Ajinomoto Group Sustainability Data Book 2018

Personnel and Labor-Related Data

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Scope of the personnel and labor-related data

The personnel and labor-related data of this section covers Ajinomoto Co., Inc. and its consolidated subsidiaries (35 in Japan, 64 overseas) as of March 31 2018.

Definitions of terms

Employees — Directly employed management, non-management and contract staff
Temporary staff — Directly employed contract and temporary staff, including part-time employees
Executive — Directors, auditors, advisors, executive officers or a higher position (excluding part-timers)
Management — Employees in the position of section manager, a position equivalent to section manager, or a position higher
than section manager (excluding executives)



Personnel and labor-related data

Number of Aiinomoto Group employees

			FY2017			FY2016			FY2015	
		Total	Male	Female	Total	Male	Female	Total	Male	Fema
omoto Gr	roup total	44,606	-	-	43,001	-	-	44,500	-	-
	Employees	34,452	24,550	9,902	32,734	23,607	9,127	33,295	24,259	9,0
	Management	4,921	3,861	1,060	4,488	3,626	862	4,803	4,003	8
	Non-management	29,460	20,639	8,821	28,170	19,931	8,239	28,419	20,208	8,
	Contract staff	71	50	21	76	50	26	73	48	
	Temporary staff	10,154	-	-	10,267	-	-	11,205	-	-
Japan		15,059	-	-	15,595	-	-	16,986	-	-
	Employees	9,213	6,999	2,214	9,450	7,281	2,169	10,425	8,042	2,
	Management	2,221	2,056	165	2,278	2,118	160	2,692	2,527	
	Non-management	6,921	4,893	2,028	7,096	5,113	1,983	7,660	5,467	2,
	Contract staff	, 71	50	21	, 76	50	26	73	48	,
	Temporary staff	5,846	-	_	6,145	-	-	6,561	_	-
Aii	nomoto Co., Inc.	3,896	2,614	1,282	3,898	2,623	1,275	3,912	2,633	1,
	Employees	3,464	2,429	1,035	3,459	2,449	1,010	3,477	2,473	.,
	Management	1,071	974	97	1,078	985	93	1,090	1,004	
	Non-management	2,322	1,405	917	2,305	1,414	891	2,314	1,421	
	Contract staff	71	50	21	76	50	26	73	48	
	Temporary staff	432	185	247	439	174	265	435	160	
Gro	oup companies in Japan	11,163	-	-	11,697	-	-	13,074	-	
	Employees	5,749	4,570	1,179	5,991	4,832	1,159	6,948	5,569	- 1
	Management	1,150	1,082	68	1,200	1,133	67	1,602	1,523	1
	Non-management	4,599	3,488	1,111	4,791	3,699	1,092	5,346	4,046	1.
	Temporary staff	5,414	3,400	1,111	5,706	-	1,032	6,126	4,040	1
Oversea		29,547	-	-	27,406	-	-	27,514	-	-
Oversea							-		-	-
	Employees	25,239	17,551	7,688	23,284	16,326	6,958	22,870	16,217	6,
	Management	2,700	1,805	895	2,210	1,508	702	2,111	1,476	
	Non-management	22,539	15,746	6,793	21,074	14,818	6,256	20,759	14,741	6,
	Temporary staff	4,308	-	-	4,122	-	-	4,644	-	-
As		17,880	-	-	17,269	-	-	17,489	-	-
	Employees	14,105	9,772	4,333	13,571	9,404	4,167	13,292	9,274	4
	Management	1,532	981	551	1,153	820	333	1,106	764	
	Non-management	12,573	8,791	3,782	12,418	8,584	3,834	12,186	8,510	3
	Temporary staff	3,775	-	-	3,698	-	-	4,197	-	-
Eu	rope and Africa	3,899	-	-	2,887	-	-	2,897	-	-
	Employees	3,450	2,437	1,013	2,479	1,931	548	2,468	1,961	
	Management	393	282	111	308	223	85	298	215	
	Non-management	3,057	2,155	902	2,171	1,708	463	2,170	1,746	
	Temporary staff	449	-	-	408	-	-	429	-	-
Th	e Americas	7,768	-	-	7,250	-	-	7,128	-	-
	Employees	7,684	5,342	2,342	7,234	4,991	2,243	7,110	4,982	2
	Management	775	542	233	749	465	284	707	497	
	Management									
	Non-management	6,909	4,800	2,109	6,485	4,526	1,959	6,403	4,485	1,

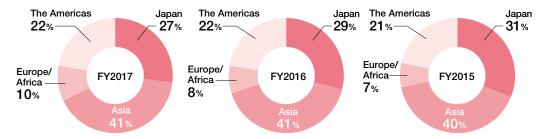
Ratio of locally hired overseas executives

Ratio of locally hired overseas executives (perso						
	FY2017	FY2016	FY2015			
Total overseas executives	178	180	187			
Local executives	73	79	78			
Local executive ratio	41%	44%	42%			

I Ajinomoto Group employee ratio

				FY2017			FY2016			FY2015	
			Total	Male	Female	Total	Male	Female	Total	Male	Female
omote	o Grou	up total	100%	-	-	100%	-	-	100%	-	-
	Γ	Employees	77%	(71%)	(29%)	76%	(72%)	(28%)	75%	(73%)	(27%
		Management	11%	(78%)	(22%)	10%	(81%)	(19%)	11%	(84%)	(16%
		Non-management	66%	(70%)	(30%)	66%	(71%)	(29%)	64%	(71%)	(29%
		Contract staff	0%	(70%)	(30%)	0%	(66%)	(34%)	0%	(66%)	(34%
	-	Temporary staff	23%	-	-	24%	-	-	25%	-	-
Japa		ionporal y otali	100%	_	_	100%	_	_	100%	_	-
	Г	Employees	61%	(76%)	(24%)	61%	(77%)	(23%)	61%	(77%)	(23%
		Management	15%	(93%)	(7%)	15%	(93%)	(7%)	16%	(94%)	(6%
		Non-management	46%	(71%)	(29%)	46%	(72%)	(28%)	45%	(71%)	(29%
		Contract staff	0%	(70%)	(30%)	0%	(66%)	(34%)	40 <i>%</i>	(66%)	(34%
		Temporary staff	39%	(1070)	-	39%	-	(0+/0)	39%	(00 /0)	(0+/
	(the second sec	omoto Co., Inc.	100%	- (67%)	(33%)	100%	- (67%)	(33%)	100%	(67%)	(33%
				(67%)	. ,					(71%)	
		Employees	89%	(70%)	(30%)	89%	(71%)	(29%)	89%	1	(29%
		Management	27%	(91%)	(9%)	28%	(91%)	(9%)	28%	(92%)	(89
		Non-management	60%	(61%)	(39%)	59%	(61%)	(39%)	59%	(61%)	(39%
		Contract staff	2%	(70%)	(30%)	2%	(66%)	(34%)	2%	(66%)	(349
		Temporary staff	11%	(43%)	(57%)	11%	(40%)	(60%)	11%	(37%)	(63%
		o companies in Japan	100%	-	-	100%	-	-	100%	-	-
		Employees	52%	(79%)	(21%)	51%	(81%)	(19%)	53%	(80%)	(20%
		Management	10%	(94%)	(6%)	10%	(94%)	(6%)	12%	(95%)	(59
		Non-management	41%	(76%)	(24%)	41%	(77%)	(23%)	41%	(76%)	(249
		Temporary staff	48%	-	-	49%	-	-	47%	-	-
Ove	rseas		100%	-	-	100%	-	-	100%	-	-
		Employees	85%	(70%)	(30%)	85%	(70%)	(30%)	83%	(71%)	(29%
		Management	9%	(67%)	(33%)	8%	(68%)	(32%)	8%	(70%)	(30%
		Non-management	76%	(70%)	(30%)	77%	(70%)	(30%)	75%	(71%)	(29%
		Temporary staff	15%	-	-	15%	-	-	17%	-	-
	Asia		100%	-	-	100%	-	-	100%	-	-
		Employees	79%	(69%)	(31%)	79%	(69%)	(31%)	76%	(70%)	(30%
		Management	9%	(64%)	(36%)	7%	(71%)	(29%)	6%	(69%)	(31%
		Non-management	70%	(70%)	(30%)	72%	(69%)	(31%)	70%	(70%)	(30%
		Temporary staff	21%	-	-	21%	-	-	24%	-	-
	Euro	pe and Africa	100%	-	-	100%	-	-	100%	-	-
		Employees	88%	(71%)	(29%)	86%	(78%)	(22%)	85%	(79%)	(219
		Management	10%	(72%)	(28%)	11%	(72%)	(28%)	10%	(72%)	(289
		Non-management	78%	(70%)	(30%)	75%	(79%)	(21%)	75%	(80%)	(209
		Temporary staff	12%	-	-	14%	-	-	15%	-	-
		Americas	100%	-	-	100%	-	-	100%	-	-
		Employees	99%	(70%)	(30%)	100%	(69%)	(31%)	100%	(70%)	(30)
		Management	10%	(70%)	(30%)	10%	(62%)	(38%)	10%	(70%)	(30)
			89%	(69%)	(31%)	89%	(70%)	(30%)	90%	(70%)	(30%
		Non-management	89%								

Group employees by region



(persons)

Number of new hires, retention rate

					FY2017			FY2016			FY2015		
				Total	Male	Female	Total	Male	Female	Total	Male	Female	
	r of nev ew grad		: + mid-career)	6,882	-	-	7,072	-	-	5,365	-	-	
Ja	apan			384	-	-	356	-	-	376	-	-	
	Ajin	omoto	o Co., Inc.	119	66	53	107	75	32	66	45	:	
		New	graduates	85	45	40	64	42	22	55	35	:	
		Mid-	career	34	21	13	43	33	10	11	10		
			Management	9	7	2	6	5	1	3	3		
			Non-management	25	14	11	37	28	9	8	7		
	Gro	up com	panies in Japan	265	-	-	249	-	-	310	-	-	
0	versea	s		6,498	-	-	6,716	-	-	4,989	-	-	
	Asia	a		4,662	-	-	4,558	-	-	4,061	-	-	
	Eur	ope a	nd Africa	376	-	-	189	-	-	184	-	-	
	The	Ame	ricas	1,460	-	-	1,969	-	-	744	-	-	
feren	ice: Ret	entior	n rate (3 years) t	for new gradu	ates								
Aji	inomot	o Co.,	Inc.	95.7%	97.9%	90.9%	95.0%	93.5%	100.0%	97.8%	96.4%	100.0	

I Number of retirees, turnover, reemployment

				FY2017		FY2016			FY2015		
			Total	Male	Female	Total	Male	Female	Total	Male	Female
al nun	nber o	of retirees	6,867	-	-	7,674	-	-	5,469	-	-
Jap	an		352	-	-	422	-	-	416	-	-
		Retired	151	-	-	154	-	-	161	-	-
		Resigned for personal reasons	201	-	-	268	-	-	255	-	-
	Ajino	omoto Co., Inc.	99	82	17	118	89	29	83	58	
		Retired	51	46	5	60	48	12	44	33	
		Resigned for personal reasons	48	36	12	58	41	17	39	25	
	Grou	ip companies in Japan	253	-	-	304	-	-	333	-	-
		Retired	100	-	-	94	-	-	117	-	-
		Resigned for personal reasons	153	-	-	210	-	-	216	-	-
	erseas	Resigned for person- al reasons, etc.	6,515	-	-	7,252	-	-	5,053	-	-
nover	.[1]										
	Ajino	omoto Co., Inc.	1.2%	1.2%	1.1%	1.6%	1.6%	1.7%	1.1%	1.0%	1.4
emplo	oyed a	after retirement ^[2]			`		`				
Jap	an		145	-	-	164	-	-	157	-	-
	Ajino	omoto Co., Inc.	28	-	-	35	-	-	23	-	-
		Under reemployment program	4	0	4	4	0	4	0	0	
		Seniors (after retirement)	24	-	-	31	-	-	23	-	-
	Grou	p companies in Japan ^[3]	117	-	-	129	-	-	134	-	-
erence	e: Nun	nber of employees re	egistered in re	employmen	t program (Aj	inomoto Co.,	Inc.)				
Emp	ployee	es registered	47	3	44	52	2	50	52	2	
	New	vly registered	7	1	6	7	0	7	11	1	

[1] Only includes employees resign for personal reasons [2] Japan only [3] Total numbers

I Number of personnel with disabilities (Japan only)

		As of June 1, 2018 ^[4]	As of June 1, 2017	As of June 1, 2016
Employees	s (persons)			
Japan		333.5	305	328
	Ajinomoto Co., Inc.	90	88	90
	Group companies in Japan	243.5	217	238
Percentage	e of workforce rate			
Japan		2.21%	2.07%	2.12%
	Ajinomoto Co., Inc.	1.95%	1.91%	1.93%
	Group companies in Japan	2.33%	2.14%	2.12%

[4] For group companies in Japan, numbers refer to 23 companies with 45.5 or more regular workers, among the 30 consolidated subsidiaries in Japan, and a special-purpose subsidiary Ajinomoto Mirai Co., Ltd.

Employee statistics

			FY2017			FY2016			FY2015		
		Total	Male	Female	Total	Male	Female	Total	Male	Female	
Average	age										
lana	Ajinomoto Co., Inc.	43.1	44	41.1	43.0	43.7	40.9	42.6	43.4	40.4	
Japai	Group companies in Japan	42.6	-	-	41.2	-	-	41.7	-	-	
Overs	Overseas		-	-	36.6	-	-	36.2	-	-	
Average	years of employment										
lana	Ajinomoto Co., Inc.	19.6	20.2	17.9	19.4	20.0	17.8	19.1	19.8	17.3	
Japai	Group companies in Japan	13.2	-	-	13.9	-	-	13.9	-	-	
Overs	seas	8.9	-	-	8.9	-	-	8.8	-	-	
Average	annual salary ^[5] (thousan	d yen)									
	Ajinomoto Co., Inc.	9,458	-	-	9,525	-	-	9,512	-	-	

[5] Average for employees (excluding contract staff)

Working hours and employee usage of work-life balance and related programs (Ajinomoto Co., Inc. only)

			FY2017			FY2016		FY2015		
		Total	Male	Female	Total	Male	Female	Total	Male	Female
orking hou	rs									
Average a	nnual working hours	1,827	-	-	1,889	-	-	1,947	-	-
Average r working h	non-statutory nours	54	-	-	126	-	-	166	-	-
Average p	paid leave days	16.9	-	-	17.4	-	-	16.7	-	-
Paid leav	e utilization rate	87.0%	-	-	89.2%	-	-	85.6%	-	-
rk-life bal	ance (WLB) – Par	enting leav	e program							
Number	of users									
Parenting	g leave	149	27	122	157	32	125	123	10	113
Part-time	e parenting and work	157	0	157	182	0	182	164	1	163
Childcare	eleave	25	2	23	39	3	36	38	3	35
Usage ra	atio									
Parenting	j leave	-	21.3%	100.0%	-	25.5%	100.0%	-	6.6%	100.0%
Average p usage da	parenting leave ys	-	16	288	-	27	332	-	14	262
Reinstate	ement rate	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
rk-life bal	ance (WLB) – Rel	ated progra	ams	`	· · · · ·					
Number	of users									
Nursing a	care leave	14	5	9	14	5	9	10	6	4
Nursing o ment	care temporary retire-	1	0	1	0	0	0	1	0	1
Part-time	e family care and work	1	0	1	1	0	1	1	0	1
Accumul	ated paid leave	85	32	53	104	41	63	83	27	56
Telecomr	nuting ^[6]	-	-	-	-	-	-	133	69	64
Rejuvena	ation leave	142	-	-	155	-	-	181	-	-
Volunteer	r leave	42	-	-	55	-	-	57	-	-

[6] Introduced in October 2014

I Education and training (Ajinomoto Co., Inc. only)

	FY2017	FY2016	FY2015
Annual expenditures for education and training (million yen)		504	470

Safety and health (Ajinomoto Co., Inc. only)

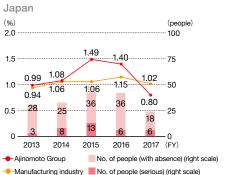
	FY2017	FY2016	FY2015
Number of employees taking mental health leave (persons)	45	31	34

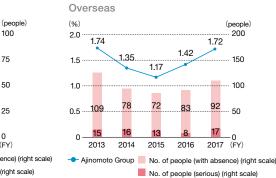
Work-life balance (WLB) -related systems of Ajinomoto Co., Inc.

S	ystems	Details			
Anywhere office		Allows employees to work on eligible tasks at home or at a satellite office up to 4 days per week when approved by the Company.			
Super flextime		Flextime system without setting core time, or a time zone in which working is required, aimed at supporting efficient fulfillment of work duties and improving WLB.			
Hourly paid leave syst	tem	Allows employees to take paid leave of up to 16 hours per year in hourly units.			
Child care leave syste	m	Allows employees with children who have not yet entered junior high school to take up to 10 days of childcare leave per fiscal year per child.			
Volunteer leave system	m	Allows employees to take volunteer leave of up to 8 days per fiscal year in case he or she is qualified for volunteer work by an NPO, social welfare foundation, or other organization.			
WLB leave system		Allows employees to take 3 consecutive days of leave separate from ordinary paid leave (once per year).			
Refreshment leave sy	stem	Allows employees to take rejuvenation leave of 9, 16, 30, and 16 days one time in the a anges of 25–32, 33–40, 41–48, and 49–56, respectively.			
WLB short working	Short time work for childcare	Allows employees to take leave up to 2 hours and 30 minutes per day until the child enters the 4th grade of elementary school.			
hours system	Short time work for nursing care	Allows employees to take leave up to 2 hours and 30 minutes per day to provide care for certain family members until such care is no longer needed.			
Area application syste	em	Allows employees to request to work in a specific area due to childcare, family care, or other applicable reasons (global employees: no transfer, regional employees: transfer to area different from that when hired).			
	Temporary retirement for child care	Allows employees to take leave until the last day of April following the child's 1st birthday. A total of 15 days paid leave is provided.			
	Temporary retirement for nursing care	Allows employees to take leave up to 1 year to care for a spouse, parents, or family within the 2nd-degree of kinship whom the employee supports.			
WLB temporary retirement system	Temporary retirement for infertility treatment	Allows employees to take leave once in principle, up to 1 year, to receive advanced reproductive therapy.			
	Temporary retirement for accompanying spouse on job transfer	Allows employees to take leave once, for a period between 1 and 3 years, to accompany their spouse on a job transfer that requires the spouse to change residence.			
Reemployment syster	n	Allows employees to register for reemployment in the event that retirement was unavoidable due to childbirth and newborn care, family and child care, or relocation because of marriage or spouse's job transfer.			

Occupational safety and health activities

Frequency of serious accidents and accidents with absence, and number of accident victims^[7]





[7] Data from Ajinomoto Foods North America, Inc. (formerly Ajinomoto Windsor, Inc.) and KUKRE GIDA A.S. (currently AJINOMOTO ISTANBUL FOOD INDUSTRY AND TRADE LTD. CO.) were added in fiscal 2017.

I Number of caught-in accident victims

	FY2013	FY2014	FY2015	FY2016	FY2017
Japan	1(1)	6(4)	2(1)	2(1)	1(1)
Overseas ^[8]	3	3(2)	3(2)	3(0)	9(7)

[8] Overseas figures include only serious accident victims up to fiscal 2013, and both victims of serious accident and accident with absence from fiscal 2014 onward.

I Number of fall accident victims

People, serious accident victims in ()

	FY2013	FY2014	FY2015	FY2016	FY2017
Japan	8(0)	6(2)	18(5)	14(2)	6(3)
Overseas ^[9]	1	13(3)	13(0)	6(1)	9(1)

[9] Overseas figures include only serious accident victims up to fiscal 2013, and both victims of serious accident and accident with absence from fiscal 2014 onward.

I Number of low back pain incidents

	People, serious incidents in (
	FY2013	FY2014	FY2015	FY2016	FY2017	
Japan ^[10]	5(0)	1(0)	8(0)	6(0)	3(0)	

[10] The number is available only for group companies in Japan.

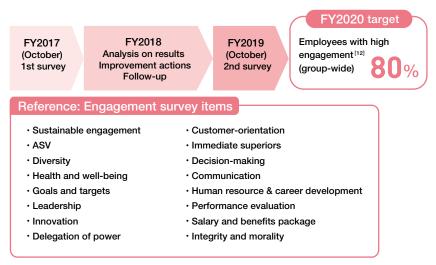
Number of victims of traffic accident causing bodily injury

People							
	FY2013	FY2014	FY2015	FY2016	FY2017		
Japan ^[11]	21	21	9	4	3		

[11] The number is available only for group companies in Japan.

Global engagement survey

The Ajinomoto Group puts great emphasis on improving each employee's engagement as a means of encouraging self-directed employee growth. Strong job and life satisfaction and highly motivated active working lead to better individual career progression and corporate growth, and overall enhancement of corporate value. The Group assesses employee engagement quantitatively by conducting a survey to understand issues and take actions using the PDCA cycle.



[12] Percentage of employees that support the goals and targets of the company and feel engaged as they work toward the sustainable growth of the company.

Fiscal 2017 engagement survey results

The first engagement survey in October 2017 targeted approximately 33,000 employees across about 100 group companies. The survey revealed that 79% responded favorably on the issue of sustainable engagement and 76% on their own health and well-being.

In fiscal 2018, each organization will consider and implement tailored action plans based on their individual survey results, with the aim of increasing the scores in the next engagement survey scheduled for October 2019.



[13] Percentage of employees that feel the company is considering their health and that are highly motivated to work in the company with a good work-life balance.

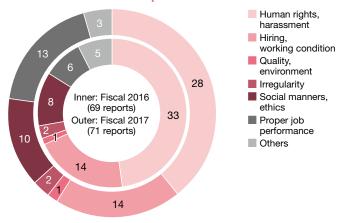
Expansion of the whistleblower hotline

The Ajinomoto Group has established the hotline as a whistleblower system that enables officers and employees, including parttime and temporary workers, to make reports or seek advice by phone, e-mail, fax, letter, or other means.

Using the guidelines to institute an internal reporting system based on the Whistleblower Protection Act, published by the Consumer Affairs Agency of Japan in December 2016, and actual usage of the current hotline, the Group developed its services and multiplied reporting channels starting from May 2018.

A supplier hotline was also created in June 2018 to receive reports from suppliers and facilitate the early detection and correction of Ajinomoto Group officer and employee behaviors that are potentially in violation of the law or AGP. Ultimately, the system will also be used to detect human rights, environmental and other violations in the supply chain.

Number of hotline reports ^[14]



[14] Multiple issues were reported in some cases