

Coping with the Great East Japan Earthquake

The immediate aftermath

- Day of the earthquake** >> Immediately after the earthquake strikes, THK starts contacting its plants, sales offices, and partner businesses to ascertain their status, check on damage, and pass along vital information.
Friday, March 11, 2011 >> THK closes down its operations early, enabling some employees to depart for home on foot, and invites the rest to spend the night on the company premises.
- Day 2** >> A task force headed by THK's president is convened, and crisis-control meetings are held twice a day. Earthquake damage and other conditions are tracked on a matrix diagram.
Saturday, March 12 >> Plants not affected by the disaster begin delivering emergency supplies to employees of the YAMAGATA and THK INTECHS SENDAI Plants and their families.
>> THK once again contacts all its plants, sales offices, and partner businesses to check on damage and assess the situation.
>> A Japanese-language report on the earthquake's impact on production facilities is published on the THK website.
- Day 3** >> An English-language version of THK's report on the earthquake's impact on production facilities is published on the company website; the report is eventually published in other languages as well.
Sunday, March 13 >> In the wake of an accident at a Fukushima nuclear power station, orders are issued to evacuate all personnel, including employees of affiliated companies and their families, from THK sites in the affected area. SENDAI Branch employees are relocated to the YAMAGATA Plant, while HITACHI Branch employees are relocated to the UENO Branch, to ensure continuity of operations.
>> THK issues a communiqué on measures to protect against adverse health effects arising from radiation leakage.
>> THK pledges to donate ¥100 million to support relief efforts coordinated by the Japanese Red Cross Society.
>> THK issues advance notifications to business sites that will be affected by scheduled electric-power outages, followed by daily updates to business sites connected to the Tokyo and Tohoku electric-power grids.
- Day 4** >> THK instructs all affected business sites to curtail the use of fluorescent lighting, try to rely on natural light in the daytime, and restrict the use of air conditioning, in order to conserve electricity.
Monday, March 14 >> THK issues a communiqué on safety measures for protection against radiation.
>> As part of a decentralization effort, some THK Headquarters functions are relocated to the GIFU Plant, and 80 employees from THK Headquarters and the Technology Center are dispatched to Gifu.
>> Recovery efforts get underway at the YAMAGATA, KOFU, and THK INTECHS SENDAI Plants, which all incurred earthquake damage. THK production engineers from plants all over Japan are mobilized to assist the recovery efforts at the affected sites.
- Day 5** >> THK begins equipping all its plants with portable radiation detection and measuring devices.
Tuesday, March 15
- Afterward** >> Random samples of products from all THK plants are tested for radioactivity, using portable detection equipment.
>> Radiation levels are measured at all company facilities, including THK Headquarters, and the results are shared throughout the company.

Headquarters backup system

In the aftermath of the Great East Japan Earthquake and aftershocks, and amid the increasing danger of radioactive contamination from the Fukushima nuclear power plant, THK's Earthquake Task Force decided to relocate some functions of the company's Tokyo headquarters to the GIFU Plant. The move began on the fourth day after the earthquake and continued for about one month. By April 16, 55 employees from THK Headquarters and 25 from the Technology Center were performing their duties at the GIFU Plant. In addition, to address the worst-case scenario, space was created at the NAGOYA Branch to accommodate more personnel from THK Headquarters and the Technology Center. In this way, THK instituted a backup system that would enable roughly 80% of headquarters employees to be relocated to other locations if necessary. A list of critical documents, files, and other materials to be rescued was also prepared, to

enable the remaining headquarters and Technology Center employees to remove essential materials in the event that they have to be relocated in an emergency.

Although THK was implementing these measures for the first time, all the employees involved performed their respective roles calmly and effectively, and the company successfully demonstrated that its operations will be able to continue despite any possible future disaster.

Post-quake: The GIFU branch office



To all who have lent a helping hand

In the aftermath of the Great East Japan Earthquake, THK's customers and partner businesses in Japan and all over the world were quick to offer assistance to THK's disaster-stricken business sites and to support THK employees by donating relief funds and everyday goods. We want all of you know that your donations were put to the best possible use, having been shared by THK employees and the residents of disaster-stricken prefectures in the Tohoku region. We are profoundly grateful to all who offered their support.

THK has donated ¥100 million to the Japanese Red Cross Society to help provide relief for victims of the Great East Japan Earthquake. Further details on our own relief activities are included in this report.

If circumstances permitted, I would identify each company that has offered assistance by name here and thank you each individually. Due to a lack of space, however, I hope you will forgive me if I simply express my sincere gratitude to all of you at once.

Akihiro Teramachi
President and CEO, THK CO., LTD.