

GRI Content Index (General Standard Disclosures)

The G4 Sustainability Reporting Guidelines of GRI is a guideline for sustainability reporting. In accordance with the guidelines considered as a global standard, many companies prepare their sustainability reports.

Starting from this fiscal year, JR East Group CSR Report 2016 has been written in accordance with the Core option of GRI's G4 Sustainability Reporting Guidelines.

*GRI:Global Reporting Initiative is a cooperation organization (NGO) authorized by the United Nations Environment Programme (UNEP) aiming to establish guidelines for sustainability reporting.

The response status to the general standard of disclosure items for this report is as follows.

		Indicator	Relevant Pages in Reports	
			Website Version	
Strategy and Analysis				
	G4-1	Provide a statement from the most senior decision-maker of the organization (such as CEO, chair, or equivalent senior position) about the relevance of sustainability to the organization and the organization's strategy for addressing sustainability.	P4,5 (Top Message)	
Organizational Profile				
	G4-3	Report the name of the organization.	P3 (Corporate Profile)	
	G4-4	Report the primary brands, products, and services.	P126,127(Business outline of the JR East Group)	
	G4-5	Report the location of the organization's headquarters.	P3 (Corporate Profile)	
	G4-6	Report the number of countries where the organization operates, and names of countries where either the organization has significant operations or that are specifically relevant to the sustainability topics covered in the report.	P74 (Developing Our Business around the World)	
	G4-7	Report the nature of ownership and legal form.	P3 (Corporate Profile)	
	G4-8	Report the markets served (including geographic breakdown, sectors served, and types of customers and beneficiaries).	P125 (Service Area)	
General Standard Disclosures	G4-9	Report the scale of the organization, including: <ul style="list-style-type: none"> • Total number of employees • Total number of operations • Net sales (for private sector organizations) or net revenues (for public sector organizations) • Total capitalization broken down in terms of debt and equity (for private sector organizations) • Quantity of products or services provided 	P3 (Corporate Profile) P126,127(Business outline of the JR East Group) P128 (Management Information) P129 (Consolidated Financial Statements for Fiscal 2016)	
	G4-10	<ul style="list-style-type: none"> • Report the total number of employees by employment contract and gender. • Report the total number of permanent employees by employment type and gender. • Report the total workforce by employees and supervised workers and by gender. • Report the total workforce by region and gender. • Report whether a substantial portion of the organization's work is performed by workers who are legally recognized as self-employed, or by individuals other than employees or supervised workers, including employees and supervised employees of contractors. • Report any significant variations in employment numbers (such as seasonal variations in employment in the tourism or agricultural industries). 	P131 (Personnel-related data)	
	G4-11	Report the percentage of total employees covered by collective bargaining agreements.	P131 (Personnel-related data)	
	G4-12	Describe the organization's supply chain.	P126 (Business outline of the JR East Group)	
	G4-13	Report any significant changes during the reporting period regarding the organization's size, structure, ownership, or its supply chain.	Not applicable	
	Commitments to external initiatives			
		G4-14	Report whether and how the precautionary approach or principle is addressed by the organization.	P17 (General principles of Safety) P35 ~41 (Preparedness against natural disaster)
		G4-15	List externally developed economic, environmental and social charters, principles, or other initiatives to which the organization subscribes or which it endorses.	P2 (Contents)
		G4-16	List memberships of associations (such as industry associations) and national or international advocacy organizations in which the organization: <ul style="list-style-type: none"> • Holds a position on the governance body • Participates in projects or committee. • Provides substantive funding beyond routine membership dues. • Views membership as strategic. 	P75 (Global Contribution through International Institutions)
	Identified Material Aspects and Boundaries			
	G4-17	<ul style="list-style-type: none"> • List all entities included in the organization's consolidated financial statements or equivalent documents. • Report whether any entity included in the organization's consolidated financial statements or equivalent documents is not covered by the report. 	P3 (Boundary of reporting) P127 (Businesses of the JR East Group)	

General Standard Disclosures	G4-18	<ul style="list-style-type: none"> • Explain the process for defining the report content and the Aspect Boundaries. • Explain how the organization has implemented the Reporting Principles for Defining Report Content. 	P12 (Materiality (material aspects) and Key CSR Activities of the JR East Group)	
	G4-19	List all the material Aspects identified in the process for defining report content.	P13 (Materiality (material aspects) and Key CSR Activities of the JR East Group)	
	G4-20	<p>For each material Aspect, report the Aspect Boundary within the organization, as follows:</p> <ul style="list-style-type: none"> • Report whether the Aspect is material within the organization • If the Aspect is not material for all entities within the organization (as described in G4-17), select one of the following two approaches and report either: <ul style="list-style-type: none"> --The list of entities or groups of entities included in G4-17 for which the Aspect is not material or --The list of entities or groups of entities included in G4-17 for which the Aspects is material • Report any specific limitation regarding the Aspect Boundary within the organization 	P13 (Materiality (material aspects) and Key CSR Activities of the JR East Group)	
	G4-21	<p>For each material Aspect, report the Aspect Boundary outside the organization, as follows:</p> <ul style="list-style-type: none"> • Report whether the Aspect is material outside of the organization • If the Aspect is material outside of the organization, identify the entities, groups of entities or elements for which the Aspect is material. In addition, describe the geographical location where the Aspect is material for the entities identified • Report any specific limitation regarding the Aspect Boundary outside the organization 	P13 (Materiality (material aspects) and Key CSR Activities of the JR East Group)	
	G4-22	Report the effect of any restatements of information provided in previous reports, and the reasons for such restatements.	Not applicable	
	G4-23	Report significant changes from previous reporting periods in the Scope and Aspect Boundaries.	Not applicable	
	Stakeholder Engagement			
	G4-24	Provide a list of stakeholder groups engaged by the organization.	P15 (JR East Stakeholders)	
	G4-25	Report the basis for identification and selection of stakeholders with whom to engage.	P15 (JR East Stakeholders)	
	G4-26	Report the organization's approach to stakeholder engagement, including frequency of engagement by type and by stakeholder group, and an indication of whether any of the engagement was undertaken specifically as part of the report preparation process.	P15 (JR East Stakeholders)	
	G4-27	Report key topics and concerns that have been raised through stakeholder engagement, and how the organization has responded to those key topics and concerns, including through its reporting. Report the stakeholder groups that raised each of the key topics and concerns.	P15 (JR East Stakeholders)	
	Report Profile			
	G4-28	Reporting period (such as fiscal or calendar year) for information provided.	P3 (Reporting period)	
	G4-29	Date of most recent previous report (if any).	(Back cover)	
	G4-30	Reporting cycle (such as annual, biennial).	(Back cover)	
	G4-31	Provide the contact point for questions regarding the report or its contents.	(Back cover)	
	GRI CONTENT INDEX			
	G4-32	<ul style="list-style-type: none"> • Report the 'in accordance' option the organization has chosen. • Report the GRI Content Index for the chosen option. • Report the reference to the External Assurance Report, if the report has been externally assured. 	P3 (Editorial Policy) P122 (Independent Assurance Report) P10,11,14 (GRI Content Index)	
	ASSURANCE			
	G4-33	<ul style="list-style-type: none"> • Report the organization's policy and current practice with regard to seeking external assurance for the report. • If not included in the assurance report accompanying the sustainability report, report the scope and basis of any external assurance provided. • Report the relationship between the organization and the assurance providers. • Report whether the highest governance body or senior executives are involved in seeking assurance for the organization's sustainability report. 	P122 (Independent Assurance Report)	
	Governance			
	G4-34	Report the governance structure of the organization, including committees of the highest governance body. Identify any committees responsible for decision-making on economic, environmental and social impacts.	P24 (Railway Safety Promotion Committee) P115 (Environmental Management Structure) P117,118 (CSR Management)	
	Ethics and Integrity			
	G4-56	Describe the organization's values, principles, standards and norms of behavior such as codes of conduct and codes of ethics.	P3 (Group Philosophy/Basic Principles) P119 (Compliance)	