

JAXA General Employers Action Plan Integrated with the Act on Advancement of Measures to Support Raising Next-Generation Children and the Act on Promotion of Women's Participation and Advancement in the Workplace

1. Implementation period: From April 1, 2023 to March 31, 2025

2. Contents

(1) Objectives and Action Items as per the Act on Advancement of Measures to Support Raising Next generation Children

Objective 1: Create work environments that employees in their various life stages can work comfortably, through review of time off benefits from the standpoint of employees, which is easy to understand and utilize.
Objective 2: Establish satisfaction of 80% of employees who are eligible for maternity and childcare leave regarding all the work systems of JAXA, related to child birth and childcare.

<Action Items>

- During FY2023 Internally inform of various ways to use leaves such as work-life balance holidays for not only childcare but also light caregiving, physical therapy, refresh that can be utilized at various life stages.
- During FY2023 Promote utilization of special holidays by addressing 'new way of working', reviewing eligibilities for vacations and maintaining the effect of the system while improving the convenience.
- During FY2023 Enhance information sharing that promotes involvement of male employees in childcare, such as providing information on childcare leaves for male employees or introducing actual cases.
- During FY2023 For employees eligible for child birth and childcare leaves (regardless of gender), implement satisfaction questionnaire after the applicable term as a research for follow up.

(2) Objectives and Action Items as per the Act on Promotion of Women's Participation and Advancement in the Workplace

Objective 3: Reduce the number of employees who worked overtime for 80 or more hours a month (including managers and employees applicable to discretionary work system) compared to the average of last 3 years (Fiscal year 2020 to 2022) by 20%.

Objective 4:

Continuously maintain and improve the ratio of female managers at 10% or more.

Objective 5:

Implement activities to support female students of junior high schools, high schools, colleges, etc. who aim for studies at science colleges and graduate schools, or jobs as researchers, from a long-term standpoint.

<Action Items>

- From April 2023 Periodically share current status of overtime working including information on the departments and periods with the management, at meetings that the managements attend.
- During FY2023 Particularly for managers and employees applicable to discretionary work system who work overtime for 80 or more hours a month for multiple months, conduct hearing involving the supervisor and the employee, implement concrete actions such as improvement of task efficiency and giving proposals to the related department, and consider improvement of organizational management by considering the appropriate workloads for number of employees.
- During FY2023 Continuously implement researches to establish the pipeline of leaderships by female employees and consider long-term countermeasures.
- From April 2023 Continuously implement trainings for all officers and employees to promote the change of mindset by realizing the unconscious bias.
- During FY2023 Strategically assign employees aiming for carrier building to increase the number of female managers.
- From April 2023 Periodically hold seminars for manager candidates or their substitutes.
- From April 2023 Support carrier building for female students by providing consultation for passes for future path and proposing role models for women to succeed, utilizing opportunities of various events such as the open house day or lectures.
- From April 2023 Establish networks between students (mainly college and graduate school students) and researchers to promote information sharing. Also, share information that is useful to be researchers or enroll graduate schools by enhancing the contents of website, etc.

- During FY2023 Consider necessary measures and implementation of systems to create the environment and to expand the base for young employees to shine taking the next action plan period (starting with 2025) into account, consulting with actual cases of other R&D institutions.