

Environmental & Social Report 2021



What Amano can do to achieve a “Sustainable Society”

MOVING TOWARDS THE FUTURE OF TIME & ECOLOGY

“Time” a universal asset of mankind.

“Ecology” an irreplaceable asset.

Ever since our 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.

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Unless otherwise stated, this report is for Amano alone.

[Scope of this report (Environmental report)]: Head office, Sagamihara 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 which shares the head office premises.

[Applicable period of this report (Environmental report)]: From April 1, 2020 to March 31, 2021.

Please note that the description of some environmental reporting events, such as environmental conservation activities that continue beyond the end of the fiscal year, includes information up to the time of submission of this report manuscript (November 2021).

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.

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 our 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 authenticate 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.

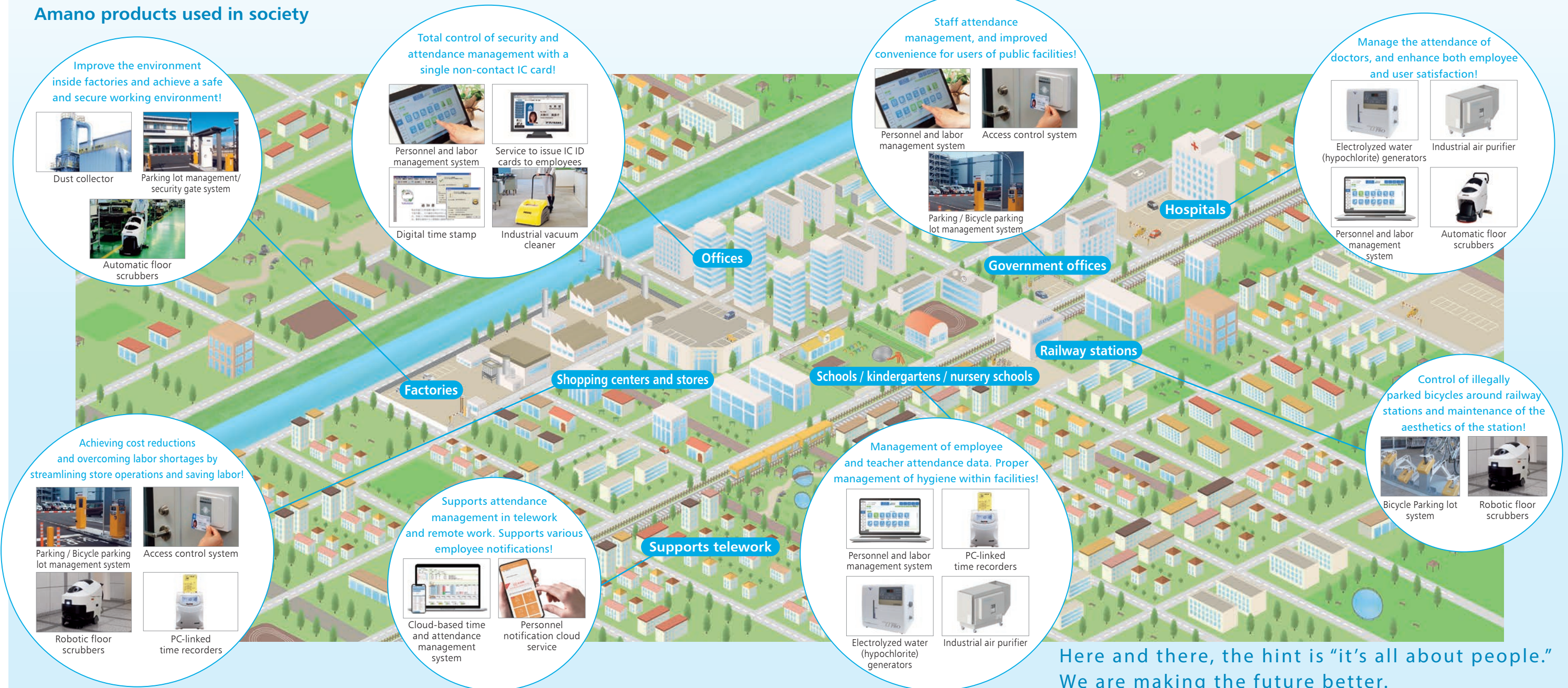
Environmental Systems

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.

Clean 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 clean indoor and outdoor road surfaces. Amano's "sweeping," "washing," and "polishing" machines are helping to maintain cleanliness of the environment close to us.

Amano products used in society



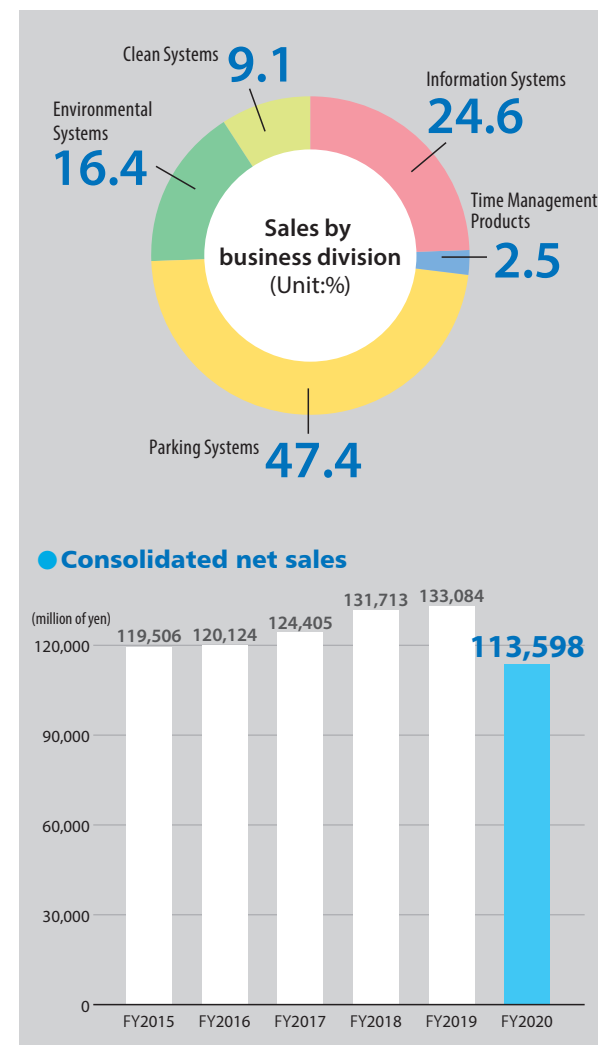
Here and there, the hint is "it's all about people." We are making the future better.

Amano as Seen by the Numbers

Company Overview

Corporate name	AMANO Corporation
Address of the Head office	275 Mamedocho, Kohoku-ku, Yokohama, Kanagawa 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, 2021)
Domestic factories (Production base)	Sagamihara Factory - Hosoe Factory
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 sales composition ratio and consolidated net sales by business division are as follows.



Consolidated net sales

113,598 million of yen
(As of March 31, 2021)

No. of employees

Consolidated **4,977**
Non-consolidated **2,119**
(As of March 31, 2021)

No. of production / sales / R&D bases

Japan **77** locations
Overseas **93** locations
(As of March 31, 2021)

Consolidated ordinary income

11,017 million of yen
(As of March 31, 2021)

Male to female ratio

Male **84.9%**
Female **15.1%**
(As of March 31, 2021)

CO₂ emission reduction rate

12.3%
(As of March 31, 2021, compared to FY2013)
Note: Excludes fuel use for company cars

Consolidated sales ratio by region

Japan **65.3%**
Overseas **34.7%**
(As of March 31, 2021)

Overseas (breakdown)

North America **12.7%**
Asia **14.8%**
Europe **7.2%**

Average years of service

17.9 year
(As of March 31, 2021)

PRTR substance handling volume reduction rate

21.9%
(March 31, 2021, compared to FY2019)

Childcare leave take-up rate

Male **2.7%**
Female **100%**
(Average for the last 3 years)

Waste plastic recycling rate

95.4%
(As of March 31, 2021)

Based on the themes of “People & Time” and “People & 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 in the fields of "People & Time" and "People & Environment" to contribute to the realization of a safe, comfortable and wholesome society.

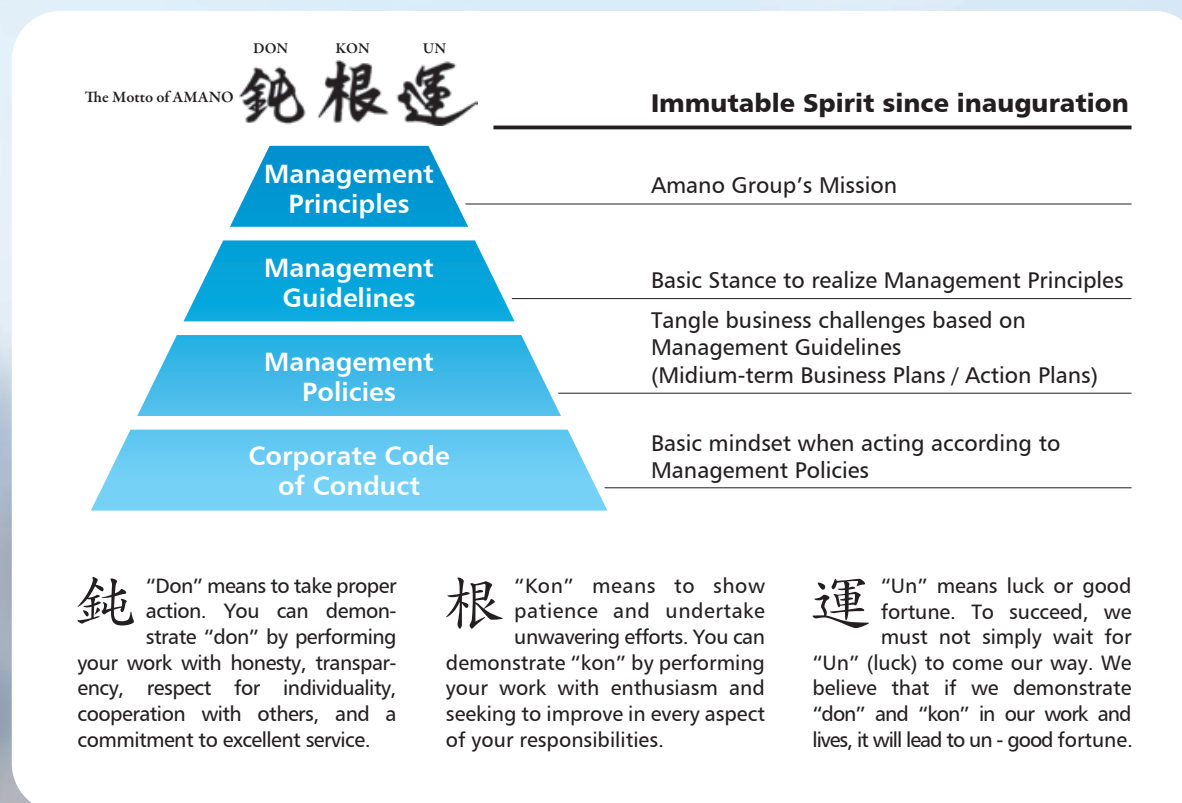
Under this management philosophy and based on an optimal governance structure that responds to changes in the business environment, we will strive to maximize corporate value by ensuring sustained growth through the creation of new businesses and markets with a medium-to long-term global perspective, 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.

In the international community, each country and company are taking initiatives towards achieving the "Sustainable Development Goals (SDGs)". Given these circumstances, the Amano Group is well aware of its social responsibility to contribute to the achievement of a sustainable society that has a good balance between the environment and the economy. Therefore, we are constantly promoting environmental management that considers environmental conservation.

In other words, by sharing this Environmental Philosophy across the Group and practicing actions based on this Policy, we are committed to pursuing initiatives to reduce environmental burden, such as 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. In addition, we are developing and bringing to market a whole range of products for the “with COVID / post-COVID” era. Examples of these products include Time & Attendance compatible to new work styles, ticketless / cashless parking lot management systems for waste reduction and non-contact operations, industrial air purifiers capable of suppressing viruses, robotic floor scrubbers for energy saving and operational efficiency, electrolyzed water (hypochlorite) generators that offer excellent sterilization and do not require wastewater treatment. We believe these activities and products correspond to the objectives and targets of the SDGs.

The Amano Group will continue to work closely with local communities together with the supply chain and will continue to engage in global environmental conservation activities as a global company.

Basic Philosophy Structure



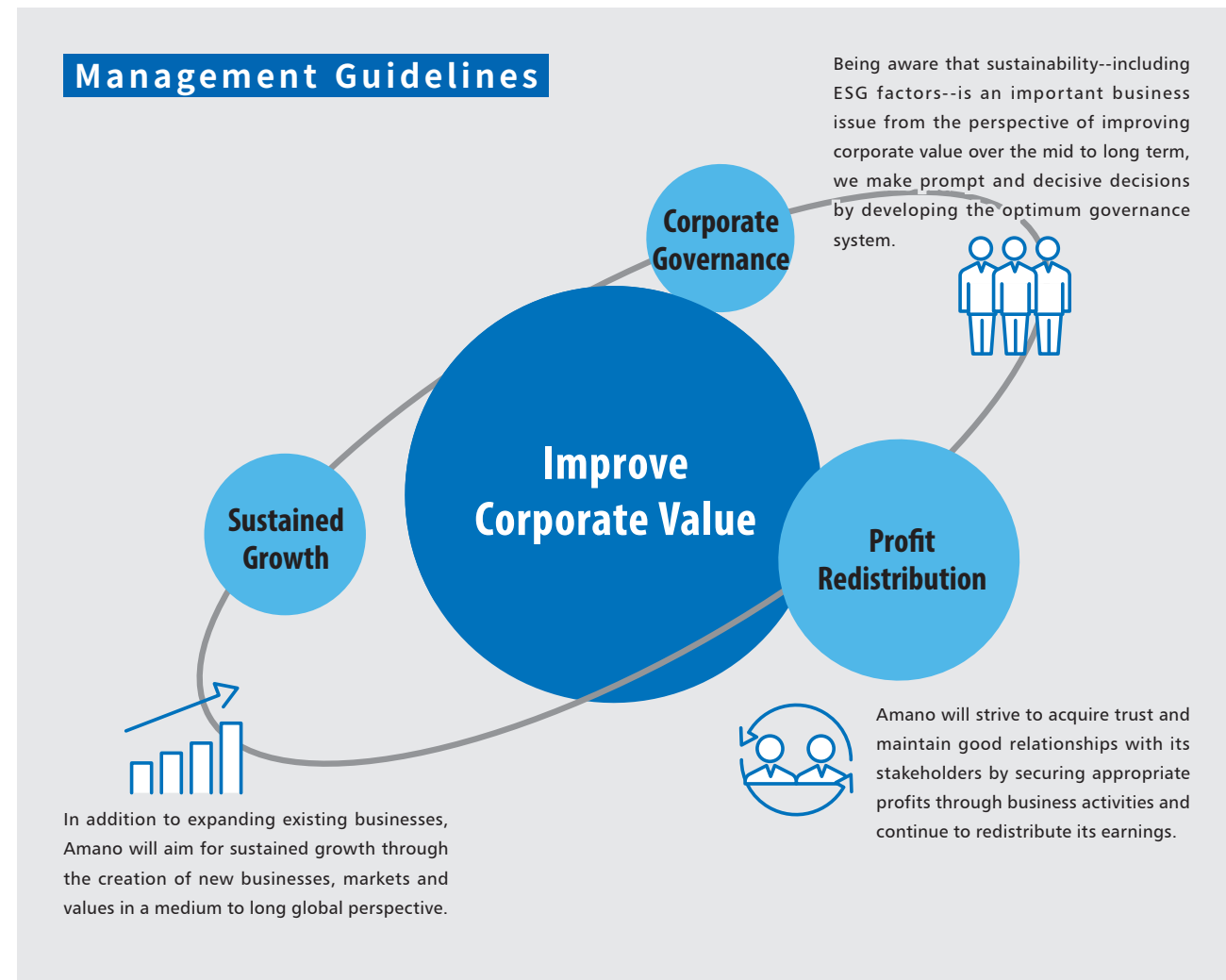
H. Tsuda.

Hiroyuki TSUDA
President
Representative Director



Management Principles

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.



Sustainability Basic Policy

Amano's management philosophy is to create new values in the fields of "People & Time" and "People & Environment" to contribute to the realization of a safe, comfortable and wholesome society, and by doing so the Amano Group will endeavor to realize a sustainable society and improve corporate value.

Amid growing demand for the whole society, including companies, to engage in social sustainability, Amano will actively take on issues that need to be addressed, aiming to become a company that is trusted and appreciated by all stakeholders, including our customers, clients, shareholders, employees and local community.



S O C I A L

Social Report

Human Resource Development Policy

Aiming for "both company and individual growth," the Amano Group has a human resource development program to support and develop self-motivated employees who can think and act on their own.

Policies to Enhance the Workplace Environment

The Amano Group values the independence and creativity of each employee, as well as the coexistence and co-prosperity with each employee, and will protect workplace safety and physical and mental health, respect human rights, and strives to ensure a healthy work environment without discrimination.

Respecting for Personality and Individuality

The Amano Group endeavors to maintain a lively and rewarding workplace environment while respecting the personality and individuality of each employee, fostering an open and energetic corporate culture where employees do not fear innovation. In addition, we will conduct objective and fair personnel evaluations based on achievements and business performance, and develop unique human resources with abundant expertise and creativity. We also ensure a healthy work environment free of harassment and discrimination arising from differing ideas, beliefs, religions, nationalities, races, genders, physical characteristics, property, and place of birth, etc.

Privacy Protection

The Amano Group obtains and manages the personal information of employees in a proper manner, complies with relevant laws and regulations in its handling, and pays careful and meticulous attention to protecting employee privacy.

Safe and Healthy Workplace Environment

The Amano Group places the highest priority on ensuring people's safety and health in all business activities.

In particular, sexual harassment, the abuse of authority towards subordinates, pregnancy and gender discrimination, and psychological harassment are all acts that infringe on human rights and damage the workplace environment. We prohibit such conduct and do not overlook such behavior in others. In the event of such cases, we will investigate the facts in a prompt manner and take decisive action and prevent reoccurrence.

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 "人ひと" 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 employees", "free and open culture" and "the spirit to make the effort", the harmony of these elements will nurture the employees 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 support 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 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 (Application type)

Application type training is human resource development training to support and nurture self-learning and motivate employees. It helps develop skills based on individual abilities and issues. We offer three types of training including group training (online training), e-learning, and correspondence study, depending on the study purpose and environment.



Human Resource Development/Education & Training Program (Selection type)

Amano provides various educational and training programs designed to 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.

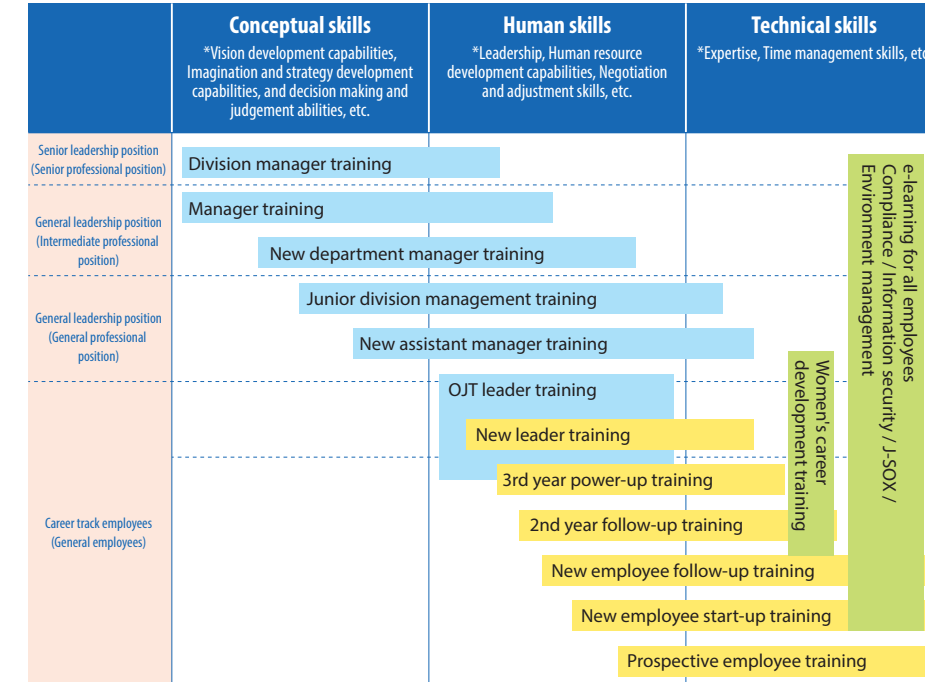
In level-based training among the selection type training, employees learn thinking and skills required for promotion, and in function-based training, they learn professional skills required for their individual work to improve their expertise.



Job-specific training diagram

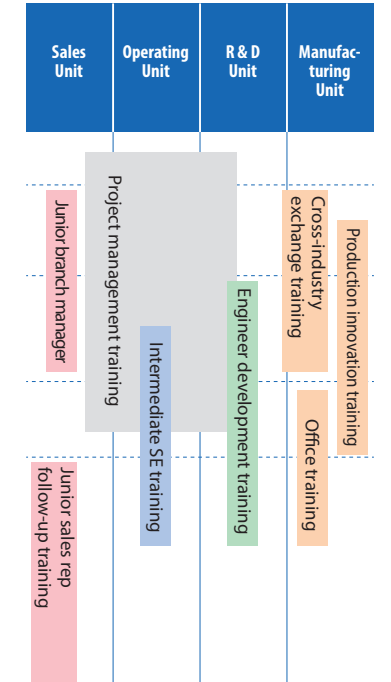
[Level-based training]

Enhance organizational capabilities/Improve individual capabilities/Internal control



[Function-based training]

Enhance business strategies/Improve expertise skills



Young Employee Development and New Employee Turnover Rate

Young employee development

Amano puts efforts into developing employees in their first year to third year, with the aim of developing employees completely in three years.

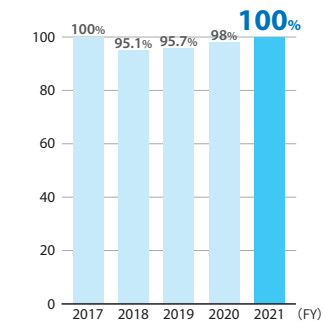
In the first year, we provide activities combining OJT and Off-JT under the main theme of employee learning and business skill review. In the second year, employees learn more advanced business skills in addition to reflecting on their work processes. In the third year, they reflect on their past activities and think about their future careers.



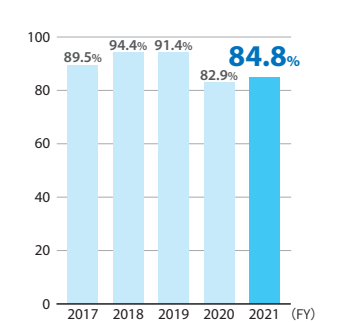
New employee turnover rate

Amano's new employee turnover rates are as follows. We provide training for OJT leaders (new employee trainers) so that new employees can work and develop themselves free from anxiety. We also provide new employees with follow-up training on a regular basis.

New employee first-year turnover rate



New employee third-year turnover rate



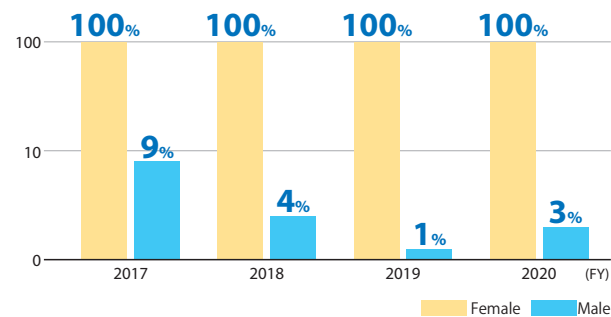
Efforts for Diverse Working Styles and Work-Life Balance

As demand for various values and working styles increases along with employee life events including childbirth, childcare, and nursing care of family members, Amano is working to allow employees to have options for efficient working styles and help them achieve work-life balance, according to the type of work and based on proper labor management.

Childcare leave system

Female employee childcare leave rates have been 100% for the last few years, while those of male employees have been significantly low at 1% in FY2019 and 3% in FY2020. In order to increase the rate of male childcare leave, Amano is actively providing information on the differences between the male and female childcare leave systems through announcements. We have set the target of the male childcare leave rate to more than 5% in our action plan based on the Act of Promotion of Women's Participation and Advancement in the Workplace, and would like to further improve the rate through awareness-raising campaigns.

● Acquisition rates of childcare leave



Hourly paid leave system

Amano has set the annual number of days of leave to 127 days and provides consecutive holidays including the year-end and New Year holidays, as well as Golden Week and Obon holidays, based on the corporate calendar. Employees are entitled to anniversary holiday (1 day), refresh holidays (up to 10 days), paid leave and other types of leave. In addition, paid leave can be taken not only by the day or half-day, but also by the hour, and is widely used for

Women's Career Development

Amano makes the following efforts with the aim expanding the job roles for women and develop a female worker-friendly work environment.

Efforts based on the Act of Promotion of Women's Participation and Advancement in the Workplace

We have developed and made public our action plan based on the Act of Promotion of Women's Participation and Advancement in the Workplace since FY2016. In the first period, we set and achieved our target to hire 70 female employees by the end of FY2020, and in FY2021 we developed the second period action plan and have been working on it since then.

target 1: Raise the percentage of female workers in the workforce to 16%.

target 2: Raise the childcare leave rate of male workers to over 5%.

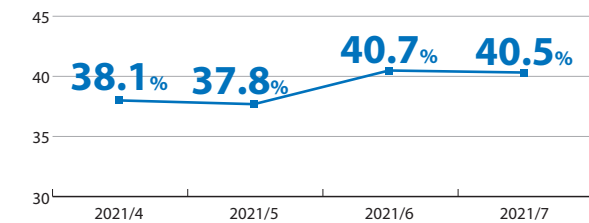
hospital visits, to support family members, and participation in children's school events, etc.

Telework

Amano is working to introduce flexible working styles including working from home. As for jobs that cannot be done via telework such as field work, we have introduced a flex-time work system and allow employees to shift their working hours back or forward.

● Telework implementation rate

*Including jobs that cannot be done via telework such as field work



Reduced working hours system

Most employees use the reduced working hours system after returning from childcare leave. More people now use the system to not only balance work and childcare, but also for nursing care of family members, and it is becoming one of the flexible working styles that suit employee life events.

Social support services

As a part of welfare services, Amano has a business outsourcing contract with a social services office to provide employees with "Social Support Services" that help create a worker-friendly work environment and support the comfortable lives of employees. It is a consultation service where employees can consult experts about caring for their parents, as well as retirement plans, helping to facilitate a work-life balance.

Career training for female employees

We provide "Women's Career Development Training" to develop human resources who can think of their careers and utilize their skills for their work in the future. Both female and male employees can take part in this training. The numbers of trainees are as follows.

FY2017: 24 trainees
 FY2018: 23 trainees
 FY2019: 18 trainees
 FY2020: 15 trainees



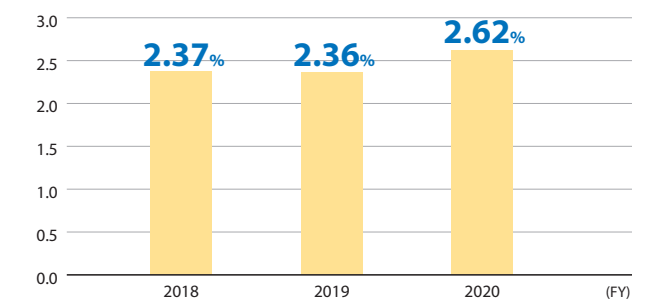
Employee Diversity

Amano respects the personality and individuality of each employee and ensures a sound workplace environment free from harassment and discrimination because of ideology, beliefs, religion, nationality, race, sex, disability, property and place of origin.

Employment of people with disabilities

At Amano, employees with disabilities are actively involved in their work with able-bodied people at various workplaces. We work on developing a workplace environment that ensures their safety by making the workplace wheelchair-accessible, etc., for a comfortable and safe working environment.

● Employment rate of people with disabilities



Abilympics

(Skill competition for the people with disabilities)

We participate in the Abilympics in order for employees with disabilities to improve their skills and motivation. We have participated in the Games for 10 years since 2010 and won a bronze medal (third place) at the "electronic equipment assembly" event in the 2020 national competition.



Abilympics

*Abilympics ... Held for people with disabilities to compete against each other using skills developed through everyday work to improve vocational abilities, and to help companies and the public have an in-depth understanding and awareness of people with disabilities, while promoting their employment.



Employment opportunities for senior workers

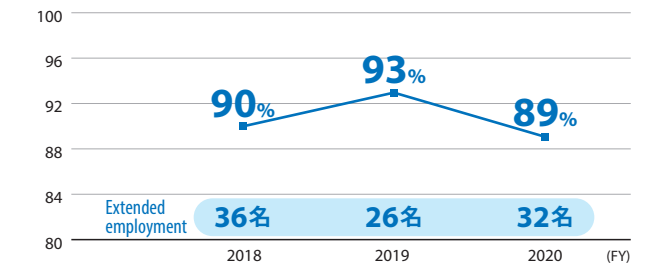
When our employees wish to continue working after reaching the mandatory retirement age (at the end of the fiscal year of their 60th birthday), we extend their employment as part-time contract workers (until the end of the fiscal year of their 65th birthday).

About 90% of our compulsory retirees are rehired every year and contribute to corporate growth and the development of younger workers.

We also provide employees who end their part-time contracts after reaching 65 years of age with reemployment opportunities in parking lot management (customer service and replenishment of change and expendable supplies)

at our Group company (Amano Management Services) to prepare them for new opportunities to use their knowledge, skills and experience.

● Extended employment rate of senior workers



Specialist Development System

Amano has introduced the Specialist Development System to nurture specialist resources with highly-specialized skills. We accredit them as specialists regardless of their position (leadership role, professional position, etc.). They contribute to improving corporate performance by utilizing their skills and creating new things. They also endeavor to pursue self-development and improve their expertise as pioneers in their fields.

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 site.

Each site 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 safety posters / coloring-in pages inviting entries from employees and their 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 site 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 site has prepared their 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 as part of our Business Continuity Plan (BCP), for emergencies 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. We regularly conduct operational training.

Initial Response Checklist

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

Emergency Drills

The head office and Sagami Factory conducts fire drills assuming an outbreak of a fire caused by an earthquake and likewise, Hosoe Factory conducts a disaster drill assuming that tidal waves (tsunami) had occur. 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 November 29 2019, Sagami Factory conducted firefighting drills, notification drills, evacuation drills and smoke drills. On November 14 2019, Hosoe Factory conducted an evacuation drill assuming that tidal waves (tsunami) had occur. On October 1 2019, the head office conducted an evacuation drill assuming the occurrence of a large-scale earthquake.

Note: Amano is working to prevent the spread of COVID-19. Since it is difficult to carry out training that avoids the "3Cs" of closed spaces, crowded places, and close-contact settings, training was postponed in 2020.



Tip-over prevention measures



Sagami Factory - Fire drill



Hosoe Factory - Disaster drill

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, and lung, stomach, and colon cancer screening (Introduced checkups for lifestyle-related diseases such as metabolic syndrome for employees over the age of 30)
2. Health promotion support for employees including their dependants (medical checkups, breast cancer and uterine cancer screening, and bone density measurement)
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 at each site
5. Mental health: Consultations and support via interviews and telephone by health staff, liaison with medical institutions, and 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, and first aid methods, etc.)
8. Affiliation with sports clubs to promote mental & physical health
9. Influenza vaccinations are available for all employees
10. Conduct stress checks on all employees regardless of the size of their office

Health and Productivity Management Organization 2021

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 2021. 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. We gained official recognition in February 2021.



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

[Related Information]

- Ministry of Economy, Trade and Industry - Superior health management corporation certification system homepage
<http://www.meti.go.jp/press/2020/03/20210304005/20210304005.html>
- Amano Corporation - Health management declaration
<https://www.amano.co.jp/corp/healthmanagement.html>

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

Amano has installed AEDs at all offices, to provide against medical emergencies in case that 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.



COVID-19 infection Prevention Measures

We give top priority to the safety and health of our employees. We strive to prevent infection. We encourage telework, promote the use of web conferencing, and have requested self-restraint from business trips in Japan and overseas. At each site, non-contact thermometers and items necessary for disinfection are at the ready. We have installed partitions on our tables to prevent droplet spread. In addition, we divide up the times the cafeteria can be used. We have come up with ways to avoid crowding. We apply antibacterial coatings to each table, chair, and tea dispenser. We have installed our own "Amatsukaze" industrial air purifiers to not only clean the air in wide spaces but also to trap and suppress viruses, to provide a space where people can enjoy meals with peace of mind.



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 our compliancy to the international standard for quality management. In January 1998, Sagamihara Factory (engaged in the manufacturing of Time Management Products, Time Information Systems, and Parking Systems) acquired the ISO9001, and in March 1999, 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 conveyors, 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 our 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 other workers 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 we are taking effective steps to prevent occurrence and 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 meet 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 (72), system centers (25), 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.

Social Contribution Activities



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.



Local Production for Local Consumption at Sagamihara Factory cafeteria

As an initiative to revitalize local agriculture and related industries, we have begun “local production for local consumption” at the Sagamihara Factory cafeteria since July 2020. On the first and third Fridays of every month, we offer a menu using ingredients grown in Nagatake, Midori-ku, in Sagamihara.



Orders for Facilities for People with Disabilities

As an initiative to support the independence of people with disabilities, we are ordering packing of timecards and labels for employees from a social welfare corporation in Sagamihara City.



Sports Promotion

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

We support professional golfer Ms. Yumiko Yoshida as a player belonging to our company.



Women’s (Nadeshiko) Soccer League: Supporting the activities of Nojimastella Sagimihara team

We support "Nojimastella Kanagawa Sagamihara", a member of the Japan Woman's Soccer League (WE 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.

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.

Amano Sporting Club Activities: Rifle Shooting Club

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



ENVIRONMENTAL

Environmental Report

Environmental Principles

Amano Corporation (referred to here as "the Company") recognizes we have 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 consider environmental conservation from a broad-ranging perspective.

Environmental Policy

Basic policy

Based on our "Environment Policy", from research & development to production, sales and services, Amano 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 our 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.

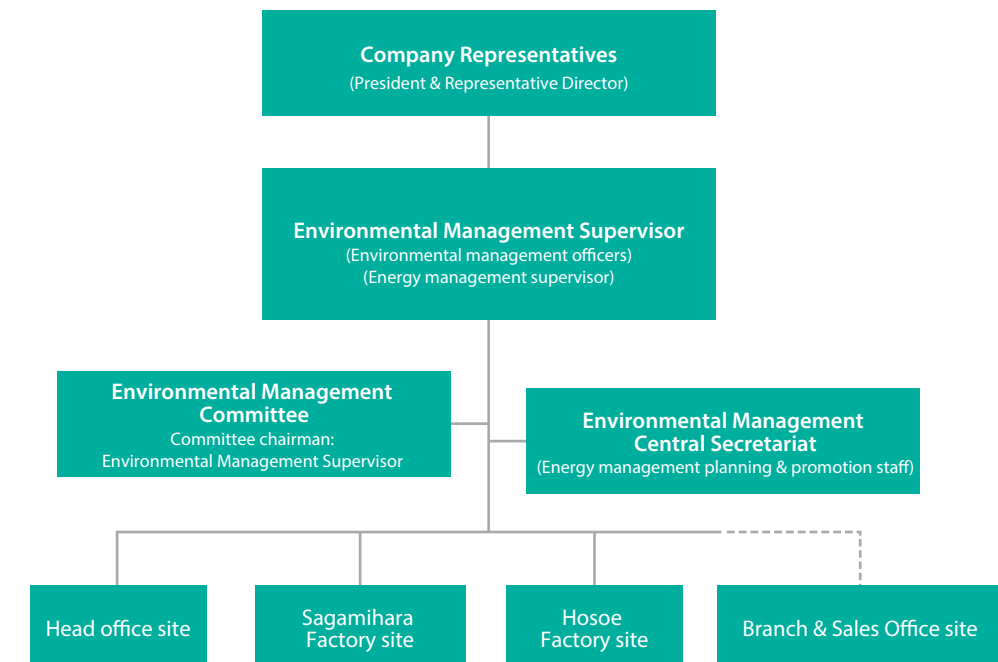
Established: 10th March Established 2004
Revised: 1st April 2011

Initiatives towards an Environmental Management System

Initiatives toward Environmental Management

Amano recognizes that our 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, Hosoe Factory (Hamamatsu, Shizuoka) acquired the ISO14001:2004 for "Environmental management and operations related to the "Design and manufacturing of industrial cleaners and dust collectors". In January 2000, Sagamihara Factory (Sagamihara, Kanagawa) 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 former Miyakoda Factory (Hamamatsu, Shizuoka) 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 Hosoe and Sagamihara Factories have acquired the ISO14001:2015.

Certifications obtained at each factory

Factory	Certification standard	Certifying Institution	Examination registration No.	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

Initiatives to Reduce our Environmental Burden



CO₂ Emission Reduction Targets

In December 2021 Amano formulated CO₂ emission reduction targets to help reduce greenhouse gas emissions. To prevent global warming, we will continue efforts to reduce CO₂ emissions.

CO₂ emission reduction targets: a 46% reduction in FY2030 compared with levels in FY2013.

Note: These targets concern scope 1 and 2 corporate emissions.

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.
- Reducing water consumption (Proper management of turning faucets on and off).
- Turning off unnecessary computers.
- Implementation energy saving measures and modification facility equipment.
- Change to energy-saving multifunctional copiers upon renewal intervals.
- Give environmental lectures (garbage sorting, water draining, etc.) to cleaning contractors.
- Promoting company-wide energy saving campaigns.
- Reducing standby power consumption during long vacations.



Renewed air conditioners (Head office)



New GHP air conditioners (Hosoe Factory)



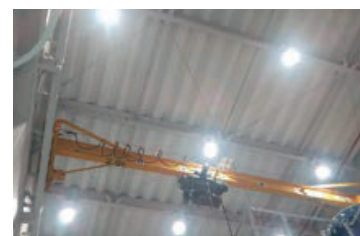
Renewed reflow furnace (Sagamihiro Factory)



New air conditioners (Sagamihiro Factory)

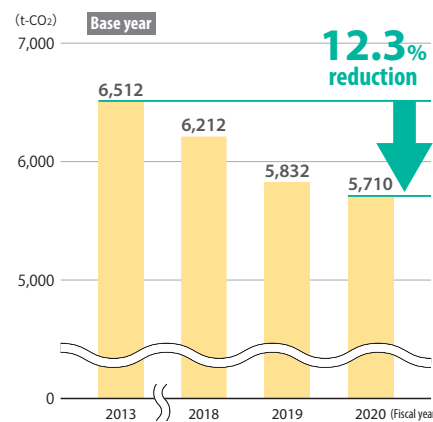


New LED lamps (Hosoe Factory)



New LED lamps (Hosoe Factory)

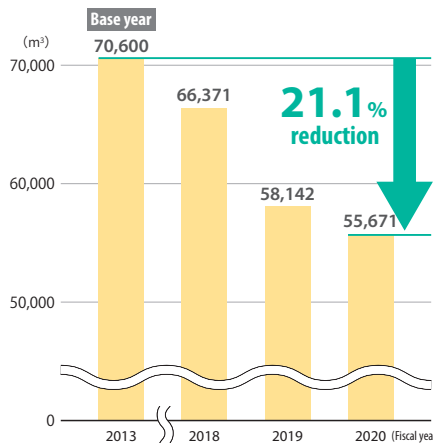
CO₂ emissions (whole company)



* 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.

Water consumption (whole company)



Initiatives at Branches and Sales Offices



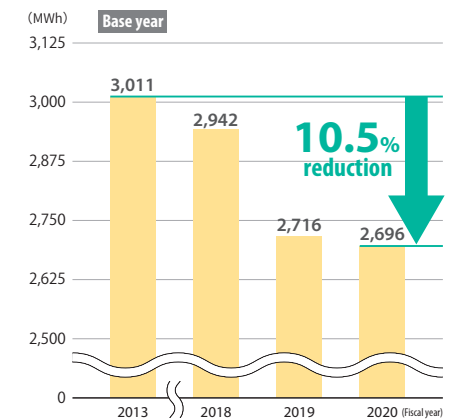
Energy-saving measures of Sales and Service divisions

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

Since the ratio of electricity consumption to total energy consumption at branches offices and sales offices is the largest in terms of crude oil equivalent, we are implementing power saving and energy efficiency at these locations daily.



Purchased electrical power (total for all branches and sales offices operations)

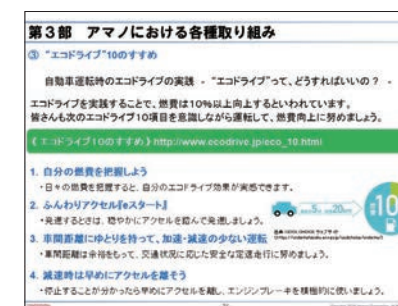
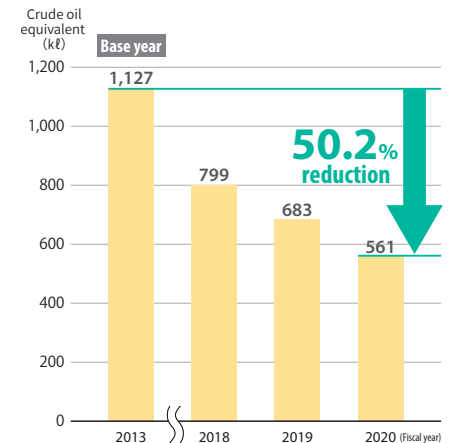


Initiatives for company Car Usage

Regarding all road going gasoline and diesel vehicles, the General Affairs division posts fuel prices on the electronic company bulletin board for all employees every month, in order to foster cost awareness. Since August 2018, we have begun 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.

Fuel consumption (total for all branch operations) Gasoline, light oil, consumption

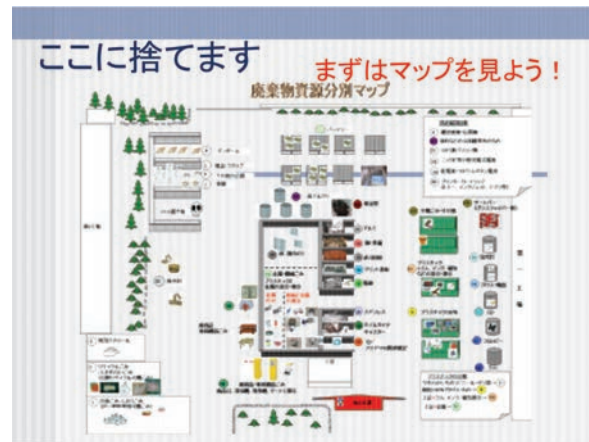


Images from the COOL CHOICE website (<http://ondankataisaku.env.go.jp/coolchoice/>) and "Eco Driver" (Ministry of the Environment (COOL CHOICE Offices) <http://ondankataisaku.env.go.jp/coolchoic-e/ecodriver/point/>)

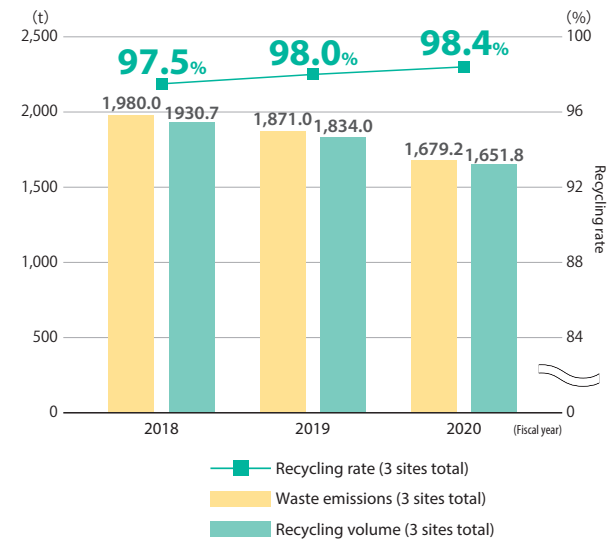
Initiatives to Reduce Waste Material

Reducing the total amount of Industrial Waste

In FY2020, the total amount of industrial waste from our 3 sites (Head Office, Sagamihara factory and Hosoe factory) decreased 10.3% (192 tons) from the previous year. Recycling rate stood at 98.4% 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



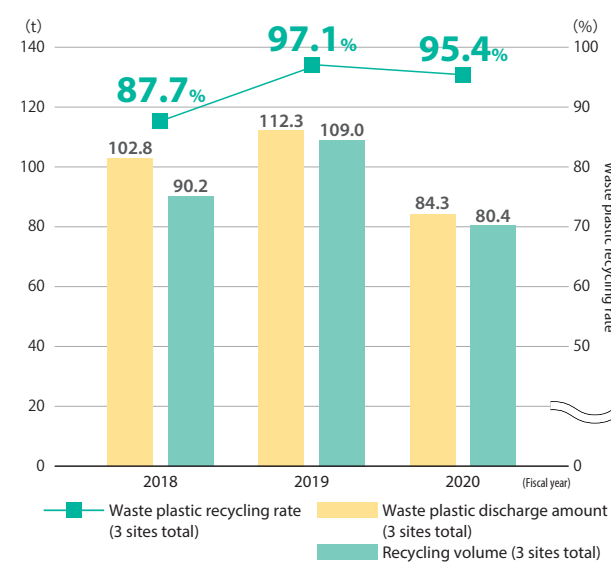
	FY2018	FY2019	FY2020
Total amount of waste (tons)	1,980.0	1,871.0	1,679.2
Final disposal amount (tons)	49.3	37.0	27.4
Recycling amount (tons)	1,930.7	1,834.0	1,651.8
Recycling rate (%)	97.5	98.0	98.4

Promoting waste plastic recycling

In FY2020, the waste plastic recycling rate for our 3 sites (Head Office, Sagamihara factory and Hosoe factory) the total amount of waste plastic in 2020 was 84.3 t, a 25% Y-on-Y reduction. The recycling rate was maintained at 95% or greater. Going forward, we will continue to promote recycling by raising awareness through all employee education and the thorough practice of waste sorting.



Total amount of plastic waste and recycled amount



	FY2018	FY2019	FY2020
Total amount of Waste plastic (tons)	102.8	112.3	84.3
Waste plastic discharge amount (tons)	12.6	3.3	3.9
Waste plastic Recycling amount (tons)	90.2	109.0	80.4
Waste plastic Recycling rate (%)	87.7	97.1	95.4

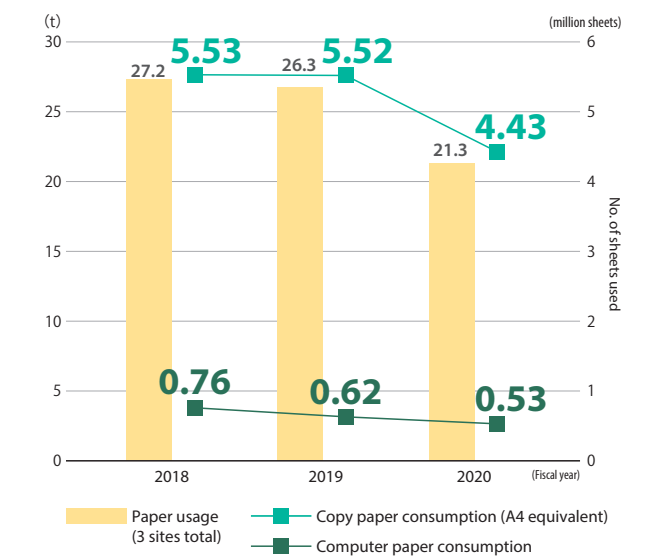
Reducing the consumption of copy paper

Ongoing efforts are underway at the 3 sites (Head Office, Sagamihara 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 multifunctional devices to encourage digitization of documents.

In FY2020, the total weight of paper used was reduced by 19% Y-on-Y. We will continue our educational programs such as putting up posters to encourage our employees to make effective use of resources.



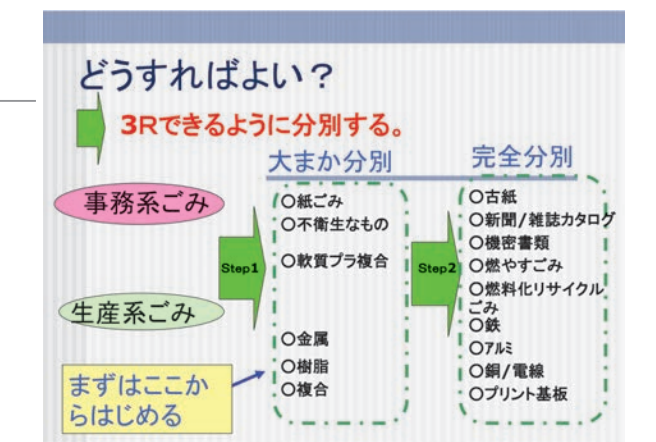
Paper usage(copy paper + computer paper)



	FY2018	FY2019	FY2020
Paper usage(t)	27.2	26.3	21.3
Copy paper consumption (A4 equivalent)(million sheets)	5.53	5.52	4.43
Computer paper consumption(million sheets)	0.76	0.62	0.53

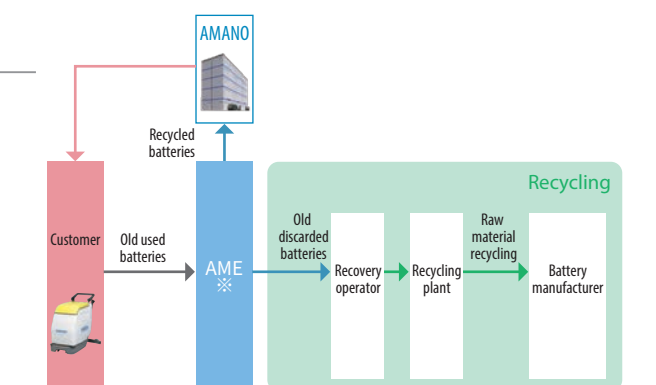
Raising the awareness of waste sorting and its thorough implementation

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



Battery recyclingpaper

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 2020, 128 tons (approximately 4570 batteries) were recycled.



* AME: Amano Maintenance Engineering Co., Ltd.

Environmentally Friendly Products



Energy Saving Initiatives

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.

Ticketless checkout machine (GT-4100)

In July 2020, we launched the GT-4100 payment machine for our Vehicle Numberplate Ticketless System which uses license plates instead of parking fee proof-of-payment tickets to manage vehicles and collect parking fees. Waste is reduced because magnetic-strip tickets, such as parking fee payment tickets and discount tickets, are no longer used.



GT-4100

Amatsukaze

In September 2020, we launched the aerosol collector "Amatsukaze" that has a virus suppression function using a UV-C ultraviolet lamp.

○ Features

"Amatsukaze" uses an electrostatic dust precipitator, eliminating the need for a large filter and fan, compared with conventional filter models (general air purifiers) with the same performance.

Amatsukaze's high-performance collection efficiency and low pressure loss ensure both high performance and energy saving. Since no filter is used, the electrodes used in the collector can be washed and reused.



Amatsukaze

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.



α-Light Pro

α-CUTE

○ 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. Wastewater does not generate CO₂, unlike when a surfactant is used.* 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.

Chemical Management



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) have begun added. Amano is working toward the total abolition of the 10 target substances in line with RoHS2 product-level compliance. 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 electrical & electronic equipment

RoHS2-compliant products (partial)



The Management of PRTR Designated Chemical Substances

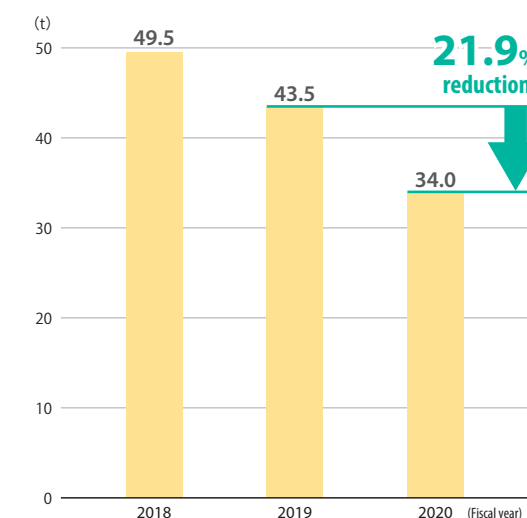
PRTR (Pollutant Releases & Transfer Registration) designated chemical substances are managed appropriately in accordance with the related laws and regulations, whereby the types and amounts of designated substances are grasped, tabulated and reported to the local municipalities every month. Regarding those chemicals among the designated substances, which require notification and reporting when handling more than 1 ton, Hosoe Factory reports the use of 3 substances, namely toluene (12.3 tons), xylene (12.1 tons), and ethylbenzene (8.7 tons) (FY2020). At the Hosoe factory efforts to reduce VOC* continued in FY2020 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

The trend of PRTR substances handled

Total amounts handled at the three sites decreased 21.9% yoy in FY2020. We are continuously promoting the substitutions of these substances and the replacement of components containing them.

● The trend of PRTR substances handled



Work site	FY2018	FY2019	FY2020
3 sites total *(t)	49.5	43.5	34.0

* Includes data of the Miyakoda Production Division

Green Procurement Initiatives



The Amano Group's Basic Procurement Policy

1. Optimal procurement that is fair, just, and open

We provide open, fair, and equitable trading opportunities to our business partners without judging them solely on the size of their company or the presence or absence of transaction histories. When selecting business partners, in addition to QCD balance, we will carefully consider stability, technology / development capabilities, transparency of information disclosure, and their compliance with laws and social norms, etc.

2. Mutual development based on a relationship of trust

Through procurement transactions for materials, we will strive for coexistence, co-prosperity, and mutual development with our business partners. To achieve this goal, we will maintain and improve relationships of trust with our business partners, based on long-term mutual understanding.

3. Compliance with laws, regulations, and social norms

We will comply with related laws and regulations such as the Subcontract Act, the Worker Dispatch Act, and social norms in our material procurement activities. We call on all of our business partners to comply with the relevant laws and social norms in the regions where you are doing business.

4. Green procurement that gives consideration to the environment

We promote environmentally friendly development, design, and production. To that end, we will continue to improve environmental conservation in collaboration with our business partners by procuring materials that have a low environmental impact from environmentally friendly businesses.

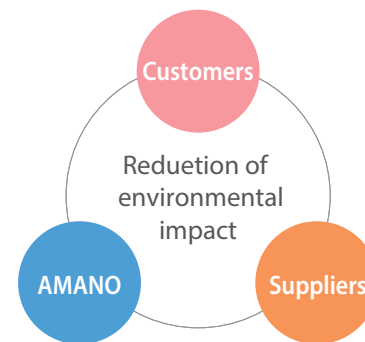
5. Proper information management

We will properly manage and protect the confidential and personal information of our business partners that we gather in the course of our transactions.

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 business partners to check whether they contain any substances that we designate as hazardous. We ask our suppliers to comply with the following requirements:

- Conduct a content test of regulated chemical substances for each batch of raw material and parts we procure. (submission of a chemSHERPA file)
- In our manufacturing processes, we do not use substances that Amano has designated as being banned from use in production processes. (submission of a certificate of non-use)



Green Purchasing and Procurement Activities

- Regarding the equipment and supplies managed by General Affairs, since 1999, Amano has been promoting the purchase of "eco-mark" products and energy saving equipment along with "green" office supplies. "Green" product purchasing rate in FY2020 was 53% (among 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 their 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.

ChemSHERPA Briefing Session for our Supply Chain

Amano has introduced chemSHERPA (chemical information sharing and exchange) so that we can carry out green procurement. Group training is held at each site so that our business partners can introduce chemSHERPA smoothly.

Activities

Head Office

Group training held in July 2019 (approx. 60 companies and 90 people)
FY2020: Individual briefings conducted at 2 companies

Hosoe Factory

Group training held in August 2019 (44 companies and 40 people)
FY2020: Individual briefings conducted at 2 companies



Information Sharing with the Supply Chain

Information sharing with business partners is achieved via a dedicated website.

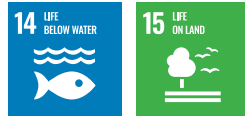
Sharing of main information

- Pre-order information
- Green Procurement Guidelines
- Notifications from the head office Materials Department

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.



Kanagawa Reforestation Partner System

In April 2020, we became a reforestation partner under a system sponsored by Kanagawa Prefecture, which supports and cooperates with reforestation and conservation projects through the forest volunteer activities of the employees of the partner companies.

The sites where we are active in reforestation in water catchments in Kanagawa Prefecture center on locations upstream of several dams, including Shiroyama Dam, Miyagase Dam, and Miho Dam. These areas total some 60,900 hectares. We assist in the public management and support of privately owned forests (forests owned by forestry cooperatives, etc.).



Green fundraising at the Sagamiyama Factory

At the Sagamiyama Factory, we participate in green fundraising sponsored by the Kanagawa Trust Midori Foundation Prefectural North District Promotion Council. In FY2020, donations and sales of green products totaled 64,383 yen.

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.



Compliance Management concerning Air Pollution and Wastewater Standards

Since 2016, Amano has not used heavy-oil-fired boilers at any sites. We have no facilities that fall under the Air Pollution Control Act. We have measured levels of water pollutants, and there are no reports of any legal or regulatory values being exceeded.

History and main environmental activities

1931 November
Established Amano Manufacturing (private management) in Minamirokugo 2-chome, Kamata-ku, Tokyo.



Time Recorder No. 1

1966 June
Company name changed to Amano Corporation. Developed small dust collector "VS Series".

1990 April
Completed and launched a high-temperature hazardous gas removal system.



Hazardous Gas Removal System

1995 April
Newly participates in functional water (electrolysis) business operation (Ecology business operation)



Electrolytic water generator

2000 January
Acquired ISO14001-1996 certification for Hosoe Factory (Certified organizations: UKAS and JAB).

February
Tsukui Factory is set as the "Environmental Management Operation" in Kanagawa Prefecture.

2005 June
Launched the industry's first "RoHS Directive" compliant electronic time recorder CRX-200.



CRX-200

August
Hosoe Factory ISO14001:2004 Acquired and Renewed (Certification Body: UKAS and JAB)

2007 March
Granted the "Comfortable Workplace Promotion Office" certification from Ministry of Health, Labor and Welfare (Hosoe Factory)



Comfortable workplace

April
Miyakoda Factory and Environmental Technology Co., Ltd. acquired simultaneous ISO 14001:2004 certification (Certification bodies: UKAS and JAB)

2010 July
"Zeolite-enriched plasma catalytic oxidation-type VOC device" received the "Chairman's Award of the Japan Industrial Machinery Manufacturers Association" at the 36th Excellent Environmental Device Award.

October
Designated as a specified business operator (specified company No.0010631) in accordance with provisions of the "Revised Energy Conservation Law".

2013 August
Installed solar panels at Tsukui Factory and started electrical power generation.



Solar power generation

2016 June
"Electric dust collectors for oil mist collection" won the "Chairman's Award of Japan Industrial Machinery Association" at the 42nd Excellent Environmental Equipment Award.

2017 March
Started investigating materials for content of 4 additional RoHS2 substances.

July
Hosoe Factory and Sagamiyama Factory ISO14001:2015 Renewal

1952 May
Development and sale of Ligless (drain separator). (Started environmental business operation).



Ligless (drain separator).

1970 October
Developed large dust collector system Established Pollution Division



Large-sized dust collector

1992 October
Completion of "Miyakoda Techno Factory" for mold production and environmental development in Miyakoda Technopolis, Hamamatsu.

1999 August
Acquired ISO14001-1996 certification for Hosoe Factory (Certified organizations: UKAS and JAB).

2003 February
Appointed as manager of the Environmental Conservation Council "Kanagawa Prefecture Central - Tsukui District Subcommittee" (Tsukui Factory)

2004 March
Established Amano Environmental Policy.

April
Joined Green Purchasing Network (GPN)

2006 January
Tsukui Factory ISO14001:2004 certification acquisition and renewal (Certification bodies: UKAS and JAB)

December
Issued Amano Environmental Report (No.1)

2008 June
Received award from the Kanagawa Prefectural Center for Prefectural Government for pollution prevention and environmental conservation promotional activities (Tsukui Factory)

2012
To save energy at Yokohama Factory, some air conditioning equipment was changed over to gas heat pump air conditioners.

2014 April
Merged Tsukui Factory with Yokohama Factory and changed the name to Sagamiyama Factory. Merged Miyakoda Factory into Hosoe Factory.

2015 October
Installed solar panels at Hosoe Factory and started electrical power generation.

2019 February
Commenced sequential response to the RoHS2 directive.

2020 April
Commenced sponsorship of the Kanagawa Reforestation Partner System.

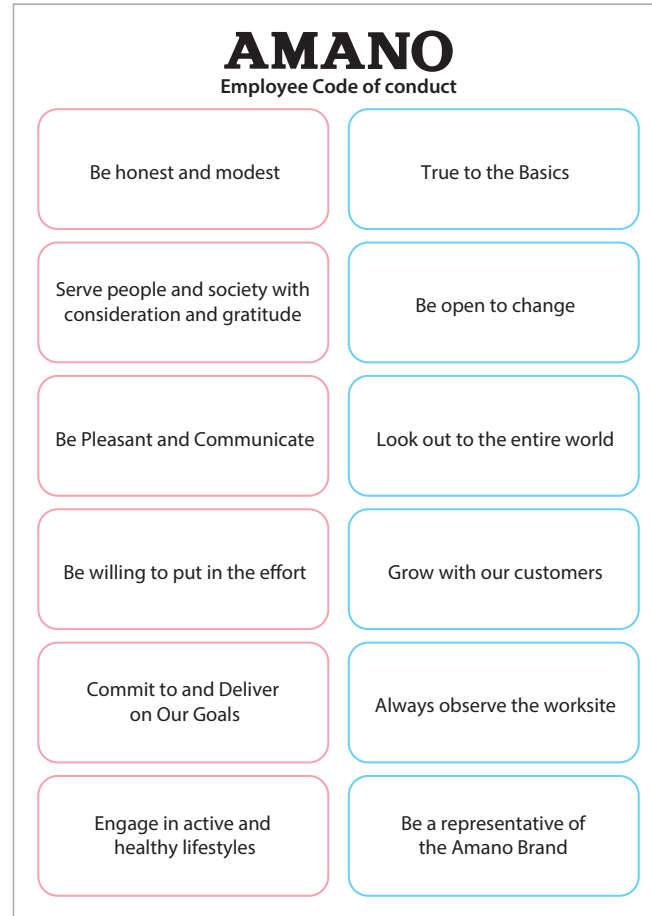
Code of Conduct & Compliance

The Code of Conduct

The Amano Group has 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's website.

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

Code of Conduct
<https://www.amano.co.jp/corp/management.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 understanding of compliance, the questions in the Q&A are specific based on actual situations.



The Internal Whistle-blowing System

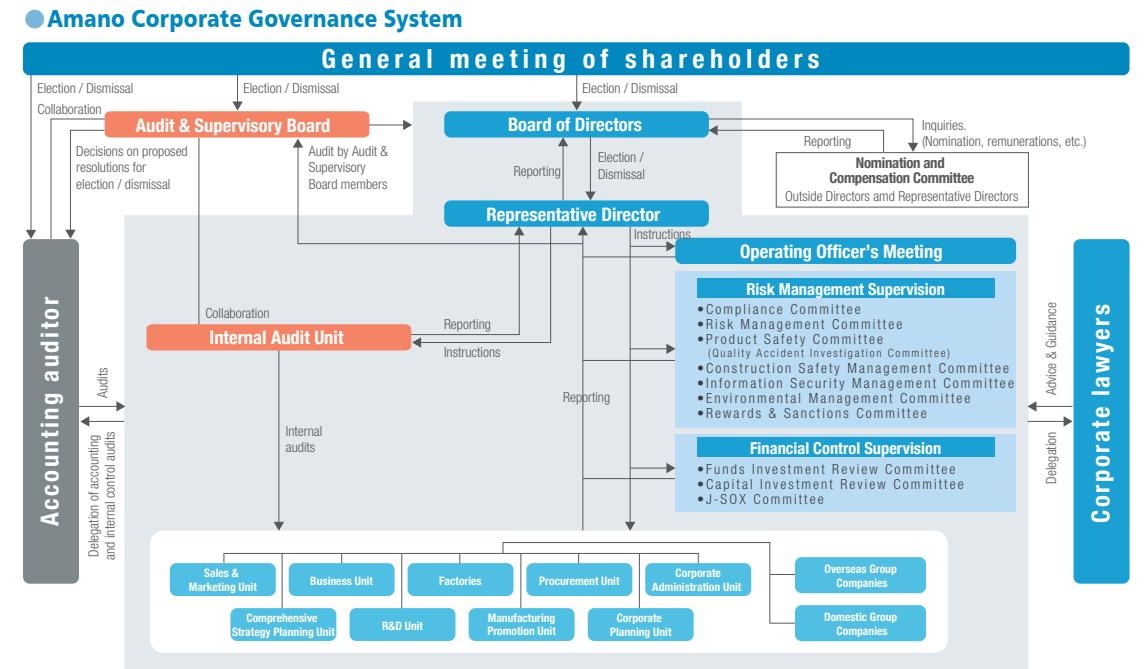
The Amano Group has established the "Amano Group Hotline Rules" to receive "whistle-blowing" complaints and opinions from all Amano Group employees. There are three hotlines in operation; the "Corporate Ethics Hotline", the "HR Hotline", and the "Amano External Hotline".



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.



Corporate Governance



Board of Directors

Our Board of Directors consists of 9 Directors (of which 3 are Outside Directors). In addition to regular meetings, extraordinary board meetings are held as required. The Board deliberates and decides important management matters, receives reports on the state of business execution, and makes prompt management decisions. At present, Outside Directors account for a third of the Directors, and one Outside Director is a woman.



Executive officer system

In April 2005, we introduced an executive officer system to clarify functions and responsibilities related to management and business execution, speeding up decision-making, and improving management efficiency. Of the 16 Executive Officers, 4 also serve as Directors.



Board of Corporate Auditors

Our Board of Corporate Auditors consists of 4 Corporate Auditors (of which 2 are Outside Corporate Auditors). The Board of Corporate Auditors monitors the Directors' business execution and strives to enhance the monitoring of business execution in cooperation with the Internal Audit Department. One of the two appointed Outside Corporate Auditors is a woman.



Nomination and Compensation Committee

We have set up our Nomination and Compensation Committee comprising the Outside Directors and our Representative Director, to be a voluntary advisory body to the Board of Directors. The Committee functions to enhance the fairness, transparency, and objectivity of procedures related to nominations and remuneration of the Board of Directors, and to further improve corporate governance. The Committee deliberates on important matters such as the appointment and dismissal of officers, remuneration, and successor development plans, from the independent perspective of the Outside Directors, based on their wide range of experience and specialized knowledge. The Committee reports to the Board of Directors.



Other matters Group companies

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.

Human Rights Policy

Human Rights Policy

As a company and a member of society, we understand that it is our great responsibility to promote the respect for human rights and we are expected to develop an environment to do so. We intend to an active role for this endeavor and in an event of occurrences which could have negative effects, we will promptly take appropriate actions to resolve it.

In addition, based on such consideration for human rights, we will strive to build a company with an environment that can facilitate diversity, that is easy to work in, and rewarding, where all personal can maximize their individual abilities and share diverse values.

To fulfill our responsibilities

- We will respect the human rights of all employees in the Amano Group, including non-regular employees (temp staff). Also we will require all business partners to do the same and work together to fulfill our responsibilities.
- We will comply with local laws and regulations in the regions where Amano conducts business activities.
- We will respect diversity and prohibit discrimination based on race, religion, age, gender, disabilities, political and other ideologies, or other factors not relevant to legitimate business interests.
- We will not tolerate any form of forced or child labor, or any form of modern slavery.
- We will respect basic labor rights that guarantee the right of workers to organize and to bargain and act collectively.
- We will consider the establishment of a mechanism to identify issues related to the due diligence in human rights aiming to prevent and mitigate abuse.
- We will encourage all employees to promptly report any violations or potential violations of laws, regulations and rules. For that reason, we establish and maintain an internal reporting system independent from the normal chain of command. We will also maintain the anonymity of the whistleblower to protect their interests.
- We will communicate and consult with relevant external stakeholders.
- In order to comply with laws, regulations and principles relevant to human rights, we will thoroughly educate and train all of our officers and employees so that our human rights policy is properly exercised and anchored in our business activities.

Established on 10 November 2021

Goals and Activity Results

FY2020 goals	FY2020 achievement	Self-assessment	FY2021 goals
Maintaining the environmental management systems			
Renewal and maintenance of the ISO 14001 certification (responding to examinations)	Renewal audit completion	◎	Maintenance of certification
Renewal and maintenance of the ISO 14001 certification (responding to examinations)			
Revised Energy Conservation Law: Reduce rate of energy consumption by 1% or more	110.8% Goal not achieved	○	Revised Energy Conservation Law: Reduce rate of energy consumption by 1% or more
Year on year reduction of fuel (gasoline, diesel) consumption (excluding road going company service vehicles)	23.3% reduction. Goal achieved	◎	Year on year reduction of fuel (gasoline, diesel) consumption (excluding road going company service vehicles)
Reduce fuel consumption in factories (heavy oil and kerosene)	17.2% reduction. Goal achieved	◎	Reduce fuel consumption in factories (heavy oil and kerosene)
Year on year reduction of water consumption	4.2% reduction. Goal achieved	◎	Year on year reduction of water consumption
Reduce CO ₂ emissions by 1% each year benchmarked on 2006 standards	2.1% Goal achieved	◎	Annual reduction in CO ₂ emissions compared with FY2013 standards
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)[]Noise / vibration inspections (prefectural ordinances)	Conducted statutory environmental measurements (no violation of regulatory limits)	◎	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)[]Noise / vibration inspections (prefectural ordinances)
Reduce industrial waste output and improve recycling rate			
Reduce paper usage (allow no increase from previous year)	19% reduction. Goal achieved	◎	Reduce paper usage (allow no increase from previous year)
Reduce total waste output from previous fiscal year	10.3% reduction. Goal achieved	◎	Reduce total waste output from previous fiscal year
Improve waste recycling rate from previous fiscal year	0% Goal not achieved	○	Improve waste recycling rate from previous fiscal year
Reduce total amount of waste plastic output from previous fiscal year	25% reduction. Goal achieved	◎	Reduce total amount of waste plastic output from previous fiscal year
Improve waste plastic recycling rate from previous fiscal year	1.7% reduction. Goal not achieved	○	Improve waste plastic recycling rate from previous fiscal year
Effective management of hazardous chemicals and the reduction of amounts used			
Reduce amount of PRTR-designated chemicals handled, compared with previous fiscal year	22% reduction. Goal achieved	◎	Reduce amount of PRTR-designated chemicals handled, compared with previous fiscal year
Investigated substances of very high concern in European REACH regulations	Ongoing	◎	Investigated substances of very high concern in European REACH regulations
New products are RoHS2 compliant. EU products are RoHS 2 and WEEE compliant	Ongoing	◎	New products are RoHS2 compliant. EU products are RoHS 2 and WEEE compliant
Promotion of green purchases and green procurement			
Continue purchasing of parts that conform with Green Procurement Guidelines	Ongoing	◎	Continue purchasing of parts that conform with Green Procurement Guidelines
Strongly promoted the digitalization of paper documents	Ongoing	◎	Strongly promoted the digitalization of paper documents
Continued to promote green purchasing of office supplies	53.4%	◎	Ongoing
Conduct environmental education			
Encouraged the acquisition of environmental qualifications and conducted environmental education for all employees	Ongoing	◎	Encouraged the acquisition of environmental qualifications and conducted environmental education for all employees
Perform social contribution activities (participation in local environmental conservation organizations)			
Collaborated with the Children's Eco Club as a partner member	Ongoing	◎	Added new initiatives at our 90th-anniversary event
Continued participation in the illegal dumping eradication campaign and continued cooperation in the green fundraising <<Sagamihara Office>> Participation in Lake Hamana Cleanup Operation <<Hosoe Office>>	Canceled, to prevent infection spread	○	Ongoing
Response to emergencies			
Comprehensive disaster prevention drill <<Head Office / Sagamihara Office / Hosoe Office>>	Canceled, to prevent infection spread	○	Comprehensive disaster prevention drill <<Head Office / Sagamihara Office / Hosoe Office>>
Promotion of women's advancement			
We employ a total of 70 women (5-year plan)	Goal achieved	◎	Next 5-year plan 1) Increase the percentage of female workers to 16% 2) Increase the percentage of male employees taking childcare leave to 5% or higher
Employee diversity			
Participation in the Abilympics by employees with disabilities	Goal achieved	◎	Participation in the Abilympics by employees with disabilities

◎...Goal achieved ○...Goal not achieved



Amano Environmental & Social Report 2021

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