



OKI respects the diversity of its employees and is determined to provide and maintain safe, pleasant working environments as the basis for a corporate culture in which each individual can work toward his or her goals by continuing to pursue new challenges.

Focal Points for the Year Ended March 2006

- Initiatives under the Law for Measures to Support the Development of the Next Generation, and equal partnership initiatives
- Recruitment and development of diverse human resources

Main Initiatives in the Year Ended March 2006

- Adaptation of policies to reflect the Law for Measures to Support the Development of the Next Generation and the amended Law Concerning Stabilization of Employment of Older Persons
- Enhancement of management skills training
- Establishment of Mental Health Care Working Group

Basic Policy on Human Rights

The business activities of the OKI Group are built on cooperation among diverse individuals who strive to improve corporate earnings and contribute to society through their various roles in the Group's operations. The OKI Group recognizes that all business activities must be based on respect for the human rights of the individuals who perform various tasks within its organization. This awareness is reflected in a commitment to fairness in recruitment and selection, and to the development of working environments in which a wide range of people can participate actively and constructively.

In the year ended March 2006, OKI implemented an educational program focusing on ways to provide peace of mind for all workers. Topics covered included workplace discrimination, sexual harassment and abuse of authority.

•Employment of the Elderly

In April 2006, OKI reviewed its Senior Casting system, which was originally introduced in 2000. The purpose of the system is to meet the employment needs of those aged 60 and older. This has become increasingly important because of phased increases in the eligibility age for basic welfare pensions in Japan. OKI also adopted the system in preparation for future declines in the working population due to demographic ageing, and in response to the April 2006 amendments to the Law Concerning Stabilization of Employment of Older Persons. Under the Senior Casting system, persons wishing to work after reaching the age of 60 are able to extend their employment in step with phased increases in eligibility age for basic welfare pensions. To qualify under the system, applicants must meet certain requirements and match the Company's available jobs.

Starting in the year in which they reach the age of 50, employees are canvassed about their intentions as part of the annual review of Career Development Programs*. Their final decision is confirmed in the month in which they reach the age of 59.

* Career Development Program (CDP):

This program is designed to help employees develop career visions and plans. Activities include yearly interviews with supervisors, and career design training and career counseling in each milestone year.

•Employment for People with Disabilities

In 1998, the OKI Group introduced a system to promote home-based employment for people with severe disabilities, for whom commuting would be impractical. The success of this scheme led in April 2004 to the establishment of a special subsidiary*, Oki WorkWel Co., Ltd. As of May 2006, Oki WorkWel had 31 employees with various disabilities, including physical, intellectual, visual and internal disabilities. Of these people, 25 are involved in teleworking activities based on information technology. These activities include website development and poster design. This company will remain the focus of the OKI Group's active commitment to employment for people with disabilities.

Percentage of OKI Group employees with disabilities (year ended March 2006): 1.85%

* Special subsidiary:

A subsidiary that provides special consideration for employment for people with disabilities, as defined in the Law for Employment Promotion, etc. of the Disabled Persons.

•OKI Wins the 2nd Asahi Corporate Citizen Award

In October 2005, OKI's support of home-based employment for people with severe disabilities through the use of information technology was selected for the 2nd Asahi Corporate Citizen Award.



The presentation ceremony for the Asahi Corporate Citizen Award

The award was instituted in 2004 by The Asahi Shimbun Company as a way of encouraging better corporate citizenship and acknowledging social contributions by businesses. The judges were impressed by the OKI Group's efforts over many years to promote and expand home-based employment for people with severe disabilities, by its establishment of organizational support structures, and by its success in demonstrating that advances in information technology were steadily increasing the range of activities open to participation by home-based workers with disabilities.

Initiatives under the Law for Measures to Support the Development of the Next Generation

Japan's Law for Measures to Support the Development of the Next Generation has been in effect since April 2005. OKI has started to implement a two-year action plan containing the following specific initiatives to help employees achieve a balance between work and childcare.

The OKI Action Plan

- OKI will foster understanding about its work-childcare balance support systems, not only among those eligible for support, but throughout the workplace, with the aim of developing a company-wide culture amenable to the use of the systems.
- OKI will enhance mechanisms to facilitate the return to work by those who have taken childcare leave, including those returning after prolonged absences.
- OKI will review its family allowance systems and continue its efforts to assist with childcare costs by enhancing child-related allowances.
- OKI will continue to enhance systems to support a work-childcare balance, including special-purpose leave systems.

• Systems to Support a Balance between Work and Childcare or Nursing

OKI is helping its employees to achieve a healthy balance between work and family life by improving its maternity, childcare and nursing care support systems, and by exercising flexibility over working hours. Its systems exceed statutory requirements for the duration of leave and other aspects. In the year ended March 2006, OKI made kindergarten and school events eligible for special-purpose leave to facilitate parent participation in key events in their children's lives.

Scope and Duration of Special-purpose Leave

Purpose	Eligible Situations	Duration of Leave
Medical treatment for employee	Treatment for injury or illness affecting the employee	Up to 50 days
Nursing care for family member	Nursing care for family member Inoculation of children (new) Health checks for babies and infants (new)	
Voluntary activities	Service activities of high social or public importance in social welfare institutions, etc.	Up to 30 days
Education	Training and educational programs	
Children's school events (new)	Events at childcare centers, kindergartens and elementary schools	

Group companies have established systems similar to those implemented by OKI. As in the year ended March 2006, a number of male employees took leave under the childcare leave system.

Maternity, Childcare and Nursing Care Support Systems and Time Adjustments

Systems (Leave Provided in Response to Applications from Individuals)		
	Maternity medical care leave	During pregnancy, female workers are allowed to take time off for various reasons, including regular medical examinations, health checks, medical guidance, and pregnancy-related health problems.
	Reduction of working hours during pregnancy	Female workers can apply to have their working hours reduced during pregnancy.
	Childbirth leave	Female workers are given 56 days of special leave before childbirth (98 days in the case of multiple births) and 56 days after childbirth.
	Childcare leave	After childbirth, an employee is allowed take leave until the child reaches the age of two.
	Reduced working hours for childcare	Working hours can be reduced until the child completes the third year of elementary school.
Time Adjustments	Nursing care leave	Up to one year of leave can be taken to provide nursing care for a family member.
	Reduced working hours for nursing care	For up to one year, working hours can be reduced to allow a worker to provide nursing care for a family member.
	Rest times during pregnancy	Rest times will be provided when necessary on request from female workers who are pregnant.
	Nursing periods	Female workers who are caring for infants under the age of one year can apply for two 30-minute nursing periods per day.

Employee Perspective

LSI Design Center, Oki Micro Design Co., Ltd.

Kazuhiro Tomita

I took childcare leave in the year ended March 2005 after our fourth child was born. I decided to apply after my wife asked me if I would like to try my hand at looking after a baby. After starting my leave, I found myself in the midst of an endless cycle of exhausting tasks, including the preparation of allergy-safe weaning foods, and care of a child who seemed to cry all the time. However, it was an excellent opportunity to build communication with our other three children, and I learned the importance of contact with children. I also learned how tiring housework was, and I have continued to play a part in housework and childcare even after returning to work. I was the first male employee in our workplace to take childcare leave, and initially my colleagues seemed bewildered. However, they supported me in various ways during my leave and after my return to work, and for that I am very grateful. In the year ended March 2006, a younger colleague took childcare leave, and now I find myself in the position of giving advice.



Education, Training and Systems for Human Resource Development

•Management Skills Training Expanded

The OKI Group has developed a range of training curriculums through which employees can acquire essential work-related knowledge and skills for each job area. Each curriculum consists of courses that are designed systematically in levels, from basic knowledge through to recent advances in practice and theory. There are 200 compulsory and designated courses and over 450 elective courses.

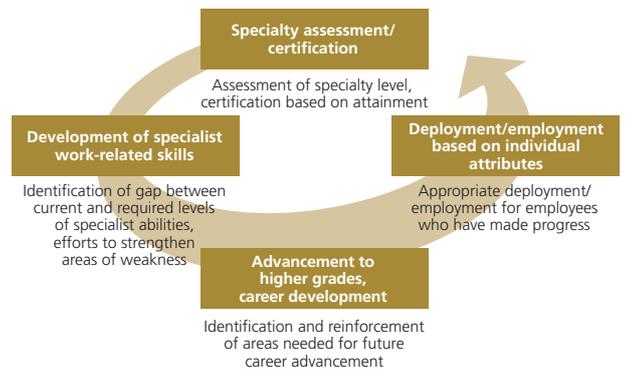
Employees are encouraged to take programs based on development plans that are formulated in consultation with supervisors at the start of each fiscal year. In the year ended March 2006, the number of participants in courses totalled over 25,000.

In the year ended March 2006, OKI expanded its management training program to provide enhanced skill development for managers. Eligibility for participation in "coaching course," which were previously open to senior managers, was expanded to include employees at the team manager and manager levels. The aim of this move is to energize workplaces by improving management knowledge and skills.

•Specialty Certification System Introduced

Introduced by OKI in June 2005, this new system focuses on specialties of employees. Under the system, employees are assessed on the basis both of the specialist knowledge and skills required for work performance, and of organizational management. Each employee is given a specialist ranking based on their level of attainment. By creating this system, OKI aims to establish a virtuous cycle in which the efforts of individual workers to enhance their specialist abilities by working toward specific goals will lead to their growth as people capable of contributing to business development, thereby raising the value of OKI's human resources.

Virtuous Cycle Raising the Value of Human Resources



Positioning of OKI's Training Systems and Management Training

		Compulsory/Designated Training		Elective Training/Voluntary Learning	
Leadership development	Leadership reinforcement	Elective development <ul style="list-style-type: none"> •Phoenix Forum •Management candidate training, etc. 		Business skills <ul style="list-style-type: none"> •Logical thinking •Presentation •Communication, etc. 	Management skills <ul style="list-style-type: none"> •Organizational management •Leadership •Project management, etc.
	Reinforcement of management skills	Management skills training <ul style="list-style-type: none"> •New manager candidate training •New manager training •New TL training •Competency appraiser training •Coaching course 			
Skill/competency reinforcement	Reinforcement of work-related specialties	Job skill training <ul style="list-style-type: none"> •Sales and marketing staff training •Technical staff/quality assurance staff training 		Solution skills <ul style="list-style-type: none"> •Product knowledge •Legal knowledge, etc. 	Technical skills <ul style="list-style-type: none"> •Programming •Networking, etc.
	Basic employee training	Set-up <ul style="list-style-type: none"> •New employee training •Job transfer training 	CSR training <ul style="list-style-type: none"> •Compliance •Information Security, etc. 		
	Promotion of qualification acquisition	•OKI-approved qualifications			
Careers	Career support	•Career design seminars		Global <ul style="list-style-type: none"> •English/Chinese •Cultural training, etc. 	
				•IT literacy	

Occupational Health and Safety

•Safety and Health Committees

In each region, OKI has established Safety and Health Committees made up of company and union representatives. These committees perform a number of tasks including the creation and enhancement of safety and health systems that reflect local workplace environments, the formulation of occupational accident prevention plans. The Committees also patrol workplaces and arrange safety and health education programs. Representatives of local committees attend meetings of the Central Safety and Health Committee, at which they present reports on local conditions and share information. These activities help to raise the level of safety and health throughout the OKI organization.

In the year ended March 2006, OKI's industrial accident frequency ratio*1 was 0.19, and its accident severity rate*2 was 0.00. Both ratios are below the averages for the electrical machinery, equipment and supplies manufacturing industry.

***1 Accident frequency ratio:**

Fatalities and injuries caused by occupational accidents ÷ Total hours worked × 1,000,000

***2 Severity rate:**

Working days lost ÷ Total hours worked × 1,000

•Improving Management Standards at Production Sites through Spot Checks of Safety Management

The OKI Group has conducted spot safety checks every year since the year ended March 2002. Conducted by staff from corporate divisions, these checks are based on common criteria. Their purpose is to improve safety management standards at production sites by checking the state of management at each facility. The checks cover safety and health, accident prevention and the environment. Check teams use checklists to examine management systems, education and training, day-to-day management, and accident response procedures in each of these three areas. If the checks result in the discovery of problems or other matters requiring remedial action at any site, or if a site is found to have made excellent progress, this information is reported and presented at meetings of the OKI Group Safety Management Liaison Committee, which is an organization of made up of production divisions. This process ensures that safety information is shared and developed.

Through these continuing activities, OKI is working to raise awareness of safety management at all sites. In the year ended March 2006, spot checks were conducted at 18 sites in Japan and at five overseas sites. No serious problems were found.

•Health OKI 21 Campaign

The OKI Group's Health OKI 21 Campaign is a joint initiative by OKI Group companies, unions and health insurance societies to support voluntary health improvement activities by employees.

Subcommittees made up of representatives from administrative departments, health promotion centers and unions have been formed at each work site and group company. These subcommittees distribute lifestyle improvement information through the intranet and other media. Other activities include campaigns and surveys of employee attitudes toward health.

In the year ended March 2006, we held company-wide walking campaigns in the spring and fall, during which walking events were organized by individual subcommittees. In Tokyo, 85 OKI Group employees and family members participated in the "Rainbow Bridge and Odaiba Walk." Organized by the Shibaura Subcommittee and held in May 2005, the walk covered a distance of approximately eight kilometers.



Employees and family members take part in a walking event

•Mental Health Care Working Group Established

In August 2000, the Japanese Ministry of Labour (now the Ministry of Health, Labour and Welfare) announced a new policy on the mental health of workers in business establishments. The OKI Group has implemented a number of mental health care initiatives for its employees in accordance with this policy. The OKI Group already provided care through telephone and face-to-face counseling, and the distribution of information through the intranet, but in the year ended March 2006, it formed a Mental Health Care Working Group to study approaches to the development of an enhanced environment. The Working Group is made up of representatives of OKI, labor unions and health insurance societies. Based on the Working Group's findings, OKI will implement specific activities from the following four perspectives in the year ending March 2007.

Mental Health Care Working Group Initiatives

