# Risk Management

To ensure continued growth, the Minebea Group has put in place a risk management system capable of accurately assessing and managing risk.

### **Basic Approach**

Because our response to risk situations could profoundly affect the Group, we believe that risk management is vital to the management of the company. We established the Minebea Group Basic Rules for Risk Management which define preventive measures we should have in place, our response in crisis situations, and the type of system the group should put in place. To minimize the effect of risk situations on the company's business, we are working to establish and improve our risk management system.

### **Risk Management System**

At the Minebea Group, the Representative Director, President and Chief Executive Officer has final responsibility for risk management, with major decisions regarding risk management being made by the Risk Management Committee. As a precautionary measure, Minebea attempts to predict and classify tangible risks in advance, and remains vigilant against such risks. In the unlikely event of an emergency, the severity of the situation is assigned a level of one to three, and after consultation by the Risk Management Committee, management headquarters and local countermeasures offices are established, to respond rapidly and effectively to the situation. Further, Minebea has organized a system under which, depending on the nature of the risk being managed, a supervisory division may be appointed to handle a situation for which it will draft and implement responses.

# Information Security Structure Information Security Committee Information Security Taskforce Supervisors (by country) User divisions Taskforce overseeing leader /Leader Information security manager User system manager

### Information Security Structure

The Minebea Group believes that protecting information received from stakeholders as well as our own information assets is essential for building a relationship of trust. We have therefore established the Minebea and Minebea Group Basic Policy for Protection of Confidential Information (Information Security Basic Policy), which we thoroughly implement.

Our Information Security Committee, established to protect information assets and headed by senior executive officers, is under the direct supervision of the president, and is composed of Information Security Taskforces that implement measures in each country.

## Information Security Training

The Minebea Group believes that improving employee awareness is the most vital factor for achieving thorough information security. To that end, we have created clear standards for information security training, centering on our Information Security Taskforces, and are working to disseminate this knowledge among our employees.

### Initiatives to Protect Personal Information

Personal information retained by the Minebea Group is managed in accordance with our Personal Information Protection Policy. The purposes for which this information is used have also been clearly defined and we strictly adhere to the parameters for scope of use of the information.

### **BCP** Initiatives

In the event of a widespread disaster, influenza, terrorism incidents or other emergencies, the Minebea Group will ensure the safety of its employees and their families. To deal with such eventualities, we have created the Minebea Group Basic Rules for Risk Management, to meet our responsibilities to our customers as the component manufacturer with the world's largest market share, and to keep disruption of our business to a minimum. Specifically, we have created an emergency manual, reinforced our plants against earthquakes, stored emergency food supplies, and adopted a system to confirm the safety of our personnel. We will further strengthen our risk management systems and are working to develop a company-wide BCP (business continuity plan).