

Human Resources

Employee Health

403-6,403-10

Our Basic Approach and Strategy

Unicharm aspires to remain a company where employees gain a sense of pride and accomplishment in their work as well as fulfillment in their personal and professional lives. Based on this desire, we promote various measures, such as employee health management initiatives and work-style reform, enabling employees to work with passion and make the most of their abilities while maintaining their physical and mental well-being. We established the Health Management Declaration in April 2007, and promote health and productivity management across the Group to enhance the health literacy of all employees based on the principle of “protecting our health on our own.” In fiscal 2023, Unicharm also became a member of the Health Management Alliance in pursuit of a healthy society. By promoting collaborative health* between companies and health insurance associations, we make every effort to ensure that employees are healthy and able to perform at their very best, spurring the growth of both employees and the Company. Furthermore, the Health Management Declaration is revised as appropriate.

* In which insurers, such as health insurance associations, and businesses actively work together, clarifying their respective roles and creating a positive working environment to effectively and efficiently protect and promote the health of insured parties (employees and their families)

[web Health Management Alliance \(in Japanese only\)](https://kenkokeiei-alliance.com/)
<https://kenkokeiei-alliance.com/>

Basic Policy

1. Employees give priority to primary prevention and strive to improve lifestyle habits based on the principle 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.

Health Management Declaration

Unicharm is committed to resolving environmental and social issues in the aim to realize a cohesive society. Resolving such issues entails diverse and vibrant employees who can demonstrate their potential to the fullest and therefore, the health of each employee is of utmost importance.

In addition, Unicharm's three aspects of wealth (aspirational wealth, economic wealth, and wealth of mind and body) are positioned as a common goal for all employees. We believe that fulfilling one's professional and personal dreams is only possible by maintaining good mental and physical health, that this fulfillment will lead to the happiness of employees, enabling the Company to maintain and improve productivity, and that employees and the Company can share in the health of one another.

Unicharm is strengthening existing measures to maintain and improve health and promoting health management as part of its human resource strategy to enable employees to work vigorously and in good health while creating added value.

We vow to strategically maintain and promote the mental and physical health of employees with the conviction that their health is our most important management resource in realizing a society where individuality is respected and everyone supports one another.

Takahisa Takahara
President & CEO
Unicharm Corporation

Health Management Action Policy

1. Improve the health literacy of employees and contribute to the creation of healthy workplaces as a group of professionals who support the health of employees
2. Enhance individual performance by bringing smiles to the faces of employees and increasing the number of employees who are physically and mentally healthy
3. Raise health awareness by supporting self-care activities casually but rigorously based on the principle of “protecting our health on our own”

Management Structure

Under the direction of the executive officer in charge of human resources, the Work-Style Reform Promotion Office and the Iki-Iki Health Promotion Office, established within the Global Human Resources & Administration Division, take the lead in reporting on matters related to employee health promotion regularly to management and planning and implementing measures upon approval. We also work with industrial physicians, public health nurses, and other experts to constantly ensure the physical and mental well-being of employees.

Indicators and Targets

Kyo-sei Life Vision 2030: Unicharm Principles

Indicator	Fiscal 2021 Result	Fiscal 2022 Result	Fiscal 2023 Result	2030 Target
Reduction in the percentage of employees on leave for mental or physical health reasons by improving the workplace environment so that employees can work with peace of mind and maintain mental and physical health	7 employees (Japan)	7 employees (Japan)	9 employees (Japan)	Reduced by half (compared with fiscal 2020)

Initiatives and Results

Creating Vibrant and Healthy Working Environments

Aiming to prevent employees from working excessive hours while improving their productivity, we at Unicharm are promoting work-style reform by adjusting the mindsets and the tasks of each employee. Specifically, the Company has introduced a remote work system that allows employees to work from home and a flextime system (without set core work hours) that allows them to choose when to work so that they can flexibly adjust their work-style according to life events. We are also striving to improve working environments by considering ways of taking time off from work, allowing employees to refresh their mind and body by delineating work and non-work times, such as by prohibiting phone calls and emails between supervisors, colleagues, and subordinates on days off.

	Fiscal 2021 Result	Fiscal 2022 Result	Fiscal 2023 Result	Coverage
Percentage of employees utilizing the remote work system (%)	58.0	57.0	52.0	Unicharm Corporation

Encouraging the Taking of Paid Leave

We encourage employees to take at least five days of paid leave per year, including four days every six months, as well as anniversary leave, in which paid leave can be taken for anniversaries and other planned holidays.

	Fiscal 2021 Result	Fiscal 2022 Result	Fiscal 2023 Result	Fiscal 2024 Target	Coverage
Percentage of paid leave taken (%)	57.7	61.8	71.2	75.0	Unicharm Corporation

Appropriate Management of Working Hours

We monitor working hours through log records on employee computers. We ensure employees are able to rest between workdays through initiatives such as the Work Interval Program, which requires employees to take at least 12 hours in principle and 10 hours at minimum between the end of a workday and the start of the next workday. We have also introduced monthly no-overtime days and premium Fridays to encourage employees to leave the office on time.

	Fiscal 2021 Result	Fiscal 2022 Result	Fiscal 2023 Result	Fiscal 2024 Target	Coverage
Total working hours per employee	1,992.3	2,000.2	1,966.6	Less than 2,000 hours	Unicharm Corporation

Annual Health Checkups

To encourage employees to monitor their own health status, Unicharm conducts health checkups once a year for all employees. We have achieved a 100% uptake rate for 15 consecutive years since fiscal 2009.

Employees required to undergo further examination as a result of the health checkup receive guidance from an industrial physician to detect and treat conditions as early as possible. Moreover, since fiscal 2020 we have digitized the results of health checkups and analyze them to provide educational activities and health management support that cater to the specific needs of each employee.

	Fiscal 2021 Result	Fiscal 2022 Result	Fiscal 2023 Result	Coverage
Percentage of employees receiving health checkups (%)	100	100	100	Unicharm Corporation

Women's Health

As an early prevention measure for breast and cervical cancer, we offer breast and gynecological exams to all female employees of Unicharm, regardless of age, which is paid for by the Company. In addition, our menstrual leave system "Sofy Leave" bears the brand name of our sanitary pads, to promote internal awareness and foster a culture that encourages employees to take such leave.

P.110 Pink Ribbon Activities (Health)

Promotion of a Smoke-Free Environment

Unicharm has banned smoking at all its business sites since fiscal 2016. In introducing this smoke-free policy, we posted relevant information on popup displays of our Company intranet to enhance awareness. During work hours, sales staff and other employees are prohibited from smoking even outside of Company premises. Also, each year, the May issue of our Healthy Lab Newsletter, a monthly internal newsletter to promote health awareness, contains information on smoking cessation in honor of World No Tobacco Day, with nicotine as the central theme in fiscal 2023.

Promotion of Exercise

At Unicharm, we hold radio calisthenics each morning at 8 a.m. at the start of the workday to encourage employees to exercise on a daily basis. Employees working from home or other remote location also participate in these exercises online. We also strongly encourage employees to use the stairs when moving from floor to floor within the office to prevent deterioration in their physical fitness.

To help refresh the minds and bodies of employees during break times at work, enhance productivity, and improve health awareness, Unicharm offers one-on-one stretching programs at its head office by outside trainers, massages by anma therapists, and physical fitness tests to measure health and fitness levels. In recognition of these and other efforts, Unicharm was selected as a White 500 company under the 2024 Certified Health & Productivity Management Outstanding Organizations Recognition Program.



Unicharm is a supporter of the Sport in Life Project, which aims to make sports a part of daily life, and is a member of the Sport in Life Consortium. We were also recognized as a Sports Yell Company 2024+ by the Japan Sports Agency and as a Tokyo Sports Promotion Company by the Tokyo Metropolitan Government in 2023 for our efforts to actively support and promote sports activities to improve the health of employees.



Construction of a Soccer Field (Vietnam)

To improve employee health and communication, our local subsidiary in Vietnam constructed a soccer field on the site of the Bắc Ninh Factory, which hosts in-house soccer tournaments and a variety of health promotion events.



Participation in Activ@Work Challenge 2023 (Malaysia)

Unicharm's local subsidiary in Malaysia took part in Activ@Work Challenge 2023, an initiative held from July to September 2023 that encourages employers to inspire change in the lifestyles of employees through physical activity. It encourages employees to become more active in the workplace by monitoring their step count, recognizing those with the highest number of steps as well as departments with the highest average number of steps.



Holding of 1st Solidarity Walk (Brazil)

Unicharm's local subsidiary in Brazil held its inaugural Walk-in-Unity event in September 2023 in which approximately 300 employees and their families participated. Walk-in-Unity is an event that fosters unity through the experience of walking together with fellow employees while learning the importance of health management and paying consideration to safety. Basic health checks, such as measuring blood pressure and lung capacity, and an activity to make juice by pedaling a bicycle were among the programs offered for participants to enjoy learning about health.



Measures Against Infectious Diseases

Unicharm makes every effort to prevent the spread of COVID-19 and other infectious diseases. For employees assigned or traveling to our overseas bases, we provide information on infectious diseases such as COVID-19, HIV/AIDS, tuberculosis, malaria, and hepatitis through the overseas support information on our

Company intranet. During 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 from home or other remote location and eliminating core hours from our flextime system.

In Japan, while COVID-19 was downgraded to a Class 5 infectious disease in May 2023, we continue to promote internal measures against infectious diseases by giving employees the option of voluntarily wearing face masks and encouraging them to wash their hands, ensuring proper ventilation and social distancing, and restricting those infected from coming to work.

Meanwhile, in Malaysia, Singapore, and Thailand, 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 ANTIMOST™ capsules which repel mosquitoes carrying the dengue virus, and introduced an educational program through this product's website.

web MamyPoko Extra Dry Protect website
<https://mamypokoagainstdengue.com/>

P.110 Educational Activities Regarding Dengue Fever (Health)

Participation in Conference for Tuberculosis Prevention 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 to promote awareness of the importance of early detection toward the government's goal of eliminating tuberculosis by 2030. To help achieve this goal, in July 2022 our Indonesian subsidiary launched a program to eliminate tuberculosis in the workplace through the support of the country's Ministry of Health and Otsuka Pharmaceutical Co., Ltd. In fiscal 2023, the program continued to provide online consultation, medication, and other forms of support to those infected with tuberculosis.

Mental Health Measures

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 advised to consult with an industrial physician or a public health nurse immediately. In fiscal 2023, our mental health training was attended by all 1,944 employees subject to the program.

	Fiscal 2021 Results	Fiscal 2022 Results	Fiscal 2023 Results	Coverage
Percentage of employees who underwent stress checks (%)	94.4	98.2	99.5	Unicharm Corporation
No. of employees who participated in mental health training	1,785	1,934	1,944	
No. of employees on mental health leave	7	7	9	

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 support 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 fulfilling lives by reducing health-related concerns.

Presenteeism and Absenteeism

Presenteeism is a state in which one's performance declines due to headache, backache, anxiety, hay fever, or other conditions, despite being able to continue with one's work. Unicharm regularly measures the degree and causes of presenteeism using the Single-Item Presenteeism Question (SPQ) developed by the University of Tokyo.

Meanwhile, absenteeism is when one is absent from work due to health issues. The number of sick days due to employee illness or injury is calculated using a formula ($= \text{Total number of sick leave days including weekends and holidays} \div (\text{Number of employees} \times 365) \times 100$) and monitored over time, along with the causes of these absences. This and other relevant information is used to formulate health measures and promote the health of employees.

	Fiscal 2022 Result	Fiscal 2023 Result	Coverage
Presenteeism (%)	14.3	15.2	Unicharm Corporation
Absenteeism (%)	0.493	0.733	