

## Diversity Committee activity report and plan

The Diversity Committee is propagating diversity and inclusion by trialing and introducing new systems, conducting internal training, and interacting with external organizations, in order to create a company culture in which a diverse range of employees can work.

### Main activities

#### 1. Introduction of flexi-time system at PARCO store offices

In May 2016, PARCO made the flexible working system that had already been introduced at head office available to PARCO employees working in the offices at all 18 PARCO stores across Japan. The introduction of this system allows more flexible work styles, such as adjusting working hours to fit with the kind of work done, and leads to more effective working.

#### 2. Work from home trials

We are promoting the introduction of systems that facilitate greater participation and provide an environment that makes it easier to maintain a work-life balance. As part of this, we are conducting work-from-home trials for employees with childcare or nursing-care responsibilities and other constraints on their time. This has currently been introduced at PARCO Space Systems and introduction at PARCO is under consideration.

#### 3. Seminars for female employees

The Diversity Committee is hosting training and seminars for female employees of PARCO Group companies. In July 2016, we held a 'seminar for working women', in which we shared examples of role models, and conducted career-planning workshops amongst other activities.



#### 4. Employee child-raising networking

The regular working mothers' meetings that were part of the previous 'PARCO Women's Network' have been expanded to include men and will continue as 'employee child-raising meetings'. Participants share their struggles and exchange information about balancing childcare and work. Views and ideas from employees raising children are also being shared with each department.

### Activity plan for second half of fiscal 2016

1. Support diverse human resources	<ul style="list-style-type: none"> <li>• Support employees raising children</li> <li>• Promote the active participation of women</li> <li>• Improve awareness among management</li> </ul>	<ul style="list-style-type: none"> <li>• Hold regular employee child-raising meetings</li> <li>• Interact with external organizations</li> <li>• Hold lectures on diversity as a management strategy</li> </ul>
2. Promote diverse work styles	<ul style="list-style-type: none"> <li>• Make work more efficient</li> <li>• Make innovative changes to workplaces</li> <li>• Review working styles at stores and business locations</li> </ul>	<ul style="list-style-type: none"> <li>• Reduce meetings and paper materials, review of work processes</li> <li>• Innovate work styles, apply ICT</li> <li>• Analyze work at stores, test new working arrangements</li> </ul>
3. Implement diverse approaches	<ul style="list-style-type: none"> <li>• Encourage information sharing between group employees</li> </ul>	<ul style="list-style-type: none"> <li>• Hold networking sessions</li> <li>• Begin trials of internal SNS</li> <li>• Consider how to effectively use communication spaces</li> </ul>
4. Foster an inclusive corporate culture	<p>Advance diversity</p> <ul style="list-style-type: none"> <li>• Conduct an awareness survey</li> <li>• Foster understanding within the company</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct diversity awareness survey</li> <li>• Share management interviews and messages</li> <li>• Share success stories</li> </ul>

### Examples of Committee activities

#### 1. 'Iku-carri support project - balancing childcare and careers' discussion meeting with external organizations

The Diversity Committee has been actively collaborating with external organizations to support the career goals of our female employees since the time of PARCO Women's Network. In October 2016, PARCO was one of 12 companies from different business

areas that jointly held a discussion meeting on 'Iku-carri support project - balancing childcare and careers'. It was attended by 125 people in total, including male employees from the PARCO Group. The sharing of diverse case studies and experiences was seen as beneficial for the long-term career planning of individual participants.

## **2. 'Diversity as a management strategy' seminar with external lecturer**

In September, a seminar for PARCO Group management members was given by an external lecturer with the goal of deepening understanding of diversity management.



## **3. Awareness survey of group employees**

To deepen understanding of diversity management, a diversity awareness survey targeting all PARCO Group employees was carried out in collaboration with the University of Tokyo and Business Research Lab, Inc. The results of the survey were reported to PARCO Group management in October.

## **4. Launch of internal SNS trials**

In September 2016, trials started of an internal SNS system including all PARCO employees and some employees of PARCO Group with the aim of making work more efficient and cultivating and implementing new business ideas by making communication within the PARCO Group more dynamic.

## **5. Innovation in work styles**

The Diversity Committee is aiming to make work more efficient by promoting innovation in working styles, such as changing the flow of meetings and reducing supplementary materials in paper. Examples of good practice from trials are being shared and an approach is being taken that covers both the practical and soft aspects of creating a good working environment.