

Environmental & Social Report 2020



What Amano can do to achieve a “Sustainable Society”

TIME & ECOLOGY
AMANO

MOVING TOWARDS THE FUTURE OF TIME & ECOLOGY

“Time” a universal asset of mankind.

“Ecology” an irreplaceable asset.

Ever since its inauguration, the concepts that Amano has consistently pursued have included

“Time” and “Ecology”.

Based on the technology and the trust that has been built with solutions designed to make effective use of time and the engineering to create a comfortable work environment,

Amano will continue to challenge the future.

Amano is connecting people, business, and society with a global perspective.

Striving to tap the infinite possibilities of “Time” and “Ecology”, Amano will contribute to work to create a prosperous society.

[Scope of this report (Environmental edition)]: Head office, Sagami-hara and Hosoe factories (production sites), and the nationwide branches including sales offices are considered as activity units. The head office unit includes the Amano Galaxy building (part of R&D division), which is adjacent to the head office, and Amano Agency Corporation who share the head office premises.

However, energy consumption calculations, in accordance with the revised Energy Conservation Law, are separate from Amano Corporation as group companies are recognized as independent legal entities.

[Applicable period of this report (Environmental edition)] : From April 1, 2019 to March 31, 2020.

However, descriptions regarding ongoing activities extended over the fiscal year end, such as environmental conservation activities, and the information in the “Company Profile” along with the “Social Edition”, are as of September 2020, at which time the manuscript of this report was submitted.

■ Although this report has been prepared with reference to the “Environmental Reporting Guidelines (2018 edition)” issued by the Ministry of the Environment, it does not include all items. In addition, the energy and CO₂ emission calculations derived from environmental performance data, are based on the conversion coefficients in the revised “Conservation Law, Article 4 (attached tables 1 & 3)” and the coefficients in “CO₂ emission calculation formula” in the “Fuel Law”.

■ Environmental data published in last year’s report has been partially reviewed and revised.

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Based on the themes of “People & Time” and “People & the Environment,” we will promote business activities in an environmentally conscious manner and pursue environmental management from a broad perspective.

Amano’s management philosophy is to create new values and contribute to the realization of a safe, comfortable and wholesome society in the fields of "People & Time" and "People & Environment." Under this management philosophy and based on an optimal governance structure that responds to changes in the business environment, we will strive to maximize corporate value by ensuring sustained growth through the creation of new businesses and markets with a medium-to-long term global perspective, in addition to expanding our existing businesses. Furthermore, we will aim to become a company that has the trust and high regard of all the stakeholders including customers, business partner companies, shareholders, employees and the local community by constantly returning a fair profit earned through business activities.

The international community employs an international framework for Sustainable Development Goals (SDGs) aimed at resolving global social issues adopted by the United Nations General Assembly as a common goal for 2030. Toward this goal, there has been an active trend toward SDGs both in Japan and overseas. In conjunction with the novel coronavirus pandemic that has swept across the world since the beginning of 2020, various initiatives are being pursued with a focus on the New Normal. Under these circumstances, the Amano Group recognizes that it has a social responsibility to contribute to the establishment of a sustainable society that balances the environment and the economy, and is constantly promoting environmental management that takes environmental preservation into account. In other words, by sharing an Environmental Philosophy across the Group and practicing actions based on an Environmental Policy, we are committed to pursuing initiatives to reduce environmental burden, such as by reducing CO₂ emissions and the generation of waste, throughout all of our business activities ranging from the production to sales of the products, solutions and services we provide. At the same time, we are working to strengthen environmental conservation activities in local communities and to enhance our environmental management system. Furthermore, in response to the needs of the New Normal era, we are developing and providing a diverse range of products such as follows:
 Information Systems: Workforce management system that conforms to new workstyles.
 Parking Systems: Ticketless and cashless systems that realizes labor saving and non-contact operations.
 Environmental Systems: High performance air purifier capable of suppressing viruses.
 Clean Systems: Robotic scrubbers which increases operational efficiency while reducing labor. Electrolyzed water generators that produce hypochlorous acid water with strong sterilizing properties.
 We believe these activities and products correspond to the objectives and targets of the SDGs.

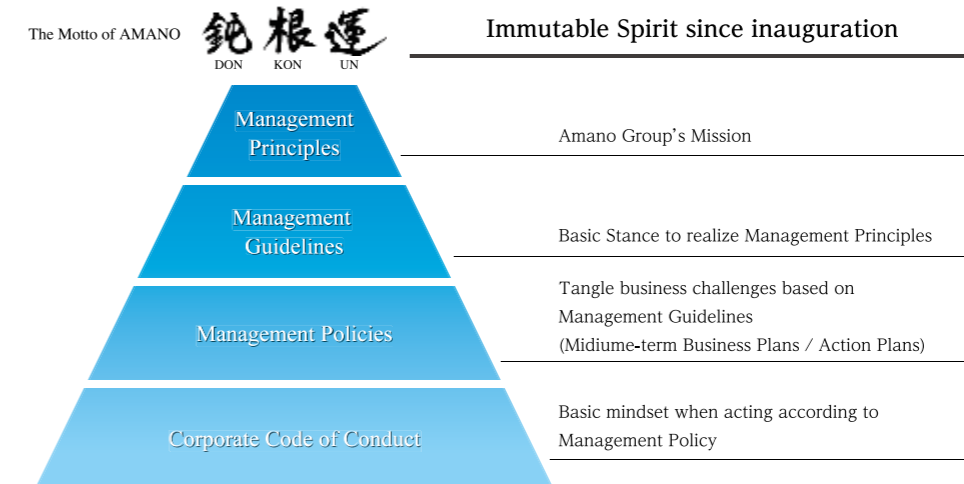
The Amano Group will continue to cooperate and work closely with local communities, and as a global company, continue to engage in global environmental protection activities.



Hiroyuki TSUDA
 President
 Representative Director

Our Corporate Vision for the Future

Basic Philosophy Structure



The Motto of AMANO

鈍 根 運
 DON KON UN

鈍
 DON

Don means to take proper action. You can demonstrate don by performing your work with honesty, transparency, respect for individuality, cooperation with others, and a commitment to excellent service.

根
 KON

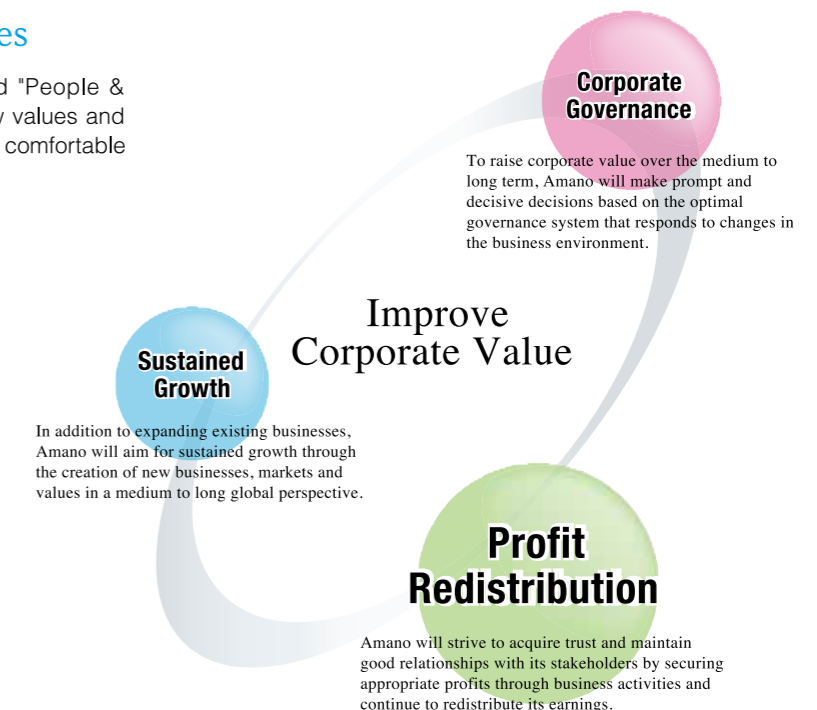
Kon means to show patience and undertake unwavering efforts. You can demonstrate kon by performing your work with enthusiasm and seeking to improve in every aspect of your responsibilities.

運
 UN

Un means luck or good fortune. To succeed, we must not simply wait for Un (luck) to come our way. We believe that if we demonstrate don and kon in our work and lives, it will lead to un - good fortune.

Management Guidelines

In the field of "People & Time" and "People & Environment", Amano will create new values and contribute to the realization of a safe, comfortable and wholesome society.



Sustained Growth

In addition to expanding existing businesses, Amano will aim for sustained growth through the creation of new businesses, markets and values in a medium to long global perspective.

Corporate Governance

To raise corporate value over the medium to long term, Amano will make prompt and decisive decisions based on the optimal governance system that responds to changes in the business environment.

Improve Corporate Value

Profit Redistribution

Amano will strive to acquire trust and maintain good relationships with its stakeholders by securing appropriate profits through business activities and continue to redistribute its earnings.

Amano Business Operations in Action

Ever since the launch of Japan's first time recorder, Amano has been a pioneering developer. Through "close-to-the-customer" sales operations, Amano will continue its ongoing efforts to adapt to a changing environment with speed and flexibility.



Information Systems and Time Management Products

Amano's Information Systems and Time Management Products are extensively used in offices and businesses. For example, we provide workforce management systems that efficiently process employee information, payroll calculations along with employee notifications & applications. There are time recorders that compile Time & Attendance data and time stampers that authenticates various documents and transaction slips.

Parking Systems

Our gate billing systems are used at a wide variety of parking facilities such as for shopping centers and hospitals. Our flap-lock parking systems are frequently used for coin parking. Amano parking products are utilized in all types of locations around the city including bicycle parking lots in train station parking facilities. Amano contributes to a better world designed for both people and vehicles.

Environmental Systems

Dust collectors that securely trap dust and particles generated in diverse sites such as for manufacturing of precision equipment and electronic components, and foodstuff production, etc. Fume collectors trap noxious odors and the smoke generated from welding and laser machining. This energy-saving and low-cost equipment such as mist collectors that efficiently collect oily and water-soluble mist generated during machining and spray operations help to vastly improve the workplace environment.

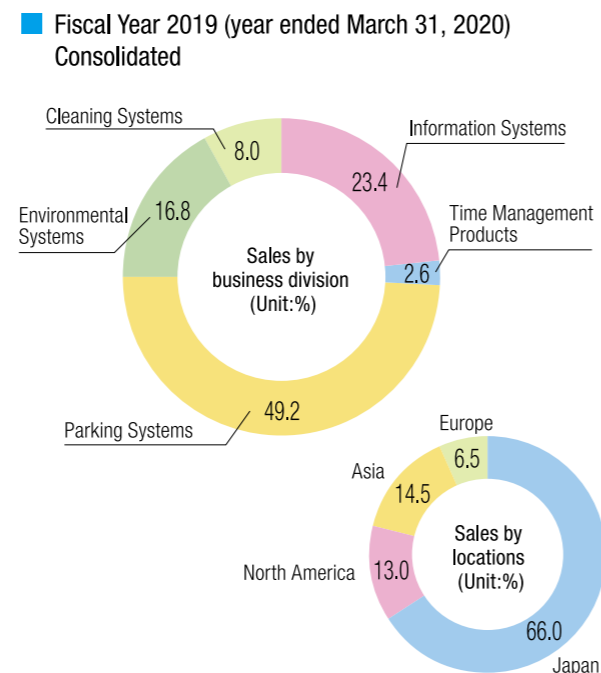
Cleaning Systems

Amano's robotic cleaners improve the quality and efficiency of cleaning work, and are an effective measure against labor shortages. Automatic scrubbers keep the floors of train stations, commercial facilities and factories clean. Carpet cleaners keep the carpets in hotels and offices clean. Road scrubbers that efficiently cleans indoor and outdoor road surfaces. Amano's "sweeping," "washing," and "polishing" machines are helping to maintain cleanliness of the environment close to us.

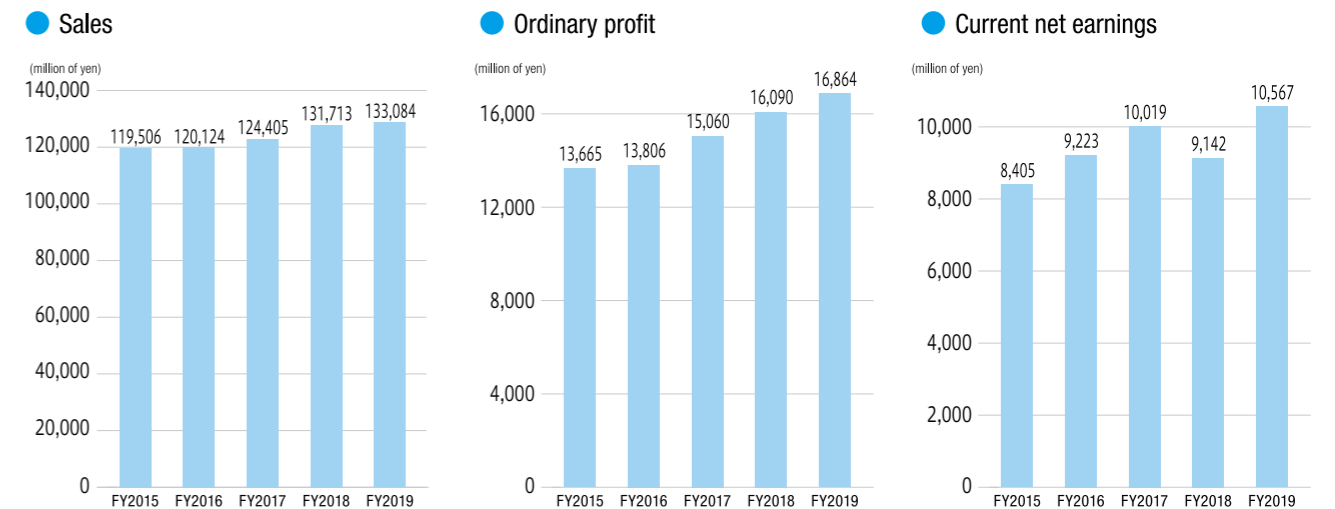
Company Overview

Corporate name	AMANO Corporation
Address of the Head office	275 Mamedocho Kohoku-ku, Yokohama-city Kanagawa Prefecture TEL: +8145-401-1441 FAX: +8145-439-1120
Founded	November 3, 1931
Established	November 22, 1945
Representative	President Representative Director Hiroyuki TSUDA
Capital	18,239.58 million yen (as of March, 2020)
Sales	Consolidated 133,084 million yen (year ended March 31, 2020) Unconsolidated 74,852 million yen (year ended March 31, 2020)
Ordinary profit	Consolidated 16,864 million yen (year ended March 31, 2020) Unconsolidated 13,330 million yen (year ended March 31, 2020)
Domestic factories (Production base)	Sagamihara Factory - Hosoe Factory
Number of employees	Consolidated / 5,123, Unconsolidated / 2,120 (as of March 2020)
Accounting term	March (Annually)
Main business	Planning, Architecture, Production, Sales, Construction and Maintenance <ul style="list-style-type: none"> • Information Systems-Time Management Division • Parking Systems • Environmental Systems • Cleaning Systems • Outsourcing Services • Standard time delivery / clock audit service
consolidated subsidiaries	Total of 28 consolidated subsidiaries (manufacturing and sales companies both in Japan and overseas)
non-consolidated subsidiaries	3 non-consolidated subsidiaries
affiliated company	1 affiliated company

The Amano Group includes the Amano Corporation and group affiliates (32 companies), and develops information systems, time management equipment, parking systems, environmental systems, and clean systems. The sales distribution ratio by business unit and location is shown in the pie graph below.



Business performance trends (consolidated)



Code of Conduct & Compliance

The Code of Conduct

The Amano Group established its "Employee Code of Conduct" in April 2014.

This code of conduct outlines the 12 items that we especially value and respect among the corporate culture and good traditions developed over the long history of the Amano Group.

The six items on the left are the "standards for basic attitudes", and the six items on the right are the "standards for work" and provide guidance to each employee when making various judgments and how to behave in various situations.

Amano makes diverse group-wide efforts to deepen understanding of the code of conduct so that employees can make the appropriate judgments and behave accordingly.

The Company Website

All Amano employees are able to check the code of conduct, together with a chart of basic corporate principles, corporate guidelines, and corporate philosophy on the Amano official website.

<https://www.amano.co.jp/corp/philosophy.html>

Compliance

The Amano Group has established its own "Basic Policy of Compliance" and "Compliance Rules", and is working on a variety of activities to promote and raise awareness of compliance and its thorough practice among all employees.

The Code of Ethics

In June 2015, the Amano Group distributed a revised version of its "Corporate Code of Ethics" (booklet) to all of its employees to ensure their understanding of basic policy of internal control, corporate code of ethics and to encourage their thorough compliance to the corporate standards of behavior.

Compliance Training Programs

Various legal information which all employees should or need to know are informed and regular compliance training programs (e-learning) are conducted to ensure this.

In order to deepen the understanding of compliance, the questions in the Q&A are specific based on actual situations.

The Internal Whistle-blowing System

The Amano Group has established the "Amano Group Hotline Rules" to receive "whistle-blowing" complaints and opinions from all Amano Group employees. There are three hotlines in operation; the "Corporate Ethics Hotline", the "HR Hotline", and the "Amano External Hotline".

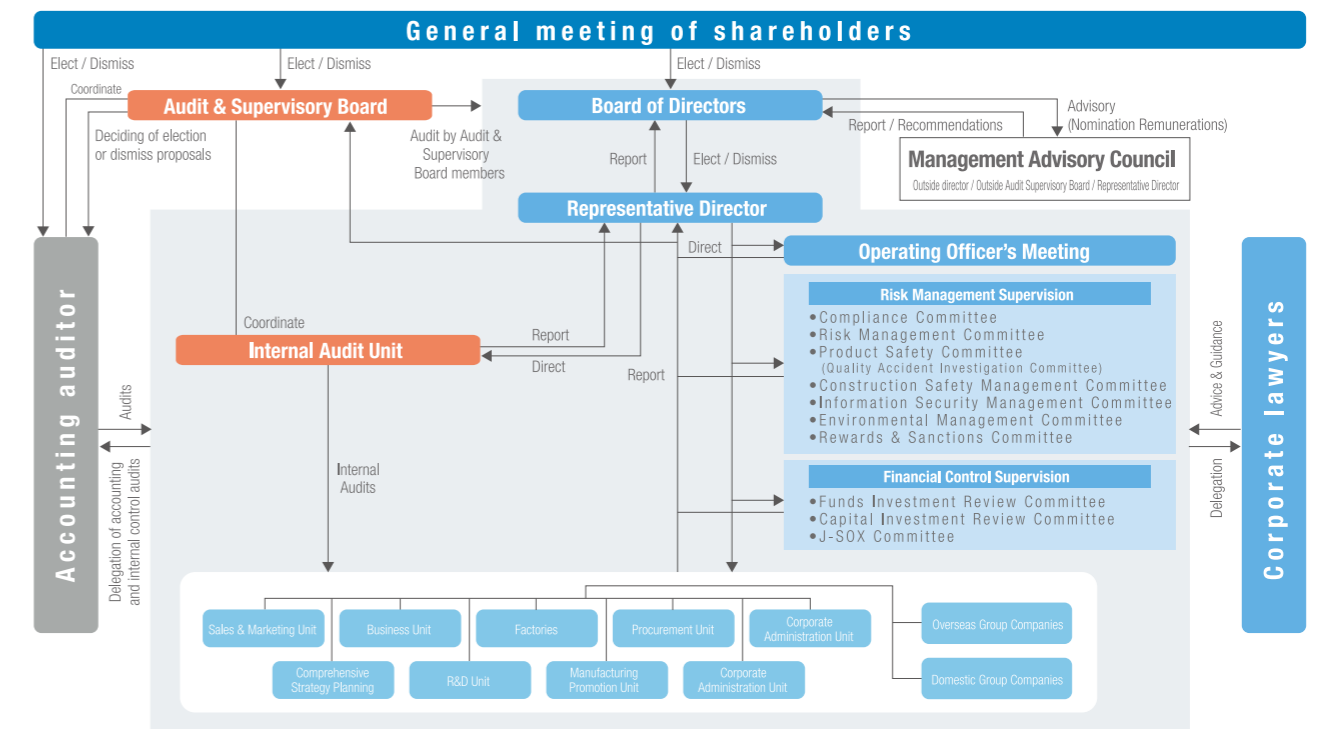


Corporate Governance

The Basic Concept

The Amano Group positions the importance of corporate ethics and the soundness of management as important management issues. By structuring the organization and establishing management systems to promote and tackle these issues, we are ensuring that our corporate officers take a leading role in the promotion of legally compliant business activities which are also in adherence to corporate ethics. Through such efforts, we are raising the effectiveness of corporate governance to realize a fair and transparent management so as to become an even more trustworthy company.

Amano Corporate Governance System



Corporate Governance

The Board of Directors consists of 9 directors, including 3 part-time outside directors. In addition to regular meetings, the board flexibly convenes ad-hoc meetings as required to deliberate and decide upon important matters concerning management as well as to report business progress. Thus, the Company has put in place a system to facilitate swift managerial decision-making. From the viewpoint of improving corporate governance, one outside director was appointed at the 97th Annual Shareholders Meeting held on June 27, 2013, the second at the 99th Annual Shareholders Meeting held on June 26, 2015, and the third was appointed at the 103rd Annual Shareholders Meeting held on June 27, 2019. Currently, outside directors make up one-third of the directors. Furthermore, the Articles of Incorporation stipulate that Amano's Board of Directors shall consist of no more than 10 directors.

In order to clearly define the functions and responsibilities of management and for business performance as well as to ensure swift decision-making and achieve greater management efficiency, the Company introduced the operating officer system in April 2005. Of the 17 operating officers, 4 concurrently serve as directors. The Audit & Supervisory Board consists of four members, including two part-time outside members. In addition to attending Board of Directors meetings, full-time Audit & Supervisory Board members actively participates in the internal committee meetings and other meetings in order to monitor the execution of directors' duties and to work with the Internal Audit Unit to more effectively supervise business performance.

In addition, the Amano Group convenes sessions of the Domestic Strategy Conference (for group companies in Japan) and the Global Strategy Conference (for group companies overseas) as required in order to grasp group companies' management statuses. In this way, we are enhancing our management monitoring capabilities to ensure that corporate ethics permeate the entire group to realize more effective corporate governance.

Quality and Customer Satisfaction

Amano Quality Activities (Quality Management Systems)

The social responsibility of any manufacturer is to provide its customers high quality products, systems and services which are safe and reassuring. In order to “maximize customer satisfaction”, in January 1997, Amano’s head office (engaged in the designing, developing and manufacturing of Parking Systems) acquired the ISO9001 certifying its compliancy to the international standard for quality management. In January 1998, the Sagamihara factory (engaged in the manufacturing of Time Management Products, Time Information Systems and Parking Systems) acquired the ISO9001, and in March 1999, the Hosoe factory (engaged in the designing and manufacturing of Environmental and Clean Systems) also acquired the ISO9001 certification.

As a result of factory integration in April 2014, the Sagamihara factory and the head office renewed its ISO9001 and in July 2017, these two factories acquired the ISO9001:2015 for “designing, developing and manufacturing of Parking Systems”, and for “the designing, developing and manufacturing of Time Information Systems and Time Management Products”. The Hosoe factory also acquired the ISO9001: 2015 for the “designing and manufacturing of Dust Collectors, Pneumatic Powder Conveying Systems and Cleaning Systems” at the same time. Each factory is maintaining the PDCA cycle of the ISO9001 Quality Management System appropriately, implementing continuous improvements so that we can always provide the best products and services to our customers.

Certifications Obtained at each Factory

Business operations	Certification Standard	Certifying Institution	Examination registration No.	Initial registration date	Renewal date	Expiration date
Head office and Sagamihara Factory	ISO9001:2015	SGS	JP98/011884	1998/01/08	2020/07/03	2023/07/03
Hosoe Factory	ISO9001:2015	SGS	JP99/015829	1999/03/25	2020/07/05	2023/07/05

Production Meister Certification

For the personnel involved in the “making of things”, the Production Meister Certification is a program which judges, certifies and authenticates the degree of knowledge and skills of the managers, frontline supervisors, group leaders and production line personnel in aspects pertaining to Role, Quality, Cost, Delivery, Safety and Environment (R, Q, C, D, S, E). In addition, it also measures the degree of knowledge and skills in production management and their roles in innovative production in their respective job positions.

Amano is seeking to further improve quality by promoting its workers to obtain this Production Meister Certificate (formerly known as Efficiency Expert).



Production Meister original badges
We distribute Amano original Production Meister badges to qualified personnel to wear for the purpose of showing their skills and sharpening their desire to acquire such skills.

Improvement Proposal Activities

All factories have adopted Improvement Proposal Activities allowing anyone to submit proposals, which could improve manufacturing efficiency, and product quality.

In addition, if inferior or faulty products are found, a thorough diagnosis by way of “Near-miss incident” and “Why-why” analysis is made to find the true cause of the problem and the results are utilized to formulate measures to prevent recurrence.

Customer Support System

Amano’s basic stance is that “The manufacturer is responsible for providing appropriate services from the installation of products and systems through to after-sales maintenance”.

Adhering to our “Customer First” basic policy, which implies “listen to your customers”, all business activities are geared to obtain customer satisfaction and through this, we will continue to pursue the quality and cost effectiveness that meets the market so as to provide our customers with the products, solutions and services that they need.

Nationwide Customer Service Network

From the northern Hokkaido to the southern Okinawa, Amano has branches, sales offices, representative offices, sales & marketing divisions (71), system centers (24), and sales & service stations that cover the entire country.

In addition, Amano along with its 7 domestic group companies, which engage in state-of-the-art R&D and various service operations, can provide consistent and reliable services to customers.

Relationship with Employees

Corporate Stance

Amano has been and will continue to be a company that grows with the people while nurturing them.

Amano’s company insignia, the triangle is a representation of the letter “A” of AMANO. “A” being the first letter of the alphabet and also the highest score, reflects Amano’s concept such as “frontier spirit”, “No.1 philosophy” and “wisdom & creativity”. It represents Amano’s corporate stance to keep leaping forward in the field of “Time” and “Ecology” with a challenging spirit armed with state-of-the-art technology aspired by the market. Furthermore, inside the triangle, the three arches emboss the kanji character “人 hito” which means person, expresses Amano’s philosophy that “human resources” are “human assets” emphasizing the importance of people. In other words, while each of the 3 sides of the triangle represents “an environment to nurture people”, “free atmosphere” and “the spirit to make the effort”, the harmony of these elements will nurture the people and hence the company.



The People Amano Desires

Amano wishes to be an attractive company that prosper and share the prosperity with all the people and societies that supports our business activities.

Amano aims to continually be a company that is attractive to both customers and employees. To realize this, we will endeavor to be a group of people that is full of vigor and vitality who can challenge new things. We would like to be sensitive to the changes in the times and capable of self adapting and be able to think and act independently.

CHALLENGE : Challenging spirit

People who keep striving forward without being complacent with the current situation.

GLOBAL : Power to pioneer the future

People with a broad perspective who can think and act globally.

VITALITY : Vigorous activity

Vibrant people who can think and act willingly.



Human Resource Development / Education & Training Program

Amano provides various educational and training programs designed develop the skills and abilities of employees to execute their jobs believing that this is important for the continued growth of Amano in the future.

Job-specific training			Application-type training	Training for all employees	
Sales	Engineering	Production division	Group training	e-learning	Internal control training
2nd year follow-up training / 3rd year Power-up training					
OJT leader training					
Post promotion training (New department managers, assistant managers, leaders)					
Power-up sales training	Construction management training	Production Meister certification test			
	Next-generation development engineer training	Production innovation training			
Project management training					
Manager training (division managers, existing managers, existing assistant managers)					
Job specific manager training					
					Qualification acquisition support (self-development support)
					Environmental management related training
					Information security and personal information protection training

Occupational Safety and Health - Disaster Prevention Measures

Occupational Safety and Health

To allow all employees at Amano to work safely, securely and comfortably, we create workplace environments based on regular working environment measurements (noise, dust, organic solvents, heat stroke index) that are periodically carried out in accordance with the characteristics of each office.

Each office appoints safety and health committee members who patrol their workplaces once a month. They also actively arrange safety and health activities such as traffic safety workshops and first aid lectures by the Japanese Red Cross. In addition, the members constantly strive to improve the workplace by adopting useful proposals made by other employees. During the "National Safety Week", as part of the awareness campaign, they will hold a contest for safety slogans and posters inviting entries from employee families, in which the best works are exhibited in the employee cafeteria. During the "National Occupational Health Week", various lectures on the subject are held thereby ensuring awareness all year round.



Safety slogan and posters

Safety and Disaster Prevention Initiatives

Each business office has established action guidelines to cope with disasters. The guideline assumes various situations such as spillage of hazardous substances due to an earthquake and /or factory fires etc., and regularly conducts emergency response drills along with employee training sessions.

Action Guidelines for Responding to Earthquakes

In order to prepare for major earthquakes, Amano has established "Action Guidelines for Responding to Earthquakes" for all employees to ensure that basic policy and action standards in the event of disasters are fully understood and observed. Each business office has prepared its own "Disaster Prevention Manual" which gives more specific and detailed instructions on how to act during emergencies.

Employee Safety Confirmation System

In order to prepare and as part of our Business Continuity Plan (BCP) Amano has introduced an "Employee Safety Confirmation System" that can promptly and accurately confirm the safety of all employees including those of domestic group companies.

Initial Response Checklist

Amano has prepared and operates an "Initial Response Checklist" to promptly secure the safety of visitors, employees and company equipment.

Countermeasures for Large-scale Earthquakes

Amano has installed tip-over prevention devices in all its facilities (offices, document archive shelves, cafeteria kitchen equipment and major facilities in factories, etc). In particular, our Hosoe factory in Hamamatsu city, where severe damages are expected in the event of a Tokai earthquake, has prepared a "Provision for Large-scale Earthquake Disaster Response" under which, supplies are stocked and training sessions for early response and recovery are conducted.

In addition, in order to mitigate the risk of hazardous liquid leakages during a major earthquake, each office has reviewed the locations of such liquids and has strengthened the countermeasures.



Tip-over prevention measures

Health Care and Mental Health

At the Amano group, employee health care is viewed from a business management perspective and in order to strategically promote "Health Management" we have established a "Health Management Declaration". In addition, dedicated industrial physicians and nurses have been assigned to take care of the employees.

1. Regular medical checkups, lung, stomach and colon cancer screening
(Introduced checkups for life-style related diseases such as metabolic syndrome for employees over the age of 30)
2. Health promotion support for employees and dependants
(Full checkups at medical institutions, breast and uterine cancer screening, bone density tests)
3. Employee support through regular health guidance and consultation
(Individual consultations via interviews telephone and e-mails including the branches)
4. The provision of health information and education via inhouse electronic bulletin boards
5. Mental health: Consultations and support via interviews and telephone by health staff, liaison with medical institutions, back-to-work support.
6. Safety & Health support activities by the Safety and Health Committee
7. Seminars by external instructors (physical & mental health, nutrition guidance, first aid methods etc.)
8. Affiliation with sports clubs to promote mental & physical health
9. Influenza vaccinations are available for all employees

WHITE 500

Under the "Health Management Excellent Company Certification Program" run by the Ministry Economy, Trade & Industry (METI) and the Japan Health Council, Amano has been certified as an excellent company in the large corporation category for 2020. This certification is awarded to companies which strategically promotes employee health management from a business management perspective. In February 2020, 500 corporate entities, including Amano, were certified as especially excellent leading companies in health management.



[Related Information]

- Ministry of Economy, Trade and Industry - Superior health management corporation certification system homepage

<http://www.meti.go.jp/press/2019/03/20200302004/20200302004.html>

- Amano Corporation - Health management declaration
- <https://www.amano.co.jp/corp/healthmanagement.html>

Health Management Declaration

Based on the philosophy that "Companies are People" fostered since foundation, Amano considers that the physical and mental health of its employees is of utmost importance and hereby declares that Amano will promote the various activities by the company, health insurance association and employees as a united force in order to practice "Health Management".

September 2017
AMANO Corporation
Health management supervisor

Holding Disaster Drills

The head office and Sagamihara factory conducts fire drills assuming an outbreak of a fire caused by an earthquake and likewise, the Hosoe factory conducts a disaster drill assuming that tidal waves (tsunami) have occurred. We carry out evacuation drills, fire drills, etc. based on the designated roles of the firefighting team, rescue team, information communication team, evacuation guidance team, etc. in the event of a disaster.

On 29 November 2019, the Sagamihara factory conducted firefighting drills, notification drills, evacuation drills and smoke drills. On 14 November 2019, the Hosoe factory conducted an evacuation drill assuming that tidal waves (tsunami) have occurred. On 1 October 2019, the head office conducted an evacuation drill assuming the occurrence of a large-scale earthquake.



Sagamihara Factory - Fire drill



Hosoe Factory - Disaster drill



Head Office - Evacuation drill

Installation and hands-on training of AEDs (Automated External Defibrillators)

Amano has installed AEDs at all offices, to provide against medical emergencies should they occur to a company guests or visitors, local residents or employees. Training is also provided on cardiopulmonary resuscitation and the use of the AED to ensure it can be used promptly and properly when necessary.



Social Contribution Activities

Kanagawa Reforestation Partner

Amano supports the "Kanagawa Reforestation 50-year Vision", which aims to hand over the rich blessings of the forest to the next generation, and sponsors the "Reforestation Partner System" operated by Kanagawa Prefecture. The system aims to provide support and cooperation in reforestation and forest preservation projects through donations and volunteer activities by employees of partner companies.



Kids' Eco Club

Japan Environment Association (JEA) offices across Japan provide programs and opportunities for the environmental activities conducted by the Kids' Eco Club with the support and cooperation of local communities, companies, and organizations.

As Amano is engaged in businesses related to both time and the environment, we support the Kids' Eco Club project as a project partner. The project is aimed at promoting children's environmental conservation activities and their environmental education, encouraging children to be friendly to the environment and helping children to develop the ability to think for themselves in acting to resolve environmental problems. It is also intended to expand the local network for environmental conservation activities.



Children's Eco Club homepage screen
http://www.j-ecoclub.jp/

Blood Donations

Amano employees regularly participate in blood drives at each of our offices. Blood donations are important to saving the precious lives of patients who need a blood transfusion due to an illness or injury. At Amano, we understand this philosophy and intend to continue cooperating with the Japanese Red Cross Society.



Sports Promotion

Women's Professional Golf: Sponsoring a professional golfer Ms. Yumiko YOSHIDA

As Amano is a company with its head office located in Kanagawa prefecture, we are sponsoring a professional golfer Ms. Yumiko YOSHIDA who also comes from the same prefecture.



Women's (Nadeshiko) Soccer League: Supporting the activities of Nojimastella Sagamihara team (league division 1)

We support "Nojimastella Kanagawa Sagamihara", a member of the Japan Woman's Soccer League (Nadeshiko League) by serving as their sponsor.



Local Football Club: Supporting the activities of "Mamedo FC (Football Club)"

As "Mamedo FC (Football Club)" is based at the same location as Amano head office, Mamedocho, Kohoku-ku, Yokohama city, we support this club as an official club partner.



Amano Sporting Club Activities: Rifle Shooting Club

In hopes that a local athlete will compete in the global arena, in April 2019, we formally hired her and established the Amano Rifle Shooting Club. We are determined to contribute to the development of rifle shooting competitions by strengthening and developing affiliated shooters.



Canoeing: Supporting the activities of the Sagamihara Canoe Association

Amano is supporting the "Sagamihara Canoe Association" based in Doshi River in Sagamihara city proximate to our Sagamihara factory.

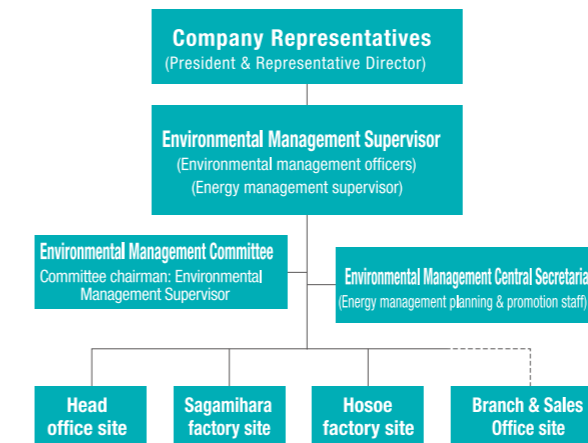


Initiatives towards an environmental management system

Initiatives toward environmental management

Amano recognizes that its social responsibility is to contribute to the formation of a "sustainable society" that balances the environment and the economy. All business activities at Amano will always take into consideration environmental protection and will actively promote environmental management. In order to do this Amano has acquired the international certification "ISO14001" for environmental management.

Overall company environmental management structure



ISO14001 Certification

In August 1999, the Hosoe factory (Hamamatsu City, Shizuoka Prefecture) acquired the ISO14001:2004 for "Environmental management and operations related to the "Design and manufacturing of industrial cleaners and dust collectors". In January 2000, the Sagamihara factory (Sagamihara City, Kanagawa Prefecture) acquired ISO14001:2004 for "Environmental management and operations related to the manufacturing of Time Information Systems, Time Recorders, and Parking Systems". In April 2007, at that time the former Miyakoda factory (Hamamatsu City, Shizuoka Prefecture) and a group subsidiary, the Environmental Technology Co. Ltd. located at the same premises, acquired the ISO14001:2004 for "Mold design and manufacturing", "Research & Development of environmental products and cleaning system products", and "Measurements related to the working environment". In April 2014, the Miyakoda factory was integrated into Hosoe factory, and currently the Hosoe and Sagamihara factories have acquired the ISO14001:2015.

Certifications obtained at each factory

Factory	Certification standard	Certifying Institution	Examination registration number	Initial registration date	Renewal date	Expiration date
Sagamihara Factory	ISO14001:2015	SGS	JP00/017315	2000/01/24	2020/07/03	2023/07/03
Hosoe Factory	ISO14001:2015	SGS	JP99/016547	1999/08/13	2020/07/05	2023/07/05

Amano Corporation Environmental Policy

Environmental Principles

Amano Corporation (referred to here as "the Company") recognizes it has a social responsibility to contribute to the creation of a "sustainable society" that balances both the environment and economy under the theme of "people and time" and "people and the environment". We will promote business activities and environmental management that always considers environmental conservation from a broad-ranging perspective.

Environmental policy

Basic policy

Based on its "Environment Policy", from research & development to production, sales and services, Amano Corporation will endeavor to achieve and maintain high environmental qualities across all levels of business activities.

Conduct guidelines

1. Amano will establish an environmental management system that will be continuously maintained and improved by restructuring its organization and operations to practice environment-conscious business activities.
2. All employees of the Amano group will adhere to all environment related laws and regulations along with internal standards.
3. Effective use of resources will be practiced by reducing, reusing and recycling. We will promote efficiency and rationalization at all levels of business activities, namely, production, sales and services.
4. Amano will endeavor to develop and produce products, which are environmentally friendly to reduce environmental impact.
5. All employees of the Amano group will be subject to environment education and will strive to raise environmental consciousness.
6. All employees of the Amano group will be notified of this "Environment Policy", and will be made available on demand by the public.

Established: 10th March Established 2004
Revised: 1st April 2011

Initiatives to Prevent Global Warming



Energy Saving Initiatives

In order to reduce CO₂ emissions, Amano is promoting energy-saving activities at each business site. As reducing electricity and gasoline consumption is the most effective way to reduce energy consumption, to achieve this, each business site is making continuous efforts by sharing and applying ideas.

Energy reduction measures that are common among the sites are as follows:

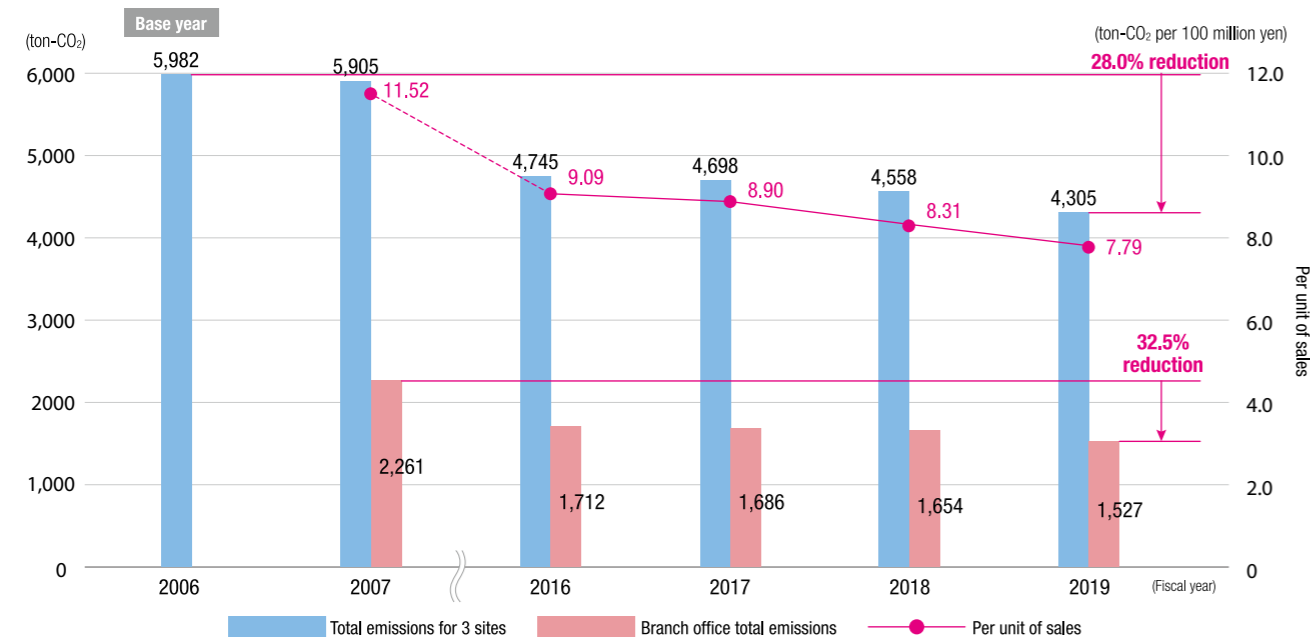
- Appropriate air-conditioner temperature settings (implementation of Cool Biz and Warm Biz).
- LED lighting and power saving.
- Reduce water consumption (prohibit leaving taps open).
- Turn off unnecessary computers.
- Implement energy saving measures on facility equipment.
- Change to energy-saving multifunctional copiers upon renewal intervals.
- Give environmental lectures (garbage sorting, water draining etc.) to cleaning contractors.
- Promote company-wide energy saving campaigns.
- Make efforts to reduce standby power consumption during long vacations.



Energy reduction activities are practiced aiming to reduce Greenhouse gas (CO₂) emissions at a rate of 1% p.a. from FY2006 levels.

Results are shown in the graph below.

CO₂ emissions

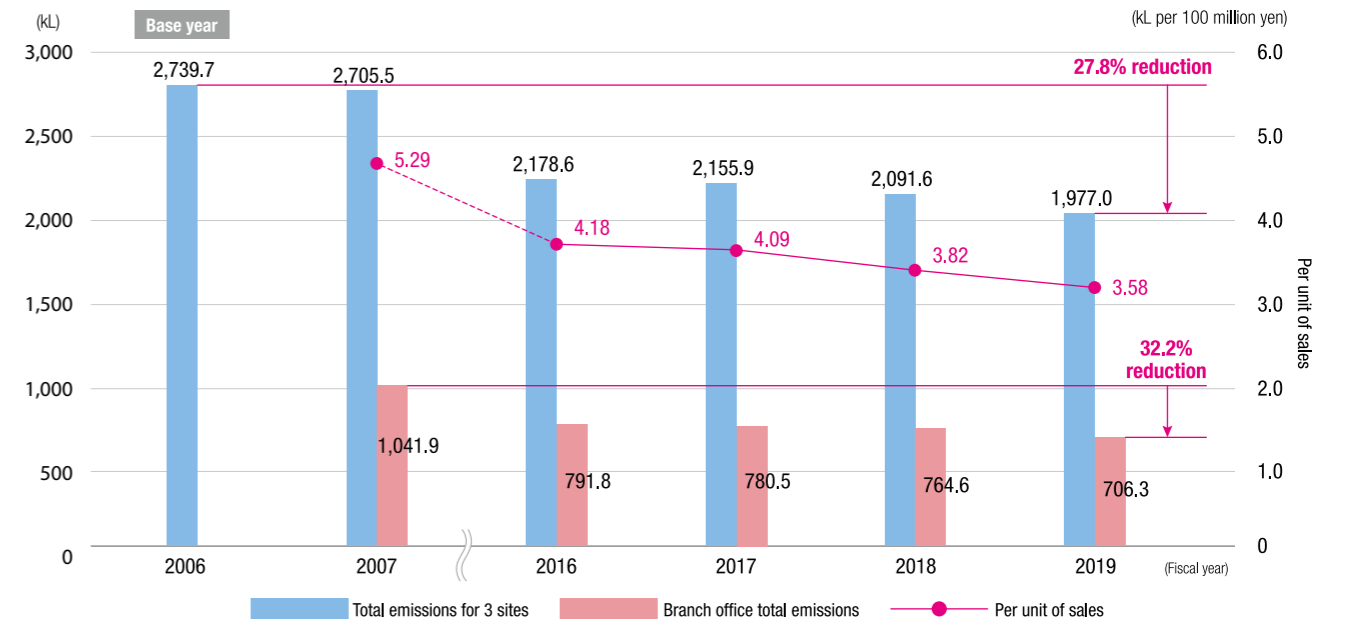


* The Environmental Technology Co. Ltd. on the same site as the Miyakoda Production Division is excluded from the calculation based on the revised Energy Conservation Law.

* Fuel (gasoline and light oil) consumption by company cars driving on public roads is excluded from the calculation.

* The basic unit of sales is calculated for all companies.

Energy consumption (electricity + fuel) (equivalent crude oil)

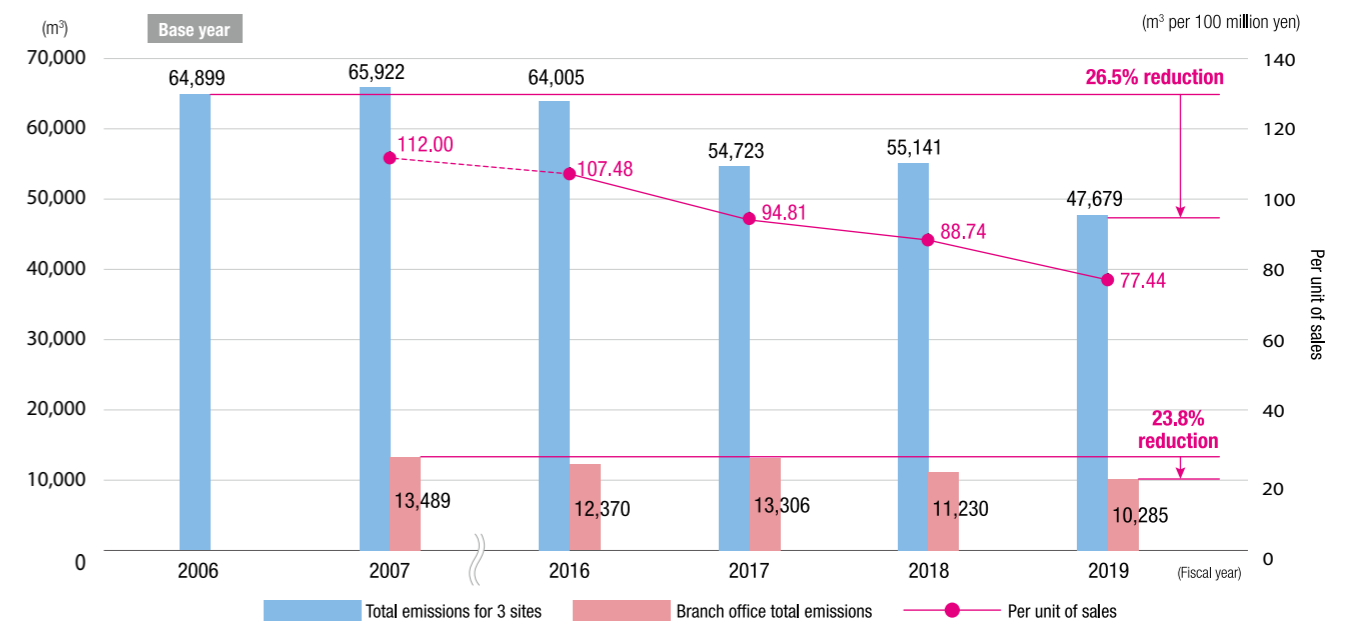


* Hosoe Factory includes data for the Miyakoda Production Division. Does not include data for Environmental Technology Co. Ltd.

* Fuel (gasoline and light oil) consumption by company cars driving on public roads is excluded from the calculation.

* The basic unit of sales is calculated for all companies.

Water consumption



* The Hosoe Factory includes the use of well water.

* Hosoe Factory includes data for the Miyakoda Production Division. Does not include data for the Environmental Technology Co., Ltd.

* The basic unit of sales is calculated for all companies.

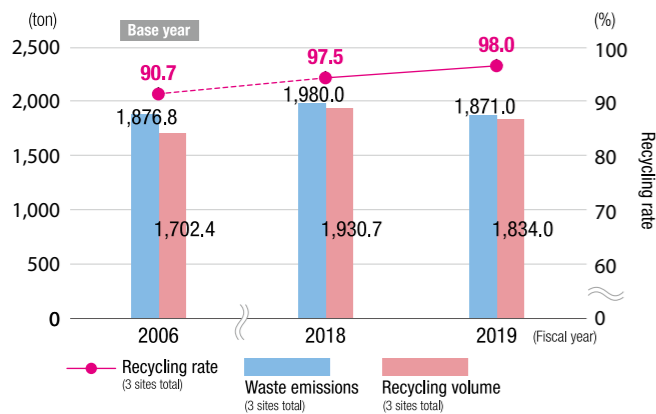
Initiatives to Reduce Waste Material



Reducing the total amount of industrial waste

In FY2019, the total amount of industrial waste from our 3 sites (Head Office, Sagami-hara factory and Hosoe factory) decreased 5.5% (109 tons) from the previous year. Recycling rate stood at 98% owing to thorough sorting of waste. We will continue to practice appropriate waste sorting aiming to reduce waste emissions and improve the recycling rate.

Total waste emissions and recycling amount

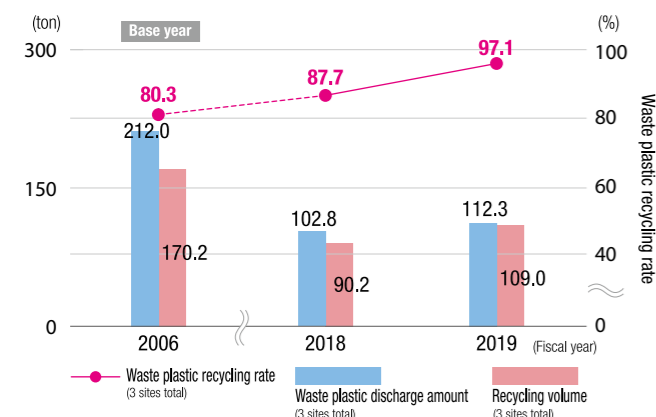


	FY2006	FY2018	FY2019
Total amount of waste (tons)	1,876.8	1,980.0	1,871.0
Final disposal amount (tons)	174.4	49.3	37.0
Recycling amount (tons)	1,702.4	1,930.7	1,834.0
Recycling rate (%)	90.7	97.5	98.0

Promoting waste plastic recycling

In FY2019, the waste plastic recycling rate for our 3 sites (Head Office, Sagami-hara factory and Hosoe factory) was 97.1%, representing a 9.4% increase from the previous year. The total plastic output increased approximately 9.5 tons from the previous year, but due to the improved recycling rate, the actual volume of waste plastic decreased 9.3 tons. Going forward, we will continue to promote recycling by raising awareness through employee education and the thorough practice of waste sorting.

Total amount of plastic waste and recycled amount



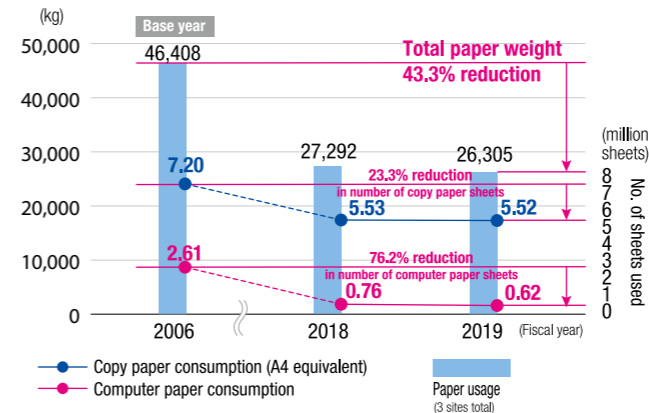
	FY2006	FY2018	FY2019
Total amount of Waste plastic (tons)	212.0	102.8	112.3
Waste plastic discharge amount (tons)	41.80	12.6	3.3
Waste plastic Recycling amount (tons)	170.2	90.2	109.0
Waste plastic Recycling rate (%)	80.3	87.7	97.1

Reducing the consumption of copy paper

Ongoing efforts are underway at the 3 sites (Head Office, Sagami-hara factory and Hosoe factory) to avoid year on year increases of copy paper consumption. Initiatives such as the promotion of double-sided printing, digitizing without printing and reducing the distribution of paper materials at meetings and conferences are being implemented. In addition, we are promoting the successive renewal of older traditional copiers to the latest energy-saving multifunctional copiers equipped with scanners to encourage digitization of documents.

In FY2019, the total weight of paper usage decreased 43.3% compared to the benchmark year (FY2006) and decreased 3.6% compared to the previous year. Going forward, we will continue our efforts to raise awareness using posters etc. to achieve effective use of resources.

Paper usage (copy paper + computer paper)



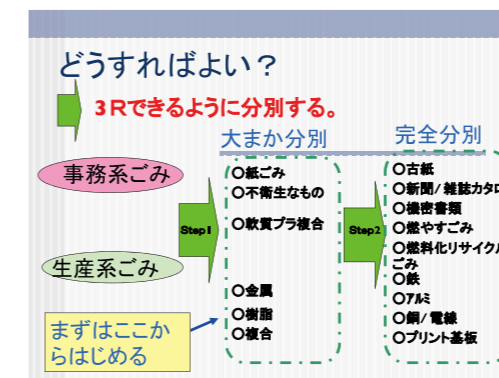
<Total weight of paper used> (Unit: kg)

Work site	FY2006	FY2018	FY2019
3 sites total *	46,408	27,292	26,305

* Does not include amount used by the Institute of Environmental Technology Co., Ltd.

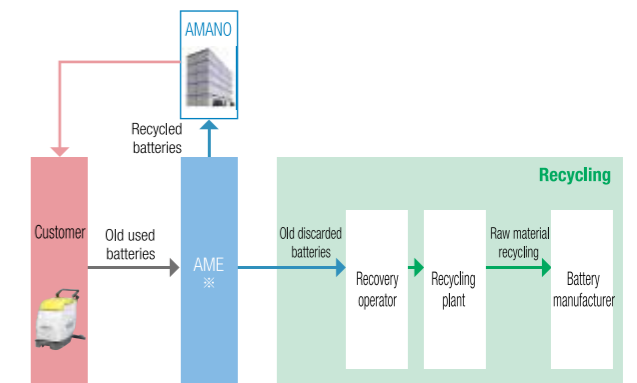
Raising the awareness of waste sorting and its thorough implementation

In order to improve the recycling rate of paper and waste plastic, the 3 sites (Head Office, Sagami-hara factory and Hosoe factory) are actively conducting follow-up workshops and site patrols to check the proper implementation of waste sorting. In addition, the Sagami-hara factory visited a thermal recycle facility and confirmed that waste was effectively converted into fuel and plans to make periodic visits going forward.



Battery recycling

Since December 2012, Amano has been promoting initiatives that contribute to the creation of a recycling-oriented society by recycling all the batteries extracted from cleaning products. In 2019, 137 tons (approximately 4890 batteries) were recycled.



* AME: Amano Maintenance Engineering Co., Ltd.

The Management of Hazardous Substances



RoHS2 compliant products

In January 2013, Europe enacted the RoHS2 Directive, which restricts the use of certain hazardous substances in electrical and electronic equipment in order to prevent adverse effects on people and the environment during the recycling and disposal of such equipment. Initially, 6 substances namely, cadmium, mercury, lead, hexavalent chromium, PBB (polybrominated biphenyls) and PBDE (polybrominated diphenyl ethers) were designated. But since July 2019, the 4 Phthalate ester substances namely DEHP (bis-2-ethylhexyl phthalate), BBP (benzyl butyl phthalate), DBP (dibutyl phthalate), and DIBP (diisobutyl phthalate) were added. Amano has prioritized the initiatives to totally abolish the use of these 10 substances. We have also established "RoHS Regulation Management Provisions" to be included in our Environmental in-house guidelines to monitor and confirm the progress towards RoHS2 compliancy.

*RoHS: Restriction of the use of certain Hazardous Substances in EEE (Electrical & Electronic Equipment)

The Management of PRTR Designated Chemical Substances

PRTR (Pollutant Releases & Transfer Registration) designated chemical substances are managed appropriately in accordance with the related laws and regulations, whereby the types and amounts of designated substances are grasped, tabulated and reported to the local municipalities every month. Regarding those chemicals among the designated substances, which require notification and reporting when handling more than 1 ton, the Hosoe factory reports the use of 3 substances, namely toluene (15.6 tons), xylene (14.9 tons), and ethylbenzene (12.1 tons) (FY2019).

At the Hosoe factory efforts to reduce VOC* continued in FY2019 from FY2018. The factory established and implemented an efficient ordering and utilization system for organic paints and thinners. Orders for frequently used customized paints are minimized by diligent inventory control and diverted use. Utilization of paint thinners are minimized by reducing the frequency of color changes and by using recycled thinners for cleaning purposes.

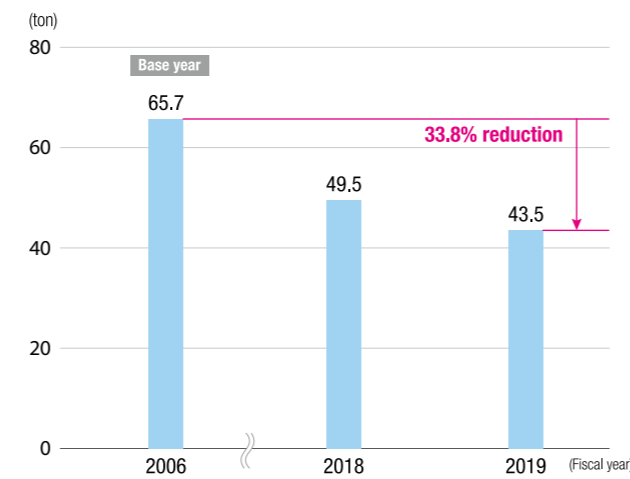
*VOC: Volatile Organic Compounds

RoHS2-compliant products (partial)



The trend of PRTR substances handled

In FY2019, the amount of PRTR substances handled by the 3 sites declined 33.8% compared to the benchmark year (FY2006). Amano will continue its efforts to abolish the use of the subject substances by using alternative substances and parts.



Work site	FY2006	FY2018	FY2019
3 sites total *	65.7	49.5	43.5

* Includes data of the Miyakoda Production Division

Environmentally Friendly Products



Amano is actively promoting environmentally friendly product designs by incorporating energy efficiency, resource efficiency (Reduce, Reuse, and Recycle), safety, and rigid control of environmentally burdensome substances when developing and modifying its products.

Electrolyzed water generator

An electrolyzed water generator electrolyzes water by adding a small amount of salt and generates two types of water, hypochlorous acid water (acidic electrolyzed water) and alkaline electrolyzed water. When used properly, electrolyzed water has the following properties, and can be used to create a hygienic environment in consideration of people's safety and the environment.

Properties:

1. Hypochlorous acid water (acidic water) has a strong sterilization effect against various types of viruses and bacteria.
 2. It is highly safe to people, as it is generated from water and salt only.
 3. Unlike surfactants, it does not generate CO₂.^{*1}
 4. It contains no detergent, so river and marine pollution caused by effluents can be mitigated.
- ^{*1} Surfactants emit CO₂ in their treatment process.



The EGrobo

In response to the needs for robotic cleaners in October 2018, we added the most wanted functional and safety features resulting in the development and launch of this new easier-to-use robotic scrubber, the "EGrobo".

- **Improved functions:** The scrubbing width was expanded to 650mm from 500mm and the running speed was raised from 2.4km/hr to 3.0km/hr representing a 60% improvement in cleaning performance. In addition, by adding water saving features, the maximum operating time is now 4 hours.
- **New functions:** Running control utilizing three-dimensional data captured by a movable laser range finder, enables accurate monitoring of the robot's current position and posture, contributing to safer running. Due to this ability to recognize the surroundings with lasers, the robot is operable in the dark which will save power bills as lighting up the facility is no longer necessary.



Introduction of environmentally friendly cushioning materials for packaging

Amano is reducing environmental burden by changing the cushioning material from polyethylene to corrugated cardboard.

The recycle system for corrugated cardboard is already established and with a high recycling rate, over 95% of corrugated cardboards are collected and recovered. Cardboards are easily converted back to fiber using just water to become the raw material for recycled paper and hence there are no CO₂ emissions. Furthermore, over 90% of the cardboard cushioning comes from recycled cardboards and even if abandoned, it is biodegradable. From the above, we have concluded that environmental burden is much lower if cardboard cushioning is used for packaging.



Example of packaging a time recorder

Green Procurement Initiatives



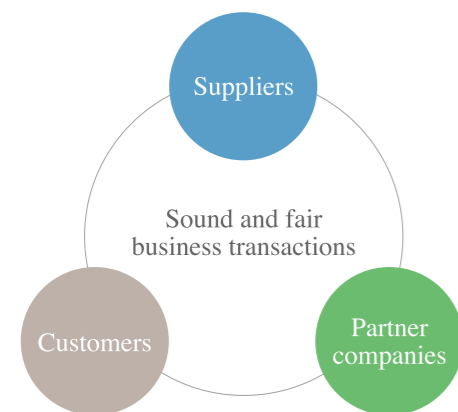
The Amano Group's Basic Procurement Policy

1. Optimal procurement that is fair, just and open
2. Mutual development based on a relationship of trust
3. Compliance with laws, regulations, and social norms
4. Green procurement that gives consideration to the environment
5. Proper information management

Promoting eco-friendly procurement

To provide the market with environmentally friendly, high-quality products, we prioritize the procurement of product materials and parts that cause the least amount of environmental burden. We have adopted the following policies as our basic procurement principles to ensure that we can deliver environmentally friendly products to our customers.

- (1) Purchasing of environmentally friendly materials and parts
- (2) Conduct business with companies that proactively implement environmental conservation initiatives



Promotion of green procurement (green procurement guidelines)

We are advocating "promotion of green procurement" in line with the environmental management system "Environmental Action Guidelines". With a view to reducing environmental stress in our supply chain, we formulated the "Amano Corporation Green Procurement Guidelines." Based on these guidelines, we conduct surveys on raw & product materials, parts, and half-finished products including component units, delivered by our suppliers to check whether they contain any substances that we designate as hazardous. We ask our suppliers to comply with the following requirements:

1. Conduct surveys on all procured raw materials and parts to check whether they contain regulated chemicals (submission of a chemSHERPA file)
2. Avoid using chemicals that are designated as prohibited in manufacturing processes by Amano (submission of a certificate of non-use)

Green purchasing and procurement activities

■ For purchased items, Amano promotes the registration of chemical analytic reports at all times in order to make revisions to purchase raw materials and parts that are more environmentally friendly.

■ Regarding the equipment and supplies managed by General Affairs, since 1999, Amano is promoting the purchase of "eco-mark" products and energy saving equipment along with "green" office supplies. "Green" product purchasing rate in FY2019 was 53% (office supplies).

■ We will select and purchase products that have been adequately considered for recycling after disposal.

■ For electronic devices with high energy consumption, such as multifunctional copiers, we will carefully compare the functionalities and energy consumption levels and select models that are superior in terms of cost performance. We will then promote device renewals.

■ We repair usable equipment and supplies as much as possible to extend its lifetime in order to reduce disposals from simple renewals.

■ When renewing machinery, materials and office equipment, we will select those which are environmentally friendly.

■ When purchasing items for production, we implement measures to reduce waste, such as returning and reusing wooden frames and pallets for heavy parts, reusing packaging materials, and introducing returnable boxes.



Simplify product packaging

Reuse of cushioning material

■ In 2004, Amano joined the *Green Purchasing Network (GPN). *Green Purchasing Network: A nationwide network organization established in 1996 to promote green purchasing.

■ We have improved traditional quotation methods (using paper forms) by promoting a system for supplier quotations using electronic estimations.

Office Initiatives

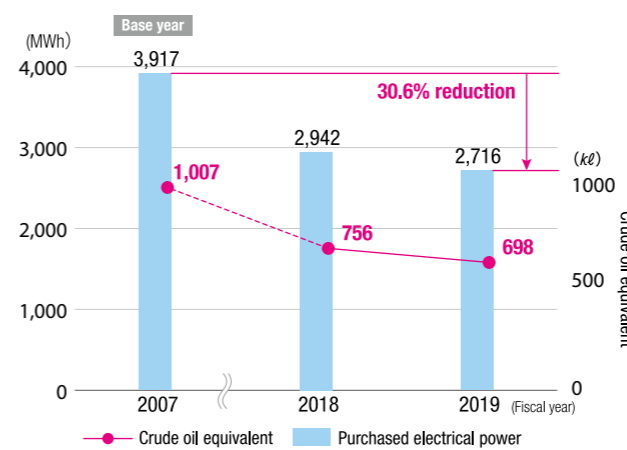


Energy-saving measures of sales and service divisions

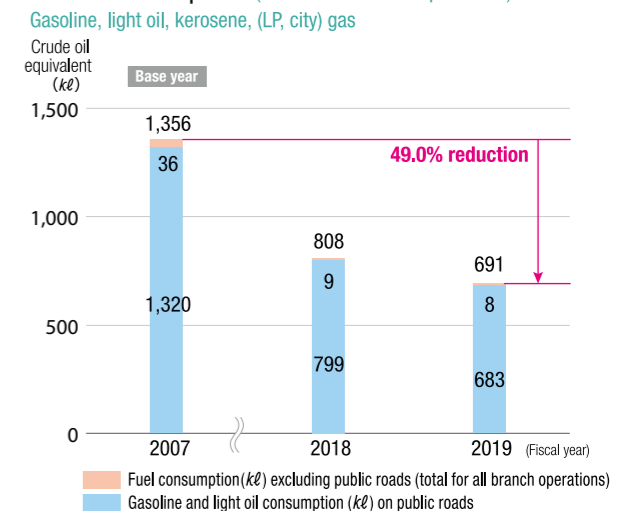
In FY2007, Amano sales and service divisions began collecting data on environmental burden (consumption of electricity, gas, gasoline and other fuel, water) from each regional office.

At the branches and sales offices, in terms of crude oil equivalent, the ratio of electricity consumption to total energy consumption (excluding fuel consumption of company service cars), accounts for the majority. Hence, electricity and energy-saving activities are always practiced.

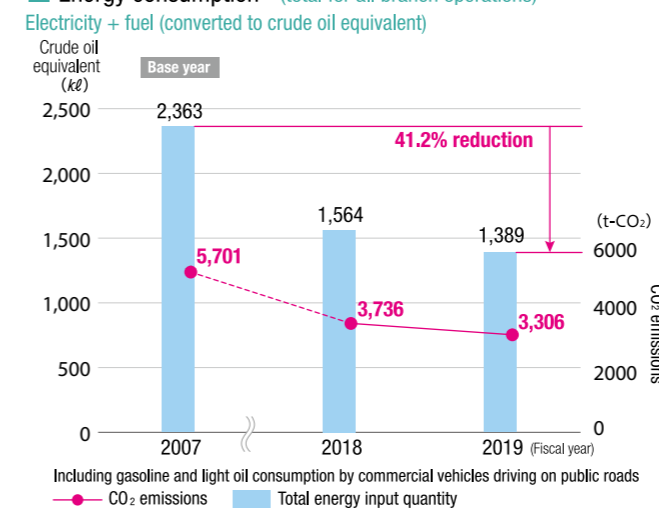
Purchased electrical power (total for all branch operations)



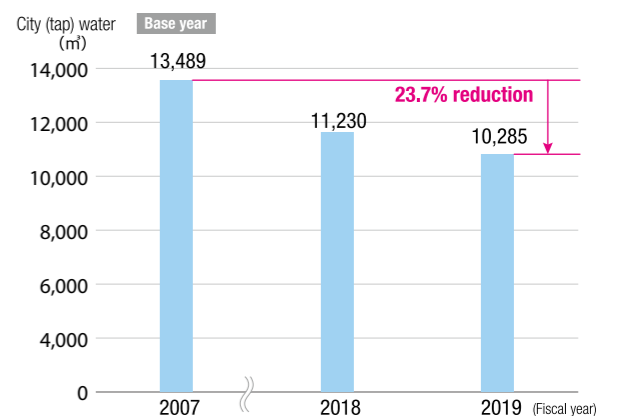
Fuel consumption (total for all branch operations)



Energy consumption (total for all branch operations)



Water consumption (total for all branch operations)



Initiatives for company car usage

Regarding all road going gasoline and diesel vehicles, the General Affairs division posts fuel prices on the electronic company bulletin board every month, in order to foster cost awareness. From August 2018, we began introducing the telematics system for approximately 700 company vehicles to visualize driving status such as rapid starts, sudden decelerations, and excessive speed etc, aiming to improve driving manners (eliminate accidents) and to raise awareness of eco-driving. In particular, for eco-driving, we are also conducting educational activities by incorporating "10 eco-driving recommendations" into all-employee training.

* Telematics: A system where the person in charge is able to remotely grasp the driving status of a vehicles through an electronic module equipped with GPS communication capability, which is installed in the vehicles.

Initiatives for Biodiversity



Amano is working on measures to preserve biodiversity. Amano will continue to make efforts such as conservation activities, joint efforts with related communities, and developing environmental technologies.

Initiatives at the Sagami-hara Factory

- Participation in the Campaign for Eliminating Illegal Dumping in Tsukui
- Green fund-raising campaign

To prevent illegal dumping in the Tsukui area, local residents, local companies, related organizations, and the local government are working together to conduct the "Campaign for Eliminating Illegal Dumping in Tsukui". The aim of this campaign is to publicize the need to eliminate illegal dumping in the area. Volunteers recruited from among employees working at the Sagami-hara Factory take an active part in this campaign each year. In addition, the factory also engages in the "Green fund-raising campaign".



Initiative at the Hosoe Factory

- Participation in the Lake Hamana Clean-up Campaign

To protect Lake Hamana—an invaluable natural environmental resource that represents Hamamatsu City—local residents work together to clean the lakeshore areas on the first Sunday of every June. The Lake Hamana Clean-up Campaign is sponsored by the Lake Hamana Clean Water Association, an organization established by local governments (Hamamatsu City, Kosei City, and Shizuoka Prefecture), chambers of commerce and industry, tourist associations, and companies in the areas surrounding Lake Hamana. Volunteers from the Hosoe Factory take an active part in this campaign each year.



Head office rooftop greenification

A green zone has been set up on the roof of the head office to block solar radiation and to prevent concrete thermal storage aiming to reduce the load on air-conditioning. This will not only save energy but will also help to preserve small life forms (birds and insects etc) by acting like a stop-over sanctuary in an urban area.

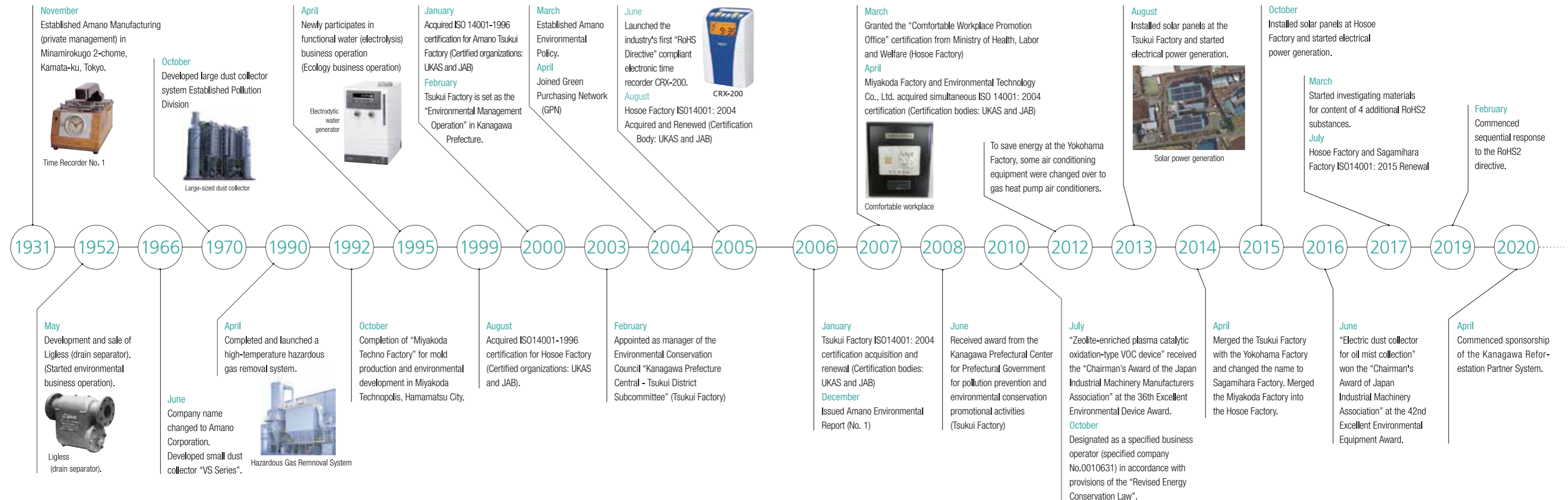


Purchasing eco-friendly uniforms

Amano has adopted an eco-marked unisex work wear that uses at least 50% recycled PET fiber. In addition, for each work wear purchased about two saplings are donated to the Green Belt Campaign to plant trees around the foothills of Kenya.



History and main environmental activities



Environmental Targets and Activity Results

Achievement: ○ Achieved target ● Did not achieve target

Activity goals	Main activities of each work site in FY2019	Achievement level
Maintaining the environmental management system	Renewal and maintenance of the ISO 14001 certification (responding to examinations)	○
Emergency response	Apply measures to reduce leakage risk at waste storage facilities (Hosoe Factory) Comprehensive disaster drills (Head Office, Sagamihara Factory, Hosoe Factory)	○
Reduce greenhouse gas emissions (meticulous energy and power saving)	Revised Energy Conservation Law: Reduce energy consumption by 1% or more	○
	Year on year reduction of fuel (gasoline, diesel) consumption (excluding road going company service vehicles)	○
	Reduce fuel consumption in factories (heavy oil and kerosene)	○
	Year on year reduction of water consumption	○
	Reduce CO ₂ emissions by 1% each year benchmarked on 2006 standards	○
	Implement further energy-saving measures at no cost	○
Stronger compliance response	Strengthened the internal management system in compliance with the revised Energy Conservation Law	○
	Conducted statutory environmental measurements (no violation of regulatory limits) *Air emission assessment (Air Pollution Control Law, prefectural ordinance) *Odor assessment (Odor Control Law) *Water quality assessment (Water Pollution Control Law, prefectural ordinance) *Noise / vibration assessment (prefectural ordinance)	○
Reduce industrial waste output and improve recycling rate	Reduce paper usage (allow no increase from previous year)	○
	1) Reduced total waste output from previous year (numerical targets set by each business site) 2) Improved waste recycling rate from previous year (numerical targets set by each business site)	○
	1) Reduced total amount of waste plastic output from previous year (numerical targets set by each business site) 2) Improved waste plastic recycling rate from previous year (numerical targets set by each business site)	●
	Strengthened employee education to ensure thorough waste sorting and collection	○
Effective management of hazardous chemical substances and the reduction of amount used	Reduced the amount of PRTR designated chemical substances handled compared to the previous year	○
	Reduced the purchase of leaded-solder (solder alone)	●
The Promotion of product compliance to environmental requirements	Promoted the maintenance and control to ensure product compliancy to the RoHS2 Directive	○
Expand range of ecofriendly products	Applied control over environmental assessments and evaluations for developed products (Head office, Hosoe Factory)	○
	Conducted survey on substances of very high concern in European REACH regulations	○
	New products are RoHS2 compliant, EU products are RoHS2 compliant and WEEE compliant	○
Promotion of Green purchase and Green procurement	Continue purchasing of parts that conform with Green Procurement Guidelines	○
	Strongly promoted the digitalization of paper documents (Head office)⇒Web distribution of design drawings and specifications	○
	Continued to promote green purchasing of office supplies	○
Conduct environmental education	Encouraged the acquisition of environmental qualifications and conducted environmental education for all employees	○
Perform social contribution activities (participate in local environmental conservation organizations)	Cooperated with the Children's Eco Club as a partner member	—
	Continued to participate in the campaign to eradicate illegal dumping and cooperated with "Green Funds" (Sagamihara Factory)	—
	Participated in Lake Hamana Clean Campaign (Hosoe Factory)	—

SUSTAINABLE DEVELOPMENT GOALS



"SDGs" are joint goals for the international community through the year 2030 that were adopted at the "United Nations Sustainable Development Summit" held in September 2015. SDG is an abbreviation for "Sustainable Development Goals" and consists of 17 goals and 169 targets set to achieve a sustainable world. In this report, the icon of the goal corresponding to our environmental activities is displayed.



Amano Environmental & Social Report 2020

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