

Occupational Health and Safety/ Security and Disaster Prevention

Occupational Health and Safety/Reducing Risks Posed by Chemical Substances



Key initiatives/Results in 2020



Acquired ISO 45001 Certification

(Gotemba Plant)



Severity rate of workplace accidents/
Frequency rate of workplace accidents
(Tokyo Ohka Kogyo Co., Ltd., only)

0%



Basic Concept

The Company recognizes that ensuring the safety and health of workers is the social responsibility of any company and that this is demanded by all stakeholders. We aim to foster and entrench a safety culture and increase the happiness of our employees by providing comfortable, safe workplaces.

Health and Safety System

In its initiatives for occupational health and safety, TOK works to prevent accidents based on the annual action plan of the Safety and Health Committee. Company-wide issues that a single site cannot address on its own are examined by the Safety and Health Liaison Unit, which is headed by the department manager of the General Affairs Department. The Safety and Health Liaison Unit shares information about the measures that must be horizontally developed across all sites. Based on this organizational structure, the Company promotes the prevention of injuries and fire accidents caused by chemical substances, as well as severe injuries caused by machinery or heavy objects. In the event of a workplace accident, TOK implements thorough countermeasures to improve safety and rolls them out horizontally across the organization.

Occupational Health and Safety System at TOK
<https://www.tok.co.jp/eng/csr/employees/conditions.html>



Acquiring ISO 45001 Certification

Currently, we are receiving an increasing number of questions and requests on CSR from stakeholders. We formulated the TOK CSR Policy and strengthened the management system for occupational health and safety as a component of the CSR Policy. Under these circumstances, we are promoting the acquisition and expansion of ISO 45001 certification of the occupational health and safety management system. Through these activities, we are seeking solutions to health and safety issues, including the aging workforce, labor saving, and mental health.

In 2020, we acquired the first ISO 45001 certification in Japan at the Gotemba plant. Preparation is in progress to complete acquisition at all sites in Japan by 2023.

We have also started initiatives to achieve compliance with the RBA Code of Conduct. As part of this initiative, we established the Lockout/Tagout*1 rules on equipment repair and inspection at the Koriyama plant and have started the implementation of a system to prevent accidents caused by the malfunction and misoperation of equipment. We will expand the system to other sites by monitoring the implementation status at the Koriyama plant.

The plant received the RBA*2 audit from 2020 to 2021 and was certified as a workplace that satisfies the RBA Code of Conduct. We will further strengthen our systems to provide safe and comfortable workplaces to our employees not only at the plant but also at all group company sites, as well as for the employees of affiliated companies.

*1 Lockout: Locking the starting gear of machinery/system to prevent activation
Tagout: Putting up a tag that indicates the lockout state to prevent misoperation by others

*2 Responsible Business Alliance: An industry coalition comprising electronic equipment manufacturers and suppliers thereto dedicated to the protection of workers' rights and safety

Initiatives for Workplace Accident Risk Reduction

• Improvement of risk assessment

In 2020, we promoted risk reduction activities on risks with high seriousness at all sites by learning lessons from past accidents of being caught, chemical injuries, and the turnover of heavy objects. We also started risk assessment and hazard prediction activities for infrequent operations and set the points for enhancement for the next fiscal year. In May 2021, we received the Prize for Effort in the Responsible Care Awards from the Japan Chemical Industry Association for the evaluation of our "Utilization of Risk Assessment for the Prevention of Chemical Industries" to reduce chemical industry risks by performing chemical hazard assessments based on the GHS Classification.

• Established and started operation of internal standards for highly corrosive substances and poisonous/deleterious substances

The Company uses chemical substances with corrosive properties in the manufacture of semiconductor-related products. We constantly reassess all manufacturing lines and work procedures and share information about safety measures among sites that use the same chemical substances in an effort for further risk reduction. In 2020, the Company further enhanced its internal guidelines for the handling of highly corrosive chemical

substances, which were formulated in 2019, established the guidelines as international standards, and started implementation.

Promoted improvement activities incorporating inputs from internal audit and third-party review

We started the ISO 45001 internal audit last year and are utilizing it for information sharing on workplace accident control and environmental contamination prevention by proactively assigning internal auditors from other sites. We also consider reviews by external institutions to be valuable opportunities to obtain third-party evaluations and inputs concerning the handling of chemical substances, antistatic measures, and workplace accident control to lead them to implement activities to improve.

Prevention of Workplace Accidents

TOK has established the Occupational Health and Safety Policy linked to the CSR Policy. In its production activities, the Company places the utmost priority on the maintenance of the health and safety of workers and implements measures to prevent accidents, natural disasters, and diseases in the workplace, thereby fostering group safety. In particular, the Safety and Health Committees at each site have been working to prevent accidents, while aiming to maintain and improve all related factors. In addition, we are working to improve the safety level of the entire Group through measures to prepare manuals for emergency action in the event of workplace or other accidents and by providing systematic training and drills for employees, as well as fostering employee safety awareness.

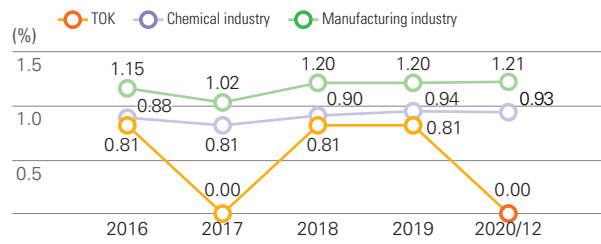
In 2020, there were seven workplace accidents (0 without and 7 with lost workdays) but we achieved 0% as the frequency rate of workplace accidents. Fortunately, no serious workplace accident occurred. For each accident that occurred, we reviewed the risks and took the necessary action for recurrence prevention. We will continue conducting risk reduction activities and employee safety awareness raising by aiming to achieve zero workplace accidents.



Future Issues and Initiatives

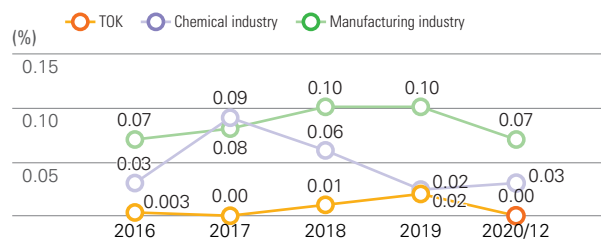
Under the Occupational Health and Safety Policy, the TOK Group places the utmost priority on the maintenance of the health and safety of workers. "Workers" refer not only to the employees of the TOK Group but also to all persons who provide service in the work environment of the TOK Group. We will continue to observe occupational health and safety-related laws and regulations in each country/region, and aim to acquire the ISO 45001 certification at each site, while building a robust management system to prevent workplace accidents.

Frequency Rate of Workplace Accidents (%) (Tokyo Ohka Kogyo Co., Ltd., only)



* Frequency rate: shows the frequency of accident occurrences as the number of deaths and injuries due to workplace accidents per million work hours
 Frequency rate = (number of deaths and injuries due to workplace accidents / number of work hours) × 1,000,000
 (Number of deaths and injuries due to workplace accidents = number of deaths and injuries resulting 1 or more lost workdays)

Severity Rate of Workplace Accidents (%) (Tokyo Ohka Kogyo Co., Ltd., only)



* Severity rate: shows the severity of accidents as the number of lost workdays per thousand work hours
 Severity rate = (number of lost workdays / number of work hours) × 1,000
 (Number of lost workdays = number of lost workdays of dead and injured workers due to workplace accidents)
 Source of data for chemical and manufacturing industries: Ministry of Health, Labour and Welfare's Survey on Industrial Accidents

TOK Human Resources

Max Peng
 Process Management Div.
 Tongluo Plant
 TOK Taiwan Co., Ltd.



Aiming to achieve zero workplace accidents while fulfilling supplier responsibility in Taiwan

The Tongluo plant of TOK Taiwan Co., Ltd., was established in 2014 mainly to supply products to customers in Taiwan. Our customers are aware of the environment and occupational health and safety, in addition to product quality. In the year following plant establishment, we acquired the ISO 9001 and ISO 14001 certifications. In 2017, we started activities toward the acquisition of ISO 45001 certification and formulated the health and safety policy. We observe these policies, implement the risk assessment of each task to prevent and improve risks, and strengthen training and emergency drills for employees. Through these continued efforts, we acquired the ISO 45001 certification in 2019. We will continue to fulfill supplier responsibility as the No. 1 manufacturer of photoresists for semiconductors, while maintaining workers' health and safety and comfortable work environments toward zero workplace accidents.