

Risk Management

We strive to strengthen risk management through employee training, product assurance activities, information security measures and disaster countermeasures.

Highlight of fiscal 2008

Improvement of internal audit accuracy against information security and regulation of confidential information to outside

Practical measures concerning information security and improvement of employee consciousness of it

At our company, we established the "Security Management Representative Meetings" in which each division director participates under the "Committee on the Ethics of Corporate Actions" and thoroughly implements information pertaining to security measures.

In fiscal 2008 we made as part of our guidelines the "Security Management Act" and "Operative Standard for Information Systems" and are promoting the strengthening of practical measures and the improvement of the information security consciousness of all our employees.

Strengthening information security measures

We are continuing to carry out the "Prevention Measure for Negligent Leaks" stemming from the data encryption implemented in fiscal 2007. The "Prevention Measure for Malicious Unauthorized Leaks" stems from things such as the acquisition of system usage records, thorough dissemination of knowledge of rules, and activities to improve rule awareness. Also, we implemented at each division the use of check sheets for self-inspection of their handling and management methods of secret information.

We also improved system utilization history and a USB memory removal management ledger to regulate confidential information to the outside when conducting internal audits by the General Administration and IT Promotion Division.

Examples of Measure Enhancement

	Division	Implementation Issues
Prevention for negligent leaks	Soft ware	<ul style="list-style-type: none"> ● Data encryption of all PCs ● E-mail security reinforcement
Prevention for malicious unauthorized leaks	Hard ware	<ul style="list-style-type: none"> ● Inspection for things taken out (inspect twice a month) ● Increase in the number of surveillance cameras ● Wire setting for fixing PCs <ul style="list-style-type: none"> • Lap-Top PC • Desk-Top PC • external HDD
	Soft ware	<ul style="list-style-type: none"> ● Reinforcement in access privileges to the file server ● Restrictions on things taken out / enhancement of check function ● Acquisition and Monitoring system usage records and access records. ● Prevention for unauthorized access
Moral measure		<ul style="list-style-type: none"> ● Review of Security Management Act ● Simultaneous inspection of security consciousness for all employees ● In-house education of security management ● Onsite inspections for each division

Employee moral awareness improvement

The threat of information security problems do not largely originate "externally" but "internally" within the company or from business connections, and the majority of them are caused by people. Therefore as a way of "dealing with such people" we are dealing with tackling the establishment and honoring of rules such as handling and storage methods for classified documents as part of information leak prevention and security management. We are also planning a more stringent observation of computer use through software license management and state checks from operations logs, as well as the improvement of employee moral awareness.

First break/restoration and early response from the Disaster Countermeasures Manual

Practice training 5 times

With "Life Comes First" and "Quick Restoration" as the fundamentals of our disaster countermeasures, we are strengthening anti-seismic reinforcement of equipment and everyday monitoring activities as preemptive measures against natural disasters, everyday fires and explosions. As preparation for large scale earthquakes in particular, we have established an "Emergency Earthquake Report System" at each site to ensure employee safety and safe evacuation. Also, we established the "Toyota Gosei Disaster Countermeasures Manual" that anticipates emergencies and indicates a procedure of first break/restoration response for the sake of minimizing injuries. We are also constructing a system for when incidents occur that can confirm the safety of about 20,000 employees and their family members as well as provide databases of replacement equipment, locations, and employee skills that will be necessary for quick restoration.

Organizational Chart for Emergency Disaster Countermeasures

