

# The 2020 ISSUE 03 Innovator

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### Our Company Name Has Changed

Rokko & Associates, Inc. celebrated the 70th anniversary of its foundation in June 2019. Since the Company's beginning, we have developed our business with a focus on electrical work. We are now looking toward our centennial anniversary. To survive in today's fast-changing world, management and

employees must work to change themselves. With an eye toward becoming a company that can anticipate, adapt, and overcome challenges, we have changed our company name to HEXEL Works, Inc. We will do our best to ensure that HEXEL = Excellence!

Please check it.  
Notice of company name change.



### Financial Analysis for the 78th Period

In the 78th term, revenue totaled ¥42,593 million and operating profit was ¥2,612 million. We believe these financial achievements were due to the originality, ingenuity, and efforts of each and every one of our staff. For additional information, please see the graphs below and our website.

Regarding the status of overseas facility installations, as I mentioned in the previous issue, we succeeded in receiving an order for a U.S. military facility installation in Guam from the U.S. general contractor. As a result of the project offer in the MAMIZU project, we received inquiries from U.S. and Japanese general contractors that had taken an interest, and we believe it is the right time to highlight our true abilities regarding our system and foundation in Guam. We will create a workforce from

the Philippines, Japan, and other countries and conduct safer and higher-quality construction through this multinational team.

Cases concerning the U.S. military forces in Japan accounted for approximately 10% of total sales. Profit margins have been steadily growing as well. Regarding offers, while there were many in Okinawa, there were also quite a few in the Tokyo metropolitan area toward the end of the period. To meet this demand, we will come together as one branch for the Tokyo metropolitan area (Zama, Yokota, Yokosuka, and Sagami-hara) and work to enhance our sales, quantity surveys, construction, and technologies. Also, at Misawa Air Base, we received inquiries not only from the existing general contractors but also from the local general contractor. Accordingly, our

goal is to be based in the community and receive orders on a long-term basis.

With regard to HEXEL TECH ENGINEERING Corp., their business volume and results have been recognized and orders have been received for electrical materials not only from their parent company but also from other customers. In the upcoming period, HEXEL TECH ENGINEERING will work to ensure it will be able to broadly handle the materials to be used on the U.S. military bases, such as building materials, etc.

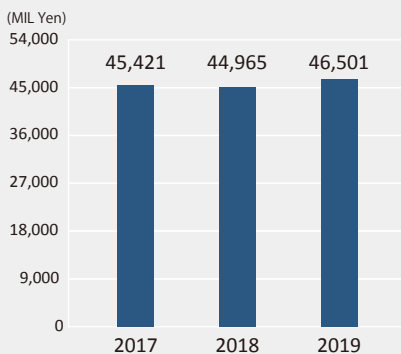
Regarding contact, the sales office will be located in Japan, with communication available in both English and Japanese.

Based on the above, we will vigorously push forward to make this the year for progress.

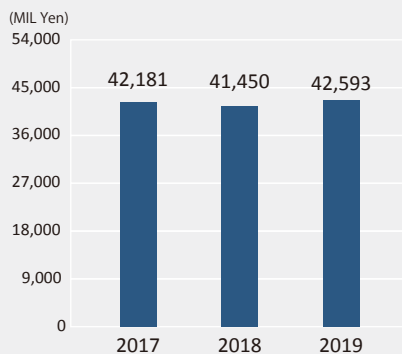
Please check it.  
Financial highlight.



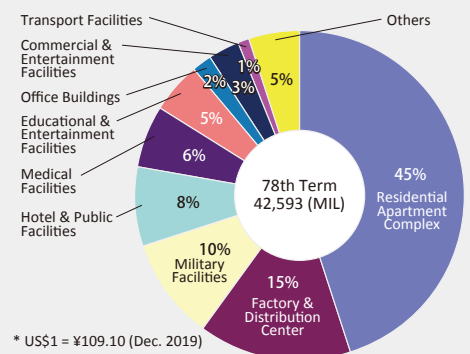
#### ORDERS RECEIVED



#### REVENUE



#### CONSTRUCTION COMPLETION RATIO





## HEXEL Works' Collective Efforts to Enhance Safety Management

Prior to fiscal 2013, each year there were 20 to 29 reported cases of occupational accidents at HEXEL Works. The main causes of these accidents were categorized into the following patterns: injuries due to a stepladder/scaffold ladder fall had the highest rate at 15%, followed by knife-cut injuries at 10%. We continued to experience these accidents repeatedly over the years.

In an effort to prevent common accidents, in fiscal 2012 collective prevention measures were implemented in all workplaces as part of “the HEXEL Rule,” in which the guidelines for using stepladders, scaffold ladders, and knives were stated for the first time. Since then, additional guidelines have been adopted to the rule to make it what is known today.

As a result of the rule, fall and cut

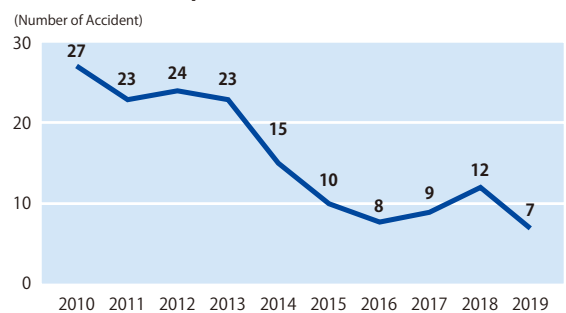
injuries have continued on a downward trend since fiscal 2013, and the number of accidents was down to 15 in fiscal 2014, 10 in fiscal 2015, and 8 in fiscal 2016. There are additional reasons that have contributed to these results, such as each branch has been guided to include concrete measures for reducing the number of accidents in their annual basic operating policy since fiscal 2014. This has continued to reinforce our efforts toward realizing an accident-free workplace.

One of their voluntary efforts is the portable alert card, “To Protect Yourself.” The card was created by the Kyushu Branch, and it serves as a reminder to employees to remain vigilant with regard to injuries. This idea is

featured in the HEXEL Rule and helps to encourage risk-reduction activity. The card is distributed to all workers at the Company.

The combined safety management efforts of “the HEXEL Rule” and “concrete measures taken in each branch” finally bore fruit, as we saw a record low of 7 occupational accidents in fiscal 2019.

### Number of Workplace Accidents

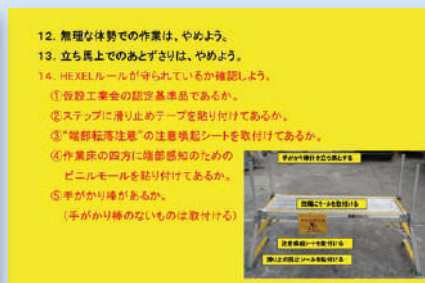


The HEXEL Rule will be adopted Companywide to help prevent accidents from happening again. Collective action is key in avoiding recurrence. We are working to ensure this information is shared across the Company by distributing the “To Protect Yourself” portable alert card as well as safety training videos.

Please check out our safety training videos.



Portable alert card



## Causes of and Prevention Measures for Scaffold Ladder Fall Injuries



### Cause 1

Moving to the rung end while working on a top board and falling/not watching the steps (Working on a top board requires workers to look up most of the time, making them move with their head up.)

### Prevention measure

HEXEL Rule No. 1

Apply vinyl molding onto the four rung ends of every top board (Workers are reminded of the rung ends by sound and by feeling when they step on the molding.)



Moving up and down a scaffold ladder

### Cause 2

Falling when climbing up/down a ladder (Wet soles increase risk.)

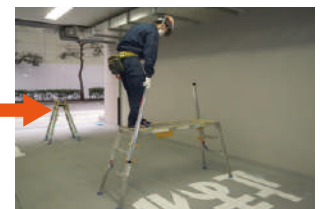
### Prevention measure

HEXEL Rule No. 2

Apply an anti-slip tape onto the steps (The grit sandpaper on the tape surface provides firmer footing.)



Moving up/down a ladder with a hand grip



### Cause 3

Being caught off balance when climbing up/down a ladder and falling (There is nothing to hold onto and workers must maintain good balance when climbing up/down a ladder.)

### Prevention measure

HEXEL Rule No. 3

Use scaffold ladders with hand grips

(Please see the photo above, as it shows a worker moving up/down a ladder with a hand grip.)

# Nagoya Branch's Safety Strategy

“Safety First” is the basic theory of safety and health activities, and if we leave all matters of safety to the on-site operators and workers, saying only to “Watch your hands and feet, and try to work safely,” it does not solve anything. All that is really needed in order to properly consider work safety is to create a mechanism that ensures workers’ on-site safety. Establishing only superficial measures is not enough. “Risk Assessment” that establishes the rules, then evaluates the risks, and finally takes the necessary prevention measures is crucial. Each site has different risks. As such, we need to predict the risks, implement countermeasures, and make sure they are known, as well as ensure that all branch members practice them.



Executive Officer,  
Nagoya Branch Manager  
**Tomoyuki Totsuka**

I am often in charge of construction sites for condominiums, where I mainly work on stepladders and scaffolding, using knives, and pit work. Usually, I am trying to make the rules for the project known and comply with them in order to manage safety. However, the first thing I felt when I looked at the blueprints of the site was that the exterior work may be complicated. In the construction schedule, we had only a very short period from the completion of the framework of the building to inspection by the client, so it is inevitable that we carry out the exterior work at the same time as many other contractors. I thought the risk of accidents occurring would increase if each contractor does their work based on their own standards. With this in mind, I believe that detailed arrangements and management of the construction schedule will lead to the progress of construction while also maintaining work safety, and I am currently promoting this. The site work is approaching the final phase, but I want to ensure there are no accidents until the very end.



Site Representative  
**Takayuki Saneda**  
(11 years)

It will soon be three years since I joined the Company and I am still no expert. Nevertheless, I am able to recognize that preparation is necessary for safety work. I often work on stepladders at the current site. On one occasion, I prepared a stepladder in advance that I thought would be suitable for the day’s work. However, the height of the stepladder I had prepared was a little insufficient. Even though workers are well aware of the rule “Working on the top step is prohibited,” the temptation to do so may be there anyway because they know the work will be finished quicker. Of course, workers did not use the top step, but work stopped while we prepared the required stepladders. Situations like this have the potential to increase the risk of accidents occurring if workers then rush in hopes of avoiding a delay in the schedule. Fortunately, no accidents occurred at this site, but it made me think that sufficient preparation is crucial in helping prevent accidents from occurring. As such, I work according to this idea.



Site Staff  
**Hiroshi Hirai**  
(3 years)

## Daily Schedule



**Morning meeting for safety**  
Checking tasks and potential points for injury



**Meeting with the foreman**  
Work coordination for the following day



**Cleaning**  
Once a week



**End of work**  
Checking the schedule for the following day

7

8

Short break

9

10

11

Lunch break

12

13

14

Short break

15

16

17

18



**Safety First**



### Ceiling wiring structure

- To obey the HEXEL Rule for stepladders
- Check the surroundings

### Panel wiring work

- To obey the HEXEL Rule for stepladders
- Don't use cutters when stripping wire



### Landscaping work

- Properly identify all dangerous areas
- Calling out to prevent minor collisions



# Global Recruitment

Our global recruitment program will enter its sixth year in 2020, and during that time we have overcome numerous tasks and uncertainties. In 2019, our entire process was reviewed to ensure that we selected students who were the best fit. For example, we confirm whether candidates have enough credits to graduate, as well as how they handle people and things. This helped in determining which candidates would graduate on time. As well, the language program starts with a native Japanese teacher as this establishes a high standard from the very beginning. As a result, both candidates were pushed to their limit and were able to surpass our expectations in just three months of study. As for all of you who will graduate this upcoming June, are you willing to take your life to the next level, and to take on the challenge of working for HEXEL Works?

## 2020 New Employees' Messages

After completion of Japanese Language program for 6 month, how do you expect for "Japanese Life"?!?!

### 1. Favorite Japanese word?

I like the Japanese word お土産 (*omiyage*), as there is a similar word in the Filipino language (*pasalubong*).

### 2. Is there something you would like to buy with your first pay?

When I receive my first pay, I would like to buy a nice camera.

### 3. From now on I will strive to be No. 1 in HEXEL Works.

To become No. 1, first of all I have to continue to work hard in learning Japanese!

### 4. Reason for entering HEXEL Works

I believe that the ideal engineer is not one that only works in front of a computer alone for the entire day, but rather one that works in an office as well as outside with different kinds of people. Furthermore, the ideal engineer is not only knowledgeable about engineering principles but also management principles and effective communication. I believe the engineers at HEXEL Works have a similar mind-set. By entering HEXEL Works, I am certain that I will have the chance to become my vision of the ideal engineer.

HEXEL Works is an excellent company to work for. The job looks interesting, the Company takes care of its employees, and there are plenty of opportunities to learn a variety of things. Since the Company does electrical work for a variety of structures, including large residential complexes, hospitals, and even military bases, different kinds of work can be done. If ever I would be assigned to a site, I think I will be able to use the skills I have learned. That kind of job is what I would really like to do.



**Lucas**

UP graduate EE 2019

### 1. Favorite Japanese word?

I like the Japanese word *“ichigo”* because strawberries are delicious and it reminds me of my hometown of Baguio.

### 2. Is there something you would like to buy with your first pay?

I will probably buy a really cool pair of shoes.

### 3. From now on I will strive to be No. 1 in HEXEL Works.

To become No. 1, I will do my best in whatever work is assigned to me.

### 4. Reason for entering HEXEL Works

Electrical engineers can do different types of work. For me, I prefer a job out in the field, and not just in an office. This is the kind of work that I find most interesting and challenging.

HEXEL Works is one of the best construction companies in Japan, which means that it is a privilege to be given an opportunity to work there. Since HEXEL Works is an electrical construction company, I will get to work in the office as well as in the field. I believe the Company has the capacity to develop and bring my full potential as an engineer to its peak. By becoming an apprentice of skilled and experienced engineers, I am sure that I will learn many things that will greatly help in honing my knowledge and skills about electrical construction. Aside from being able to work in Japan, I get to live there, which means that I will get to experience Japanese culture and food. I will also get the opportunity to visit different places that I have always wanted to go.



**Eric**

UP graduate ECE 2019

## Senior's Successful Road



**Rafael Marte Perez Yambot**  
(3 years)

Working in a country with unique traditions, a different culture, and a hard-to-master language is a one-of-a-kind experience. That experience will definitely vary from one person to the next, but what I can say for sure is that no one will regret

entering into a unique challenge such as this one. Not being a native speaker of the language immediately puts a person outside of their comfort zone, but it is just the first hurdle of many.

As for myself, I naturally have a bit of a loner personality and working in a communication-critical work environment is taxing and stressful. I know that I needed to be more outgoing in order to fix the disadvantages of being an introvert. I applied for HEXEL Works knowing that I will be putting myself into a strenuous situation in order to reach higher and to further my potential. Up to this day, it is

still hard but I know that I am growing as a person little by little.

As for the job, my main goal is to understand not only the electrical part of construction but also to accumulate know-how of other trades, such as mechanical and civil. Having a better understanding of the bigger picture makes parts of the job easier and brings me the satisfaction of learning something new and knowing more than I did the day before.

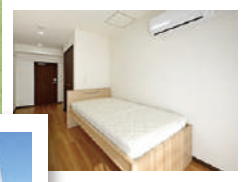




# Company Dormitory Information

HEXEL Works has two dormitories: Minamiurawa is located in Saitama Prefecture and Shinkawasaki is in Kanagawa Prefecture. Each dormitory is 40–50 minutes away by train from Tokyo Station. In the dormitories, the live-in manager cooks homemade meals. The cafeteria is stylish, and you can easily chat with other dormitory members. The common facilities have a laundry room and bathroom to keep them clean. Of course, we have private rooms for each person.

## Urawa



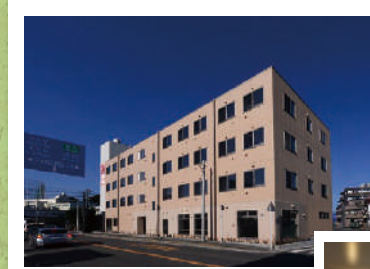
Private room



Dinning room

**Address:**  
3-36-3 Buzo, Saitama-shi, Minami-ku,  
Saitama 336-0025, Japan

## Kawasaki



Laundry room



Bathroom

**Address:**  
15-10 Yagami, Kawasaki-shi, Saiwai-ku,  
Kanagawa 212-0056, Japan

## Q&As with Senior Staff

### Q What were some of the good points you observed regarding dormitory facilities?

**A** My life in the dormitory was very convenient and fun because before I go to the office, and after a day at work, I always had a healthy and delicious breakfast and dinner prepared for me. Also, there is an お風呂 (“ofuro”) that was always available whenever I wanted to relax after a tiring day. Lastly, it was extremely easy to unwind and have bonding time with my coworkers after work and on my days off.

### Q Expectations within the facility?

**A** One thing that I expect most is cleanliness and orderliness within the facility. Waste management is strictly observed in the dormitory, so it is incredibly important not to mix any garbage during disposal.

### Q Any tips or advice?

**A** I think it is important to not forget to bring your medicines when you come to Japan, just in case you catch a cold or fever. It would also be nice if you could bring some Filipino food with you in case you miss it while in Japan.



**Kenneth Rae Esturas Rosales**  
(2 years)

I joined the Hiroshima Branch six months ago. My assignment is the commercial residential project in the Hiroshima area. All of the staff are so kind and gentle. Recently, we participated in the Hiroshima International Peace Marathon with volunteered branch member. My record is 1:13:17 which is a ranking of 3,693rd in 4,171 people. I am looking forward to breaking this record next year!



## The Work-Style Improvement Session Was So Exciting!

The current Work-Style Improvement session began as the Technological Development and Case session in 2009 (the 68th period), and two sessions were held in the initial year. From 2010, the following year, this session has been held only once a year, and to date 12 sessions have been held. The intent and purpose of holding the session is to specifically make a session on what kind of effect the proposed change had, based on prior consideration of each department and site, and to horizontally develop specific efforts toward the improvement of on-site capabilities (technical capability, managerial capability, etc.) and work-style reform

(efficiency of work) through Q&A and opinion exchange. In recent years, each division has held a preliminary meeting and representatives then make a session on the final selection. Content and materials have been expanded and ways to make a session have improved year after year, so we look forward to seeing the sessions every year. In 2018, we also published a booklet within the Company in which past sessions were organized. Under the slogan of “There Should Be Improvement Points for Each Site. Let’s Cultivate Our Sensitivity and Be Aware of Them,” we continue to manage sites without

overlooking small, everyday improvement points.



Case Study Brochure of Work-Style Improvement

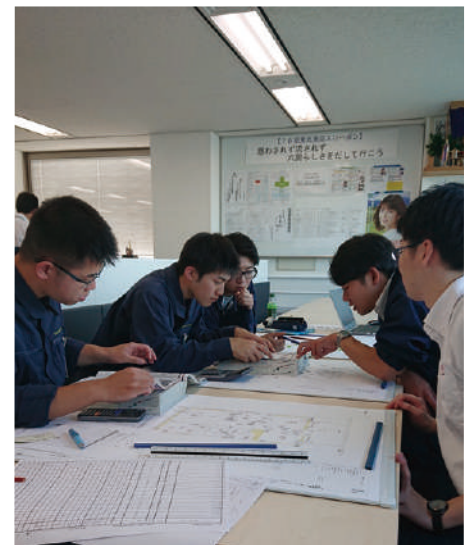
## 19 Students Joined Our Internship Program

Each year, HEXEL Works accepts interns during the students’ summer holiday period, with a total of 19 students participating this year.

In overseas countries, students are said to work at companies as interns on a long-term basis, acquire skills, and then conduct job-hunting activities, but in Japan, internships are traditionally where students learn about the industry and the content of the work through work experience.

At our company, our branches closest from students’ homes accept

interns according to the students’ desired number of days, and each branch devises the program contents, allowing students to experience actual operations, such as quantity surveys, drawing, on-site quality inspections, etc. What I find interesting is that all branches include a dinner party in their programs. I believe this is an excellent opportunity for senior staff and the students to talk frankly with one another, which I feel is part of our corporate culture.

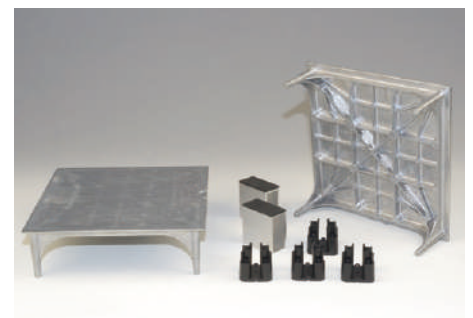


## New Business Challenge

In the 78th term, HEXEL Works took on a new business challenge and began to manufacture the original “E-Square Panel” aluminum die-cast free access floor panel, which was originally manufactured by AP Hirai Co., Ltd. as the “Econet 246.” We purchased the mold for the “Econet 246” and made considerable improvements to, resulting in the “E-Square Panel.”

We have extensive knowledge and know-how with regard to “small-scale and renewal construction” and OA floor construction with original materials.

Beginning in the 79th term, we will work to further improve our expertise in this area and are aiming to install all related works for interior, electrical, as well as mechanical on our own.



“E-Square Panel”

## The 8th Annual Kart Race

At HEXEL Works, kart races are held every year as part of our exchange activities outside the Company.

On August 31, 2019, we held the 8th annual inter-corporate kart race. Races were held in the three classes of Expert (advanced), Medallion (intermediate), and Novice (beginner).

For the Expert Class, the race was changed from a 120-minute endurance

race to two sets of 60-minute races. We also exercised our ingenuity for the second-set race, such as choosing karts by drawing, etc. It was impressive that because female drivers in the Medallion and Novice classes had a two-lap advantage, each team developed a strategy on how to arrange the karts.

There were many who drove karts for the first time, but we completed all the

races without any accidents. Congratulations to the members of the winning team!



The Chiba Branch wins!

## “Family Day” Held for Employees’ Children to Visit the Workplace



HEXEL Works implements exchange events and improvement activities based on proposals from our employees that we think are good ideas. Among such an approach, we held the “2019 Family Day” for employees’ children.

The event started with an explanation of what kind of company we are and then children toured the Company by “monster hunting” (a popular type of stamp rally).

Afterward, we worked together to create a video, “Let’s introduce HEXEL Works, Inc.!” , with children acting like their favorite YouTube personalities. During the shooting of the video, children were able to learn more about HEXEL Works by interviewing the Company president and through the introduction of

facilities, departments, and also employees.

The children quickly became great friends with one another while working together and editing the videos we shot.

The delight on their faces when seeing the completed video was priceless.

To the children who will play a future role in our company, we welcome you to come for another visit!

<https://youtu.be/ne6n6SEJxw0>



## The Heisei Era’s Year-End Party



Tohoku Branch's Year End Party

A year-end party is a ceremonial dinner given with the goal of helping employees to forget about whatever difficulties there were in the past year and to greet the New Year with new feelings. During the party, we play slideshows and hold a bingo game to further strengthen relationships within the Company.

Each branch holds their own, original year-end party!

## Joined the ACCJ



HEXEL Works joined The American Chamber of Commerce in Japan (ACCJ) as a corporate member this year. The ACCJ was established in 1948 to further develop commerce between the United States and Japan, promote the interests of U.S. companies and members, and improve the international business environment in Japan. To further our global growth, we will work to utilize and expand the global network.

## ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ Projects for the U.S. Military ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

1. B31, etc., DTS Replacement, Yokota Air Base, Japan
2. B3269 Water Supply Booster Pump Power Replacement, Yokota Air Base, Japan
3. B4314 East Chapel Improvement, Yokota Air Base, Japan
4. Repair Electrical Inflex Secondary Line, Main Base MFH, Misawa, Japan
5. E. J. King High School New/Improvement (Electrical Facility) Sasebo Base, Japan

Welcome! —Introducing Our New Members—

Let me introduce new members of the Guam Branch,  
HEXEL TECH ENGINEERING, and the Global Management Department.

## From **HEXEL Works Guam Branch**

Hafa Adai!

It is my pleasure to introduce myself. I'm a "Showa man," born in Hokkaido and raised in Kanagawa Prefecture. I was assigned to the Guam Branch five months ago, in June 2019.

The construction site here is for a new hospital (electrical work) on the U.S. naval base. This project has just begun, and we are preparing for construction.

Here on Guam, the sense of time is clearly different from Japan.

For example, in Japan it is expected that a meeting will start within 10 minutes of its scheduled time. As well, most attendees don't complain if the meeting runs a little long. On Guam, however, there seems to be little importance regarding the scheduled start time, and when the end time is reached then the meeting is over, there is no extension. My experience with and thoughts on the "correct" way of doing things was challenged just by my change of location.

Yes, this is Guam.

The only way to really progress is to learn to become flexible.

As the popular saying goes, "When in Rome, do as the Romans." As I have been on the island only five months, there is still much I am unfamiliar with, but I will try my best to continue to learn about local customs and rules as quickly as possible.

The fun continues!

Thank you.



**Toshiki Suzuki**  
Senior Project Manager  
Guam Branch

## From **HEXEL TECH ENGINEERING Corp.**

I have been working at HEXEL TECH ENGINEERING since October as a part-time office administrative and accounting assistant. My previous work was as a researcher at marketing research consulting firms in Japan. This is my first experience working in this industry and there are many things for me to learn, but I will do my best to support the U.S. team as much as possible.

New  
Face



**Saori Reynolds**  
Accounting Assistant

## From **HEXEL Works Global Management Department**

Hello, I was assigned to the Global Management Department in September. I was in charge of design in my previous department, and now I am responsible for public relations and legal affairs. This is extremely different from my previous work, but it allows me to work every day with a fresh mind.

I enjoy traveling for leisure. This year, I visited Guam, where we have a branch. Guam is an easy-to-get-to part of the United States, taking just three hours to get there. I enjoyed driving the U.S.-made car, which I can't drive in Japan, as well as snorkeling in the clear ocean.

I will have many chances to form a working relationship with many people as a main part of my new job, so I must be able to quickly respond to them. I'm sometimes

awkward in my way of doing things, but I will always try my best to contribute.



**Takao Nagae**  
General Representative