



# **Corporate Report 2017**



Mitsubishi Paper Mills Ltd.

# **Editorial Policy**

Mitsubishi Paper Mills publishes the Mitsubishi Paper Mills Corporate Report to provide stakeholders with a better understanding of the Group's overall business activity

In these pages, we report on the Mitsubishi Paper Mills Group's corporate value building activities, which seek to bring about a more sustainable society.

### Scope

In principle, the companies included are Mitsubishi Paper Mills and its consolidated subsidiaries (19 companies in Japan and 7 companies overseas), as well as its equity-method affiliates (2 companies in Japan, 1 company overseas).

Specific mention is made for companies outside the scope.

### ■ Reporting Period

The reporting period is fiscal 2017 (April 1, 2016 to March 31, 2017), with some content falling outside this period.

### **■** Guidelines Referenced

ISO 26000

GRI Sustainability Reporting Guideline, 4th Edition

Environmental Reporting Guidelines (2012 Edition), Ministry of the Environment

# **Our Website**

The Mitsubishi Paper Mills website provides a range of information on subjects that include CSR and the environment, investor relations, products and services, research and development, basic data on the company, and hiring.

### CSR / Environment

CSR reports, corporate reports

https://www.mpm.co.jp/eng/env/index.html

### Investor Relations

Annual Business Report

https://www.mpm.co.jp/eng/ir/library/annual-business-report.html

Mid-Term Management Plan

https://www.mpm.co.jp/eng/ir/library/midplan.html

Annual report

https://www.mpm.co.jp/eng/ir/library/annual-report.html

### ■ Products and Services

https://www.mpm.co.jp/eng/products/index.html

### Research & Development

https://www.mpm.co.jp/eng/rd/index.html, etc.



Cover photo: Tree planting event at a company-owned forest in Murabi (Fukushima Prefecture)

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# **Message from the President**

- Guided by the corporate philosophy of the Mitsubishi Paper Mills Group, we will build a solid business foundation unaffected by changes in the external environment and make efforts to improve corporate value.
- We will conduct distinctive CSR activities that leverage the Mitsubishi Paper Mills Group businesses, and will work to fulfill our responsibility to society while contributing to a sustainable society.



Kunio Suzuki, President and Chief Executive Officer



# **Aims of the Mitsubishi Paper Mills Group**

Throughout its 119 years of history, the Mitsubishi Paper Mills Group with its challenging spirit and technology conscious mind-set has been contributing to furthering information culture by providing society with high value-added products that continually satisfy the needs of the times. In addition to printing and communication paper, our business now involves a range of media for a variety of recording methods that include magnetic, digital photography, silver halide photography, and inkjet printing. These efforts have seen us grow into a unique corporate group.

Now, the environment surrounding our business — in politics, the economy, society, and technology — is moving tumultuously and not showing any direction. Amid this rapidly changing macro environment, we began carrying out the Second Mid-Term Management Plan in April 2016. With "stabilization of profit through alliances" as a keyword, the plan is focused on building a solid business foundation unaffected by changes in the external environment, and we are now strongly promoting a number of measures.

To keep fulfilling our obligations to society while contributing to its betterment, we are focused on continuously improving corporate value in line with our corporate philosophy of "we aim to contribute to society by pursuing the world market, technological capabilities, and the global environment." We hope to have your continued and ever-increasing support in these endeavors.

# Mitsubishi Paper Mills Group Corporate Philosophy



We aim to contribute to society by pursuing the world market, technological capabilities, and the global environment.

### **Contributing through CSR Activities**

Ten years have passed since the Mitsubishi Paper Mills Group began conducting CSR activities in 2007. We understand the objective of CSR to be improving corporate value through gaining the trust and understanding of our stakeholders. Therefore, these 10 years has seen us conduct distinctive CSR activities that leverage the Group's lines of business and corporate resources to solve a variety of problems. In fiscal 2017, we made "ensuring the effectiveness of corporate governance" and "enhancing activities to ensure safety and health" our top priority issues. We also worked to offer more environmentally conscious products, including FSC-certified paper, which helps preserve forests, and the Thermal DigiPlate System, which reduces environmental impact.

In fiscal 2018, we have been listening to the suggestions of our stakeholders while considering the Group's business environment and conditions, and have put forth "ensuring product quality" and "enhancing activities to ensure safety and health" as our two top priority issues. "Ensuring product quality" will support efforts to strengthen alliances, a core objective of the Second Mid-Term Management Plan. "Enhancing activities to ensure safety and health" is an effort to "further strengthen safety measures in the manufacturing industry," an initiative currently being jointly pursued by government and private enterprises. In the days ahead, we will continue to actively communicate with our stakeholders as we fulfill our responsibilities to society and work towards making a more sustainable society.

# **Management Measures**

# **The Second Mid-Term Management Plan**

In order to deal with a business environment that is expected to become increasingly more severe in coming years, we formulated the Second Mid-Term Management Plan (April 2016 to March 2019) with its emphasis on "stabilization of profit through alliances." Based on this, we are proceeding to build and strengthen an earnings structure that cannot be easily affected by the external environment. In fiscal 2017, the first year of the plan, we were in line with the plan in terms of profit and loss.

### Second Mid-Term Management Plan Basic Principles and Efforts Being Made

Stabilize

profit through

alliances

# 1 Structural reform of the printing paper business

- Achieve a stable earnings structure not affected by the external environment through structural reform and strengthening our alliance with Oji Group.
- · Optimize our distribution and logistics systems.

# 2 Improving profit base

- Strengthen our alliance with Fujifilm Corporation to build an efficient production structure.
- Improve the profit base business by effectively using the business superiority and positioning of Mitsubishi Paper Mills.

# (3) Developing new businesses

- · Launch a biomass energy business in collaboration with Oji Group.
- · Strategically develop new businesses.
- · Make careful strategic and selective investments in the focus fields.

# 4 Strengthening business foundation and financial ground that will support the Group's earning power

- Work on the reconstruction of business processes and IT infrastructure to reform the Group's business structure.
- Promote further reduction of interest bearing debts, which we have reduced to the level they were at before the Great East Japan Earthquake, and thus strengthen the Group's financial base.

# Reform the printing paper business structure

Along with strengthening our alliances and stabilizing sales volume by both increasing sales of communication paper and expanding exports, we are focused on making our supply chain more efficient — that is, streamlining our distribution and logistics systems, from production sites to sales outlets — as a means to build a stable earnings structure that is not affected by external environment.

In our German business, we are beginning to see the effects of earnings-focused sales and cost reductions, and are planning further alliances in the global market.

# Improving our profit base

In the Imaging Media Business, we are strengthening business foundations by leveraging alliances and are taking our business to overseas markets and thereby making further improvements to existing products that are in the process of maturing.

The Speciality Materials Business is focused on expanding sales in Asian countries, in particular China, and in the U.S. and Europe through leveraging our positioning in the market and growing steadily in non-woven fabric, rewritable media, and other segments.

### **Developing new businesses**

We are expanding our business in markets new to us by stepping into growing areas such as functional films, based on imaging technologies, digital textile inkjet printing transfer paper, and by making the most of the superior quality of our battery separators. In particular, with respect to functional films, we have recently decided to install equipment dedicated to this purpose at the Kyoto Mill.

We are also looking to strengthen the profit base of our Hachinohe Mill. To this end, we are working with the Oji Group to establish a biomass energy business, and starting construction of a power plant which is scheduled to start operating in July 2019.

We have also reached an agreement to launch a household paper business in conjunction with the Oji Group at the Hachinohe Mill, and are now taking steps towards starting operations in 2019.

# Strengthening the business foundation and financial base that will support the Group's earning power

We have built a project system and are making progress towards its goal of rebuilding our business processes and IT infrastructure. The end of period outstanding interest-bearing debt and debt/equity ratio targets in the Second Mid-Term Management Plan have been reached ahead of plan.

We will continue to focus on achieving the final targets defined in the Second Mid-Term Management Plan.

### **Improving Corporate Value Enhancing CSR Activities Second Mid-Term Management Plan The Five Basic Policies Stabilization of Profit** Strengthening our CSR management through Alliances foundation Structural reform of the printing paper Promoting environmental management business Raising customer satisfaction levels by Improving profit base carefully addressing user needs Taking further measures to provide our Developing new business employees with a pleasant working Strengthening the business foundation environment and financial base that will support the Promoting activities that contribute to Group's earning power society

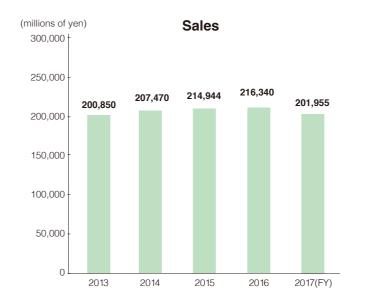
# **Consolidated Financial and Non-Financial Highlights**

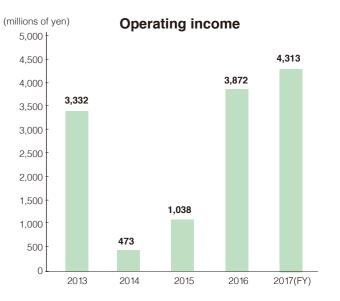
The fiscal year runs from April 1 to March 31.

Fiscal Year	2013	2014	2015	2016	2017
Profit and loss (millions of yen):	200 250	007.470	044044	010010	204.055
Net sales	200,850	207,470	214,944	216,340	201,955
Operating income	3,332	473	1,038	3,872	4,313
Net income (loss)	2,663	62	135	2,216	2,703
Profit attributable to shareholders of parent company	1,710	280	△4,272	2,217	1,152
Capital Investment	6,752	6,322	4,369	4,798	5,995
Cash flows (millions of yen):					
Cash flows from operating activities	7,269	12,222	3,907	12,626	19,839
Cash flows from investing activities	△12,182	△433	△1,168	△2,145	△7,070
Financial position (millions of yen):					
Total assets	2,652	2,586	2,535	2,412	2,359
Outstanding interest-bearing debt	1,553	1,490	1,448	1,388	1,257
Shareholders' equity	525	528	520	492	544
Per-share information*1 (yen):					
Earnings per share (EPS)	50.01	8.21	△124.96	64.85	33.72
Book-value per share (BPS)	1,536.28	1,543.13	1,521.56	1,440.45	1,591.00
Management indicators:					
Operating income margin (%)	1.7	0.2	0.5	1.8	2.1
Overseas sales ratio (%)	30	29	31	31	30
Equity capital ratio (%)	19.8	20.4	20.5	20.4	23.1
Return on equity (ROE) (%)*2	3.4	0.5	△8.2	4.4	2.2
D/E ratio*3	2.9	2.8	2.8	2.8	2.3
EBITDA (millions of yen)	14,469	11,687	11,993	14,534	14,767
Non-financial data:					
Employees*4	4,133	3,982	3,622	3,697	3,734
Employment rate of people with disabilities (%)	2.24	2.16	2.45	2.32	2.17
Industrial property rights	1,543	1,530	1,420	1,607	1,639
CO₂ emissions*5 (1,000 tons)	999	946	947	959	957
CO <sub>2</sub> emission intensity*5 (in tons / ton of product)	1.05	1.05	1.06	1.04	1.04

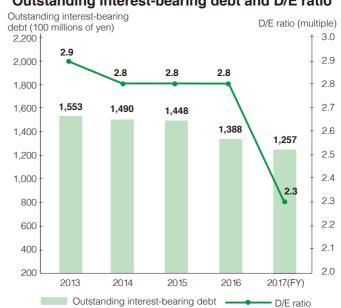


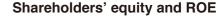
<sup>\*2</sup> Return on equity (ROE) = Profit attributable to owners of parent / (net assets - non-controlling interest)

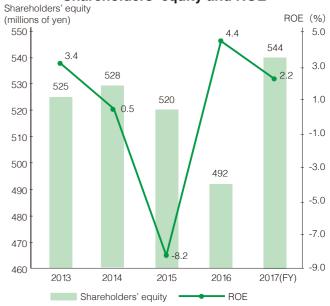




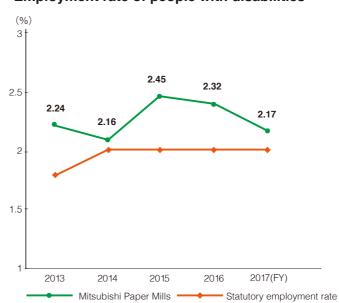
### Outstanding interest-bearing debt and D/E ratio



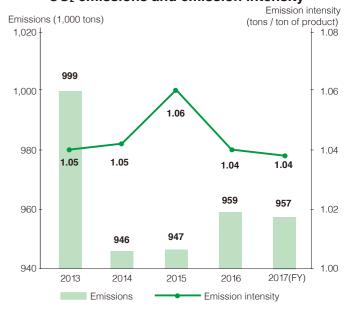




### Employment rate of people with disabilities



### CO<sub>2</sub> emissions and emission intensity



<sup>\*3</sup> D/E ratio = Interest-bearing debt / Shareholders' equity

<sup>%4</sup> Employees denotes full-time employees and does not include temporary workers

<sup>\*5</sup> Scope of calculations: Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site, Speciality Materials R&D Laboratory, Kitakami HiTec Paper Corporation, Toho Tokushu Pulp Co., Ltd., KJ Specialty Paper

# **Special Feature 1: Launch of Joint Biomass Energy Business**

When Japan was beset by power shortages in the wake of the Great East Japan Earthquake, the Hachinohe Mill made the restoration of the damaged in-house power plant its top priority and was one of the first to provide electricity to utility companies.

We have since been in the business of selling electricity using our spare capacity. Now, we are planning to launch a full-scale renewable energy business in conjunction with the Oji Group that will entail building one of Japan's largest biomass power plants at the Hachinohe Mill site.



Hachinohe Mill's in-house power plant

# Biomass Energy Business in Conjunction with the Oji Group

Through joint investment with Oji Green Resources Co., Ltd., which has superior expertise in operating a power generation business and procuring fuel, we will make the most of the excellent location of the oceanfront Hachinohe Mill and our power plant operation capabilities to operate a competitive joint biomass energy business making use of the renewable energy feed-in-tariff.

# Mitsubishi Paper Mills

- · Excellent location of an oceanfront mill
- · Power plant operation capabilities and expertise as a paper manufacturer



# Oji Green Resources Co., Ltd.

· Expertise in operating an energy business and procuring fuel

# Strengthening the profit base of the Hachinohe site Expected start of business

**July 2019** 

### Overview: Utilizing a feed-in-tariff

- Company: MPM OJI Eco-Energy Co., Ltd. (Mitsubishi Paper Mills' stake: 45%, Oji Green Resources' stake: 55%)
- Location: Premises of Mitsubishi Paper Mills' Hachinohe Mill
- Sales: About ¥11 billion
- Investment amount: ¥24 billion

(boilers, turbines, and other major equipment are leased)

# **About the Hachinohe Eco-Energy Power Plant**

The Hachinohe Eco-Energy Power Plant will be built at the Hachinohe Mill site, with a layout that takes advantage of the strengths of an oceanfront mill. The facility will use the latest circulating fluidized bed boilers and will burn wood chips and palm kernel shells (PKS) for fuel. Its planned power output will be among the largest of all biomass power plants in Japan.

Power plant operation and maintenance will be handled by Mitsubishi Paper Mills. Fuel will be procured by Oji Green Resources Co., Ltd. and the Oji Group from overseas, and the Hachinohe Mill's chip transport equipment and the loading, unloading, and transport capabilities of the Port of Hachinohe will be fully used.

The plant is also expected to create jobs in, and stimulate, the local economy.

### 3D CG showing completed plant



### Boilers

- (1) Manufacturers JFE Engineering Corporation and VALMET
- (2) Evaporation capacity: 265 t/h

### **■** Turbine generators

- (1) Manufacturers Kawasaki Heavy Industries, Ltd. and TOSHIBA MITSUBISHI-ELECTRIC INDUSTRIAL SYSTEMS CORPORATION
- (2) Output: 74,950 kw

### **Business progress**

MPM OJI Eco-Energy Co., Ltd. was established on March 1, 2016 to run a biomass energy business. Orders were placed for all major equipment and major construction, and construction began in May 2017.

Construction work is currently under way aiming for beginning trial operation in February 2019 and full-scale operation in July 2019.



Power plant groundbreaking ceremony (May 9, 2017)

### **Explanation of terms**

### \* What is PKS (palm kernel shell)?

PKS refers to the kernel shells that are left after extracting palm oil from palm kernel seeds. Since these are a form of agricultural residue, using these as fuel is an effective use of a resource.

### \* What is a feed-in-tariff for renewable energy?

It is a mechanism whereby a utility company purchases electricity generated from renewable sources at a fixed price for 20 years as a means to promote greater use of renewable energy.

# Special Feature 2: Mitsubishi Paper Mills Group Companies — KJ SPECIALTY PAPER Co., Ltd.

# Manufacturing specialty paper essential to the development of industry and used the world over.

With its head office and factory located in Fuji City, KJ Specialty Paper has been engaged in the research and development of specialty paper for over 70 years, and has brought the world unique products with high added value. Its products are used for a broad range of applications that include building materials, industry, and medicine. The company has maintained a steady focus on leveraging Mitsubishi Paper Mills' strengths to develop special products that have been well received overseas, too, and has increased its overseas sales ratio year after year. In the months and years ahead, KJ Specialty Paper will work to enhance its lineup of competitive products made with advanced technologies while aggressively seeking to expand business overseas.



KJ Specialty Paper head office and mill (boxed area)

### **KJ Specialty Paper's Strengths**

KJ Specialty Paper's business model provides products that leverage core technologies, such as papermaking, impregnation, coating, laminating, and dispersion, to achieve a stable standard of quality while meticulously satisfying the wide range of customer needs.

### **Papermaking Technologies**

 Papermaking technologies to produce papers containing pigments, non-wood fibers, synthetic fibers, inorganic fibers, and decorative materials

### Impregnation and **Coating Technologies**

Impregnation and coating technologies to impart additional function such as water- and solvent-resistance, and

### **Lamination Technologies**

Lamination technologies that allow the use of thin materials and adhesives with strong solvent resistance

### **Dispersion Technologies**

Dispersion technologies used for applications such as highly-concentrated carbon nano-tube dispersion liquids

# **KJ Specialty Paper's Strengths**

# **Foreign Substance Control**

A clean facility and an online contamination control system that makes it possible to provide medical and electronic materials

### **Quality Control**

Tens of thousands of color recipes and a production management and quality control systems that makes possible a stable supply of these colors



### **Small Lots and Short Lead Times**

Highly-accommodating manufacturing and shipping systems that are exacting in satisfying customer requests

### **Product Development**

A system for developing products based on constant feedback from





### **KJ Specialty Paper's Signature Products**

KJ Specialty Paper provides specialty paper essential to a wide range of industrial applications that include building materials, automobiles, electrical equipment, and medicine. To remain a value generating company that accommodates the diverse needs of our customers around the world, we are continuously engaged in research and development aimed at further improving the potential of paper.

**Decorative laminate** base paper

Decorative laminate base paper used for furniture and fitted kitchens (boasting a high market share in Japan)

Base paper for masking tape, used in coating and other processes for

Impregnated paper for building materials

Impregnated decorative papers that are used in furniture and other products and that provide printability, delamination resistance, water resistance, and other qualities

Base paper for wall coverings

Base paper that meets quality requirements for wall covering manufacturing and installation

Masking tape backing Medical grade paper foi

Base paper for medical packaging; is designed to let in gases and vapor used in

**Backing materials for** 

Backing materials used in transdermal drug delivery systems; Drug Master File registered with US FDA

Koceran ceramic sheets

Heat-resistant, fireproof ceramic fiber sheets consisting of thin layers of ceramic fibers



Decorative laminate base paper



Medical grade paper for sterilization (base paper for medical packaging)



Koceran

### **Recent topics** Carbon nano-tube (CNT) related products

After the discovery of carbon nano-tube by a Japanese physicist in 1991, we took aim at a market need: that of the need for highly-concentrated dispersion media to deploy these to a wide variety of applications. This took the form of developing the products below by adapting the dispersion technologies that constitute one of KJ Specialty Paper's core technology categories. These products have been very well received in numerous fields of industry related to electrical products, printing, and plastics, among others.

Masking tape backing

automobiles and buildings

sterilization while keeping bacteria out

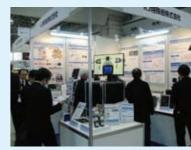
- · KJ Carbon nano Liquid, a CNT dispersion liquid
- · KJ Carbon nano Coating, a CNT coating liquid
- · KJ Carbon nano Sheet, a CNT sheet
- · KJ Carbon nano Cloth, a CNT cloth



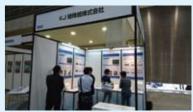




Front: Casted film.



Neo Functional Material 2017 (CNT-related products)



Medtec Japan 2017 medical device exhibition

### **Medical materials**

Mitsubishi Paper Mills had a display booth at Medtec Japan 2017, the largest life-sciences exhibition in Japan, as a means to tell people about medical grade paper for sterilization and backing materials for transdermal drugs made by leveraging the strengths of KJ Specialty Paper. Going forward, we will focus even more on developing medical material products.

# Mitsubishi Paper Mills Group Products

# Mitsubishi Paper Mills for High Grade and Information Media

Since its founding, the Mitsubishi Paper Mills Group has contributed to society through offering products suited to the times by leveraging technical expertise on a base of customer trust and excellent performance. In the digitally-oriented world of today, we aim to be known for our high-grade and information media through business conducted in Japan and other countries as a development-driven manufacturer.

### **Printing and Communication Paper**

Since our founding in 1898, Mitsubishi Paper Mills has been a comprehensive paper manufacturer providing high-grade printing and communication paper.

We now provide paper suited to a wide variety of needs, contributing to society with products such as printing papers including well known "New V Matt," matte coated paper, communication papers including carbonless paper and thermal paper, and paperboard, tissues, and toilet paper.



Products made using paper products from the Printing Paper Business Division

### **Digital Imaging**

Mitsubishi Paper Mills is a unique paper manufacturing company doing business in the field of digital imaging. We are the world's only paper manufacturer with every production process, starting from selection of the raw wood, pulp production, papermaking, coating paper with

development in the 1970s and have established a worldwide position as a top runner. And we are also a savvy player in the domestic printing business, which allow us to develop unique and well appreciated prepress-related products reflecting feedback from printing shops. We also develop medical devices by combining the technologies we have built up through photosensitive materials and such over the years.





Nail-grooming gel for preventing hospital-acquired infections



Inkjet paper for photographs

### **Speciality Materials**

The products in our Speciality Materials business are made at three facilities. Water treatment membrane base substrate, battery separators, and other non-woven fabric products and rewritable media are made at the Takasago Mill. Decorative laminate base paper, masking tape backing, and other chemical paper products are produced at KJ Specialty Paper. And our air filters for air purifiers and automotive air conditioning systems are manufactured in Zhuhai City, Guangdong Province, China by our subsidiary Zhuhai MPM Filter. Ltd. (MFZ).

In our research division, we have developed and commercialized new separators that can withstand heat beyond 400°C, a world-leading achievement in the field of separators for lithium-ion batteries — a product that must meet very demanding safety requirements. We have also succeeded in developing highly-concentrated dispersion liquids of carbon nano-tubes (CNT) and we are incorporating them into thin film heating elements and other products.



RO membrane base substrate and RO film elements for home use



Separators and battery packs for lithium-ion secondary batteries



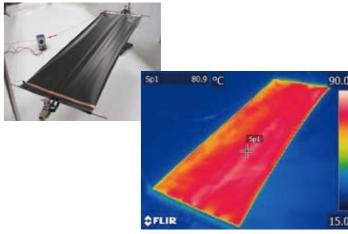
Rewritable thermal rewrite cards



Decorative laminate products that use decorative laminate base paper



Air filters for air purifiers, and humidification filters



Heating sheets using CNT coating liquids (red regions produce heat)

13 Mitsubishi Paper Mills Corporate Report 2017 Products

# Mitsubishi Paper Mills Group Business Sites

# Mitsubishi Paper Mills Group's Overseas Operations

The Mitsubishi Paper Mills Group does business around the world with production facilities in Japan, Germany, and China and sales offices in Japan, Germany, the U.S., and Hong Kong.



### Mitsubishi Paper Holding (Europe) GmbH

Am Albertussee 1, 40549 Düsseldorf, Germany Oversight of affiliated companies in Europe

### Mitsubishi HiTec Paper Europe GmbH, Bielefeld Mill



Niedernholz 23, D-33699 Bielefeld, Germany

Principal products: Carbonless paper, thermal paper, inkjet paper

### Mitsubishi HiTec Paper Europe GmbH, Flensburg Mill



Husumer Strasse 12 D-24941 Flensburg, Germany

Principal products: Thermal paper, inkjet paper

### Mitsubishi Imaging (MPM), Inc.



555 Theodore Fremd Ave. Rye, NY 10580, USA

Sale of inkjet paper and printing plate materials

### Zhuhai MPM Filter, Ltd.



17 Yijing Lane Pingsha Town J, Inwan District, Zhuhai, Guangdong, China

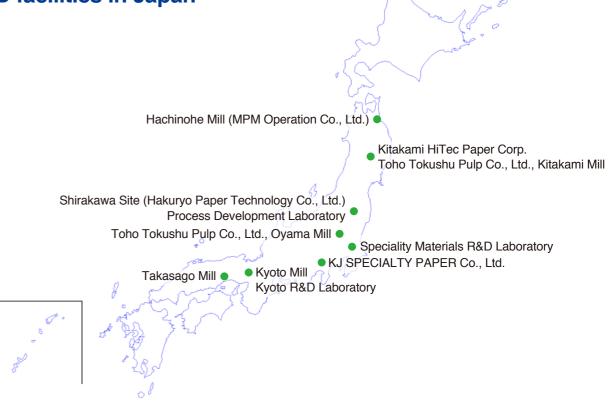
Principal products: Various filters

### MPM Hong Kong Limited

Suite 1110, 11th Floor, World Commerce Centre, Harbour City, 11 Canton Road, Kowloon, Hong Kong

Sale of speciality materials

# Major production and R&D facilities in Japan



### Takasago Mill



105 Sakaemachi, Takasagocho, Takasago-shi, Hyogo

Principal products: Carbonless paper, thermal paper, inkjet paper, non-woven fabric, specialty paper

### Kyoto Mill, Kyoto R&D Laboratory



1-6-6 Kaiden, Nagaokakyo-shi, Kvoto

Principal products: photographic paper, printing plate materials, photo inkjet paper

### **Hachinohe Mill**



Aza Aomoriyachi, O-aza Kawaragi, Hachinohe-shi, Aomori

Principal products: printing paper, white paperboard, copier paper

### Shirakawa Site / Process Development Laboratory



3, Aza Maeyamanishi, Nishigo-mura, Nishi Shirakawa-gun, Fukushima Principal products: Pressboard

### Kitakami HiTec Paper Corp.



35, Sasanagane, Aisari-cho, Kitakami-shi. Iwate

Principal products: Photographic base paper, hygiene paper

### Toho Tokushu Pulp Co., Ltd.



(Oyama Mill) 340, O-aza Mamada, Oyama-shi, Tochigi (Kitakami Mill) 35, Sasanagane, Aisari-cho, Kitakami-shi, Iwate Principal products: Non-wood

### KJ SPECIALTY PAPER Co., Ltd.



7-1 Shimbashicho, Fuji-shi, Shizuoka

Principal products: Chemical paper (decorative laminate base paper, impregnated paper, wall coverings base, masking tape backing, etc.)

### **Speciality Materials R&D Laboratory**



46, Wadai, Tsukuba-shi, Ibaraki

15 Mitsubishi Paper Mills Corporate Report 2017 Business Sites

# **Overview of Business Segments**

# **Printing Paper Business**

The Printing Paper Business Division handles the printing paper and copier paper used in catalogs, brochures, and publications, the communication/specialty paper such as carbonless paper for sales slips and thermal paper for receipts, the paperboard used in packages and food wrappings, the household paper such as tissue and toilet paper, and more.

To increase the Group's corporate value steadily, strengthening the competitiveness of our flagship business, printing paper, is essential. To this end, we are working to build a stable profit structure by optimizing our distribution and logistics systems and strengthening alliances with other companies.



Tsuneaki Handa, Director and Managing Executive Officer, General Manager, Paper Div

### **Basic Strategies**

If the Group is to secure stable profit in the months and years to come, it will need to establish a strong profit base in the printing paper business, which accounts for a major share of the Group's sales.

In Japan, we are focusing on improving the efficiency of our supply chain through an integrated manufacturing-sales business approach and are engaged in streamlining the functions of the company and our distributor in order to further leverage the advantages of having one company with one distributor. We are also focused on maintaining good capacity utilization at our main facility, the Hachinohe Mill. These efforts include shifting to communication paper products which are showing steady demand and leveraging alliances with other companies to engage in strategic OEM production and expanding exports of printing paper, industrial inkjet paper, and other products. We have also begun a joint venture for household paper business.

Overseas, aiming to improve profitability of our German business, we are working on cost reductions, increasing product yield, and beginning contracted production of new products.

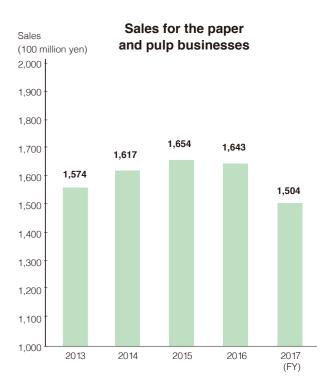
Key Challenges	Mid-term management plan first year initiatives	Targets for the Mid-term management plan period
Strategic expansion of OEM	· Promote our alliance with the Oji Group	Promote alliances and increase sales of communication/specialty paper
Maintenance of our factory capacity utilization	Maintain full-capacity operations by expanding OEM, export, and other business	Continue full-capacity operations by expanding OEM, export, and other business
Streamlining of the supply chain through integrated management of manufacture and sales	Streamline sales/production system     Reduce inventory through optimal storage arrangement and increased direct delivery	Improve efficiency by re-examining our role in relationships with distributors     Reduce inventory by optimizing the distribution system
Revision of product pricing	· Release product pricing revisions	Revise the pricing of printing paper, communication paper, and white paperboard
Improvement in the profitability of operations in Germany	Screen orders     Procure low-cost raw materials and improve product yield     Begin contracted coating services for new products	Formulate a price-centered sales policy     Reduce costs on energy and the materials and production     Bring new products to market and expand sales

### FY 2017 Review

With respect to domestic sales, sales dropped for printing paper amid a weak market for these products and selectively taking orders focusing on price, among other factors. Communication paper made a strong showing due to, among other things, the effects of alliances and expanded sales of copier paper.

In exports, sales of industrial inkjet paper grew alongside an increase in printing paper sales volume. At our European subsidiary, although sales declined as a result of selective acceptance of orders with better earnings, the effects of price revisions for the two main products—carbonless paper and thermal paper - contributed to improved earnings.

This brought sales for all paper and pulp businesses to ¥150,428 million, an 8.5% decrease from the previous year.



### Vision for the Future

As key challenges to reform the structure of our printing paper business, we are aiming to optimize our distribution and logistics systems while maintaining high capacity utilization for the pulp equipment and the papermaking and coating machines at the Hachinohe Mill, our main factory. Furthermore, to capitalize on the superior geographical advantages and cost competitiveness of the Hachinohe Mill among papermaking mills in Japan, we are now in the process of establishing a household paper-making joint business in 2019, which will follow on the heels of a joint energy business. We will build a stable earnings structure by transforming our brand into one capable of meeting trends in demand - an effort that will include strengthening these alliances with other companies.

We will also continue to develop new businesses such as mobile device apps and TOUCHCARD®, along with working to cultivate new demand in products that combine electronic and paper media.

### **Topics**

### Fiftieth Anniversary of the Hachinohe Mill

Mitsubishi Paper Mills' Hachinohe Mill began operations in January 1967, making this year its 50th

This period saw the site battered about by several natural disasters and economic changes, with particularly grievous damage suffered during the Great East Japan Earthquake. However, everyone's staunch support has seen the facility through to its 50th year of operations. We extend our gratitude to all of the business partners, shareholders, officials from Aomori Prefecture and the city of Hachinohe, employees, and the many other people who played a part in making our operations succeed over this half-century.



Fiftieth Anniversary Commemoration

# **Overview of Business Segments**

# **Imaging Media Business**

The Imaging Media Business Unit provides imaging industries such as the photography and printing industries with a diversity of products that range from photo paper to inkjet paper and the resin coated base paper that backs these products, digital printing plates and related equipment, materials, and software. It aims to further strengthen alliances with industry partners in order to reinforce the business foundation while at the same time maintaining and expanding existing business through forays into overseas emerging markets and into neighboring markets. In addition, the unit seeks to move into new markets with functional films and other new products achieved by leveraging a wealth of imaging-related technologies.



Yutaka Oka, Senior Executive Officer. General Manager, Imaging Media Div.

### **Basic Strategies**

The Imaging Media Business operates based on three strategies: (1) strengthening alliances, (2) expanding and improving the lineup of existing products, and (3) fostering new business.

- (1)Strengthening alliances involves further reinforcing efforts with industry partners, further expanding the production and supply volume of resin coated base paper for photographic applications, and fortifying the profit base.
- (2) Expanding and improving the lineup of existing products entails concentrating on growing sales in overseas emerging markets such as Asia, where demand growth is expected to continue. It also involves maintaining and expanding existing business and branching into neighboring markets such as B to B markets that include inkjet paper for dry minilabs, labels, signage, and HP Indigo system, as well as print-related products for the post-print processing and screen printing markets.
- (3) Fostering new business will see us develop and sell new products that include functional films such as transparent conductive films for touch panels and resist materials for electronic circuit boards, as well as products for electronics-related fields and the medical/healthcare fields. In addition, we will supply digital textile inkjet printing transfer paper for not only sublimation transfer printing on polyester but also thermal transfer printing on cotton, silk, and other natural fabrics. By approaching new customers in the textiles industry primarily in overseas markets, early commercialization is expected.

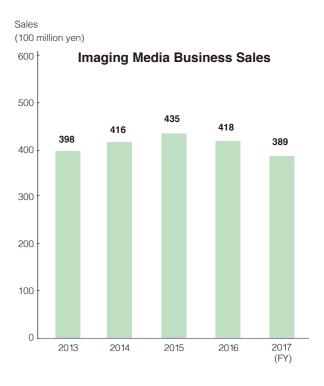
Key Challenges	Mid-term management plan first year initiatives	Targets for the Mid-term management plan period
Expansion of alliances	Through more robust alliances, increased our supply of photographic base paper by more than 50% over the previous year	Further strengthen alliances and further increase our production and supply of photographic base paper
Maintenance of our factory capacity utilization	Increased sales volume of resin coat (RC) base inkjet (IJ) for Asia by 15% over the previous year     Commercialized a digital silk screen making machine (MDS-360)	Every year, increase sales volume of RC base IJ in emerging nations in Asia and elsewhere by 10% year-over-year     Deploy at least 100 MDS-360 units, primarily in Japan

### FY 2017 Review

Domestic market sales were steady for photosensitive materials and printing plate materials, with figures roughly at the level of the previous period.

In the overseas market, the effects of alliances helped achieve increased sales of photosensitive materials. However, total sales dropped due to a decline in demand for existing products such as inkjet paper and printing plate materials, as well as to the impact of a strong yen.

This resulted in total sales for the Imaging Media Business of ¥38,908 million, a 6.8% decrease from the previous year.



### Vision for the Future

The Imaging Media Business Unit will continue to focus on contributing to the photography and printing industries through existing core products such as resin coated base paper for photographs, inkjet paper, printing plate materials, and related products. It also aims to introduce new products that leverage imaging technologies as a means to accelerate the advance of business in new fields and growth markets and aim to further develop its business. To this end, we have decided to install a special coating machine for functional films at our Kyoto Mill. The days to come will see us expand our horizons to new fields and growth markets as we work to generate new business ideas and products.

### **Topics**

### Opening of the Pictorico Shop & Gallery in Omotesando

Mitsubishi Paper Mills has opened a directly-managed shop and gallery in Omotesando. Here we satisfy a diverse range of professional and high-level amateur needs that include high quality photo prints as well as print framing, processing, and display.

Location: 4-14-5 Jingu-mae, Shibuya-ku, Tokyo Hours: Tuesday - Saturday, 10:00-19:00

\*Closed: Sunday and Monday

Features: • Photo print gallery

· Inkjet product sales

· Print workshop reservations

Opened: July 2017



# **Overview of Business Segments**

# **Speciality Materials Business**

The Speciality Materials Business Unit handles special products that have functions. This unit brings together papermaking, coating, chemical synthesis, analysis, and other technologies to achieve a lineup of distinctive products. These include non-woven fabric base substrate for reverse osmosis and other water treatment membranes, separators for secondary batteries, air filters for air purification and vehicle air conditioning systems, media that can be repeatedly recorded and erased with thermal heads, decorative laminate base paper, and masking tape backing.

It handles a large number of products in a range of fields and operates with a global perspective in pursuit of making Mitsubishi Paper Mills the top manufacturer in each field. The unit's business base has become increasingly globalized: in recent years, exports account for nearly 50% of sales.



Junji Harada, Director and Managing Executive Officer, General Manager, Speciality Materials Div.

### **Basic Strategies**

To strengthen our profit base, we are concentrating management resources on achieving further growth for non-woven fabric products (for water treatment and battery separators). Through efforts such as installing new equipment and entering into alliances, we will enhance quality and strengthen our cost competitiveness while achieving further growth.

For our existing products, our emphases are on marketing filter products for consumer electronics in Asia while growing sales of cabin filters for automobiles in China and expanding our business in Asia for total heat exchange paper and elements, which are environmentally conscious products. Rewritable media has seen remarkable growth in China over the last few years, but our focus now will be on improving sales in ASEAN and other regions with growth potential. We will proceed with expanding sales of washi (traditional Japanese paper)-type tape substrate in the European market.

To foster a new business, we will target electric vehicle applications with polyester non-woven fabric battery separators. Featuring very high heat resistance, these products are attracting attention around the world in the field of non-woven fabrics. We will also be utilizing technologies for mass-production of highly-concentrated dispersion liquid of CNTs (carbon nano-tubes) to supply processed products such as CNT tape and CNT sheets, which feature high electrical and heat conductivity, to niche applications.

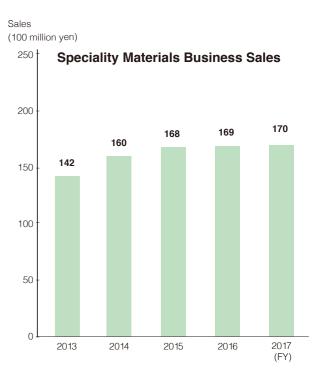
Key Challenges	Mid-term management plan first year initiatives	Targets for the Mid-term management plan period
Further growth for non-woven fabric products	Water treatment membrane base substrate: Increased sales 20% over the previous year	Increase sales of water treatment membrane base substrate by 130%     Increase sales of battery separators by 200%
Expanding sales in Asia and Europe	Filters: Function filters for air conditioning systems are undergoing final evaluations at a local consumer electronics manufacturer in Asia     Masking tape backing: Increased sales in Europe 26% over the previous year     Rewritable media: Received order for a new project from an organization affiliated with the Chinese government	Expand sales of products for consumer electronics in Asia, open up sales channels in China for cabin filters, and grow sales of total heat exchange paper     Increase sales in Europe by 50%     Expand sales in China and launch products in ASEAN nations

### FY 2017 Review

The speciality materials segment saw an overall drop in sales due to a drop in orders for battery separators and for filters for consumer electronics in overseas markets which offset improved sales of rewritable media for overseas markets and water treatment membrane base substrate.

Chemical paper sales rose on improved sales of products including masking tape backing, despite a decline in sales for decorative laminate base paper and base substrate for wall

As a result, total sales for the Speciality Materials Business increased 0.2% from the previous year to ¥16,958 million.



### Vision for the Future

Products supplied by the Speciality Materials Business Unit are used as components in end products. Because all of them are used in high added-value products in growing markets, their specification requirements are stringent, and constant quality improvements are required. We have made a number of capital investments in the Takasago Mill that include non-woven fabric making machine for water treatment membrane base substrates and coating machine for battery separators, and we are planning further manufacturing equipment investments for fiscal 2018 to meet growing demand.

Zhuhai MPM Filter, Ltd. (MFZ), a Mitsubishi Paper Mills subsidiary in Zhuhai, China, is leveraging the capacities it has developed as a production facility and making the most of its geographical advantage as a facility within China, one of the world's major centers of consumption to market products for China and the ASEAN market.

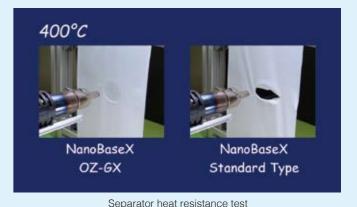
The company brings products with unique features to a growing market, and aims to grow its business under a business model focused on improving product characteristics through technical communication with customers and pushing the company to the top of a niche market.

### **Topics**

### NanoBaseX OZ-GX Series of high heat resistant separators for lithium-ion batteries

The NanoBaseX separators for lithium-ion batteries have helped bring better safety and longer life to lithium-ion batteries. In the fall of 2016, we developed the NanoBaseX OZ-GX Series, which offers revolutionary heat resistance up to 470°C.

We are proceeding to market this product, which solves almost all temperature limit issues that can occur with separators used in lithium-ion batteries.



# **Research and Development**

Since its founding, the Mitsubishi Paper Mills Group has contributed to society and offered products suited to the times by leveraging technical expertise which is the base of our strong track record and the trust in our products. As a corporate group that is always on the leading edge of technology, we view our development capability as a critical foundation for improving corporate value, and we will continue to enhance our technologies in an effort to become a corporate group that lives up to the trust of its customers in the world market.



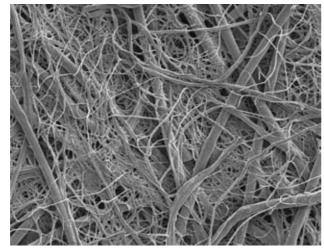
Makoto Fujita, Managing Executive Officer

# A base for product and technology development

### **Speciality Materials R&D Laboratory**

In addition to technologies for existing products such as battery separators and water treatment membrane supporting bodies, which use non-woven fabrics as base materials, the Speciality Materials R&D Laboratory develops next-generation products that include cellulose and synthetic resin composites, micro-fibrillated cellulose, and carbon fiber sheets. Our sales, production, and R&D departments form an information sharing trinity that constitutes an integrated, coherent, and dynamic product development system. Advanced analysis technologies are essential to product development and improving the quality of existing products.

Keeping pace with rapidly advancing analysis technologies, Mitsubishi Paper Mills' analysis group provides robust, comprehensive support in continually enhancing the reliability and brand power of the Group's products.

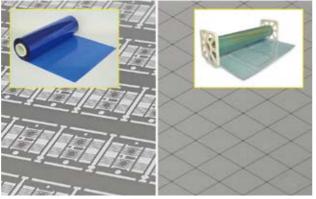


Battery separators using micro-fibrillated cellulose

### **Kyoto R&D Laboratory**

Printing plate materials, a technology with more than 40 years of development history, are evolving into more environmentally conscious products such as the Thermal Digiplate System. They are also giving rise to a range of unique products in the field of electronics. These include resist systems with unique properties and transparent conductive films for touch panels, as well as silver nano particle inks together with designated base materials for printed electronics.

Sensitizing dyes for dye-sensitized solar cells have been well received at numerous research institutes around the world for their excellent performance, and have become an industry standard.



Dry film resists and converted metal parts

Transparent conductive films

### **Process Development Laboratory**

Paper and speciality material production technologies and printing and processing technologies are becoming more sophisticated day by day, and demands for quality are changing by the minute

We operate a pilot plant with a paper machine, a coater, a plate making machine and printing machines. Product prototypes are created here and those prototypes are evaluated for quality. This allows us to quickly start up the development of products and evaluate those products using up-to-date technologies so we can provide products that satisfy customers.

Furthermore, we create product samples to show the features and characteristics of our products, while also conducting sales support activities that include providing customers with technical guidance. At the same time, we leverage the expertise of Laboratory personnel to develop production technologies and new applications for products, in addition to surveying cutting edge manufacturing technologies.

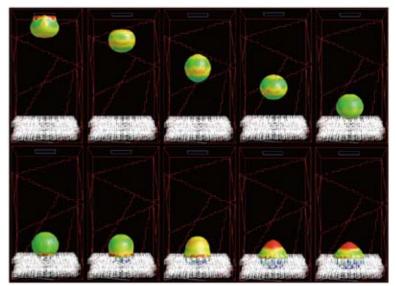


Test printers

# **Coating flow analysis business**

MPM CAE Center Co., Ltd. (established in April 2011) conducts contracted research and provides consulting services using numerical analysis techniques. It provides services that meet users' needs through the use of coupled analysis techniques and high speed analysis systems.

With its high level of technical expertise, the company has long been engaged in scientifically analyzing coatings, which are applied to base substrates, and has created numerical analysis (computer simulation) technology for optimizing them. In recent years, this numerical analysis technology has been the focus of attention not only in the pulp and paper industries, but also in advanced fields such as electronic materials, and there have been many requests for contracted research services.



Analyses of ink osmosis and absorption on inkjet media surfaces

# **Intellectual Property**

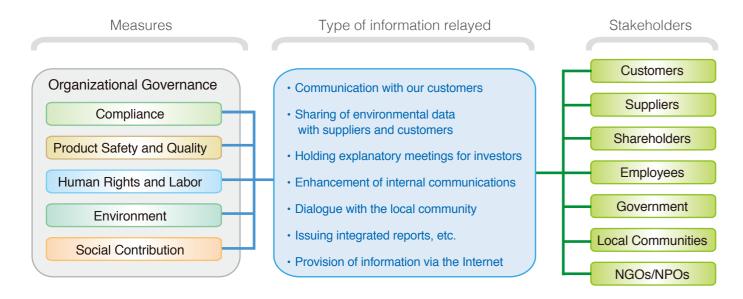
Intellectual property is an important asset in the continued development of our business. In particular, patents secure, maintain, and enhance the competitive strength of new products and we submit 150 to 200 patent applications every year in Japan and abroad. Although we have traditionally submitted patent applications mainly in Japan, the U.S., and Europe, in recent years we have been increasing applications in China, Korea, Taiwan, and other Asian nations. We have also been aggressively applying for, and registering, trademarks in order to improve customer confidence in new products.

# Mitsubishi Paper Mills Group CSR

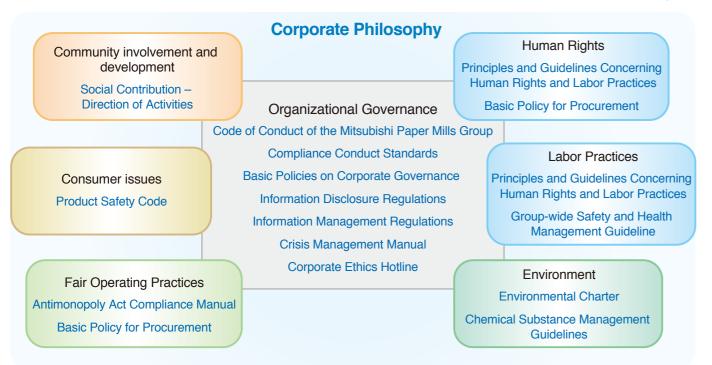
# The Way We See CSR

For a company to continue to exist as a member of society, it must not only secure profits, but also fulfill its social responsibilities to various stakeholders. The purpose of CSR is to increase corporate value by obtaining trust and empathy from everyone. We see CSR as being an important management issue that should be addressed in our business activities in order to respond to the needs of society.

The basic corporate philosophy of the Mitsubishi Paper Mills Group in its operations is to be a corporate group that lives up to the trust of its customers in the world market, to be a corporate group that is always on the leading edge of technology, and to be a corporate group that contributes to preserving the global environment and creating a recycling society. To give concrete expression to our corporate philosophy, we established the Code of Conduct of the Mitsubishi Paper Mills Group in January 2007, and we see CSR as being activities that bring this into reality.



### Guiding Principles of the Mitsubishi Paper Mills Group and ISO 26000 Core Subjects



# Basic Policies for CSR Activities, and Key Issues (Material Issues)

With the goal of contributing to making society more sustainable through its business activities, the Mitsubishi Paper Mills Group has established five basic policies that guide its CSR activities. In line with these basic policies, we have established the following key issues for fiscal 2018 in light of the circumstances surrounding the Group and the importance of issues aimed at addressing social needs.

### Basic Policies for CSR Activities, and FY 2018 Key Issues

Basic Policies for CSR Activities	FY 2018 Key Issues ( are the top priority issues)			
Strengthening our CSR	Ensuring the effectiveness of corporate governance			
management foundation	Establishing a risk management structure			
	Thoroughly familiarizing employees with our Corporate Code of Conduct and the Compliance Conduct Standards			
	Ensuring strict legal compliance			
	Promoting communication with stakeholders			
	Expanding initiatives out to affiliated Group companies			
Promoting environmental	Promoting activities to prevent global warming			
management	Promoting activities to preserve biodiversity			
	Improving and enlarging our environmentally conscious product lineup			
	Reducing environmental risk and impact			
Raising customer satisfaction	Ensuring product safety			
levels by carefully addressing user needs	Ensuring product quality			
	Rolling out new user-oriented products and building optimal sales channels			
Taking further measures to provide	Enhancing activities to ensure safety and health			
our employees with a pleasant working environment	Promoting various measures to improve human resource performance			
Promoting activities that contribute	Promoting community support activities			
to society	Promoting cultural contribution activities			
	Promoting activities of the Eco System Academy			

### The process for defining key issues (material issues)

### 1. Ascertain the circumstances surrounding the Mitsubishi Paper Mills Group

We conducted an analysis of the circumstances surrounding the Mitsubishi Paper Mills Group from environmental, social, and governance viewpoints. We then identified issues according to our basic policy, and assessed efforts that are being made with respect to these issues.

### 2. Establish key issues to satisfy the needs of society

We assigned priority to each issue based on how they impact our business, and using various guidelines and feedback from stakeholders as indicators. We then established key issues that seek to address social needs.

### 3. Decide on the highest priority issues

We selected the highest priority issues by re-examining issues based on business progress and the wishes of our stakeholders, using the Second Mid-Term Management Plan as a guide, and reevaluated the priority of efforts to resolve key issues

# **Corporate Governance**

# **Basic Policies on Corporate Governance**

With the goal of achieving sustainable growth and improving corporate value over the medium- to long-term in line with the Corporate Philosophy, the Mitsubishi Paper Mills Group manages itself with an emphasis on CSR. This involves working to enhance management transparency and practicing glass wall management while improving corporate governance. In October 2015, we established the Mitsubishi Paper Mills Limited Basic Policies on Corporate Governance, which incorporates these basic ideas and establishes a framework, and have been undertaking a number of new initiatives that include establishing and managing a Nomination and Remuneration Committee and conducting Board of Directors effectiveness assessments.

### Mitsubishi Paper Mills Limited Basic Policies on Corporate Governance

### Chapter 1: Securing the Rights and Equal Treatment of Shareholders

Sets forth policies concerning General Meetings of Shareholders, capital policy, cross-shareholding, anti-takeover measures, and transactions among related parties.

### **Chapter 2: Considering Interests of Stakeholders**

Sets forth policies concerning corporate compliance, issues involving sustainability, diversity, and internal whistleblowing.

### **Chapter 3: Ensuring Appropriate Information Disclosure and Transparency**

Sets forth policies concerning accounting auditors and means for disclosing information.

### Chapter 4: Responsibilities of the Board

Sets forth policies concerning matters such as the role of the Board of Directors, the nomination of and remuneration for executives that include independent outside directors, the chairman of the Board of Directors, and directors, director training, and succession plans for the president and other executives.

### **Chapter 5: Dialogue with Shareholders**

Sets forth policies concerning communication with stakeholders, investor relations activities, communicating the results of dialogue with shareholders to internal departments, managing insider information, and other areas.

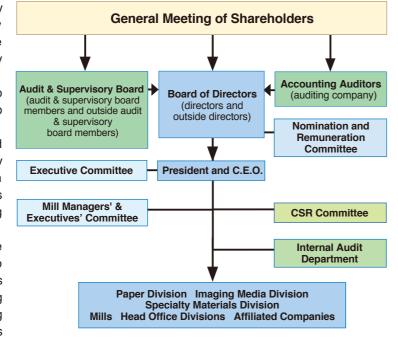
# **Overview of Corporate Organizations**

We have chosen to structure ourselves as a company with a board of corporate auditors. Two fully independent outside directors and three outside corporate auditors capably fulfill the roles required by the Board of Directors.

We have also adopted an executive officer system to limit the size of the Board of Directors and speed up decision-making.

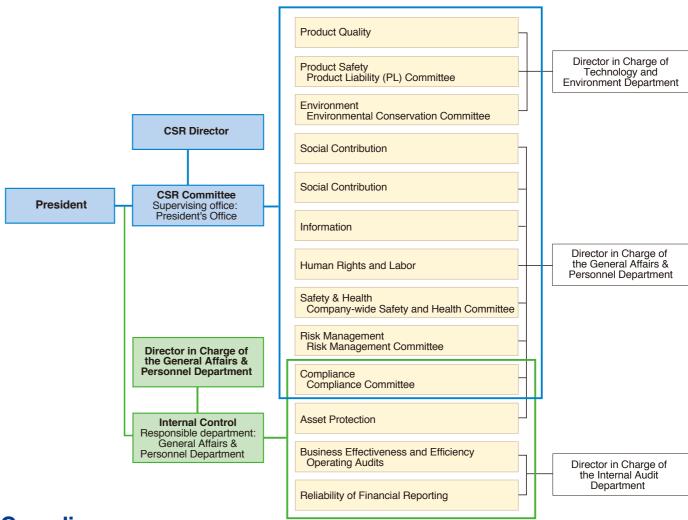
In addition, we have instituted a Nomination and Remuneration Committee that acts as an advisory body to the Board of Directors and is chaired by an independent outside director. This committee ensures objectivity and transparency in matters concerning executive nomination and remuneration.

Furthermore, to evaluate the effectiveness of the Board of Directors, we administer questionnaires to directors and corporate auditors and have discussions based on the results at meetings of the Board, sharing views. Along with this, identifying issues and discussing them leads to future improvements and enhancements in the Board's effectiveness.



### **CSR Promotion Structure**

Chaired by the President, the CSR Committee oversees all nine areas of the Group's CSR activities (compliance, risk management, safety and health, the environment, product safety, product quality, human rights and labor, information, and social contribution), drafts CSR basic policy and annual plans, and regularly deliberates at Board of Directors meetings.



# **Compliance**

In order to be a company of integrity and fairness that is trusted by society, the Mitsubishi Paper Mills Group practices corporate management with a focus on compliance. Based on the Code of Conduct of the Mitsubishi Paper Mills Group, all executives, general employees, and others related to the Company ensure good corporate conduct by following the Mitsubishi Paper Mills Group Compliance Conduct Standards, which provide rules to be observed in our business activities.

# **Activities to Promote Better Awareness of Compliance**

In addition to holding regular discussion-based compliance training for all employees in Japan, Mitsubishi Paper Mills provides legal training twice a year that is led by lawyers from a variety of specializations. The themes for the fiscal 2017 legal training were insider-trading and signing contracts, and were attended by more than 500 employees.

We also issued the Compliance News newsletter at regular intervals to make employees more legally-minded.

The nine issues released in fiscal 2017 focused on topics that included information management, insider-trading, anti-social elements, and the Act against Unjustifiable Premiums and Misleading Representations.

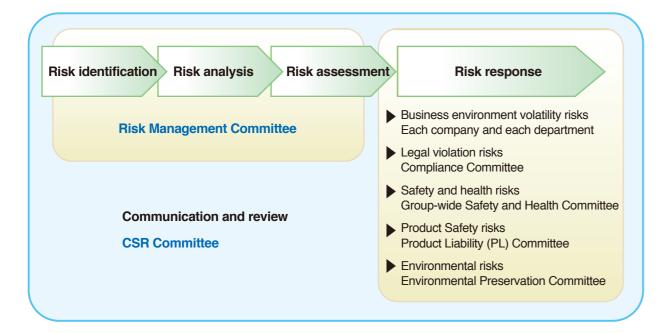
# Corporate Ethics Hotline internal whistleblowing system

Mitsubishi Paper Mills has launched an internal whistleblowing system that is available to all employees working in the Mitsubishi Paper Mills Group. Under the system, careful measures are taken to ensure informants do not receive unfair treatment, such as having points of contact both inside and outside the company.

# **Corporate Governance**

# **Risk Management**

Along with accurately identifying risks that change on a minute to minute basis, companies face the need to address these risks appropriately and faithfully. Using its system for promoting CSR, the Mitsubishi Paper Mills Group has expressed its commitment to "building a risk management structure and improving its risk map as part of Group management," with the Group's risk management efforts overseen by the Risk Management Committee. Each division and committee responds to each of these risks.



### **Improving Our Risk Map**

The Mitsubishi Paper Mills Group conducts risk management with an eye on more than 200 risks throughout the organization. We have analyzed the impact of these risks and the frequency with which they occur to build our risk map, and we regularly redefine and reanalyze risks to update the map. These efforts are how we maintain and improve the effectiveness of our risk management.

# **Building a Crisis Management System**

The Mitsubishi Paper Mills Group formulated its Crisis Management Manual (revised January 2016) out of a commitment to fulfilling its corporate social responsibility and maintaining social credibility in the event of an accident or disaster that could cause serious harm to people or equipment, or impact surrounding communities. We also work to construct an effective system that ensures response measures can be taken with speed and precision when necessary. This includes conducting simulation training at every business site and at a scale that involves the entire company.

# **Enhancing Information Management**

In order to properly use, protect, and dispose of information handled in the course of our business activities, we fundamentally re-examined our information management systems and methods. This resulted in formulating our Information Management Regulations and a guideline for enforcing these rules, the Information Handling Guidelines, which went into effect in April 2016. After a six-month preparation period, these rules started being applied in October 2016.

# Creation of a Business Continuity Plan (BCP)

The Mitsubishi Paper Mills Group's experience with the Hanshin-Awaji Earthquake and Great East Japan Earthquake has impressed on it the need for strengthening emergency preparedness. We are building an effective business continuity plan informed by our experience in recovering from profound devastation.

### **Information Disclosure**

To have our stakeholders better understand the business of Mitsubishi Paper Mills Group, we are committed to proactive communication and the proper disclosure of information.

The Group has codified its approach to information disclosure in its Information Disclosure Regulations, which went into effect in April 2017. In addition, we have laid out our basic policy on information disclosure in our Disclosure Policy (formulated in March 2009), the administration of which is done by our Corporate Communication and IR Group. This group also holds PR sessions and manages the disclosure of information throughout the Group. In the interest of fair disclosure, we make announcements and use our website to post information about things such as timely disclosed information, press releases, and new products.

### **Disclosure Policy**

### 1. Basic policy

In accordance with "3. Transparency of Corporate Activities" of the Code of Conduct of the Mitsubishi Paper Mills Group, Mitsubishi Paper Mills discloses appropriate information to customers, shareholders, community members, etc. in a timely manner.

### 2. Standards of disclosure

- (1)We disclose information in conformance with rules established for companies listed on the Tokyo Stock exchange, namely the TSE's Timely Disclosure Rules.
- (2)All information deemed to have an impact on investment decision-making is disclosed, regardless of whether disclosure of that information is required under the Timely Disclosure Rules.
- (3)We disclose information thought to be effective in improving our company recognition and encouraging a better understanding of the Mitsubishi Paper Mills Group.

### 3. Methods of disclosure

We disclose information via the Timely Disclosure Information System (TDnet), various media outlets, and our website.

See Mitsubishi Paper Mills' website for more information. ⇒ https://www.mpm.co.jp/eng/ir/disclosure/index.html

### **Communication**

### IR information site

An investor relations site can be found on the Mitsubishi Paper Mills website. Information is disseminated in a timely fashion using this website, which provides, among other things, earnings highlights, an IR calendar, an IR library (with access to annual business report, mid-term management plan materials, IR information, annual reports), General Meeting of Shareholders presentation materials, and stock information.

IR information site

⇒ https://www.mpm.co.jp/eng/ir/index.html

# 

### **Head Office Gallery: Paper Design Square**

At the head office, we have built a gallery displaying our principal products as a means to engender a stronger affinity with Mitsubishi Paper Mills Group products. Exhibitions are held regularly.

### Location

Ryogoku City Core, 2-10-14, Ryogoku, Sumida-ku, Tokyo, Japan Mitsubishi Paper Mills Head Office, 11F, next to general reception

9:00-17:00 (closed on Saturdays and Sundays, public holidays, and designated holidays)



# **Corporate Governance**

### **Ordinary General Meeting of Shareholders**

To ensure that shareholders have sufficient time to consider issues presented at the Ordinary General Meeting of Shareholders, convocation notices are published and mailed out early (an online announcement is made 27 days prior to the meeting date, and notices are mailed out 25 days prior to the meeting date), and are translated into English.

At general meetings of shareholders, we make every effort to ensure shareholders come away with a better understanding of the Mitsubishi Paper Mills Group. This includes incorporating visual aids and narration to ensure information is conveyed in an easily understood manner, and allotting ample time for questions and answers with shareholders.



152nd Ordinary General Meeting of Shareholders

### Dialogue with stakeholders

To provide our stakeholders with a better understanding of Mitsubishi Paper Mills Group business, we are committed to proactive communication.



Analyst briefings



Joint Seminar held with NPO PODi (Tokyo)



Lecture given at a Japanese Society of Printing Science and Technology conference (Tokyo)



Business status briefing for the labor union

# **Company Executives**

(as of August 31, 2017)

### **Board of Directors and Corporate Auditors**

Kunio Suzuki, President (Representative Director)

Kazuhisa Taguchi, Representative Director

Kanji Morioka, Representative Director

Junji Harada, Director

Masaki Shuto, Director

Tsuneaki Handa, Director

Naoki Okawa, Director

Tomohisa Shinagawa, Outside Director Attorney-at-Law, Mori Hamada & Matsumoto Law Office

Soumitsu Takehara, Outside Director President and Certified Public Accountant, ZECOO Partners, Inc.

Kenji Oka, Standing Corporate Auditor

Tsuyoshi Inoue, Outside Corporate Auditor Former President of Japan Economic Research Institute Inc.

Hiroaki Tonooka, Outside Corporate Auditor Adviser, Meiji Yasuda Life Insurance Company

Takayuki Nakazato, Outside Corporate Auditor President, Ryoshin Holdings Co., Ltd.

### **Executive Officers**

Kunio Suzuki1), President & Chief Executive Officer

Kazuhisa Taguchi<sup>1)</sup>, Senior Executive Vice President

Kanji Morioka<sup>1)</sup>, Senior Managing Executive Officer

Junji Harada<sup>2)</sup>, Managing Executive Officer

Masaki Shuto<sup>2)</sup>, Managing Executive Officer

Tsuneaki Handa<sup>2)</sup>, Managing Executive Officer

Kiyoharu Yamada, Managing Executive Officer

Makoto Fujita, Managing Executive Officer

Yutaka Oka, Senior Executive Officer

Nobuhiro Sato, Senior Executive Officer

Yukihiro Tachifuji, Senior Executive Officer

Naoki Okawa<sup>2)</sup> , Senior Executive Officer

Akira Inoue, Senior Executive Officer

Shimpei Yamada, Executive Officer

Keiichi Sato, Executive Officer

Koji Hayashi, Executive Officer

Takeshi Sunakawa, Executive Officer

### **Election of Outside Directors and Outside Corporate Auditors**

While primarily incorporating the views of internal personnel, who have in-depth knowledge of the realities of the company's business, Mitsubishi Paper Mills also fully incorporates the views of outside directors, who are able to make decisions from an independent standpoint. We view this approach as effective in ensuring robust corporate governance. Two Outside Directors have been elected to the current Board of Directors, a structure we have deemed appropriate.

All legal requirements have been met regarding our Outside Corporate Auditors, and we are confident that individuals with adequate knowledge and personal qualities have been elected.

<sup>1)</sup> Executive officers and Representative Directors.

<sup>2)</sup> Executive officers and Directors.

# **Fair Operating Practices**

By adhering to the Compliance Conduct Standards in accordance with the Code of Conduct of the Mitsubishi Paper Mills Group, we aim to be a corporate group that fulfills its social responsibility while living up to the confidence society has in us.

# **Fair Competition**

We believe that conducting fair competition and achieving mutual growth and improvement will bring the realization of our corporate philosophy. In keeping with our focus on carrying out fair and free competition in our business practices, we prepared an Antimonopoly Act Compliance Manual (last revised in November 2013) to educate ourselves on competition laws and act appropriately in the workplace.

### **Antimonopoly Act Compliance Manual**

- 1. About the Antimonopoly Act
- (1) Purpose of the Antimonopoly Act
- (2) Regulatory content of the Antimonopoly Act
- (3) Measures in response to violations 2. Legislation that supplements the
- **Antimonopoly Act**
- (1) Act against Delay in Payment of Subcontract Proceeds. Etc. to Subcontractors
- (2) Act against Unjustifiable Premiums and Misleading Representations
- 3. Matters to be aware of in business operations

- (1) Prohibition of private monopolies
- (2) Prohibition of unlawful restraint of trade (cartels)
- (3) Unfair trading practices
- (4) Points to note concerning various trade activities
- 4. Response in suspected cases of Antimonopoly Act violations
- (1) When unsure if an Antimonopoly Act violation has occurred
- (2) When an Antimonopoly Act violation is discovered within the company
- 5. Reference material
- (1) Related websites
- (2) Cease and desist order received by Mitsubishi Paper Mills in connection with a used paper mixture misrepresentation incident in 2008

# **Preventing Corruption**

Mitsubishi Paper Mills' Compliance Conduct Standards prohibit business activities that may result in social decay: entertaining or giving gifts to civil servants (including low-ranking civil servants), and giving benefits to officials in foreign governments and public organizations.

# **Promoting Social Responsibility in the Supply Chain**

In order to ensure that we act responsibly and ethically, and also that related companies, such as providers of raw materials, practice fair trade with a similar business posture, we established a Basic Policy for Procurement (revised in September 2015) and are also working to promote social responsibility in the supply chain.

### **Basic Policy for Procurement**

### 1. Impartiality and fairness

Mitsubishi Paper Mills emphasizes common sense and integrity in business interactions with its suppliers, and treats them impartially and fairly.

### 2. Procurement of the most suitable purchased goods

Mitsubishi Paper Mills selects the most suitable suppliers based on a comprehensive evaluation of quality, cost, lead times, technological development capability, stability of supply, and corporate attitude (e.g., legal compliance, disavowal of anti-social elements, protection of intellectual property rights, protection of human rights, regard for the health and safety of workers, non-use of conflict minerals, efforts involving security trade control, and mindfulness of the environment) concerning all purchased goods, including raw materials, indirect materials, fuel, and machinery. With respect to overseas suppliers in particular, we choose suppliers after ensuring that those organizations are sufficiently committed to pursuits such as preserving biodiversity and preventing child labor.

### 3. Partnerships

We aim to forge business relationships of mutual prosperity based on the understanding that all suppliers are partners providing us with competitive end products.

# **Disavowal of Anti-social Elements**

The Mitsubishi Paper Mills Group maintains a resolute stance against anti-social elements that threaten social order and safety. This stance is laid out in our Code of Conduct, and we are trying to share this stance with all executives, employees, and other company stakeholders.

# **Responsible Raw Material Procurement**

The Mitsubishi Paper Mills Group uses wood as a principal raw material of business. In the interest of sustainable wood procurement, we were one of the first to acquire FSC®\* forest certification, and procure timber from forests being managed in accordance with the FSC forest certification system.

\*FSC: Forest Stewardship Council®

### **FSC forest certification system**

The FSC forest certification system was launched in 1993 to promote responsible forest management. There are two types of FSC certification: forest management (FM) certification and chain of custody (CoC) (processing and distribution process management) certification. In August 2001, the Mitsubishi Paper Mills Group became the first paper mill in Japan to acquire CoC certification.



https://www.mpm.co.jp/eng/env/fsc.html

# FSC\* C021528

The mark of responsible forestry

### Method for verifying legal compliance and sound management

- 1. Evidence of use of the forest certification and CoC certification systems (FSC certified wood, FSC-controlled wood)
- 2. Evidence of methods of individual companies or organizations (controlled wood) In 2. above, we verify that wood is controlled in accordance with Requirements for Sourcing FSC Controlled Wood

(FSC-STD-40-005). The verification method in conformance with these requirements is described below.

### O Collection of information concerning wood chips and pulp

- · Confirmation of the place of origin, wood type, forest management methods, etc. from traceability reports
- · Confirmation of documentation certifying the place of origin (e.g. documents related to transport and sales)
- · Regularly auditing suppliers and verifying document reliability

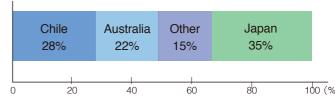
### O Assessing risk (taking measures to mitigate risk when necessary)

- · Assessing and verifying that place of origin of wood is a low risk with respect to A) through E) below.
  - A) Illegal logging
  - B) Violations of traditional or citizens' rights
  - C) Threats to forest with high conservation value
  - D) Turning natural forests into man-made forests or using them for other purposes
  - E) Genetically modified trees
- · Receiving audits of risk assessment results by an FSC certifying body

### Raw wood procurement in fiscal 2017

### Types of raw wood FSC controlled wood FSC certified wood 44% 56%

### Countries of raw wood chip production



We have verified that all wood chips and wood pulp procured in fiscal 2017 came from forests that were legally and appropriately managed.

### Achieving conformance with the Act on Promotion of Use and Distribution of **Legally-Harvested Wood and Wood Products (the Clean Wood Act)**

In accordance with the FSC forest certification system, we have completed the process of verifying that we are in conformance with the Clean Wood Act, which went into effect on May 20, 2017.

# **Relationship with the Environment**

In an effort to be a corporate group capable of actively contributing to preserving the environment and creating a sustainable society, Mitsubishi Paper Mills formulated its Environmental Charter in April 1993. In accordance with the fundamental principles of the Environmental Charter, we are making distinctive efforts across our lines of business to repay the trust placed in us by our stakeholders.

For the fifth year running, Mitsubishi Paper Mills has been given the Development Bank of Japan's (DBJ) highest environmental rating. This rating reflects an acknowledgment by the DBJ that our efforts have been "excellent advanced environmental initiatives."



Mitsubishi Paper Mills received an environmentally rated loan from the Development Bank of Japan in March 2017.

### **Environmental Charter**

### 1. Fundamental principles

The Mitsubishi Paper Mills Group intends to make an active contribution to the protection of the global environment and the creation of a sustainable society. To this end, the Group will not only strive to help prevent global warming and preserve biological diversity, but also to earn the trust of all its stakeholders through the sustainable use of forest resources.

### 2. Basic policies

- 1.Promote measures to counter global warming
- 2. Protect and nurture forest resources, with appropriate care given to the preservation of biological diversity
- 3. Promote a sound material-cycle society
- 4. Develop environmentally friendly production
- technologies and products
- 5.Enhance environmental management systems
- 6.Enhance environmental communication
- 7. Appropriate emergency response

(Revised July 2010)

# **Environmental Management Structure**

We are building a structure with voluntary initiatives to specifically promote the fundamental principles and basic policies of our Environmental Charter. The Mitsubishi Paper Mills Group practices environmental management and has acquired ISO 14001 certification for its major production facilities.

The Technology & Environmental Department conducts internal environmental audits once a year for each of our main mills and checks the level of its environmental performance.

# Environmental Director Technology & Environmental Conservation Committee Research Hub Mill Affiliated Company Branch Manager Mill Manager President Legal Manager Environmental Manager Environmental Management Division Mill Environmental Conservation Committee Special Subcommittees

President

# **Chemical Substance Management**

With the aim of preserving the environment and ensuring product safety with respect to chemical substances throughout our entire supply chain, the Mitsubishi Paper Mills Group formulated Chemical Substance Management Guidelines (revised April 2016) in conformance with various regulations. The guidelines take into account the impact on the environment and human health, as well as social trends and other considerations. Based on these guidelines, all our mills, offices, and affiliated production companies control and handle chemical substances properly and efficiently.

### **Chemical Substance Management Guidelines (excerpt)**

### 1. Management of chemical substances used in the manufacturing process

With the aim of minimizing the impact of chemical substances used in the manufacturing process on the environment, people, and organisms, we adhere to the Law concerning Pollutant Release and Transfer Register ("PRTR Law" in controlling chemical substances in every business process, namely procurement, storage, production, emission, and disposal.

### 2. Management of the constituent chemicals of products

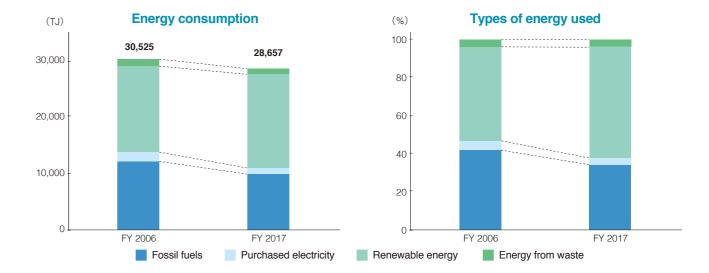
We formulate these guidelines and control the constituent chemicals of products with the aim of offering safer products by conforming to the basic principle of "never creating products using highly hazardous substances or substances that have a significant impact on the environment, people's health, or ecosystems."

# **Preventing Global Warming**

### **Manufacturing segment initiatives**

The Mitsubishi Paper Mills Group has the target of bringing CO<sub>2</sub> emissions down to 920 thousand tons or less by fiscal 2021 and is working on reducing its fossil fuel-based energy and overall energy consumption. In fiscal 2017, our overall energy use was 94%, and fossil fuel-based energy consumption was 75% of that in 2006.

(Includes Mitsubishi Paper Mills Limited, Kitakami HiTec Paper Corporation, Toho Tokushu Pulp Co., Ltd., and KJ SPECIALTY PAPER Co., Ltd.)



### **Logistics segment initiatives**

### **Eco Rail Mark Certification**

Under the Eco Rail Mark system, companies or products are certified and allowed to use the Eco Rail Mark if they use a certain volume of eco-friendly rail freight transport. Usage of the mark offers consumers a standard for making decisions.

Mitsubishi Paper Mills acquired Eco Rail Mark certification in October 2010, becoming the first to do so in the paper industry. Since then, we have contributed to global environmental preservation through the dissemination of the Eco Rail Mark.



### **Green Management Certification**

Namitsu Co., Ltd., a distribution company affiliated with the Mitsubishi Paper Mills Group, has acquired Green Management Certification at its main facilities and is reducing the level of CO<sub>2</sub> emitted by its trucks during transport. Ongoing efforts that include the use of start-stop systems improve fuel efficiency and cut down on fuel usage. Aimed at reducing the environmental impact of the transport industry, Green Management Certification involves having the Foundation for Promoting Personal Mobility and Ecological Transportation audit and register businesses that have reduced the environmental impact of their operations by a certain degree in accordance with the Green Management Promotion Manual.

### Initiatives for the office and the home

We are taking a number of measures to reduce energy usage in office buildings, including meticulous efforts to turn off lights. In addition, the Speciality Materials R&D Laboratory tracks the building's power usage through a demand monitoring device and equalizes power load through peak shifting.

The Mitsubishi Paper Mills Group also promotes participation in the household environmental accounting booklet program, raising awareness for environmental preservation by having employees monitor their household CO<sub>2</sub> emissions.

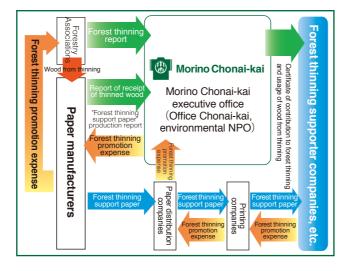


# Relationship with the Environment

# **Preserving Biodiversity**

### Forest preservation activities

In conformance with FSC forest certification system standards, the Mitsubishi Paper Mills Group makes careful use of wood feedstock produced under proper forest management, and also works to popularize the forest certification system under the forest certification system. At the same time, we are engaged in a number of efforts to help forest preservation and support more prosperous local forestry and logging industries. This includes promoting forest thinning through Morino Chonai-kai, a forest neighborhood association, which is a collaborative project done in conjunction with Office Chonai-kai, an environmental NPO, as well as promoting the sustainable use of second growth hardwood produced in Iwate Prefecture.



### **Ecosystem Academy**

We opened Ecosystem Academy in 2010 with the aim of promoting a better understanding of preventing global warming and enhancing biodiversity from the standpoint of forest preservation by paper manufacturers. With hands-on environmental education, forest surveys and research, and information dissemination as the three core activities, the academy is focused on contributing to environmental preservation by passing on to a range of people the knowledge and experience that Mitsubishi Paper Mills has accumulated over the years.

### Hands-on environmental education

In addition to learning about the environment, this involves using company-owned forests to make observations, take measurements and plant trees, and papermaking and creating paper crafts to experience Japanese-style manufacturing. In 2016, a total of 860 people took part in 21 sessions, ranging from having classes at elementary schools in Kyoto, Tokyo, and Aomori, and tree planting events.



Tree planting event at a company-owned forest in Murabi (Fukushima Prefecture)

### Forest surveys and research

Along with conducting vegetation and growth surveys in company-owned forests, we work with the Wild Bird Society of Japan's Shirakawa Chapter to conduct wild bird surveys, and also create birdwatching areas.

### Information dissemination

We hold regular environmental seminars led by instructors engaged in pursuits that include forestry, environment preservation, and teaching at universities. Four environmental seminars were held in 2016 in Tokyo and Fukushima. The themes were "Forest Development in Tokyo," "The Current State of Forests," "Transitions in Vegetation," and "Birds of the Forest."

# Participation in the Japan Business Initiative For Biodiversity (JBIB)

The JBIB is a group of companies actively working towards preserving biodiversity. Mitsubishi Paper Mills has participated in JBIB activities since fiscal 2012, deepening relationships with companies undertaking advanced environmental initiatives while engaging in forest preservation activities focused on maintaining biodiversity.

### **Effectively Utilizing Resources**

### **Recycling waste**

Mitsubishi Paper Mills effectively utilizes incinerator ash produced by the Hachinohe Mill's recycle boiler and coal boiler to make raw material for cement. To utilize the ash in applications other than cement production, we developed a recycled construction material named "Reglobe." Reglobe is expected to be used as a weed control material, sand-blow prevention material, backfill material, etc. To capitalize on expected sales volume growth for the product, in December 2016 we began operating mass production equipment capable of producing 100 tons daily.



Reglobe recycled construction material

Reglobe production facility

The product, a mixture of incinerator ash, water, and chemical agents, meets the standards set forth in the Ordinance for Enforcement of the Soil Contamination Countermeasures Act and the Environmental Standards Concerning the Pollution of the Air, Water, and Soil by Dioxins. It has also received Eco-Mark certification (No. 14131006) and has been certified as a product for the Aomori Innovative Product Certification Program.

As a weed control material, it has been used in applications including the construction of the Hachinohe Taga multipurpose athletic field, the JFL Vanraure Hachinohe's home stadium. With plans under way to use the product at locations where much time and energy is spent removing weeds, the Institute of Vegetable Research at the Aomori Prefectural Industrial Technology Research Center (Rokunohe Town) is currently using it at a solar power installation to test the product's effectiveness at preventing weed growth. As a sand-blow prevention material, we have supplied 2,700 tons of the product for the No. 2 Wharf reclamation project (19,000 m²) in the Hattaro Area at Hachinohe Port being conducted by the Hachinohe Port and Airport Office of the Ministry of Land, Infrastructure and Transport Tohoku Regional Development Bureau. We are now advertising the cost competitiveness of the product as a backfill



Testing weed growth prevention effectiveness near solar power panels



Construction using Reglobe as a sand-blow prevention material

# **Relationship with the Environment**

### **Ecobalance**

The raw materials and energy used in paper production are referred to as "resource inputs," while the things emitted when paper is produced are referred to as "environmental emissions." Figures from Mitsubishi HiTec Paper Europe GmbH (two mills in Germany: the Bielefeld Mill and the Flensburg Mill) are also provided as a reference but are not included in the total for the Mitsubishi Paper Mills Group as environmental regulations differ in Germany.

### **Resource inputs**

Main raw materials (1,000 ton	ıs)
Imported wood chips	757
Domestic wood chips	394
Purchased wood pulp	33
Used paper	43
Inorganic pigments	62
Energy(1,000kl crude oil equiva	alent)
Fossil fuels	260
Purchased electricity	37
Biomass	330
Refuse-derived fuel	40
Municipal water (million tons	)
Industrial water	121
<u>-</u>	

For reference only: Two mills in Germany

0

Municipal water usage (1,000 tons) 2,630 Wastewater (1,000 tons) 1,954

Purchased wood pulp (1,000 tons) 127

Used paper (1,000 tons)

### Mitsubishi Paper Mills Group (Domestic)

Three mills One business office **Speciality Materials R&D** Laboratory Kitakami HiTec Paper Corp. **KJ SPECIALTY PAPER** Co., Ltd. Toho Tokushu Pulp Co., Ltd.

### **Environmental emissions**

Atmospheric Release	
CO <sub>2</sub> emissions (1,000 tons)	957
NOx emissions (1,000 Nm³)	876
SOx emissions (1,000 Nm³)	272
Dust and soot	459
Released into water systems	
Amount released (million tons)	122
COD (tons)	7,123
SS(tons)	3,723
Waste (1,000 tons)	
Waste generated	105
Amount repurposed	84
Final disposal amount	11
Product sold	
Paper (1,000 tons)	860
Photosensitive materials (million m²	26
Wood pulp (1,000 tons)	51

Scope of statistics: Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site, Speciality Materials R&D Laboratory, Kitakami HiTec Paper Corporation, Toho Tokushu Pulp Co., Ltd., KJ SPECIALTY PAPER Co., Ltd.

### Volume of PRTR-listed substances emitted and transferred in FY 2017

CO<sub>2</sub> emissions (1,000 tons)

Scope of statistics: Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site, Kitakami HiTec Paper Corporation, KJ SPECIALTY PAPER Co., Ltd.

No. PRTR Class 1 Designated Chemical Substances		Cabinet order No. Amount emitted			Amount transferred		
		Submot Studi Hol	Atmospheric	Water systems	Sewer systems	Off sites	
1	Ferric chloride	71	0	0	0	0	
2	Silver and its water-soluble compounds	82	0	0	0	0	
3	Chloroform	127	21,600	4,000	0	0	
4	Cyclohexylamine	154	0	0	0	0	
5	2,2 -Dibromo-2-Cyanoacetamide	210	0	729	0	0	
6	Dioxins	243	0	63.6	0	2.5	
7	Triethylamine	277	1,900	0	0	0	
8	Toluene	300	18,700	0	0	9,800	
9	Hydrazine	333	0	0	0	0	
10	Hydroquinone	336	0	0	120	0	
11	Boron and its compounds	405	0	0	270	0	
12	Formaldehyde	411	174	1	59	951	
13	Methylnaphthalene	438	390	0	0	0	

Scope of statistics: Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site

The detoxification of hardware (transformers and capacitors) containing high concentrations of PCBs is outsourced to the Japan Environmental Storage & Safety Corporation (JESCO). To date, about 91% of preregistered transformers and capacitors have been rendered harmless. We expect to render all preregistered transformers and capacitors harmless within fiscal 2018. \*We are also gradually processing hardware other than transformers and capacitors that contain high concentrations of PCBs, such as stabilizers.

### **Environmental Indicators**

### **Environmental impact data**

Scope of statistics: Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site, Speciality Materials R&D Laboratory, Kitakami HiTec Paper Corporation, Toho Tokushu Pulp Co., Ltd., KJ SPECIALTY PAPER Co., Ltd.

		FY 2006	FY 2015	FY 2016	FY 2017	Targets	(FY Achieved)
Resources							
Fossil fuel-based energy consumption	TJ	15,131	10,695	11,174	11,572	-	
Fossil fuel-based energy consumption rate	GJ/product-tons	13.6	11.9	12.1	12.5	12.1	(FY2021)
Municipal water used	Million tons	125	126	127	121	-	
Wastewater	Million tons	-	124	126	122	-	
Atmosphere							
CO <sub>2</sub> emissions*1	1,000 tons	1,164	947	959	957	920	(FY2021)
NOx	1,000 Nm <sup>3</sup>	1,076	849	910	876	-	
SOx	1,000 Nm <sup>3</sup>	247	263	223	272	-	
Soot and dust	tons	-	356	406	459	-	
Water quality							
COD	tons	7,717	6,763	7,051	7,123	-	
SS	tons	3,417	3,749	3,730	3,723	-	
Waste							
Waste generated	1,000 tons	120	91	99	105	-	
Final disposal amount	1,000 tons	15	9	8	11	-	
Final disposal rate*2	Percentage vs. amount produced	1.40%	1.09%	0.95%	1.23%	0.30%	(FY2021)

<sup>\*1.</sup> For CO2 emissions from purchased electricity, we use the CO2 emissions coefficient provided by the Federation of Electric Power Companies of Japan.

# **Environmental Accounting in FY 2017**

Scope of statistics: Head Office, Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site, Speciality Materials R&D Laboratory, Kitakami HiTec Paper Corporation, KJ SPECIALTY PAPER Co., Ltd. Statistical method: Conforms with the Environmental Accounting Guidelines 2012 issued by the Ministry of the Environment

### **Environmental conservation costs**

Lifvironniental conservation costs			
Category	Primary Initiatives	Investment	Cost
(1) Indirect business costs		607	2,477
1. Pollution control costs	Countermeasures against air pollution, water pollution, odors, noise, and vibration	54	1,342
2. Global environmental conservation costs	Domestic afforestation, overseas afforestation, and energy conservation measures	307	0
3. Resource circulation costs	Recycling of waste paper and other products, countermeasures against waste products	246	1,135
(2) Upstream/downstream costs	Recovery and recycling of container and packaging materials	337	337
(3) Administration costs	Environmental education, environmental management systems, and acquisition of certifications $% \left( 1\right) =\left( 1\right) +\left( 1\right$	5	60
(4) R&D costs	Development of environmentally conscious products		316
(5) Social activity costs	$\label{thm:continuous} Green \textit{if} ication, environmental beautification, and environmental data \textit{disclosure}$	30	29
(6) Environmental remediation costs	Fees for pollution-related health damage		34
Total		980	3,252

### **Economic benefit of environmental conservation measures** million yen

Category	Details of benefits	Amount
Revenue	Benefit of reusing pallets	470
	Profits from sale of repurposed resources	13
Cost savings	Cost savings from energy efficiency	27
	Cost savings from improved material yield	76
Total		586

<sup>\*2.</sup> Final disposal ratio = (final disposal amount / amount produced) x 100

# **Relationship with Employees**

The Mitsubishi Paper Mills Group is making continuous efforts to improve working environments, fully leveraging the abilities of every employee and making them feel comfortable and fulfilled based on our Principles and Guidelines Concerning Human Rights and Labor Practices (established July 2009).

### **Principles and Guidelines Concerning Human Rights and Labor Practices**

### Principles

We respect the personhood of every employee and make safety the top priority in the workplace while fully leveraging each person's abilities and creating comfortable and fulfilling work environments.

### Guidelines

### 1. Respect human rights and forbid discrimination

We shall work to maintain wholesome work environments, respect the human rights of every employee, never engage in sexual harassment, power harassment, or other practices that ignore human rights, and never take actions that are discriminatory on bases that include one's birth, nationality, race, ethnicity, religion, gender, age, disabilities, or academic background. We shall never use child labor or forced labor. We shall also ensure the proper handling of our employees' personal information in accordance with the Act on the Protection of Personal Information.

### 2. Ensure workplace safety and health

We shall make safety and health the top priority in the workplace, work to maintain safe and healthy work environments, and know and comply with the Industrial Safety and Health Act and related laws.

### 3. Comply with labor laws

We shall strive to maintain comfortable and wholesome work environments in compliance with the Labor Standards Act and related laws.

### **Occupational Safety and Health Initiatives**

In accordance with our Group-wide Safety and Health Management Guideline, which incorporates our guiding principles concerning safety and health, we are also making efforts as a unified group from the viewpoint of CSR.

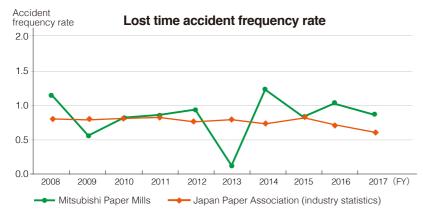
### **Group-wide Safety and Health Management Guideline**

### Fundamental principle

With the view that the safety and health of all people involved in the business activities of the Mitsubishi Paper Mills Group takes top priority, we will foster a corporate culture where people can feel good about working and achieve wholesome work environments where none come to harm.

### Fiscal 2017 activities

Based on the results of analyzing the state of safety in the Group during the last fiscal year, we carried out special audits of accidents caused by unsafe practices to prevent the recurrence of serious accidents arising from unsafe practices. In addition, we conducted wide-ranging activities that included establishing a stress check system, building a system for conducting chemical substance risk assessments, and having workplace patrols by women for the fresh perspective they bring.



Scope of statistics: Hachinohe Mill, Kyoto Mill, Takasago Mill, Shirakawa Site, Kitakami HiTec Paper Corp., KJ SPECIALTY PAPER Co., Ltd., and Collaboration Committees for each site



Workplace patrols by female employees (Takasago Mill)



Hands-on hazardous situation training (Kyoto Mill)

### **FY 2017 Safety Awards**

- Received the Class 5 (Gold Award) SME **Zero-Accident Certificate** 
  - · Toho Tokushu Pulp Co., Ltd.' s Kitakami Mill
- Received Safety Commendation at the 56th National Paper Pulp Safety and Health Conference
  - · Excellence in Safety Award Mitsubishi Paper Mills' Hachinohe Mill Collaboration Committee

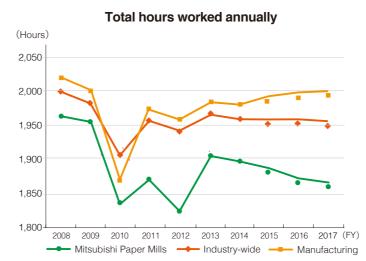


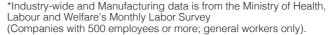
### Efforts to Create Comfortable Work Environments

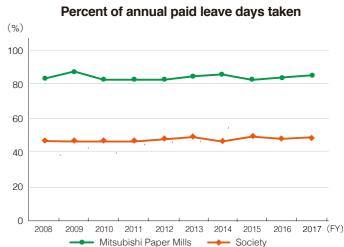
We believe that achieving comfortable work environments and a good work-life balance contributes not only to healthier, more prosperous lives for employees but also makes the company more competitive. The Mitsubishi Paper Mills Group is undertaking a number of initiatives out of a desire to give the Group more vitality and make it a fulfilling place to work.

### Regular program reviews done in conjunction with our labor union

Together with our labor union, we hold regular meetings of a specialized committee to review human resource programs and hold labor-management discussions on creating better programs. Meetings focus on issues such as wages, retirement benefits, the taking of annual paid leave, hours being worked, the reemployment situation, and work-life balance.







\*Society: From the Ministry of Health, Labour and Welfare's General Survey on Working Conditions.

### **Work-life balance initiatives**

To tackle the recent problem of children on waiting lists for day care, we extended the childcare leave period to allow all employees to have two opportunities to get their children into a childcare facility in April.

We are also extending the period during which employees can work shortened hours to provide care for a first grader to the end of the school year. This is to help with the "first-grade wall" problem, which refers to how it becomes difficult to get morning-to-night childcare for children coming out of nursery school and going into first grade.

Furthermore, we have revised our programs based on revisions to the Child Care and Family Care Leave Law made in January 2017. In line with the nature of the revisions, we are improving our balance support programs with a focus on nursing care, including nursing care leave and shortened working hours to provide nursing care.

# **Relationship with Customers**

In order to provide customers with products they can feel safe using, we formulated a Product Safety Code (established March 1995) and are proceeding with efforts to improve product safety. Along with maintaining legal compliance and conducting fair marketing practices, we will continue to actively communicate with our customers to provide products that benefit society.

### **Product Safety Code**

Mitsubishi Paper Mills believes that the role of a company in society is to provide safe and useful products along with satisfying services to customers, and we have utilized our excellent technologies to provide safe products to society. From here on, we will steadily implement the following actions throughout the entire company in order to maintain stable management and continue providing society with safe products and satisfying services that meet the needs of the times.

- (1) We will strengthen our quality control systems and product safety control systems, and will provide products confirmed to be safe using state-of-the-art science and technology.
- (2) We will work to stabilize the manufacturing process to always provide products of uniform quality.
- (3) We will provide accurate and reliable information on the correct way to use products and the safety of products.

# **Quality Control System**

To quickly respond to customer feedback and quality issues, we use a company-wide quality control system that has the president at the top and puts mill managers in charge of quality control at each of our mills.

The Mitsubishi Paper Mills Group's main production facilities have acquired ISO 9001 certification and are working to maintain and improve product quality.

**President** 

Officer in charge of technology

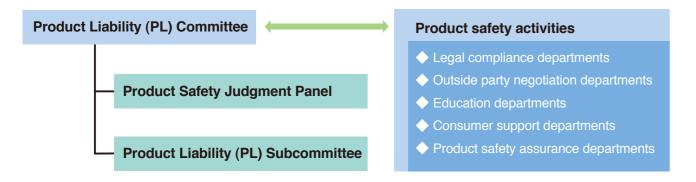
Printing Paper Business Division General Manager Imaging Division General Manager **Speciality Materials** Division General Manager

### All business segments

Pressboard, Speciality Materials, Kitakami HiTec Paper KJ SPECIALTY PAPER

# **Product Safety Control System**

With the goal of actively promoting specific product safety initiatives, we have established a Product Liability (PL) Subcommittee and a Product Safety Judgment Panel under the Product Liability (PL) Committee, whose membership is composed of individuals appointed from every head office division, every mill, and affiliated companies. This committee supports every division in their product safety management activities.



### **Communication with Customers**

In the Mitsubishi Paper Mills Group, sales departments have joined forces with R&D and production departments to provide products that satisfy the needs of customers around the world.

Our R&D and production personnel accompany sales staff and gather feedback from customers as we, a corporate group that is consistently on the cutting edge of technology, make efforts to create products that benefit the world at large.



The 10th Asia (Beijing) International Content Networking Exhibition



FESPA 2017 screen and textile printing exhibition (Hamburg)



Page 2017 print media event (Tokyo)



IOTE 2016 — The 8th Shenzhen International Internet of Things Technologies and Smart China Exhibition (Shenzhen)

# **Encouraging the Worry-Free Use of Our Products**

The products the Mitsubishi Paper Mills Group provides are made from materials proven to be safe.

Along with swiftly obtaining information about new regulations and toxicity, all departments and affiliated companies involved share information with each other and conduct thorough safety inspections of materials used.

With respect to chemical substance control, we have established Chemical Substance Management Guidelines and Green Procurement Guidelines and strictly control everything from the raw materials we use to our products' constituent substances.

Also, not only do we ensure compliance with laws and regulations, we also meet voluntary standards set by the industry according to product application and satisfy the demands of individual customers.

We will contribute to the betterment of society by continuing to provide eco-friendly, safe products that customers can feel safe and comfortable about using.

# **Relationship with Communities**

The Mitsubishi Paper Mills Group aims to grow together with communities and has put formulated its Social Contribution - Direction of Activities (formulated in January 2008) to proactively interact with communities through its business activities. Through activities such as those conducted by the Ecosystem Academy (see page 37), which uses forests owned by Mitsubishi Paper Mills, we undertake a number of social contribution activities that take advantage of the characteristics of each of our business sites.

### **Social Contribution - Direction of Activities**

- Environmental protection: We will contribute to the creation of a recycling society to maintain our precious global environment.
- →Our efforts to conserve the global environment include supporting FSC®-certified forests, supporting forest thinning, etc. with the cooperation of NGOs, and protecting the environment through our business activities.
- Living alongside local communities: We are strengthening our social contributions rooted in local communities.

  → Mills and offices play key roles actively engaging in local community activities and contributing to their
- →Mills and offices play key roles actively engaging in local community activities and contributing to their development.
- Supporting volunteer activities: We support voluntary social contributions by our employees.

# **Communication with Community Members**

As members of their communities, every business site in the Group proactively participates in local activities and furthers communication with every community member in a variety of ways.

### **Dialogue with community members**

Our business sites regularly hold dialogues with community members as a means to learn their thoughts about and needs concerning our business, and we work to help stimulate local economies through our business activities.

- Shirakawa Site Explanatory Meeting on the State of Operations (April)
- Kitakami HiTec Paper Corporation Community Gathering (December)
- Hachinohe Mill Environmental Monitoring Meeting (November) etc

### **Students' Work Experience**

Mitsubishi Paper Mills regularly takes in local students looking to experience life in the workplace. Through lecture and actual work experience in various workplaces, the students use this program as a means to gain valuable experience wholly different from their school life.



Students' work experience program for middle school students (Takasago Mill)



Students' work experience program for middle school students (Kyoto Mill)

### **Coexistence with the Community**

In addition to actively participating in community events, our sites welcome and deepen our interaction with community members through efforts that include allowing our facilities to be used free-of-charge for events.

### Sponsorship of the Takasago lantern festival

Our Takasago Mill participates in the Takasago lantern festival and provides a company facility as a venue for jazz concerts and other events.



The Uomachi Club, all lit up (Takasago Mill)

# Opening up our row of cherry trees to the general public

To share the enjoyment of viewing its cherry trees with the community, our Kyoto Mill lets the general public see the row of cherry trees on its grounds when they are in bloom. We also offer photography and printing services at the event, which has met with an excellent response every year.



Row of cherry trees made viewable to the general public (Kyoto Mill)

### **Contributing to the Community Environment**

# Participation in the Nagaokakyo City Environmental Fair

Every year in November, Nagaokakyo City holds its Environmental Fair as a means to promote better environmental awareness among residents.

In fiscal 2017, the Environmental Fair was host to a traveling class put on by the Ecosystem Academy at the Kyoto Mill. In addition to teaching visitors about Mitsubishi Paper Mills' environmental initiatives, the class brought further excitement to the event.



Traveling class at the Environmental Fair (Kyoto Mill)

# Participation in Fuji Beech Forest Development Project

Every year, KJ SPECIALTY PAPER takes part in Fuji Beech Forest Development Project, put on by the city of Fuji. Last year, 2016, marked the Company's ninth year of participation and saw the planting of 2,000 beech and other hardwood tree saplings. We will continue lending our support for activities aimed at preserving the natural environment of the Mt. Fuji foothills.



Participants in Fuji Beech Forest Development Project (KJ SPECIALTY PAPER)

# **Relationship with Communities**

### Development of FSC® certified forests

Since January 2014, Mitsubishi Paper Sales employees have, with the support of Tanaka Forestry Co., Ltd., which is located in Hinohara Village, Tokyo, undertaken volunteer activities in Tanaka Forestry's FSC-certified forests once a month. The activities include mowing grass, maintaining walkways, and cleaning up trash. We also began forest thinning in 2016, using the thinned wood to create walkway stairs and otherwise gradually expand the scope of our activities.

We began these maintenance efforts to deepen understanding of forest conservation, and there is no end to what the forest can teach us. We hope to continue these activities in the months and years to come.



Forest Development Using Forest Thinnings (Mitsubishi Paper Sales)

### **Contributing to Local Communities**

### Volunteering at the opening ceremony of the Kiboukyou Iwate Kokutai (National Sports Festival of Japan)

Kitakami HiTec Paper Corporation sent a volunteer team to provide medical and health services at the opening ceremony of the Kiboukyou Iwate Kokutai national sports festival held in Iwate Prefecture in October 2016.



Volunteer activity participants

### Support for charity organizations

Germany-based Mitsubishi HiTec Paper Europe GmbH provides support to Wagemut, a charity organization located in Flensburg. Wagemut provides counseling to girls and boys who have been victims of sexual assault and important information about sexual abuse.



Donating to charity organization Wagemut

### **Support for the Aomori Prefecture Reflective** Materials Strategy traffic safety program

At the Ecosystem Academy's traveling class session held at Hachinohe Tagadai Elementary School in February 2017, the Hachinohe Mill donated reflective key holders as part of the Aomori Prefecture Reflective Materials Strategy traffic safety program.



Donating reflective key holders (Hachinohe Mill)

### Support for Coming of Age Day event in Fukushima Ward, Osaka

Namitsu supported a raffle as part of the Coming of Age Day Memorial Gathering event, which was held in January 2017 in Fukushima Ward, Osaka, where the company has its head office. Through efforts such as these, we will continue to strengthen relations with community members and grow with the community.



Raffle event at the Coming of Age Day Memorial Gathering

### **Making Use of our Business Activities**

### Support for calligraphy performance at Hachinohe Higashi High School

The Hachinohe Mill regularly provides Hachinohe Higashi High School's calligraphy club with the jumbo-sized paper used at calligraphy performances. In addition to being a frequent participant in the Shodo Performance Koshien, a national calligraphy competition, the high school gives outstanding performances at various events in the area. We look forward to lending our support to future calligraphy performances by Hachinohe Higashi High School.

### Photo printing service

Leveraging the technologies of Mitsubishi Paper Mills' Imaging Media Business, we provided photography and printing services at events held near the Kyoto Mill and the Kitakami HiTec Paper Corporation.

- Takenoko Festa and Garasha Matsuri (Kyoto Mill)
- Kitakami Tenshochi Sakura Festival (Kitakami HiTec Paper Corporation)



Takenoko Festa (Kyoto Mill)

Calligraphy Performance at Hachinohe City Hospital

### **Braille Calendar**

The release of the 2017 edition of the Braille Calendar is the 21st edition, since the first edition was released in 1997.

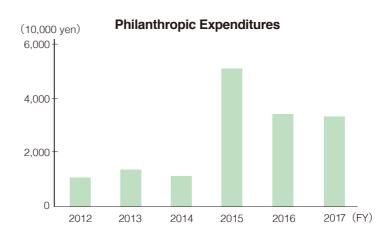
The calendar, which has contained food recipes in recent years, has been well received by those it has been donated to, such as social welfare organizations and the Japan Braille Library, as well as the visually impaired who use the calendar.



Braille Calendar (2017 edition)

# **Philanthropic Expenditures**

Mitsubishi Paper Mills is a member of the Keidanren 1% Club and is a company which continually contributes to improving social sustainability. Whether it's in academics, research, or education, our aim is to be of benefit to society in many fields.



### Breakdown of philanthropic expenditures (FY 2017)

Regional activities/cultural preservation International exchange, etc Social welfare Environment Culture and arts Academics, research, education

# **Fiscal 2017 Activity Results**

In fiscal 2017, we selected our two top priority issues: 1) ensuring the effectiveness of corporate governance and 2) enhancing activities to ensure safety and health, and made efforts towards improving corporate value. We also reduced industrial waste and promoting environmental preservation activities. With respect to our products, we made efforts to enlarge our offering of environmentally friendly products including FSC-certified paper.

### Basic Policy 1. Strengthening our CSR management base

Key Issues	Action Plan	Activity Results	Evaluation
· Ensuring the effectiveness of corporate governance	Ensure good governance based on the Basic Policies on Corporate Governance	Increased the number of outside directors, established a Nomination and Remuneration Committee, and other measures	0
	· Review governance functions	Conducted awareness-raising activities at all business sites  · Assessed effectiveness of Board of Directors Reviewed Group governance functions	0
Establishing a risk     management structure	Enhance structural preparations and our risk map through a Group management	Conducted semiannual risk map reviews and updated risk awareness and assessments	0
Ü	viewpoint  · Discuss the drafting of a BCP	Discussed actions to take should head office functions be lost     Conducted emergency liaison training that included all     business sites and main affiliated companies	0
Thoroughly familiarizing employees with the Corporate Code of Conduct and the Compliance Conduct Standards	Improve employees' understanding of the Corporate Code of Conduct, the Compliance Conduct Standards, and related laws through more robust compliance education	Conducted compliance training for all executives and presidents of affiliated companies in Japan     Provided training for all line managers in the Group and had this extended to all employees (including part-time and contract employees) in the workplace	0
· Ensuring strict legal compliance	Strengthen legal functions     Promote a better understanding of laws applicable to our operations, and enforcing compliance     Follow up on and instill information	Conducted legal checks and provided legal counseling Improved awareness of and prepared a system for responding to anti-social elements     Provided legal education for executives, line managers, and those in charge of signing contracts	0
	management rules as well as information handling guidelines	Regularly issued the Compliance News newsletter as a measure to improve employees' legal thinking  · Audited and followed up on the status of information management in each department	0
Promoting communication with stakeholders	Further improve the IR information we provide on our website, etc.     Disseminate information about new products, etc. (share information on affiliated companies)	Disseminated information including Second Mid-Term Management Plan details (analyst briefing materials), the Corporate Report, the Annual Report, earnings briefing, and information related to General Meeting of Shareholders	0
	Enhance and make use of the Head Office gallery	Disseminated information about new products (2) and trade shows (10)	0
	· Enrich our Corporate Report	Held 6 exhibitions and worked to exhibit products in a timely fashion	0
		Issued Corporate Report 2016 in August in an integrated report format	0
· Expanding initiatives out to affiliated companies	Ensure compliance at subsidiaries in the wake of amendments to the Companies Act	Conducted awareness-raising initiatives at affiliated companies in Japan and thoroughly familiarized employees with the governance system	0

### Basic Policy 2. Promoting environmental management

Key Issues	Action Plan	Activity Results	Evaluation
Promoting activities to prevent global warming	Promote CO <sub>2</sub> emissions reductions in our business activities and employees' homes	Maintained and managed equipment subject to the Revised Fluorocarbons Recovery and Destruction Law Modified equipment to reduce fossil fuel consumption	0
	Study how to absorb more CO <sub>2</sub> using company-owned forests in Japan     Track trends of Scope 3 CO <sub>2</sub> emissions	Drafted a new Forest Management Plan for a company-owned forest in Shichinohe     Worked to acquire information related to Scope 3 and surveyed industry trends	0
		Began discussing the implementation of Scope 3 for certain Mitsubishi Paper Mills products	0
Promoting activities to preserve biodiversity	Increase the percentage of FSC-certified wood we procure     Participate in the Japan Business Initiative For Biodiversity (JBIB)	Proactively used FSC-certified wood chips     Acquired deeper insight through participation in regular meetings	0
Improving and enlarging our environmentally conscious product lineup	Promote environmentally conscious products such as FSC-certified paper     Develop and roll out new environmentally conscious products	Took part in Eco-Products 2016 and promoted the FSC logo     Exhibited TDP at an overseas trade show, loaned some to users, and otherwise promoted environmentally conscious products	0
Reducing environmental risk and impact	· Reduce industrial waste	Completed 91% of preregistered capacitors with high concentrations of PCBs for detoxification Began business operation of the waste recycling equipment at the Hachinohe Mill in December	0
	Improve environmental communication	Worked to hold a dialogue with community members by having Environmental Monitoring Meetings at Hachinohe Mill	0

Basic Policy 3. Raising customer satisfaction levels by carefully address
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Key Issues	Action Plan	Activity Results	Evaluation
· Ensuring product safety	Enhance chemical substance management	Promptly revised controlled substance lists in light of regulatory revisions     Each business site promptly reported to local governments in accordance with regulations	0
	Enhance the activities of the Product     Liability (PL) Subcommittee	Shared information about legal revisions in a timely fashion	0
· Ensuring product quality	Promote thorough adherence to ISO 9001 management and improve customer satisfaction (fewer complaints, etc.)	Established and began acting on 2H priorities in response to 1H results     All business sites, including Group companies, conducted quality audits	
Rolling out new products based on user input and building optimal sales channels	Promote the commercialization of proposed ideas and support business activities focused on the customers' purchasing process	Worked to revitalize the system for making proposals such as by establishing themes in line with social news	0

### Basic Policy 4. Taking further measures to provide our employees with a comfortable working environment

Key Issues	Action Plan	Activity Results	Evaluation
Enhancing activities to ensure safety and health	Conduct special audits of accidents caused by unsafe practices	Conducted two "special audits" and aimed to prevent accident recurrence	
	Take measures towards making stress     checks mandatory	Established stress check system and conducted stress checks	0
	Take measures towards making chemical substance risk assessments mandatory	Safety personnel worked with the technology division and other divisions to build an action framework, and put it into action according to plan	0
	Have women participate in workplace patrols	Incorporated female workplace patrols into scheduled workplace patrols at all business sites	0
Promoting various measures to improve human resource	Enhance hiring activities to respond to personnel requirements and ensure optimal personnel placement	Hired general staff in preparation for business expansion and added more production floor operators	0
performance	Take measures in line with the spirit of the Act on Promotion of Women's Participation and Advancement in the Workplace, and promote diversity	Revised the systems for childcare leave and short working hours for childcare	0

### Basic Policy 5. Promoting activities that contribute to society

Top Priority Issues

Key Issues	Action Plan	Activity Results	Evaluation
Promoting community support activities	Participate in regional activities at each of our sites and maintain good relations in those regions	Every business site worked to strengthen relations with local communities through efforts that included participating in events and providing paper	0
Promoting cultural contribution activities	Provide on-going support focusing on the Mitsubishi Group and related industry groups	Made donations to and sponsored various related groups and their projects	0
· Promoting activities of the Ecosystem Academy	Entrench and expand efforts in the form of on-going activities	Conducted instructor development and skill improvement training     Held interactive environmental education sessions in Fukushima, Tokyo, Kyoto, and Hachinohe	0

(Evaluation) ○: Target achieved △: Insufficient implementation

# **Fiscal 2018 Action Plan**

For fiscal 2018, we established "ensuring product quality" and "enhancing activities to ensure safety and health" as our two top priority issues. In implementing our action plan, we will carry out the PDCA cycle in order to improve the quality of our CSR activities, while at the same time incorporating feedback gained through dialogue with stakeholders as we undertake initiatives characteristic of the Mitsubishi Paper Mills Group.

Basic Policy 1. Strengthening our CSR management base

Key Issues	Action Plan
· Ensuring the effectiveness of corporate governance	· Ensure good governance based on the Basic Policies on
	Corporate Governance
	· Review governance functions
· Establishing a risk management structure	· Enhance structural preparations and our risk map through a
	Group management viewpoint
	· Discuss the drafting of a BCP
· Thoroughly familiarizing employees with the	· Improve employees' understanding of the Corporate Code of
Corporate Code of Conduct and the Compliance	Conduct, the Compliance Conduct Standards, and related laws
Conduct Standards	through more robust compliance education
· Ensuring strict legal compliance	· Strengthen legal functions
	· Promote a better understanding of laws applicable to our
	operations, and enforcing compliance
	· Strengthen and enhance our system for responding to antisocial
	elements
· Promoting communication with stakeholders	· Further improve the IR information we provide on our website and
	elsewhere
	· Disseminate information about new products, etc. (share
	information on affiliated companies)
	· Enhance and make use of the Head Office gallery
	· Enrich our Corporate Report
· Expanding initiatives out to affiliated companies	· Step up efforts at continually promoting CSR activities

Basic Policy 2. Promoting environmental management

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Key Issues	Action Plan
· Promoting activities to prevent global warming	· Promote CO <sub>2</sub> emissions reductions in our business activities and
	employees' homes
	· Study how to absorb more CO <sub>2</sub> using company-owned forests in
	Japan
	<ul> <li>Track trends of Scope 3 CO₂ emissions</li> </ul>
· Promoting activities to preserve biodiversity	· Increase the percentage of FSC-certified wood we procure
	· Participate in the Japan Business Initiative For Biodiversity (JBIB)
· Improving and enlarging our environmentally	· Promote environmentally conscious products such as
conscious product lineup	FSC-certified paper
	· Develop and roll out new environmentally conscious products
· Reducing environmental risk and impact	· Reduce industrial waste
	· Improve environmental communication

Basic Policy 3. Raising customer satisfaction levels by carefully addressing user needs

Key Issues	Action Plan
· Ensuring product safety	· Enhance chemical substance management
	· Enhance the activities of the Product Liability (PL) Subcommittee
· Ensuring product quality	· Promote thorough adherence to ISO 9001 management and
	improve customer satisfaction (fewer complaints, etc.); continue
	to conduct quality audits
· Rolling out new products based on user input and	· Promote the commercialization of proposed ideas and support
building optimal sales channels	business activities focused on the customers' purchasing
	process

Basic Policy 4. Taking further measures to provide our employees with a comfortable working environment

Key Issues	Action Plan
· Enhancing activities to ensure safety and health	· Strengthen efforts to eliminate serious accidents
	· Improve safety system auditing
	· Follow up on stress check results and enhance the system
· Promoting various measures to improve human	· Acquire necessary personnel through enhanced hiring activities
resource performance	and work to retain them
	· Discuss means of collecting information about and implementing
	work style reform

Basic Policy 5. Promoting activities that contribute to society

Key Issues	Action Plan
· Promoting community support activities	· Participate in regional activities at each of our sites and maintain
	good relations in those regions
· Promoting cultural contribution activities	· Provide on-going support focusing on the Mitsubishi Group and
	related industry groups
· Promoting activities of the Ecosystem Academy	· Entrench and expand efforts in the form of on-going activities



# Company Profile and Corporate Data (as of March 31, 2017)

### **Company Name**

Mitsubishi Paper Mills Limited

### **Address**

2-10-14 Ryogoku, Sumida-ku, Tokyo 130-0026, Japan

### Representative

Kunio Suzuki, President and Chief Executive Officer

### **Founded**

1898

### Paid-in Capital

32,756 million yen

### **Consolidated Number of Employees**

3,734

### **Shareholder Register Administrator**

Mitsubishi UFJ Trust and Banking Corporation

### **Independent Auditor**

Ernst & Young ShinNihon LLC

### **Main Business Activities**

The Mitsubishi Paper Mills Group is primarily engaged in the manufacture, processing, and sale of paper, pulp, and photosensitive materials, and the main products and services of each division are provided below.

### Paper and pulp business

Coated printing paper, uncoated printing paper, finely-coated printing paper, specialty printing paper, communication paper, hygienic paper, electrical insulation pressboard, high-quality white paperboard, specialty white paperboard, and other specialty paper, bleached kraft pulp, and specialty pulp

### **Imaging Media Business**

Inkjet paper, photographic paper, base paper for photographic paper, printing plate materials, printing machines, CTP software, and treatment chemicals

### **Speciality Materials Business**

Chemical paper (decorative laminate base paper, impregnated paper, wall coverings base, masking tape backing, etc.), non-woven fabrics, filters, rewritable media, battery separators, and specialty materials

### **Other Businesses**

Engineering operations, sports facility management, insurance agency business, real estate business, warehousing business, transport-related business

Consolidated subsidiaries

19 in Japan, 7 overseas

Mitsubishi Paper Sales Co., Ltd.

Kitakami Hitec Paper Corp.

Mitsubishi Paper Engineering Co., Ltd.

Ryoshi Co., Ltd.

Diamic Co., Ltd.

NAMITSU Co., Ltd.

Pictorico Co., Ltd.

Shin-Hokuryo Forest Products Co., Ltd.

Toho Tokushu Pulp Co., Ltd.

Hachinohe Paper Processing Co., Ltd.

KJ SPECIALTY PAPER Co., Ltd.

Takasago Paper Processing Co., Ltd.

MPM Shared-service Co., Ltd.

Hachiryo Co., Ltd.

Ryoko Co., Ltd.

MPM Operation Co., Ltd.

Kyoryo Chemical Co., Ltd.

Hokuryo Co., Ltd.

Hakuryo Paper Technology Co., Ltd.

Mitsubishi Paper Holding (Europe) GmbH

Mitsubishi HiTec Paper Europe GmbH

Mitsubishi Paper GmbH

Mitsubishi Imaging (MPM), Inc.

MPM Hong Kong Limited

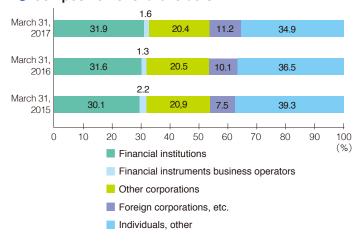
Zhuhai MPM Filter, Ltd.

MPE Real Estate GmbH

- Total number of authorized shares 90,000,000
- Total number of outstanding shares 34,258,433
- Shareholders 18,323

(1,846 year-over-year decrease)

### Composition of shareholders



See Mitsubishi Paper Mills' website for more information.

⇒https://www.mpm.co.jp/eng/ir/index.html

See Mitsubishi Paper Mills' website for more information.

\$\times \text{https://www.mpm.co.jp/eng/company/gaiyo.html}\$