

Health and Safety

As a company that aims to excel globally, the TEL Group is actively promoting a number of initiatives in health, safety, and related areas.

Our continued existence as a corporation relies upon the safety and health of our employees, customers, and everyone involved with the TEL Group's business. As a sign of our commitment to building a trustworthy company to everyone aforementioned, on November 27, 1998, the TEL Group drew up what was referred to as the "TEL Group Credo and Principles on Safety and Health." This was followed on June 25, 1999 with the issuance of the "Safety First" declaration.

■ The TEL Group Credo and Principles on Safety and Health

According to the "TEL Group Credo and Principles on Safety and Health," safety and health considerations must always be taken into account—for all board members and employees of the TEL Group, and for all jobs. Considerations of profit and decisions regarding delivery dates and times must not take precedence over human safety and the safety of facilities and equipment (including items we sell and items we use within the company).

■ Safety First

We have prepared a "Safety First" declaration, based on the "TEL Group Credo and Principles on Safety and Health." By displaying its poster at prominent locations throughout the company, we strive to ensure that each and every employee is aware of the importance of safety in his/her daily activities.

We have also prepared a "Safety First" pamphlet titled as "Introducing Safety First Culture Awareness." This is distributed free of charge to customers and members of the public at their request, as part of our efforts to promote the TEL Group's commitment to safety.

The TEL Group has also incorporated its environmental, health, and safety principles into its Management Philosophy. We are convinced that giving the highest priority to health, safety, and the environment will help establish consumer trust in the TEL Group and will eventually lead to greater profitability.



"Safety First" poster



"Introducing Safety First Culture Awareness" pamphlet



■ Safety Training (“Safety 2000”)

The TEL Group has established a standardized safety training program, referred to as “Safety 2000,” for all board members and employees in the group. As shown in the table below, this system provides different levels of training, depending on the experience and the worksite of the employee involved. Basic Safety Training and Advanced Safety Training had been introduced in July 2000. By December the same year, 98% of eligible board members and employees had undergone the appropriate training. In April 2001, a system was devised to enable safety training to be carried out at our overseas agencies; this will be introduced as the necessity comes along.

Safety 2000 Training Courses and Contents

Training Course	Contents
Basic Safety Training	For all TEL Group employees and contractor workers who work at TEL Group companies. This training usually takes place upon hiring and covers the TEL Group’s safety principles, basic information on health and safety laws and other relevant laws and regulations of the country of worksite, basic knowledge about safe work procedure, and basic health care information. A Basic Safety Training Certificate is valid for three years. Employees must take refresher courses, which include details of new safety rules, within three years after completion of the Basic Safety Training.
Advanced Safety Training	For all TEL Group employees and contractor workers companies who are engaged in work at TEL Group plants or other worksites. Employees learn about risk assessment and other techniques to ensure that all work is carried out safely. Training involves hands-on work with protective gear and other safety equipment. An Advanced Safety Training Certificate is valid for one year. Employees must take refresher courses, which include details of new safety rules, within one year after completion of Advanced Safety Training.
Safety Training for Employees who Visit and Work Overseas	Employees learn about the safety laws and regulations and work rules that apply when engineers are sent from Japan to work for TEL Group customers overseas.
Safety Training for Employees Stationed to Work at Customers’ Plants	Special safety training is carried out as required when employees are sent to work at plants run by Tel Group customers.
Equipment-Specific Safety Training	Safety training for engineers on each specific equipment (TEL Group products).

Safety 2000 Training system



■ Accident Reports

At the TEL Group, we do everything possible to protect the health and safety of our employees, our customers, and everyone involved with TEL Group business activities. However, regardless of the amount of attention we pay to safety matters, there is always a risk of an unforeseeable accident, or of a work-related injury or accident caused by fatigue. In the event of such unfortunate circumstances, it is vital that the accident be reported immediately to the superior or the relevant sections or departments. The first step toward eradicating the recurrence of such accidents is the reporting.

■ The Significance and Handling of Accident Reports

Immediately reporting major or notable accidents to management (as well as to any other relevant individuals in the business unit and area concerned) will allow for the quick appropriate response, and will allow the prevention of similar accidents in the future.

Initial reports should be delivered by e-mail or fax within 24 hours after the accident either by the person(s) involved or by those who witnessed the accident.

■ Prevention Measures

Whenever an accident occurs, the root cause and any contributing factors must be carefully clarified and resolved one by one. At the TEL Group, after reviewing each hazardous work that may lead to an accident, and the places where they were most likely to occur, we began conducting and promoting a procedure known as the Safety Management By Walking Around (SMBWA) as an effective means of preventing accidents. During these walking, participants strive to raise awareness of safety matters both within and outside the company by paying careful attention to each of dangerous practices and offering guidance on the use of protective equipment (helmets, safety glasses, safety shoes, safety harnesses, etc.).

As a result of these activities, we aim to reduce our 2001 Accident Reduction Target to 50% of the actual figures for 2000.



SMBWA in a clean room