

Developing Together with Employees

Employees of the Komatsu Group companies are an irreplaceable asset for the Group. That is why we try to foster a work environment with opportunities for challenge and creativity. The Company strives to maximize the trust given to it by its employees.

Global Policy on Human Resources Management

Human resources management systems differ from region to region, reflecting differences in historical and cultural backgrounds, differences that must be respected and duly taken into consideration. The basic policies for personnel systems common to all Komatsu Group companies around the world are embodied in Komatsu's Worldwide Code of Business Conduct, as stated below. Each region uses these policies to formulate a personnel system that has a competitive edge over other companies.

Komatsu's Worldwide Code of Business Conduct (Chapter 5 of A)

- 1 We shall respect each employee's fundamental human rights, inherent personality, individuality and legally protected privacy.
- 2 We shall treat and appraise each and every employee in a fair and impartial manner. We shall not discriminate against any employee on the basis of nationality, race, religion, age, gender, physical or mental disability, or other legally protected attributes that are irrelevant to his or her performance. We shall vigorously endeavor to promote equal opportunities for employment and eliminate harassment in the workplace.
- 3 We shall endeavor to provide the employees with workplaces where they can seek good balance between their private life and professional life while effectively accomplishing their respective tasks with satisfaction and pride.
- 4 We shall endeavor to design and administer the systems of human resources management in a manner that is most reasonable and persuasive to the employees. We shall make such systems open and clearly explain them to the employees to the maximum extent practicable.
- 5 Komatsu Group companies shall comply with all applicable laws and regulations governing employees' rights in jurisdictions in which they operate and faithfully accommodate, whenever applicable, conversations or discussions with employees or their representatives.
- 6 We shall not tolerate child labor or forced labor.
- 7 Komatsu Group companies shall endeavor to offer to their respective employees those terms and conditions for employment that are sufficiently competitive in their respective regions.

Komatsu has set forth Komatsu's Five Principles for Hiring, namely: (1) the company does not consider age or gender, in

hiring decisions; (2) the company does not consider national or regional origins in hiring decisions; (3) the company does not consider religious affiliation or beliefs in hiring decisions; (4) the company does not consider the existence of disabilities that are not job performance related in hiring decisions; and (5) the company gives significant consideration to work experience at other companies or in other industries in hiring decisions. Komatsu conducts its hiring practices based on these five principles, which are disclosed on its website.

Developing Human Resources Globally

The development of global human resources is an ongoing theme for the Komatsu Group. To maximize corporate value, while growing together with its employees, Komatsu is setting the following policy in an effort toward further developing its human resources.

Basic Policy on Education and Training

- Each employee should set high goals, be self-reliant and self-motivated in acquiring knowledge and skills.
- The Company should support employee career development through the implementation of necessary education for both the Company and employees in a focused manner.
- The objective of the education policy is "education", facilitating the ongoing growth of the Company and its employees.

While fulfilling basic and specialized education in fields such as research and development, production, and sales and after-sales service, the Company is also supporting the acquisition of the necessary attitudes that go with knowledge and skills, at every level in the Company, from new hires to management. Furthermore, we intend to promote human resource development on a global, Group-wide basis, including the training of employees outside Japan, as well as the employees of our business partners.

Topics

New training center opened on the site where Komatsu was founded to celebrate the company's 90th anniversary

In May 2011, a new training center was opened in "Komatsu Green Park" in Komatsu City, the site where Komatsu was founded, to commemorate the company's 90th anniversary. This new training center consolidates educational facilities scattered throughout Japan and acts as a training center for various fields on a global, Group-wide basis. Positioned as a global hub for service training, it will focus on actual training, as well as the development of new training programs and materials. At the same time, the center will assume the role of Komatsu's human resource developer. The center is equipped with interpretation booths for three languages and hosts a variety of meetings and events from Japan and abroad, making it a center for cultivating global teamwork.

Within the "Komatsu Green Park", the building that

housed the head office when the company was founded in Komatsu City was re-opened as the "Kids Pavillion", where children can try their hand at running equipment or enjoy various science experiments. A park with a nature area lets children enjoy the natural surroundings or get hands-on experience with growing plants.

These facilities are not solely aimed at accelerating Komatsu's global human resource development, but are meant to be a contribution to Komatsu City, the company's birthplace, with the hope that they will attract local children and provide an opportunity to develop an interest in science and nature.



World-largest dump truck 930E in "Komatsu Green Park" opened in May 12