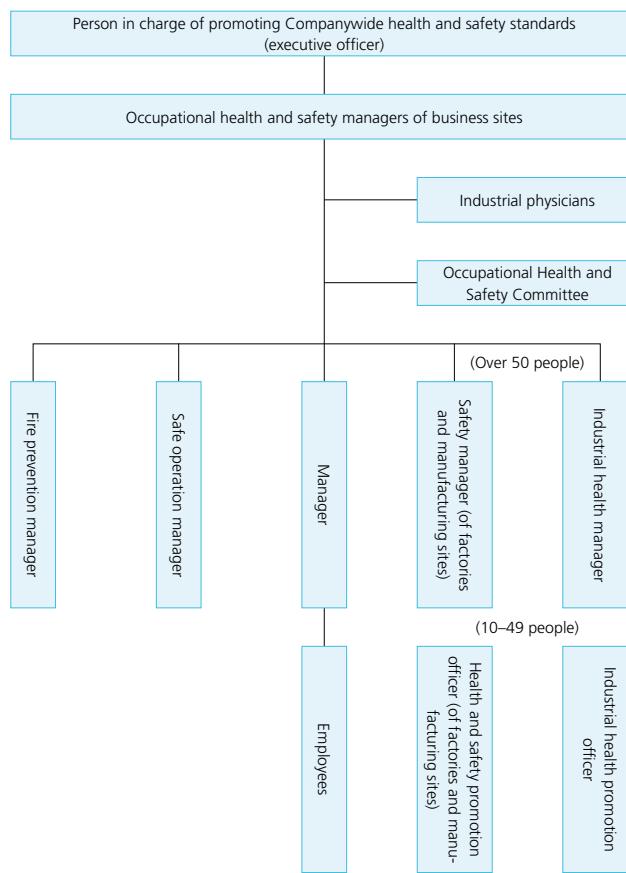
are the highest-level authority for these sites. This executive officer designates a safety and industrial health manager at each location who then appoints a safety manager, industrial health manager, and fire prevention manager. The executive officer also sets up the Health and Safety Committee in order to build a management system.

The Health and Safety Committee, which consists of employees selected by the Company and labor union, as well as industrial physicians, meets each month to discuss matters such as activities to improve the workplace environment, prevention of workplace accidents, elimination of vehicle accidents, and promotion of employee health. Moreover, inspections are conducted by committee members once every two months. Important actions are reported by the Health and Safety Committee secretariat to the officers in charge for approval. Actions related to safety that have been approved by the officers in charge are implemented as activities in each department. Progress is reported to the Health and Safety Committee and periodic reports with their decisions on actions and instructions for improvements are issued for implementation through the PDCA cycle.

* Applies to full-time employees, contract employees, part-time employees, and employees on assignment from relevant subsidiaries and external organizations

P086 Utilization and Development of Human Resources

► Unicharm Corporation's Occupational Safety and Health Management System



Occupational Health and Safety at Production Sites

Unicharm implemented an occupational safety and health management system (OSHMS) at its production sites to continuously maintain and improve health and safety activities. We have a specified PDCA process to promote ongoing health and safety management on an autonomous basis, which helps to prevent workplace accidents, promote worker health, create a comfortable work environment, and enhance health and safety

standards. Our OSHMS aims to ensure the health and safety of executives, employees, contingent staff, and part-timers, as well as those of associate companies operating on our premises (including contractors and outsourced companies). OSHMS operations ensure that all employees at manufacturing factories have set objectives for health and safety activities with clear roles and responsibilities. Through regular checks by the factory manager, who is responsible for overall health and safety management at the factory, this system allows the identification of latent risks for occupational injuries and diseases and the revision of health and safety activities.

Acquiring ISO 45001 Certification for Occupational Health and Safety Management Systems

Unicharm has obtained ISO 45001 certification, the international standard for occupational health and safety management systems, at 28.1% of its production sites across the globe (23.1% in Japan, 31.6% overseas).

P.064 The Unicharm Group's ISO Certifications

Initiatives and Results

Occupational Health and Safety Targets and Results

Every year, we aim for zero workplace accidents and a 5% year-on-year increase in the rate of paid annual leave taken. With respect to workplace accidents, we continue to promote a range of measures aimed at improving occupational health and safety, including visits to manufacturing floors by factory managers and managers of production sites. In 2022, there were no cases of workplace accidents that resulted in fatalities or the inability to work, and the workplace accident frequency and severity rates were both below the industry average.

As health and safety is recognized as the most important theme for the Company, we will thoroughly improve the work environment and take basic safety steps by strengthening safety measures through the equipment safety inspections and other efforts

aimed at creating safe and comfortable workplace environments. In addition, we will promote timely and appropriate safety measures such as assessment-based risk reduction and external evaluation by companies that specialize in safety crisis management. Furthermore, we will promote education for managers and employees to improve their knowledge of health management, encourage them to take more paid leave by recommending the use of anniversary leave, and improve work environments based on the results of stress checks.

P.095 Promotion of Work-Style Reform

► Occupational Health and Safety

	Manufacturing Industry Average (2021)	2020 Results	2021 Results	2022 Results	2023 Targets	Coverage
Number of violations of the Industrial Safety and Health Act	–	0	0	0	0	Unicharm Corporation employees
Number of fatal workplace accidents	–	0	0	0	0	
Number of workplace accidents resulting in inability to work* ¹	–	0	0	0	0	
Workplace accident frequency rate* ²	1.31	0.45	0.22	0.22	Below the industry average	
Workplace accident severity rate* ³	0.06	0.00	0.00	0.00	Below the industry average	

*1 Workplace accidents resulting in inability to work: Permanent inability to work or undertake certain tasks

*2 Workplace accident frequency rate = Number of workplace accident occurrences ÷ Total number of working hours × 1 million hours

*3 Workplace accident severity rate = Number of lost working days ÷ Total working hours × 1,000 hours

Health and Safety Risk Assessment

As a global corporation with a business presence in various countries and regions around the world, Unicharm maintains a risk management information website on our corporate intranet, which focuses on potential risks to the lives of Unicharm employees working around the world. The site specifies clear guidelines and criteria for responding to natural disasters, pandemics, occupational accidents, large-scale equipment accidents, kidnappings, intrusion into and damaging of Company facilities, terrorist attacks, riots, coups d'état, and civil wars. The intranet is updated daily with information from the Ministry of Foreign Affairs of Japan (MOFA) and a risk management company contracted to provide its services and it displays information, alerts, business trip restrictions, and measures for dealing with serious injuries and illnesses. In these ways, we carry out risk assessments by means of education and information dissemination and monitoring of the labor environment.

In 2020, we carried out a risk assessment regarding COVID-19 infections to formulate our guidelines for dealing with COVID-19 so that each employee could take appropriate action. We also implemented infectious disease prevention measures and domestic and international business trip restrictions. In terms of manufacturing facilities, we conducted risk assessments using safety diagnoses through a third-party organization.

In terms of promoting new and ongoing businesses and projects, as appropriate, we also carry out risk assessments and monitoring that take into account the local laws, physical environment, infrastructure, facilities, and so on. In order to further protect against disasters, we will also systematically move forward with risk assessments, revise work methods, and improve facilities to eliminate risks and thoroughly educate and train employees.

Eliminating Workplace Accidents

Having designated April 17 of each year as Unicharm Occupational Safety Day, we vow to eliminate workplace accidents through a Groupwide effort.

At our production sites, we hold safety forums, which were attended by all of our subsidiaries in Japan and overseas and

where all employees pledge to eliminate occupational accidents toward the goal of achieving zero accidents and fires.

To this end, it was declared that senior executives would take the initiative to create a "safe and comfortable workplace" based on the philosophy of "safety as an asset" and "safety taking precedence over all."

We are working to eliminate workplace accidents not only at our production sites but also at our offices worldwide by inspecting workplaces and checking evacuation routes, the conditions of firefighting equipment, and the locations of automated external defibrillators (AEDs).

Occupational Safety and Health Education and Training

Unicharm provides training on occupational health and safety to employees upon joining the Company or when changes are made to the nature of their duties. For leader training and special training programs that are required by law, we rely on external organizations to provide education and training on occupational health and safety.

Moreover, depending on their position and workplace, employees are trained on the handling of machinery and equipment, raw materials, safety equipment, and devices for controlling hazardous materials upon joining the Company and prior to being assigned to their respective departments or when changes are made to the nature of their duties.

► Occupational Safety and Health Education and Training

Target	Details	No. of Participants in 2022	Coverage
Newly appointed leaders	Education on occupational health and safety, including leader training, as required by law	14	Unicharm Products Co., Ltd.
Employees who have yet to be assigned to their respective departments and those with new roles	Education and training on occupational health and safety for new employees who have yet to be assigned to their respective departments and for employees with new roles	84	

Promoting Employee Health

In 2017, the Iki-Iki Health Promotion Office was established within the Global Human Resources & Administration Division to take the lead in supporting the health of our employees so that they can enjoy vibrant and healthy lifestyles not only during their tenure with the Company but also after retirement. To improve the health literacy of our employees and promote the management of their mental and physical health, each month Unicharm issues its Healthy Lab Newsletter, which covers seasonal health-related themes, and engages in other initiatives, such as those described below.

• Working Interval Program

Between the end of a workday and the start of the next workday, employees were required to take time away from work for 10 hours, in principle, and eight hours at the very minimum. In 2023, however, this rule was changed to 12 hours, in principle, and a minimum of 10 hours, to ensure that employees are able to get enough rest between workdays.

• Annual Health Checkups

To maintain and improve the health of its employees, Unicharm actively conducts health checkups each year. We provide health checkups to all employees of Unicharm Corporation once a year and have achieved a 100% uptake rate for 14 consecutive years since 2009. In addition to paying the full cost of health checkups for employees aged 35 and older, all female employees of Unicharm, regardless of age, are offered a breast and gynecological checkup, as an early prevention measure particularly for breast and cervical cancer. For employees who are required to undergo further examination as a result of the health checkup, we encourage them to consult with an industrial physician to detect and treat conditions as early as possible. Moreover, since 2020 we have been digitizing the results of health checkups and analyzing them to provide educational activities and health management support that are indicative of our business.

	2020	2021	2022	Coverage
Percentage of employees receiving health checkups (%)	100.0	100.0	100.0	Unicharm Corporation

• Promotion of a Smoke-Free Environment

Since 2016, Unicharm has banned smoking in the workplace and has had a full-time no-smoking policy from the start to the end of working hours for all employees including visitors. These efforts promote a reduction in smoking through the gradual removal of smoking areas in buildings and on Company premises. We provide information on our smoke-free activities through lectures by the Health and Safety Committee, pop-up messages on the Company intranet, our article on World No Tobacco Day in the May issue of the Healthy Lab Newsletter, and other initiatives.

• Stretching Programs and Physical Fitness Tests

To help refresh the minds and bodies of employees during break times at work and enhance productivity, we offer one-on-one stretching programs at our offices through the use of external trainers, as well as physical fitness tests to measure employees' health and fitness levels, among other initiatives to enhance awareness of healthy lifestyles.

• Measures to Maintain Mental Health and Well-Being

To advance one step further from managing employee health to preventing mental disorders and illnesses, Unicharm provides training programs on ways to maintain mental health and well-being as well as stress checks once a year. Whenever employees are identified as having high stress levels, they are strongly encouraged to consult with an industrial physician or a public health nurse immediately. We also offer training on ways to maintain mental health and well-being in the workplace.

	2020	2021	2022	Coverage
Percentage of employees who underwent stress checks (%)	93.5	94.4	98.2	Unicharm Corporation
Number of employees who participated in mental health training	1,739	1,785	1,934	
Number of employees on mental health leave	3	6	4	

• Back-to-Work Support Program

Through our Back-to-Work Support Program, we provide individual support for employees following medical treatment to ensure a seamless return to work. As part of the program, we provide ongoing follow-ups through regular interviews with an industrial physician or other health professional and consultations with external counselors for employees and their family members to discuss any concerns or uncertainties, ensuring that they are able to lead healthy and fulfilling lives with peace of mind.

Addressing Global Health Issues

At Unicharm, we are working to prevent the spread of the recent COVID-19 virus and other infectious diseases. For employees assigned or traveling to our overseas bases, we provide information on infectious diseases, such as COVID-19, HIV and AIDS, tuberculosis, malaria, and hepatitis, through the overseas support information on our Company intranet. Also, during the peak periods of the COVID-19 pandemic, we took measures to prevent close contact between employees at our offices, such as encouraging them to work remotely at a location of their choice and eliminating core hours from our flextime system, which allowed employees to flexibly choose their working hours. In addition to flu vaccinations, in 2021 and 2022 we provided COVID-19 vaccinations, among other measures, as a part of our infectious disease control program, at business sites in Japan. Unicharm has expanded its supply of masks to local communities around the world, in light of the fact that COVID-19 has become a global health issue. Also, in Singapore and Malaysia, where the spread of dengue fever is a concern due to increased precipitation in recent years, we introduced an anti-mosquito disposable diaper, *MamyPoko Extra Dry Protect*, featuring Antimos capsules, which keep mosquitoes carrying the dengue virus away from babies, and introduced an educational program through this product's website.

P020 Improvement of Childcare

• Participation in a Conference Focused on Preventing Tuberculosis in the Workplace (Indonesia)

In November 2022, Unicharm's local subsidiary in Indonesia took part in a conference, hosted by the Ministry of Health of the Republic of Indonesia, aimed at preventing tuberculosis in the workplace. This conference was held as a means to promote awareness of the importance of detecting tuberculosis at an early stage toward the government's goal of eliminating tuberculosis by 2030.

To help realize this goal, in July 2022 our local subsidiary in Indonesia launched a program to completely eliminate tuberculosis in the workplace through the support of the country's Ministry of Health and Otsuka Pharmaceutical Co., Ltd. Through this program, Unicharm will provide medications as well as support in the form of better nutrition management and lifestyle habits to those infected with tuberculosis.

Prohibition of Child and Forced Labor

As clearly stipulated in the Unicharm Group Policy on Human Rights and the Unicharm Group Charter of Actions, we at Unicharm do not tolerate any form of child or forced labor. Unicharm's factories are monitored on a regular basis using Sedex's Self-Assessment Questionnaire (SAQ). In 2022, 40 out of 41 business sites (18 business sites in Japan, 22 business sites overseas) responded to the SAQ, confirming that there were no cases of child labor or forced labor.

P084 Human Rights Risk Assessment at Unicharm Group Factories