

Toyobo Education and Training System for FY2024

								Mandatory	Application	Selection	Promotion Requirements	
	S6	S5	S4	S3	S2	S1	Manager (M Staff)					
Grade-Specific	Organized and conducted at each site		S4 Advancement Training	S3 Advancement Training		M Staff Candidate Training	M Staff Regular Training					
				OJT for Work Issues								
On boarding				New Graduate Training (Early-, Mid-, Late-Phase)								
Role-Specific			OJT Leadership Training	Instructor Training								
Selection /Application	Seminars for Selected Employees (MSS: M Staff Advancement Requirements / BSS: S2 Advancement Requirements / FSS: S4 Advancement Requirements)											
	Correspondence Education											
	Public Seminars											
Self-Enlightenment	e-Learning											
Career					Mid-Career Design Seminar		M Staff Line Leader Career Design					
Global		Pre-assignment training										
		Short-Term Overseas Assignment Training										
			English Training *G Course Graduates	Local Subsidiary Staff Training (National Staff Training)								
	Support for English Proficiency Enhancement											
Next-Generation				Next-Generation Leader Development Program								
Sales	Sales-related Accounting Manual Training		Basic Sales Training	Intermediate Sales Training								
Engineer Training	Quality Control Training for Beginners		Basic and Practical Training on Problem Solving									
			Quality Control Application Training									
				Education for Frontline Leaders (GLK)								
			Basic Engineering Seminar (EKS)									
			Practical Engineering Seminar (EJS)									
						Course for Section Chiefs	Site Manager Training Upon Appointment					
Safety and Disaster Prevention	Basic Safety Training (Upon Entry, Repeated for Inexperienced Personnel)				Safety Manager Training Upon Appointment							
	Fear Simulation Training (Upon Entry)											
	Hazard Prediction Training (KYT) Workshop (Employees in 2nd or 3rd Year)				Hazard Prediction Trainer Training (Upon Appointment)							
	Basic Fire Safety Training (Upon Entry, Repeated for Inexperienced Personnel)			Basic Fire Equipment Training	Fire Safety Management Training (Class A) (Upon Promotion /Appointment)							
			Supervisor Training (Upon Promotion/Appointment)									
	Basic Chemical Handling Training (Upon Assumption of Handling Duties)				Fire Safety Manager Training							
			Chemical Substance Education (Supervisors) (Upon Promotion/Appointment)									
Quality Assurance			New Product Safety Engineer Seminar (Upon New Appointment)									
			Product Safety Engineer Practical Seminar (Selected from Existing Staff)									
Quality Assurance	Basic Quality Assurance Seminar				S2 Advancement Seminar on Quality	Quality Management Seminar						
						Project Leader /Quality Assurance Seminar						
Compliance	Compliance Workshop (for General Employees)					Compliance Workshop (for Management)						
Legal Affairs	Antitrust Law and Subcontractor Law Course											
Diversity	Human Rights Training											
	Women Leaders Development Seminar (Beginner Level) * Area Course for Women				Diversity & Inclusion Training for Managers							
Organizational Development	Organizational Development Course											
							Organizational Development Seminar for Line Managers					
Intellectual Property			Patent Practice Seminar I, II, III (for Technical and Research Staff)									
	Workshop on Specification Writing											
Research Ethics	Research Ethics Education											
	Education *planned and conducted by each department											
	Education *planned and conducted at each site or plant											